

AGENDA
VILLAGE OF PENTWATER
SPECIAL COUNCIL MEETING
AUGUST 26, 2019 at 6 P.M.

1. Call to Order.
2. Council Roll Call.
3. Public Comments.
4. Approval of the Agenda.

NEW BUSINESS

1. Facility Assessment
 - a. Decide to Stay or Leave Community Hall - 327 S Hancock
 - b. Policy for Safety of Building Evacuation
 - c. Brownfield Process
 - d. Decide whether to stay as Joint Tenants with the Township
 - e. Assign committee of two people for Joint Planning
2. Trees on Hancock Street

PUBLIC COMMENTS

1. Will be made when the Village President opens the meeting for public comments.
 2. It is asked that you state your name & address to Council.
 3. All comments will be addressed to the Village President.
 4. All comments are limited to 3 minutes.
- Thank you for your cooperation

CLOSED SESSION

ADJOURNMENT

**Village of Pentwater
Building and Grounds Committee
Meeting Minutes
August 19, 2019**

Claudia Ressel-Hodan called the meeting to order at 8:04 A.M.

Present: Claudia Ressel-Hodan and Jared Griffis

Absent: Michelle Angell-Powell - recused

Also, Present: President Jeff Hodges, Chris Brown, Village Manager, Clerk/Treasurer Rande Listerman

AGENDA

1. Pentwater Friendship Center:

Discussion was held regarding the Facility Assessment Public Hearing results. Manager Chris Brown gave an overview of the Township Board meeting on Wednesday, August 14th.

- The Twp. Board made the decision to "GO".
- Supervisor Spitler asked for a volunteer from the board to go with him to look at available properties.
- The Twp. Board discussed whether to stay together or separate.
- Supervisor Spitler would like the Twp. Board to come to a decision at the September Board meeting.

Building & Grounds Committee agreed to recommend to the Village Council:

- That the Village leave the Pentwater Community Hall based on the Public Comments at the Public Hearing on July 11, 2019.
- The committee asked Manager Chris Brown to compile a list of available properties within the Village limits including the list price.
- Consider creating a Brownfield District. If the property at 327 S. Hancock qualifies for Brownfield funds, the property will be return to the tax rolls and be listed for sale to developers with the proposed uses.
- The committee will also recommend to the Village Council to approve a policy for Village Administrative Office Closure.

The Building & Grounds Committee will meet again on Thursday, August 22 @ 8:00 A.M. to review the property list to make a recommendation to the Village Council.

2. Other:

None

3. Public Comments:

None

Meeting was adjourned at 8:57A.M.

Respectfully Submitted,
Rande Listerman, MiCPT/CPFA/CPFIM
Clerk/Treasurer

**Village of Pentwater
Building and Grounds Committee Report
August 22, 2019**

Dr. Claudia Ressel-Hodan called the meeting to order at 8:00 AM.

Present: Dr. Claudia Ressel-Hodan and Jared Griffis

Absent: Chair, Michelle Angell-Powell

Also, Present: Village Manager Chris Brown, Village President Jeff Hodges and Deputy Clerk/Treasurer Barb Siok.

AGENDA

Pentwater Community Hall

Discussion was held regarding the question of whether to stay in the current building or leave.

The Buildings & Grounds Committee recommends leave the current building.

The Committee will send their recommendation to the Village Council suggesting a Special Council Meeting be held Monday, August 26, 2019 at 6:00 PM in the Pentwater Community Hall.

Other

None

Public Comments

None

Meeting was adjourned at 8:22 AM.

Respectfully Submitted,
Barb Siok, Deputy Clerk/Treasurer

PENTWATER TOWNSHIP
EMERGENCY CLOSURE POLICY

The Pentwater Township office is a public service institution and every effort is made to maintain regular hours for the public and staff, safety permitting. Considering the conclusions of the Facility Condition Assessment dated 5/13/19 conducted by an engineering/architectural/construction firm there are certain weather conditions that would affect safety.

In the instance of adverse weather, the decision to close the office will be based upon:

- Winds at or over 45 mph.
- Threat of tornado based on news forecasts for the area.
- Rainfall/Snowfall at 1" per hour or more.
- Extreme and dangerous temperatures and conditions.

Additionally, when vital equipment in the building fails for a period of 2 hours or more (e.g., furnace malfunction, no water, no electricity, etc.) the office will be closed for a period of time and re-open when it is deemed safe to do so, or when the reason for the closure has been rectified.

The decision to close will be made by the Township Supervisor, or the Deputy Township Supervisor. The Supervisor or Deputy Supervisor will then notify township office staff, the Village Manager, the Police Chief and the Fire Chief. In the absence of either the Supervisor or the Deputy Supervisor the Township Clerk will make the decision to close. A sign will be posted on the office door as a notification of closure as well as a message placed on the Township Webpage. All evening meetings such as Planning Commission, ZBA, etc. will be cancelled if threatening conditions still exist. The Township Supervisor or the deputy Township Supervisor will notify the appropriate staff member and Meeting Chairperson of such closure and cancellation.