

# ***Village of Pentwater***

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(231) 869-8301 Website: [www.pentwatervillage.org](http://www.pentwatervillage.org)

## **Regular Meeting of Village Council MEETING MINUTES MAY 13, 2018**

### **CALL TO ORDER**

President Jeff Hodges called the regular meeting of the Pentwater Village Council to order at 6:00 pm. in the Community Room at Village Hall.

### **ROLL CALL**

Present: Michelle Angell-Powell, Pam Burdick, Jared Griffis, Dan Nugent, Don Palmer, Claudia Ressel-Hodan, Jeff Hodges.

Absent: None

Also, present: Village Manager Chris Brown, Clerk/Treasurer Rande Listerman, Chief Laude Hartrum, Zoning Administrator Keith Edwards & Park & Rec Director Kate Anderson.

### **PUBLIC COMMENTS**

*Amy LaBarge* - 605 Sixth Street – I want to make sure there is some discussion regarding the water level. Communication to residents and is there anything going on to discuss contingency plans about that the consequences of the high-water level in the lakes and the closure of Long Bridge? How can we help? Who should we write too?

*President Jeff Hodges* - Thank you, we will discuss this during the Village Manager Chris Brown's report and during some action items on the agenda.

*Norm Shotwell* – 474 E First St. - It's not on the agenda but I think we need to address Consumers Power in respect to the tree trimming.

*Tony Glover* - 601 12<sup>th</sup> Street – They have had some blockages and backups from the sewer line into the crawl space. The first incident was around Christmas and two more incidents have occurred since. The plumber determined that the blockage was 300 feet up the line from their house. The DPW crew has been awesome. The entire staff has been responsive.

*Manager Chris Brown* - It is an old line and we have ordered a camera crew to look at the line.

*Trustee Don Palmer* - When was the first time it occurred? Have we had any other incidents with the neighbors?

*Tony Glover* – 601 12<sup>th</sup> St. - It happened in November, December and twice since then.

*Manager Chris Brown* - We never had this issue before and a new connection was added to the line and it has been happening since then. Adams Excavating was the contractor and is competent and has done work for the village before. So, I have ordered a camera crew to look at the situation. We will be keeping an eye on the manhole for backups until the issue is resolved.

*Mary Jo Todd* - 79 Wythe Street – How long has the village know about this issue in her home?

*President Jeff Hodges* – Sounds like it has just escalating. November was the first time. The Village has been made aware of the problem and the homeowner is working with Chris Brown on this issue until it gets resolved.

*Tony Glover* - 601 12<sup>th</sup> Street - Nate and Doug have been awesome.

*George Cashmere* - Pentwater Township - I wanted to give a little bit of update as far as the bridge goes the road commissioner says he is not going to open it up. Mr. Cashmere feels the road has had water over it in years past and the road was not closed. I don't know if there is anything the village can do to help?

President Jeff Hodges – We are aware and have been expressing our concerns to all the appropriate channels.

### **APPROVAL OF THE AGENDA**

President Hodges requested an approval of the agenda. *Motion* by Ressel-Hodan, supported by Angell-Powell to approve the agenda.

*Voice vote.* AYES: 7 NAYS: 0 ABSENT: 0. Agenda approved.

### **CONSENT AGENDA**

- *Approval of Minute:* April 8, 2019.
- *Disbursements Village:* Accounts Payable - \$94,230.97; Payroll - \$60,458.80.
- *Disbursements from Township:* Fire Department – \$3,340.77.
- *Commission & Board Reports:* Planning Commission, Zoning Board of Appeals & DDA.
- *Requests for Village Property use:*
  1. VFW – Summer -Set up Table and Chairs on sidewalk by Village Green to sell raffle tickets.
  2. VFW - Center of the Street - May 25th @ 8A.M.- 1:00 P.M. - Buddy Poppy Program.
  3. VFW - May 27<sup>th</sup> 10:00 A.M. - 12:00 P.M. - Memorial Day Program
  4. Pentwater Historical Society – July 13 @ 10A.M. – 4 P.M. – Sell Tickets.

*Motion* by Griffis, second by Angell-Powell to approve the consent agenda items.

*Roll call vote.* AYES: Michelle Angell-Powell, Pam Burdick, Jared Griffis, Dan Nugent, Don Palmer, Claudia Ressel-Hodan, Jeff Hodges. NAYS: 0 ABSENT: 0. Motion approved.

### **ANNOUNCEMENTS**

#### **1. Street Improvement Plan**

See report from Fleis & VandenBrink.

Dave Bluhm gave an overview of the status of the project. A meeting is schedule with Reith Riley, Hallack and Chris Brown next Wednesday to discuss some concerns with paving that was done late last year during the Phase #2 project.

Don Palmer asked Manager Chris Brown to relate to the Council, how your feelings are concerning the costs and the company's communication model we are encouraging since we re-started this year?

Manager Chris Brown stated since the discussion at our service committee meeting, Jeff and I met with Dave regarding the fees based off our contract. I still have not received the pay rate breakdown from Mike Mattzela for the services provided per our contract.

Don Palmer stated I have said many times since we started the marriage with Fleis and Vandenbrink about the importance of the need for communication. How has that changed since our last meeting?

Don Palmer may I address Rande as far as the concern regarding the bookkeeping? Rande do you have any concerns regarding the Clerk/Treasurer responsibilities and the bookkeeping for the bonds?

Rande Listerman the only concern I have is with the monthly contractor request for payment be broken down by actual cost instead of percentages. Amber from Hallack assisted me with the pay requested submitted to council in the packet today. Because the bond is a reimbursing bond for Capital Improvements via Water/Sewer it needs to mirror the contract which is not a percentage basis.

Don Palmer to Dave Bluhm you have heard as I did can you get Mike to sit down with the staff at the Village and get this resolved?

Dave Bluhm said he would get with Mike in the morning, so the issues can be addressed by the end of this week.

**2. New Employee Introduction – Anthony Kies - DPW Staff.** Tony was introduced by Manager Chris Brown and welcomed by the Village Council and the community in attendance.

**3. Henry Jobbins Retirement - Clerk/Treasurer Rande Listerman** stated that a cake reception will be planned for Henry Jobbins retirement in late June or early July. Please watch the website and the community board for details.

## **VILLAGE DEPARTMENT REPORTS**

*Reports are in the meeting packet and posted on [www.pentwatervillage.org](http://www.pentwatervillage.org).*

**Village Manager** - Report submitted in writing.

Chris Brown address the process by Consumers Energy regarding tree trimming and removal. Clearances have to be met by the mandate by the Michigan Public Services Commission according to the plan that was filed in 2007 which includes a twenty-foot easement.

**Clerk/Treasurer** - Report submitted in writing.

*Motion* by Palmer, second by Griffis to approve the financial reports as presented.

*Roll call vote.* AYES: Michelle Angell-Powell, Pam Burdick, Jared Griffis, Dan Nugent, Don Palmer, Claudia Ressel-Hodan, Jeff Hodges. NAYS: 0 ABSENT: 0. Motion approved.

**Police Chief** – Report submitted in writing.

Discussion was held regarding a Water Taxi service with the closure of Long Bridge.

**Fire Chief** – Report submitted in writing.

Fire Chief Paul Smith did state that he has watched the condition of Long Bridge deteriorate over the last five years. The ice over the road this winter deteriorated the edges of the road significantly. Long Bridge will probably not be opened for a while. Paul shared the Fire Department's plan for dealing with a structure fire on the west side of Long Bridge. Hart will be first on the scene. Pentwater will probably be there second and supplying water. However, Hart will tone out Shelby for fire and they will provide water too.

**Zoning Administrator** – Report submitted in writing.

**Parks & Rec Director** – Report given verbally. Soccer is ending. Summer ball will begin next week. Last years can drive went well and made over \$500. This year the plan is to hold two can drives. Sponsorship collection was \$2,350.00. The Rec board plans on giving out some scholarships. Discussion was held about additional programing for youth and adults. Kate shared that several programs are being consider as additions to the offerings by Park & Rec.

### **COMMITTEE REPORTS**

1. Building & Grounds – Report submitted in writing.
2. Finances – No meeting, no report.
3. Ordinances – Report submitted in writing.
4. Personnel – No meeting, no report.
5. Planning/Economic Development – No meeting, no report.
6. Services - Report submitted in writing.

*Motion* Palmer, second by Griffis to approve a sewer credit for a broken pipe on Account #3RDE-000457-0000-01 at 457 E. Third Street in the amount of \$464.63. A water credit for \$500.00 will be applied to the account after the leak is fixed and verified by the Village Chief of Police and a DPW staff member when entering the home to observe the repairs with the homeowner within 30 days, which is June 12<sup>th</sup>, 2019 and Water/Sewer service is restored to the home.

*Roll call vote.* AYES: Michelle Angell-Powell, Pam Burdick, Jared Griffis, Dan Nugent, Don Palmer, Claudia Ressel-Hodan. NAYS: Jeff Hodges. ABSENT: 0. Motion approved.

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

#### **1. Hallack 2019 Street Improvement – Payment #1**

*Motion* by Ressel-Hodan, second by Palmer to approve the 2019 Street Improvement payment #1 to Hallack Construction in the amount of \$230,478.60.

*Roll call vote.* AYES: Michelle Angell-Powell, Pam Burdick, Jared Griffis, Dan Nugent, Don Palmer, Claudia Ressel-Hodan, Jeff Hodges. NAYS: 0. ABSENT: 0. Motion approved.

## **2. 2019 Street Improvement Award Update**

*Motion* by Palmer, second by Angell-Powell to approve the award of Hanover St. from Morris St to 3<sup>rd</sup> Ave in the amount of \$96,256.81. The 2019 Hallack Contract totals \$1,149,907.50.

*Roll Call Vote.* AYES: Angell-Powell, Burdick, Griffis, Nugent, Palmer, Ressel-Hodan, Hodges. NAYS: 0. ABSENT: 0. Motion approved.

## **3. Resolution No. 2019-05-15 Collection of Delinquent Taxes**

*Motion* by Palmer, second by Griffis to approve Resolution No. 2019-05-15 Collection of Delinquent Taxes.

*Roll Call Vote.* AYES: Angell-Powell, Burdick, Griffis, Nugent, Palmer, Ressel-Hodan, Hodges. NAYS: 0. ABSENT: 0. Motion approved.

## **4. Pentwater Boat Parade of Lights – Chris Conroy**

*Motion* by Ressel-Hodan, second by Angell-Powell to approve the Pentwater Boat Parade of Lights on Saturday, June 29.

*Voice Vote.* AYES: 7. NAYS: 0. ABSENT: 0. Motion approved.

## **5. Request for Funding Community Assessment 2020-2021 – Joint Master Plan Process**

*Motion* by Ressel-Hodan, second by Angell-Powell to approve the amount of \$1101.00 for the Community Assessment for Joint Master Plan Process with Pentwater Township and Pentwater Community Schools.

*Roll Call Vote.* AYES: Angell-Powell, Burdick, Griffis, Nugent, Palmer, Ressel-Hodan, Hodges. NAYS: 0. ABSENT: 0. Motion approved.

## **6. First Right of Refusal 044-320-005-50 - 813 6<sup>th</sup> Street**

*Motion* by Palmer, second by Griffis to approve the waiver of First Right of Refusal for parcel number 044-320-005-05 at 813 6<sup>th</sup> Street.

*Roll Call Vote.* AYES: Angell-Powell, Burdick, Griffis, Nugent, Palmer, Ressel-Hodan, Hodges. NAYS: 0. ABSENT: 0. Motion approved.

## **7. Appointment to DDA Board**

Adjourned until the June 10, 2019 regular council meeting.

## **8. Appointment to Planning Commission**

*Motion* by Griffis, second by Nugent to approve the appointment of Chris Conroy to the Planning Commission to fill the vacancy left by Rand Gee the term expires in December 2021.

*Voice vote.* AYES: 7. NAYS: 0. ABSENT: 0. Motion approved.

## **9. Marina Dock Repair Resolution No. 2019-05-16**

*Motion* by Palmer, second by Nugent to approve the quote from Adams Marine to raise main finger pier docks under water due to the high-water table in the amount up to \$18,000.

*Roll Call Vote.* AYES: Angell-Powell, Burdick, Griffis, Nugent, Palmer, Ressel-Hodan, Hodges.  
NAYS: 0. ABSENT: 0. Motion approved.

**10. DNR Waterways Grant Resolution No. 2019-05-17**

*Motion* by Ressel-Hodan, second by Burdick to approve the DNR Waterways Program Grant Resolution No. 2019-05-17 which accepts the Grant award of \$96,040.00 with a match from the village General Fund in the amount of \$99,960.00.

*Roll Call Vote.* AYES: Angell-Powell, Burdick, Griffis, Nugent, Palmer, Ressel-Hodan, Hodges.  
NAYS: 0. ABSENT: 0. Motion approved.

**11. New Website Preview – Kate Anderson**

Deputy Clerk/Treasurer Kate Anderson gave a preview of the new village website to be launch before Memorial Weekend. John Chickering from City Web Central has been contracted to design, build and host the new Village website. Kate has been coordinating the information from each department for the layout of their page on the site and is working with John to relay the information for the design process.

**PUBLIC COMMENTS**

Mary Jo Todd – How long does it take for the approve minutes to get published on the website? Clerk/Treasurer Rande Listerman stated the minutes are available in draft form in the Village offices 8 days after the meeting, after filling out a FOIA request per the “Open Meetings Act”. The official minutes do not get published on the website until after they are approved by the Village Council at the following regularly scheduled council meeting.

**ADJOURNMENT**

Hodges asked for a motion to adjourn.

*Motion* by Palmer second by Griffis to adjourn.

Voice vote. AYES: 7 NAYS: 0.

President Hodges adjourned the meeting at 8:15 P.M.

Respectfully submitted,

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Rande Listerman, MiCPT, CPFA, CPFIM  
Clerk/Treasurer

\_\_\_\_\_  
Date