

Village of Pentwater

327 S Hancock St., PO Box 622 Pentwater, Michigan 49449
(231) 869-8301 Website: www.pentwatervillage.org

Regular Meeting of Village Council MEETING MINUTES November 13, 2017

Call to Order - President Jeff Hodges called the regular meeting of the Pentwater Village Council to order at 6:00 p.m. in the Community Room at Village Hall.

Pledge of Allegiance – Before President Jeff Hodges opened the meeting with the Pledge of Allegiance, he thanked all the Veterans in the community for their service.

Roll Call - Present: Pam Burdick, Jared Griffis, Dan Nugent, Don Palmer, Michelle Angell-Powell and Jeff Hodges. Absent: Peter Dunlap.

Also, present. Village Manager Chris Brown, Clerk/Treasurer Rande Listerman, Deputy Clerk/Treasurer Kate Anderson, Deputy Clerk/Treasurer Barbara Siok, Police Chief Laude Hartrum, Fire Chief Terri Cluchey, and Village Attorney Brian Monton.

Public Comments (Not on the agenda).

Approval of the Agenda. President Hodges requested an approval of the Agenda. *Motion* by Palmer, supported by Griffis to approve the agenda as presented. Voice vote. AYES: 6 NAYS: 0 Absent 1 Dunlap. Agenda approved.

Consent Agenda. Approval of village council regular meeting minutes from October 9, 2017 and the Special Meeting on October 27, 2017. Regular Village Bill approval of \$197,643.87 and Payroll of \$85,879.80. Fire Department bill approval of \$3,485.55.

Requests for Village Property use:

1. Wedding ceremony on the Village Green, Hannah Duvall marrying Patrick LaFontaine on May 18, 2018 and to set up at 2:00 pm for a 4:00 pm wedding.
2. Awards Ceremony on the Village Green, PTW & PYC on June 30, 2018 at 11:30 pm.

Motion by Griffis, second by Burdick to approve the consent agenda items. Roll call vote. AYES: 6 NAYS: 0. Absent: 1 Dunlap. Consent agenda items approved.

Announcements:

Street Improvement Plan: See report from Fleis & VandenBrink. Mike gave a summary of the 2017 Phase 1 Project and went over the Punch List which will be listed on the Village Website.

VILLAGE DEPARTMENT REPORTS

Reports are in the meeting packet and posted on www.pentwatervillage.org.

Village Manager – Report Submitted in writing.

Police Chief – Report Submitted in writing. Chief Hartrum reminded everyone about seasonal parking. Awarded a Strategic Planning Grant.

Marina Manager – No Report, Submitted in writing. Marina is closed for the season.

Fire Chief – Report submitted in writing. Also, the department welcomes new MFR/Firefighter Scott Domin.

Zoning Administrator – Report submitted in writing

COMMITTEE REPORTS

Committee meeting minutes are provided if received in time for the packet.

Building and Grounds Committee – Report was submitted in writing. Angell-Powell stated the committee discussed the Marina Bids and Village Hall as well as the Friendship Center. If any citizen would like to be part of the ad hock committee regarding the discussion of the future plans for the Village Hall and the Friendship Building. Please contact her directly.

Finance Committee – The committee met on October 12, 2017. The 2017/2018 Budget is on track and no amendments are needed at this time.

Ordinance Committee – The Committee met on November 6th to discuss the Village Right-a-Way. During Phase 1 of the Street construction it was discovered that some homeowners have their sprinkler systems in the right-a-way. The committee discussed a free permit as a possible solution for use of the Right-a-Way. Also, the committee is working on a Resolution regarding the regulations of Golf Carts within the Village limits. They discussed the regulations and permit fees. Attorney Monton will give his opinions to the committee on how to proceed. The committee plans to have a Resolution on the agenda for the December Council meeting.

Personnel Committee - Dunlap expressed his regrets on not being able to attend tonight's meeting. The committee was busy with interviews replacing two staff members in the Village office. Rande Listerman – Clerk/Treasurer and Kate Anderson Deputy Clerk/Treasurer. Both individuals were introduced earlier to the public by President Hodges.

Promotions Committee – No meeting, no report.

Services Committee - The committee met on November 9th. Please see minutes submitted after the Council Meeting. Palmer thanked the following residents for their service on the committee - Terry Valenzano, Norm Shotwell, Ted Cuchna, and Don Holly. The combined years of expertise has been greatly appreciated by everyone. Primary item was the communication that fell by the wayside to the residents. We are confident that this will be addressed as we move into the other phases. The committee meetings are all public meetings. The next meeting will be in December.

VILLAGE COMMISSION AND BOARD REPORTS

Planning Commission - See meeting minutes. Approved a non-conforming addition at 135 Channel Lane. Set a Public Hearing for December 20, 2017 to amended Section 18.02 of the Zoning Ordinance.

ZBA - No meeting, no report.

DDA – Chairperson Dr. Claudia Ressel-Hodan addressed the Council. The last DDA Meeting was held on October 11th. Treasurer's report - we are within budget. Christmas Swag Give Back Program is going well. If you are a business owner that did not receive your Christmas Swag,

please contact the DDA they are in the basement of the Village Hall. Marketing Committee is placing advertising in the local papers and on radio for "Weekends in Pentwater" during the month of December. For every \$100 a business owner contributed the DDA matched the funds. The DDA had a total of \$3200 to work with for advertisement. If this is successful, the plan is to follow the same model in the spring. The beautification committee will be meeting on November 20th regarding the Streetscape plans and the showcase block for next summer.

UNFINISHED BUSINESS

Zoning Attorney – Discussion was held on the letter of agreement from Mika Myers. *Motion* by Griffis, second by Angell-Powell to approve the agreement with Mika Meyers for assistance in Zoning in the amount of \$10,000 annually in addition if the work exceeds the approved amount Zoning Administrator Keith Edwards will come before the Village Council for approval.

Roll call vote. AYES: 6 NAYS: 0. Absent: 1 Dunlap. Agreement approved.

NEW BUSINESS

Engineering bids for Marina upgrades, Electric & ADA.

Discussion was held on the Engineering bids for Marina upgrades.

Motion by Angell-Powell, second by Griffis to approve the Engineering bid from C2AE in the amount of \$18,000 for the Electrical and in the amount of \$24,500 for ADA accessibility.

Roll call vote. AYES: 6 NAYS: 0. Absent: 1 Dunlap. Bid approved.

Appoint DDA Renewal - *Motion* by Palmer, second by Angell-Powell to approve the appointment of Jack Witt to the Downtown Development Authority the term expires on 10/11/20.

Voice vote. AYES: 6 NAYS: 0 Absent: 1 Dunlap. Motion approved.

Fleis & Vanderbrink – Hallack Contracting Payment #1 - *Motion* by Palmer, second by Griffis to approve the total payment in the amount of \$173,973.67 to Hallack Contracting for Phase #1 of the Street Improvement Plan. The breakdown to the following funds is as follows - Water Fund \$5,219.21, Sewer Fund \$8,698.68, Road/Storm Fund \$160,055.78.

Voice vote. AYES: 6 NAYS: 0 Absent: 1 Dunlap. Motion approved.

Audit – Council has requested that the 2016/2017 Audit Review be done in person by Ken Berth from Berthiaume & Company in December. A recommendation was made by Don Palmer to have an internal audit completed for the fiscal year beginning April 1st 2017 through November 1st 2017 for the purpose of reviewing the financial records for the new administrative staff. Clerk/Treasurer Listerman will send out RFP's to some local firms and report back to the Village Council at the December meeting.

Public Comments -

Ray Hasil - 541 Morris St. - With the regard to the benefit, the officers received a stipend - what was that amount? *April Watkins* – 314 Rutledge - Chris mentioned that the Chief Hartrum is Salary and works 40 hours or more. How many hours a week are we actively having someone patrol? *Mike Caster* – 711 Morris – To the Sheriff what is your response time sir? When would

you be called? *Sheriff Craig Mast* – We are the only 24-hour day, 7 days a week department in the county. We will respond. *Bill Maxwell* – 670 E Fifth St. – I don't understand why all of a sudden, we can't afford our Police Department? Is the first step to getting rid of our Police Department? *Ray Hasil* – 541 Morris St. How much notice did these officers have that they were going to be furloughed? *Joe Mack* – I have lived in Pentwater 49 years and I feel just as safe as when we had a one-man Police Department. You are doing a great job. *Amy LaBarge* 605 E. Sixth St. – I want to clarify you are talking about the schedule November 1st to May 1st? *Jim Nauta* – 514 S. Carroll – How many incidents did you have from November 1, 2016 to May 1 of 2017? *Ray Hasil* – 541 Morris St. In, my work place we had to go through budget cuts. Is there any reason why it did not go to full council vote? Is this decision unanimous? *Ron Beeber* - 605 6th St. – Are all the incidents in the Village or are some in the Township? Which does not pay thing for this. *Linda Fortich* – 33 S Rutledge – You are saying one of the officers has left? Are you looking to replace them? *Bill Maxwell* – 368 N Hancock – What is our average response time on the incidents from November 1, 2016 – May 2017? *Katie Arnouts* 1001 E Park St. – I am just curious if it's a budget issue? Are other departments scaling back there hours? I think Randy is an asset to us.

Adjournment - Hodges asked for a motion to adjourn. Motion by Palmer, second by Burdick. Voice vote. AYES: 6 NAYS: 0 Absent: 1 - Dunlap. President Hodges adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Rande Listerman, MiCPT, CPFA, CPFIM
Clerk/Treasurer

Date