

# *Village of Pentwater*

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

## **Regular Meeting of Village Council MEETING MINUTES August 14, 2017**

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

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

Also, present: Village Manager Chris Brown, Clerk/Treasurer Colleen Moser, Police Chief Laude Hartrum, Fire Chief Terri Cluchey, Marina Manager Dick Hutchings and Village Attorney Brian Monton.

**Approval of the Agenda** - *Motion* by Griffis, supported by Palmer to approve the agenda. Voice vote. AYES: 6 NAYS: 0. Absent: 1. Agenda approves.

**Public comment on consent agenda items**- Norm Shotwell would like to comment during items 3 and 4 of the agenda.

**Consent Agenda**- Approval of village council regular meeting minutes held on July 10, 2017. Regular Village bill approval of \$89,640.75. Fire Department bills were not provided by the township.

### **Requests for Village Property use:**

Wedding ceremony on the Village Green, Katie Harris & Tyler DeBrabander on October 20, 2018 and to set up at 2:00pm for a 4:00 pm wedding.

*Motion* by Palmer, second by Nugent to approve the consent agenda items.

Roll call vote. AYES: 6 NAYS: 0. Absent: 1Angell-Powell. Consent agenda items approved.

### **Announcements:**

Street Improvement Plan: See report from Fleis & VandenBrink and Bid award under New Business.

## **VILLAGE DEPARTMENT REPORTS**

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

**Village Manager** – the manager reported that he would like to hire the law firm, Mika Myers, and Jones to work with our Zoning administrator and the Township to improve the zoning ordinances to work on the master plan that expires in less than two years.

President Hodges asked that the council receives a clearer proposal from Mika Meyers as to the approximate cost, hourly rates, and an approximate total cost. See managers' report.

**Police Chief** –See report.

**Marina Manager** – See report.  
**Fire Chief** – See meeting minutes.  
**Zoning Administrator** – See report.

### COMMITTEE REPORTS

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

**Building and Grounds Committee** – No meeting, no report.  
**Finance Committee** – No meeting, no report.  
**Ordinance Committee** – No meeting, no report.  
**Personnel Committee**- No meeting, no report.  
**Promotions Committee** – No meeting, no report.  
**Services Committee**- See meeting minutes.

### VILLAGE COMMISSION AND BOARD REPORTS

**Planning Commission**- Ron Christians the Planning commission would be meeting on August 23<sup>rd</sup> at 5:30. See meeting minutes.

**ZBA**- No meeting.

**DDA** – Dr. Claudia reported on the meeting held on August 9<sup>th</sup>. The had a couple of volunteers come forward and organize a group to clean up the Village prior to Homecoming and their suggestions going forward. The free Wi-Fi signage is on the Village Green and at the Marina. They responses to the survey have been low, about 25%. A meeting to discuss the feedback will be on August 24<sup>th</sup> at 7:00 p.m.

### UNFINISHED BUSINESS

None.

### NEW BUSINESS

**Bid Award of Street Improvement Project - Phase I.** David Blume of Fleis & VandenBrink engineering is recommending bid from Hallack Contracting \$538,300.15. The second closest bid was Rieth-Riley Construction and was \$27,492 higher than Hallack due to an addition error on the Rieth-Riley bid.

The Hallack bid came in below the engineering estimates however, if Hallack Construction is awarded the bid, that they are requesting that the Village move the substantial completion date to May 1<sup>st</sup>. Hallack is concerned of not meeting the deadline because of current work load and in October the weather can cause delays. David Blume assured the village that they will work with Hallack on a schedule, would put a priority on finishing Clymer street and would not allow the contractor to leave the streets a mess over the winter.

*Motion* by Palmer, second by Griffis to award bid for Phase I of the Street Improvement Plan to Hallack Contracting in the amount of \$538,300.15. Roll call vote. AYES: 6 NAYS: 0 Absent: 1 Angell-Powell. Motion approved.

**A public information meeting on the construction will be held at village hall on August 30 at 7:00 PM.**

**Lot Split 240 Sands Street.** Property Tax ID 64-044-580-109-00 5. Mark and Donna Ryan, the owners applied for a lot split. The zoning administrator made the recommendation to split the parcel for the following reasons; that the parcel is in the R-2 district and if split, both would be over 8000 square feet and would conform to the Village zoning, would create a second buildable lot, and that the additional lot would have access to water and sewer. The planning commission is also recommending the lot split.

*Motion* by of Palmer, second by Nugent to approve the lot split of 240 Sands Street. Roll call. AYES: 6 NAYS: 0. Absent: 1 Angell-Powell. Lot Split approved.

**Village Green: Proposed property swap at the Hancock Bldg. and Public Restrooms at Hancock Building: Proposed 5 to 7 year parking agreement.**

Zoning administrator said the Hancock Building Condominium Association has two residential units but would like to convert the remaining upstairs into additional residential units. To do so, additional parking is needed to conform to zoning. A proposal 1 would be a property swap between the the Village and Hancock Condo Assn. The second proposal is a parking agreement. There is a small area of land that the Village owns that could be developed into additional parking, another piece of land on the West side that the Hancock building has been using for parking. According to the Hancock building, there is a stretch of land on the west side that belongs to the Hancock building that the Village has been using and maintaining as the Village Green. The Village, a member of the association because of the public restrooms and pays condo association dues. The second proposal would waive 50% of the Hancock Condominium association dues for 5-7 years and the Village would waive all condo voting rights. Some members of council and the village attorney had just been informed of the proposals with the meeting packet and need more information.

*Motion* by Griffis, second by Dunlap to table both proposals. Roll call. AYES: 6 NAYS: 0. Absent: 1 Angell-Powell. The motion tabled both proposals.

**Approve annual OPEB trust payment of \$30,000, as budgeted.** The Clerk/Treasurer stated that the although the Village has been paying for the retiree health care (OPEB) included in the monthly bill but the laws now require the Village to set the funds in an OPEB trust. The annual amount of \$30,000 comes from OPEB actuarial report.

*Motion* by Palmer, second by Griffis to approve annual OPEB payment. Roll call. AYES: 6 NAYS: 0. Absent: 1 Angell-Powell. Motion approved.

**Permission to request bids to repair the municipal marina docks that are underwater.**

The village manager stated that the first estimate to repair the docks came in at \$14,000 so he manager is requesting permission from council request bids for the repair

*Motion* by Palmer, second by Burdick to approve the manager to request bids. Voice vote. AYES: 6 NAYS: 0. Absent: 1. Motion approved.

**Marina: Permission to request bids to upgrade the electric service at the docks and to make the marina building ADA compliant.** The manager would like to request bids for the engineering. The prior engineering at the marina was only a study to upgrade the electric. The bid would be for the actual engineering to make the improvements and could then be used to apply for grants.

*Motion* by Palmer, second by Nugent to approve the manager to request bids. Voice vote. AYES: 6 NAYS: 0. Absent: 1. Motion approved.

**Adjournment** - Hodges asked for a motion to adjourn. *Motion* by Palmer, second by Burdick. Voice vote. AYES: 6 NAYS: 0. Absent: 1. Motion Approved.

President Hodges adjourned the meeting at 7:37 p.m.

Respectfully submitted,

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Colleen Moser, Clerk/Treasurer

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Date