



VILLAGE OF PENTWATER

327 South Hancock St. P.O. Box 622 Pentwater, MI 49449
(231) 869-8301 FAX (231) 869-5120
www.PentwaterVillage.org

VILLAGE COUNCIL MEETING AGENDA

Agenda to be presented before the Pentwater Village Council at the regular meeting to be held on May 9, 2016 at Village Hall at 6:00 PM.

1. Call to Order.
2. Council Roll Call.
3. Public Comments.
4. Approval of the Agenda.
5. Public Comments on Agenda Items.
6. Approval of Consent Agenda Items.

All matters listed under Item 6. Consent Agenda are considered routine by the Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the Consent Agenda and considered separately.

Approval of Village Council minutes from the Fiscal Year End meeting and the 1st regular meeting of the fiscal year held on April 11, 2016.

Regular Village bill approval of \$77,118.45. Fire Department regular bill approval of \$19,269.38

Approval of the use of Village Property:

Marine Corps request permission to sell roses on July 2nd 2016 from 8 AM to 12 PM

DEPARTMENT REPORTS

1. Village Manager – Rob Allard
2. Police Chief - Laude Hartrum
3. Fire Chief - Terry Cluchey
4. Marina Manager – Dick Hutchings
5. Zoning Administrator – Sara Bizon

COMMITTEE and BOARD REPORTS

1. Finance Committee - Jared Griffis
2. Ordinance Committee – April Watkins
3. Buildings & Grounds Committee – Dan Hoekstra
4. Personnel Committee – Bill Maxwell

5. Services Committee - Norm Shotwell
6. Promotions Committee - Don Palmer
7. Harbor Research Committee – Dave Roseman

VILLAGE COMMISSION and BOARD REPORTS

1. Planning Commission – Ron Christians
2. DDA – Claudia Ressel-Hodan
3. Zoning Board of Appeals – Mike Castor

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Proposed Village Attorney Contract.
2. Appoint Village Attorney as Brian Monton.
3. Reappoint Bill O'Donnell to the ZBA, Term expires May, 2019
4. Proposed Arcade at 11 N. Hancock St.
5. To continue with Street Improvement Plan.
6. Negotiation of property exchange with Township.

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

Village of Pentwater

ON PENTWATER LAKE AND LAKE MICHIGAN
327 South Hancock Street P.O. Box 622 Pentwater, Michigan 49449
(231) 869-8301 Website: www.pentwatervillage.org

Regular Meeting COUNCIL MINUTES April 11, 2016

Call to Order - President Juanita Pierman called the regular meeting of the Pentwater Village Council to order at 6:00 pm in the Pentwater Community Hall meeting room.
Pledge of Allegiance.

Roll Call - Present: Jared Griffis, Dan Hoekstra, Norm Shotwell, Bill Maxwell, Don Palmer and Juanita Pierman.

Absent: April Watkins

Staff present: Village Manager Rob Allard, Clerk/Treasurer Colleen Moser, Police Chief Laude Hartrum, Deputy Clerk/Treasurer Barb Siok and Marina Manager Dick Hutchings.

Public Comments

Gail Schulte announced that she would be running as Republican candidate for Oceana County Treasurer. Schulte has worked in the county treasurer's office for 16 years.

Marilyn Steiner of 6036 Long Bridge Road in Pentwater is looking to establish a Dog Park. She requested the Village to collaborate in the project by donating the use of the Village land located at Wythe & North Hancock to use as a Dog Park. President Pierman asked the Buildings & Grounds Committee to review the Dog Park request.

Approval of the Agenda - *Motion* by Maxwell, supported by Griffis to approve the agenda. Voice vote. Aye: Unanimous Agenda approved.

Approval of Consent Agenda - Approval of Village Council minutes from the Public Budget Hearing and the regular meeting held on March 14, 2016. Regular Village bill approval of \$85,548.13. Fire Department regular bill approval of \$8,191.60.

Approval of the use of Village Property:

- Oceana County Animal Friends request use of Bell Park to find homes for pets for events in 2016: May 7th, June 18, July 19, August 13, September 24 and October 8.
- Ensign Region 5/Chris Conroy requests a special use permit for an auxiliary grill at Channel Lane on July 23, 2016.

Village Green

- Pickin' in the Park 2016, Tuesdays, June through September, 7:00-9:00 PM.
- Pet Hollywood request use of the Village Green for the Canine Grooming Red Carpet event July 2, 2016 at 7:00 PM.
- Pentwater Civic Band Concerts to be held Thursday Evenings June 30th to Sept 8th
- Midwest Brass & Gas Club to park 30-35 antique cars on the Green June 3, 2016.
- Pentwater Historical Society requests to set up card table on top of the Village Green to pass out flyers, gain members and accept donations for 2016 events (see letter).

Motion by Shotwell, second by Palmer, to approve the consent agenda items. Roll call vote. Aye: 6 Nay: 0. Absent 1. Motion passed.

VILLAGE DEPARTMENT REPORTS

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

Village Manager – Allard review his report adding that the Village continues to pick up branches that are in the Village right of way. A replacement DPW truck came in under bid at \$31,500. The old truck will go to the marina, and the marina truck will be traded in. See report.

Police Chief – Several medical assists in March. The department is preparing for the busier summer months. The next VPAC meeting will be held on April 21st (not the 24th) at 7:00 p.m. as was listed his report. See report.

Fire Chief - See report.

Marina – Hutching reported that the Marina will be opening May 1 and hoped that the sea wall will be repaired so that all boat slips will be available in the coming season.

Zoning Administrator – See report.

COMMITTEE REPORTS

Committee meeting minutes are provided in meeting packet.

Finance Committee – No meeting, no report.

Ordinance Committee. - No meeting, no report.

Building and Grounds Committee – No meeting, no report.

Personnel Committee- Maxwell reported that there had been two meetings. One was to review Village attorney applicants and the second was held to interview two candidates. The Village Manager will be working on a potential contract with attorney Brian Monton.

Services Committee- Shotwell reviewed the workshop CIP meeting minutes. The estimated cost of needed repairs to Villages streets is estimated at \$3.2 million according to engineering firm Wade Trim. President Pierman has issued a press release stating that the Village would be seeking a renewal of the 1998 Street Improvement bond for 1.21 mills that will finish on the 2016 Village tax bill. A second millage of 1.19 Mill will be on the ballot. If passed, these bonds would increase an annual tax bill by \$90 per \$150,000 of taxable value. If the bonds do not pass then the cost of the repairs will increase as the streets will continue to deteriorate. The CIP advisory committee plans to have a workshop on May 16, 2016.

Promotions Committee –Palmer reported on the meetings held on met April 7th. The minutes will be in the May council packet. The next committee meeting will be held Thursday, May 12th at 2:00 p.m. at Village Hall.

Harbor Research Committee Ad Hoc. No meeting. No depth soundings due to weather.

VILLAGE COMMISSION AND BOARD REPORTS

Planning Commission- Ron Christians reported that the Planning Commission met in March and held the annual election of officers. Ron Christians will be Chair, Councilor

Hoekstra as the Vice Chair and Paul Anderson as Secretary. The April 20th Planning Commission meeting has been cancelled due to lack of agenda items. On May 9th at 10:30 a.m., a subcommittee will meet to review the Zoning Ordinance.

DDA – Ressel-Hodan reported that the Marketing committee, a subcommittee of the DDA would be holding a job fair on Friday April 15th from 3-5 at the Pentwater Friendship Center. The next DDA will be held on Wednesday, April 13 at 8:30.

ZBA- No meeting, no report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Bids for Sea wall failure 2015.

Motion by Maxwell second by Hoekstra to accept the bid from Adams Marine Construction Inc. amount of \$61,999 contingent on approval of the DEQ, ACOE and DNR Waterways permits and potential grant money. Roll call vote. Aye: 6 Nay: 0. Absent 1–Watkins. Motion passed.

Adjournment - *Motion* by Palmer to adjourn, Voice vote. Aye: unanimous. President Pierman adjourned the fiscal year end meeting at 6:50 p.m.

Respectfully submitted,

Colleen Moser, Clerk/Treasurer

Date

Village of Pentwater

ON PENTWATER LAKE AND LAKE MICHIGAN
327 South Hancock Street P.O. Box 622 Pentwater, Michigan 49449
(231) 869-8301 Website: pentwatervillage.org

FIRST REGULAR MEETING OF THE FISCAL YEAR 2016-2017 April 11, 2016

Call to Order the Village President, Juanita Pierman called the First regular Village Council meeting of the Fiscal Year to order at 6:50 PM in the Pentwater Community Hall.

Roll Call Present: Jared Griffis, Dan Hoekstra, Bill Maxwell, Don Palmer, Norm Shotwell and Juanita Pierman. **Absent:** April Watkins

Staff present: Village Manager Rob Allard, Clerk/Treasurer Colleen Moser, Police Chief Laude Hartrum, Deputy Clerk/Treasurer Barb Siok and Marina Manager Dick Hutchings.

Approval of the Agenda:

Motion to accept the agenda by Griffis, second by Shotwell
Voice vote. Aye: 6 Nay: 0 Absent: 1-Watkins. Motion approved.

NEW BUSINESS

Roberts Rules of Order Adoption:

Motion to adopt Roberts Rules of Order by Palmer, second by Hoekstra. Voice vote. Aye: 6 Nay: 0 Absent: 1 Motion approved.

Authorization of newspapers of general circulation:

Motion to authorize the newspapers of general circulation as Ludington Daily News and Oceana Herald Journal by Palmer, second by Shotwell. Voice vote. Aye: 6 Nay: 0 Absent: 1 Motion approved.

Authorization of depositories for Village funds:

Motion Palmer to authorize the following depositories as presented for village funds: Chemical Bank, Huntington National Bank, First Merit Bank, Safe Harbor Credit Union, Shelby State Bank and West Shore Bank, second by Maxwell. Voice vote. Aye: 6 Nay: 0 Absent: 1 Motion approved.

Approve Berthiaume & Company for the annual audit:

Motion to approve Berthiaume & Co. for the annual audit by Palmer, second by Shotwell. Voice vote. Aye: 6 Nay: 0 Absent: 1 Motion approved.

Approval of the Following Appointments:

Motion by Shotwell, second by Hoekstra to approve the following appointments:
President pro term as Jared Griffis.
Village Manager as Rob Allard.
Clerk/Treasurer as Colleen Moser
Deputy Clerk/Treasurer as Barbara Siok
FOIA Coordinator/Village Manager as Rob Allard.

Street Administrator/Village Manager as Rob Allard
Police Chief as Laude Hartrum
Zoning Administrator as Sara Bizon
Harbor Master/Police Chief as Laude Hartrum
Marina Manager as Dick Hutchings
Recreation Director as Camille Pearson

Voice vote. Aye: 6 Nay: 0 Absent: 1 Motion approved.

Adjournment

Motion was made by Palmer to adjourn. Voice vote: unanimous.
President Pierman adjourned the meeting at 6:58 PM.

Respectfully submitted,

Colleen Moser
Clerk/Treasurer

Date

Unapproved

CHECK REGISTER FOR VILLAGE OF PENTWATER 04/01/2016 - 04/30/2016

Check Date	Check	App	Vendor Name	Description	Amount
04/04/201	42539	AP	Delta Dental	dental	402.07
04/04/201	42540	PR	Priority Health Insurance	insurance	7,494.53
04/04/201	42541	AP	Consumers Energy Co. Payment Center	utilities	2,540.02
04/04/201	42542	AP	Evergreen Solutions LLC	supplies	46.65
04/04/201	42543	AP	Firstmerit Bank, N.A.	supplies	1,020.92
04/04/201	42544	AP	Oceana County Road Commission	supplies winter salt/sand 201	5,690.86
04/04/201	42545	AP	Pentwater Boy Scouts Trp 1145	deposit refund	100.00
04/04/201	42546	AP	Siok, Barbara	3rd yr. CMC reimb. exp.	165.10
04/04/201	42547	AP	Wilson, Gary	in lieu of insurance	50.00
04/08/201	42548	AP	All Seasons Porta-Jons LLC	prof. svc.	72.00
04/08/201	42549	AP	Cintas Corporation	prof. svc.	60.87
04/08/201	42550	AP	Evergreen Solutions LLC	village hall supplies	86.67
04/08/201	42551	AP	Frontier North Inc.	utilities	87.07
04/08/201	42552	AP	International Inst. Municipal Clerks	dues	250.00
04/08/201	42553	AP	Integrity Business Solutions	supplies	10.99
04/08/201	42554	AP	Ludington Carpet Cleaning	prof. svc.	230.00
04/08/201	42555	AP	State of Michigan	annual permit fee	1,500.00
04/08/201	42556	AP	Michigan Municipal League	membership	715.00
04/08/201	42557	AP	Oceana County Economic Dev. Corp.	dues	100.00
04/08/201	42558	AP	Charter Communications, Inc.	utilities	840.32
04/08/201	42559	AP	Companion Life Insurance Company	insurance	246.40
04/08/201	42560	AP	Frontier	utilities	241.80
04/08/201	42561	AP	Integrity Business Solutions	supplies	99.97
04/08/201	42562	AP	Kwik Print Plus of Ludington	marina supplies	154.06
04/08/201	42563	AP	MICRgraphics Printing Inc.	marina supplies	516.95
04/08/201	42564	AP	Xerox Corporation	lease/mtc	310.81
04/21/201	42565	AP	Baker, Doug	cell phone reimburs.	70.00
04/21/201	42566	AP	Adams Excavating Inc.	prof.svc. Chester St. Park	3,000.00
04/21/201	42567	AP	LSL Planning	prof.svc.	123.75
04/21/201	42568	AP	Malburg's Sanitation Service, Inc.	prof.svc.	185.00
04/21/201	42569	AP	Miller, Johnson, Snell & Cumiskey,	legal svc. (school liaison)	2,343.30
04/21/201	42570	AP	Northern A-1	prof. svc. Sewer Camera	1,840.13
04/21/201	42571	AP	Oceana Co. Equalization Dept.	2015 Village Tax Season prof.	98.57
04/21/201	42572	AP	Republic Services, Inc.	prof. svc.	8,756.50
04/21/201	42573	AP	Snyder Shoe Corp. Ludington	uniform expense receipt	155.00
04/21/201	42574	AP	Tarnowski, Nate	cell phone reimb.	70.00
04/21/201	42575	AP	Trace Analytical Laboratories, Inc.	analytical	98.00
04/21/201	42576	AP	Village of Pentwater	quarterly w & s	2,253.69
04/21/201	42577	AP	WEX BANK	fuel	773.52
04/22/201	42578	AP	Adams Marine Construction, Inc.	prof. svc. LR	600.00
04/22/201	42579	AP	C & I Electric	prof.svc.	120.00
04/22/201	42580	AP	Cintas Corporation	prof. svc.	60.87
04/22/201	42581	AP	Evergreen Solutions LLC	supplies	219.87
04/22/201	42582	AP	Fleis & Vandenbrink Engineering, Inc	seawall	2,250.00
04/22/201	42583	AP	Integrity Business Solutions	supplies	102.28
04/22/201	42584	AP	Adams Excavating Inc.	prof.svc.	850.00

CHECK REGISTER FOR VILLAGE OF PENTWATER 04/01/2016 - 04/30/2016

Check Date	Check	App	Vendor Name	Description	Amount
04/22/201	42585	AP	Kwik Print Plus of Ludington	DDA community promo	110.50
04/22/201	42586	AP	MailFinance	prof. svc.	394.95
04/22/201	42587	AP	Michigan Association of Planning	group membership	850.00
04/22/201	42588	AP	Michigan Municipal League	dues	85.00
04/22/201	42589	AP	MML Workers' Comp Fund	insurance	14,089.00
04/22/201	42590	AP	void	void	0.00
04/22/201	42591	AP	Neo Solutions, Inc.	cwp supplies	12,902.40
04/22/201	42592	AP	ODB Company	leaf vac parts	102.96
04/22/201	42593	AP	Ressel-Hodan, Claudia	supplies/comm.promo	20.76
04/22/201	42594	AP	The Glove Apparel LLC	Rec Prgrm, T's	604.25
04/22/201	42595	AP	Wilbur-Ellis Company LLC	water treatment	370.59
04/26/201	42596	AP	Larson & Son Ace Hardware, Inc.	supplies	74.81
04/26/201	42597	AP	void	void	0.00
04/26/201	42598	AP	Larson & Son Ace Hardware, Inc.	supplies	302.49
04/26/201	42599	AP	void	void	0.00
04/26/201	42600	PR	Priority Health Insurance	insurance	7,494.53
04/30/201	42601	PR	POLICE OFFICERS ASSOCIATION	dues	160.00
04/30/201	42602	PR	TECH, PROF & OFFICE ASSOC OF MI	dues	75.00
04/30/201	42603	PR	UNITED WAY OF THE LAKESHORE	united way	56.00
04/29/201	42604	AP	3M	platereader repair	617.50
04/29/201	42605	AP	Pentwater Convenience Center, Inc.	supplies	10.26
04/29/201	42606	AP	Ken Adams Excavating Inc.	supplies (crushed concrete)	273.60
04/29/201	42607	AP	All Access Care	prof.svc.	110.00
04/29/201	42608	AP	Bruce's Auto & Maint.	maintenance	199.79
04/29/201	42609	AP	C & I Electric	prof.svc.	360.00
04/29/201	42610	AP	Charter Communications, Inc.	utilities	836.38
04/29/201	42611	AP	Cintas Corporation	prof. svc.	343.20
04/29/201	42612	AP	Companion Life Insurance Company	insurance	219.20
04/29/201	42613	AP	Creative Product Source, Inc.	pd supplies	219.00
04/29/201	42614	AP	DuBois-Cooper Associates Inc.	sewer supplies	1,463.95
04/29/201	42615	AP	Etna Supply Co.	water supplies	977.84
04/29/201	42616	AP	Evergreen Solutions LLC	supplies	591.64
04/29/201	42617	AP	Frontier	utilities	241.62
04/29/201	42618	AP	Great Lakes Energy	twnshp.so. Utilities	256.38
04/29/201	42619	AP	Ludington Door Co.	repair/mtc.	377.50
04/29/201	42620	AP	Neofunds by Neopost	postage	400.00
04/29/201	42621	AP	North Central Co-op Corporation	supplies for dinghy dock	18.87
04/29/201	42622	AP	Prince & Monton, PLC	VOP: Bates	234.00
04/29/201	42623	AP	Republic Services, Inc.	prof.svc.	172.15
04/29/201	42624	AP	Seymour's Sales & Service LLC	supplies	603.90
04/29/201	42625	AP	Standard Supply & Lumber	supplies	288.22
04/29/201	42626	AP	Terminix of West Michigan Inc.	professional svc.	144.00
04/29/201	42627	AP	Trace Analytical Laboratories, Inc.	analytical	562.20
04/29/201	42628	AP	WMCJTC	MCOLES	108.13
				Total	<u>\$77,118.45</u>

Pentwater Fire Department

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
May 12, 16	05/12/2016	2292	Crystal Flash	\$ (264.87)
	05/12/2016	2293	Consumers Energy	\$ (164.69)
	05/12/2016	2294	Charter Communications	\$ (257.16)
	05/12/2016	2295	Brass Anchor	\$ (17.50)
	05/12/2016	2296	Republic Services #240	\$ (290.52)
	05/12/2016	2297	Verizon Wireless	\$ (76.02)
	05/12/2016	2298	DTE Energy	\$ (98.35)
	05/12/2016	2299	Circle K Service	\$ (996.52)
	05/12/2016	2300	McNeil & Company, Inc.	\$ (15,158.00)
	05/12/2016	2301	North Central Co-op	\$ (153.95)
	05/12/2016	2302	Pentwater Convenience Center	\$ (110.24)
	05/12/2016	2303	West Shore Fire, Inc.	\$ (1,627.76)
	05/12/2016	2304	Klotz Auto Parts, Inc.	\$ (53.80)
May 12, 16			TOTAL	\$ (19,269.38)

MANAGERS REPORT

MAY 9, 2016

ROAD MAINTENANCE

DPW crews are patching potholes. Some alleys are being dressed with gravel or crushed asphalt. The City of Hart has been contacted and has agreed to sweep Hancock and Sixth Street before Memorial Day.

CLEAN WATER PLANT

Flows are seasonally increasing.

VILLAGE WATER SYSTEM

After months of discussions, the Village has authorized AT&T to upgrade some of their antennas on top of the tower. I expect that flurry of activity to begin this month.

PENTWATER MUNICIPAL MARINA

The municipal marina is officially open for business.

The Village has not yet received word on State funding for the needed sea wall work. Permits for the construction have been received.

LEAF PICKUP

The DPW began picking up curb side leaves on May 1st. The target end date is May 31st. The notices have been posted on the community sign and at the post office.

PARKS

The parks have been opened up and ready for the busy summer season. The Dingy Dock and Fishing Dock are also ready for use.

Additional benches will be added to the parks and Hancock Street.

LAUNCH RAMP

The southernmost kayak rack at the Lake Street boat launch has been replaced with a new rack and moved landward north of the existing rack. The kayak rack was built by Eagle Scout Franklin Adams.

Franklin Built the kayak rack as a public service merit badge project. The rack was well built and will be greatly appreciated by the many kayakers. A big thanks goes out to Franklin.

**Pentwater Police Department
Activity Report
April 2016**

Synopsis

During April the Department remained constant with previous years.

Activity Highlight

- 4-7-2016 Officers responded to a report of a burglary 100 block of South Clymer Street. Nothing was reported stolen and the case remains under investigation.
- 4-7-2016 Officers responded to a medical assist in the 200 block of South Rutledge. A subject was found lying on the floor. The subject had been lying on the floor overnight. EMS responded to the scene and the subject was released to their relatives. There were no significant injuries.
- 4-8-2016 Officer took a report of harassment in the 200 block of South Hancock Street. A trespass notice was served on one subject. The case is closed.
- 4-16-2016 Officers were called to the 400 block of North Hancock to take a report of a domestic disturbance. No arrests were made and the case is closed.
- 4-19-2016 Officers responded to the Village Hall where a baby "Bard" owl was turned in. The animal was turned over to a bird sanctuary in Twin Lake, Michigan to be raised and released
- 4-20-2016 Officers arrested one male subject on an outstanding warrant for contempt of court. The warrant stemmed from a series of incidents that occurred last summer involving MDOP to Village property. The subject was released after posting a bond.

Project Reports

The semi-annual VPAC meeting was held on 4-28-2016. A report on winter activities was presented to those in attendance. Questions were fielded on staffing, skateboarding, and

Officer attendind defensive driving and emergency driving training this month.

Officers are stepping up their efforts to reduce the speed of cars moving into the Vehicle on Hancock Street and Sixth Street. Residence should expect to see increased traffic enforcement.

The Department is current working with the Chamber of Commerce, Pentwater-Hart Group at developing a safety campaign called "Play Safe Pentwater". The campaign will focus on pedestrian, cycling, beach, and driving safety. Stay tuned for more details which will be announce as things develop.

We are in the process of hiring more part time officer. Our newest officer is named Jeff Felinski. He began working over the weekend and will be working with over officers until he is able to work by himself. Ofc. Felinski is 55 years old and retired from Muskegon Police Department.

Respectfully submitted,
Chief Laude Hartrum

Pentwater Police Department – Activity Detail

Complaints	Totals
Animal Complaint	1
Assist	7
Domestic	1
Follow Up Investigation	6
Harassment	1
Illegal Dumping	1
MDOP	1
Misc.	1
OWI	0
Noise	1
Reckless Driver	1
Traffic Stops	9
Traffic Hazard	1
Unwanted Subject	1
Warrant Pickup	1
Well Behing Check	1
Total	34

Tickets

Parking Tickets (Winter Parking)	0
Expired Drivers License	1
Speeding	2
Expired License Plate	1



PENTWATER FIRE DEPARTMENT

486 E. Park Street • P.O. Box 1117
Pentwater, Michigan 49449
Phone (231) 869-5987 Fax (231) 869-8511
www.pentwaterfiredepartment.com

Monthly Meeting Agenda

Meeting Date: Wednesday, May 4, 2016 19:10 Hours
Meeting Location: Pentwater Fire Department
Call to Order

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
 - a. Minutes from 4/6/16
- III. Reports of Officers
 - a. Treasurer Everet
- IV. Old Business
 - a. The Western Michigan Association of Fire Chiefs Golf Scramble at Boulder Creek Country Club is on May 25
 - b. The Western Fire Chiefs Fish Boil at Ludington FD is on August 26
 - c. 371 battery charging problem has been resolved.
- V. New Business
 - a. Volunteers are needed for a firefighter's water battle for the first annual Founder's Day on Saturday, May 7.
 - b. We need work on our Firefighter Right to Know.
- VI. Training
 - a. May 6 & 7: Incident Safety Officer/Shelby-Benona FD
 - b. May 7: Smoke Reading class in Cadillac
- VII. Discussion on Last Month's Calls
 - a. There were 1 fire and 18 medical calls for service for April.
- VIII. Public Comment (held to two (2) minutes on all issues)
- IX. Adjourn

Secretary- Ray Hasil



PENTWATER FIRE DEPARTMENT

486 E. Park Street • P.O. Box 1117
Pentwater, Michigan 49449
Phone (231) 869-5987 Fax (231) 869-8511
www.pentwaterfiredepartment.com

Monthly Meeting Minutes

Meeting Date: Wednesday, April 6, 2016 19:10 Hours
Meeting Location: Pentwater Fire Department
Call to Order

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
 - a. Minutes from 3/2/16
- III. Reports of Officers
 - a. Treasurer Everet Horton- \$36,076.85 was left over from the fiscal year and will be carried over into the 16-17 budget, possibly to save for the purchase of airpicks.
- IV. Old Business
 - a. The 6x6 repairs are complete. Terry will test drive it to ensure performance problems are resolved as we head into wildfire season.
- V. New Business
 - a. Terry brought steaks with garlic bread and potato salad to tonight's meeting.
 - b. Pay checks were distributed.
 - c. The Western Michigan Association of Fire Chiefs Golf Scramble at Boulder Creek Country Club is on May 25.
 - d. The Western Fire Chiefs Fish Boil at Ludington FD is on August 26
 - e. Paul is organizing on a firefighter's water battle on the first annual Founder's Day on Saturday, May 7.
 - f. 371 has been having battery problems. Terry will troubleshoot the Kussmaul AC charger.
- VI. Training
 - a. Wildland firefighting review was conducted tonight by DNR Fire Officer Ray Cole.
 - b. April 30: countywide mutual aid training/Grant Township FD.
 - c. May 6 & 7: Incident Safety Officer/Shelby-Benona FD.
- VII. Discussion on Last Month's Calls
 - a. There were 9 fire and 19 medical calls for service for March.
- VIII. Adjourn- a motion to adjourn by Everet was seconded by Aaron.

Secretary- Ray Hasil



PENTWATER FIRE DEPARTMENT

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Officer Meeting Minutes

Meeting Date: Wednesday, April 6, 2016 18:00 Hours
Meeting Location: Pentwater Fire Department
Call to Order

- I. Reading and Approval of Minutes
 - a. Minutes from 3/2/16
- II. Reports of Officers
 - a. Treasurer Everet Horton- \$36,076.85 was left from the fiscal budget and will carry over.
- III. Old Business
 - a. The 6x6 has been repaired.
- IV. New Business
 - a. The Western Michigan Association of Fire Chiefs Golf Scramble at Boulder Creek Country Club is on May 25
 - b. The Western Fire Chiefs Fish Boil at Ludington FD is on August 26
 - c. Paul Smith is organizing a firefighter's water battle to take place on the first annual Founder's Day on Saturday, May 7.
 - d. 371's batteries have had problems staying charged; something with the AC charger is not working right.
- V. Training
 - a. Wildland firefighting review tonight with DNR Fire Officer Ray Cole
 - b. April 30: countywide mutual aid training/Grant Township FD
 - c. May 6 & 7: Incident Safety Officer/Shelby-Benona FD
 - d. May 7: Smoke Reading class in Cadillac
- VI. Discussion on Last Month's Calls
 - a. There were 9 fire and 19 medical calls for service for March.
- VII. Adjourn- a motion to adjourn by Pat was seconded by Mike

Secretary- Ray Hasil



VILLAGE OF PENTWATER

ON PENTWATER LAKE AND LAKE MICHIGAN
327 South Hancock Street-P.O. Box 622-Pentwater, Michigan 49449
(231) 869-8301 - FAX (231) 869-5120

ZONING ADMINISTRATOR'S REPORT

April 2016

Zoning Permits issued:

Accessory Bldg.	1
Deck	1
New Residence	0
Residential Addition	0
Fence	0
Residential Remodel	0
Sign	0
Home Occupation	0
Demolition	0
Commercial	0
Driveway	0
Re-build	0
Other	2
Total	4

- Responded to requests for information

Detail of Zoning Permits Issued:

ZP 04-16	4/7/16	401 S. Hancock	044-677-001-00	Pointe Wine Deli / Blamer Const.	ADA Compliant Ramp
ZP 05-16	4/11/16	294 Lake St	044-396-011-00	Peterhams	Addition to shed
ZP 06-16	4/26/16	175 N. Morris St.	044-719-005-00	Hatt	Replace Deck
ZP 07-16	4/26/16	41 Dover St.	044-426-003-00	Combs	10 x 12 shed

**Village of Pentwater
Building and Grounds Committee
Meeting Minutes May 5, 2016**

Chair Hoekstra called the meeting to order at 8:00 AM.

Present: Chair, Dan Hoekstra, Norm Shotwell and April Watkins

Also Present: Rob Allard, Village Manager

Property Exchange with Pentwater Township

Allard led the discussion of exchanging parcel 001-438-001-00 owned by the Village and located in the Township for a parcel 044-580-101-00 owned by Pentwater Township and located in the Village. The land exchange would give the Village approximately 0.3 acres of land contiguous with the tennis park property.

Motion by Shotwell to request the Village Manager to negotiate the land swap with Pentwater Township, second by Watkins. Voice vote unanimous. Motion passed.

Skateboard Park:

The Committee discussed the concept for a skateboard park and agreed that due to interest, more research must be done regarding location, cost, and other information.

Dredging the Pentwater Harbor

Shotwell led the discussion that recent depth sounding indicated that there were several areas inside and outside the harbor that were less than 8 feet. Concerns by boaters could impact boat traffic. Shotwell indicated that he would talk to Dave Rosemond and others to assemble a team to look into the matter in more detail.

Meeting was adjourned at 8:45 AM

Respectfully Submitted,



Rob Allard, Village Manager

044-580-101-00



Township Property by Tennis Courts



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FetchGIS



1:3000

Map Publication:

Wed May 4 2016 11:13:15 AM

Disclaimer:

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Village Property in Township



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FetchGIS



1:3400

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Publication: Tue Apr 26 2016 11:23:23 AM

Village of Pentwater
CIP Work Group Meeting Notes
May 2, 2016

Present: Norm Shotwell, Jared Griffis, Don Palmer, Ted Cushna, Terry Valenzano, Juanita Pierman, Rob Allard, Colleen Moser, and Steve Mann.

Shotwell called the meeting to order at 1410.

1. Scope presentation – finalized for use at the 5 May presentation to the Service Club.
2. Bond consultation – no change
3. Resolution – the working group reviewed a draft resolution and draft ballot language. After much discussion, the group agreed to final documents and sent the two to the Services Committee for consideration.
4. Public Consultation:
 - a. Public presentations – the Service Club 5 May, Public Information Meeting 16 May & the Methodist Men’s Club – 24 May. Others may be added, and a formal public hearing would be needed.

The next CIP Work Group will be held in due course.

Meeting Adjourned at 1500.

Norman Shotwell

Streets Improvement Plan

Resolution

The Streets Improvement working group, comprised of Village manager Rob Allard and Village president Juanita Pierman, Norm Shotwell, Don Palmer, Jared Griffis, Ted Cuchna, Kathleen Hamilton, Terry Valenzano, Mark Benner, Ron Beeber and representatives from engineering and bonding experts, recommendation:

To fund street repairs, the working group recommends voter approval of a municipal bond proposal at the November 2016 General election. Bond funding would be achieved with voter approval of a bond in an amount not to exceed \$3,200,000 to be supported by bond debt millage of 2.4 mills, which in effect is renewing the existing 1.21 mills that voters approved in 1996 to pay for the Village's portion of rebuilding Hancock Street, which will be paid off next year, with an additional 1.19 mills.

In parallel with the streets improvement work, upgrading of the water and sanitary sewer systems will be done in order to maximize cost savings by combining work. Water and sanitary sewer work will be funded by their respective funds.

The working group recommends an active public awareness plan, beginning with a public information session 16 May 2016.

Attached is the recommended wording to be placed on the November ballot.

RECOMMENDED

Streets Improvement Plan Bond Proposal

Shall the Village of Pentwater, County of Oceana, Michigan, borrow the principal sum of not to exceed Three Million Two Hundred Thousand Dollars (\$3,200,000) and issue its general obligation unlimited tax bonds, in one or more series, payable in not to exceed fifteen (15) years from the date of issue of each series, for the purpose of paying the cost of improving, replacing, resurfacing, reconstructing and equipping major streets and local streets, including storm drainage improvements, and rights-of-way?

YES

NO

If approved, the estimated millage to be levied in 2017 is 2.40 mills (\$2.40 per \$1,000 of taxable value) and the estimated simple average annual millage rate required to retire the bonds is 2.25 mills (\$2.25 per \$1,000 of taxable value).

Village of Pentwater
Services Committee Meeting Minutes
May 2, 2016

Members Present: Norm Shotwell, Jared Griffis and Don Palmer

Others present: Rob Allard, Village Manager, Colleen Moser, Village Treasurer; Ted Cushna
- public

Chairman Shotwell called the meeting to order at 1510.

1. **Streets Improvement Plan** – The Services Committee received the recommended resolution and draft ballot language from the working group. After discussion and some minor redrafting, Don Palmer made a motion to forward the resolution and draft ballot to the Village Council. Jared Griffis seconded and the motion was unanimously agreed.

The Services Committee will forward the resolution and draft ballot language to the Finance Committee for its consideration.

Meeting Adjourned at 1530.

Respectfully,

Norman Shotwell, Chairman

**Minutes of Promotions Committee
Meeting: Thursday, April 7, 2016
2:00 pm, Village Hall**

**SESQUICENTENNIAL: March 16, 1867 – March 16, 2017
“Throughout the Years”**

Dates set:

March 16	150 th Kickoff dinner
May 6	2 nd Annual Founders Day (First Saturday in May)
June 4	21 st Annual Start of Summer (S.O.S.) Party (First Sunday in June), 5 – 7 pm
July 3	Pentwater Fourth of July Fireworks display (Monday)
Aug. 11 – 13	Annual Pentwater Homecoming

Members Present: D. Palmer, B. Maxwell

Members Absent: A. Watkins

Also Present: Claudia Ressel-Hodan (DDA), Colleen Plummer (business owner), Deb Deward, Ed Bigelow (Historical Society – PHS), Eva Gregwer (Chamber), Juanita Pierman, Rob Allard (Village of Pentwater)

1. Dates noted above were reviewed with additional planning needed
2. Committee participants agreed on the theme of next year’s event noted above.
3. Items discussed commemorating the village’s sesquicentennial included:
 - a. Sheets will be made available during this year’s SOS party for folks to sign up for their favorite decade during NEXT year’s SOS party (dress, etc..). There will be tables noted next year – Claudia
 - b. Floats to always be welcomed during the Homecoming parade – Claudia/Deb/Eva
 - c. Commemorative plates may be for sale. More information forthcoming – Claudia
 - d. Budget – Don to twist the arms of our Village President and Village Manager
 - e. Coins, rulers and costs for review--- Colleen and Deb
 - f. Banners and building displays for buildings – ongoing by Claudia and future DDA meetings.
 - g. Pentwater Wire Products – Don to call on interest/participations, etc..
 - h. Direct Advertising (Lindsey Blamer)—Eva working on this.
 - i. Politicians—Juanita to confirm State Senator Geoff Hanson’s participation on March 16. She reported that with State Representative Jon Bumstead term limited, our future rep will be determined and sought to assist at a later date. Don confirmed that U.S. Senator Gary Peters’s participation in the Homecoming parade with his possible interest in being a part of this year’s as

**Minutes of Promotions Committee
Meeting: Thursday, April 7, 2016
2:58 pm, Village Hall**

Members Present: D. Palmer, B. Maxwell
Members Absent: A. Watkins
Also Present: J. Pierman, R. Allard, C. Plummer

Discussion during this portion of the Promotions Committee was on the 20th annual Start of Summer Party (S.O.S.) to be held on Sunday, June 5, 2016 from 5 – 7 pm. This annual event started in 1997.

Palmer provided all in attendance copies of job assignments from last year. All agreed to continue with C. Plummer volunteering to check on additional water and monetary donations. Committee greatly appreciates her added willingness to help.

Palmer will contact April to have her work on seeking monetary donations from area establishments/individuals to help supplement the cost on paper and utensil products used.

PALMER

Music
Pop Boat
Canopy
Fire Truck
Cosmic Candy

PIERMAN

Dan Gale
DJ
Servers (Earl and gang)
Hot Dogs/Buns
Hansons
Pentwater Convenience Center
Adams
Permit

ALLARD

DPW crew
(tables/barricades, etc.)

MAXWELL

Ice
Repainting canopy posts?
Chow line workers

WATKINS

Monetary donations

PLUMMER

Water
Monetary donations

VILLAGE OFFICE LADIES

Inventory of paper products
Printing of the S.O.S. announcements
Printing of Thank You donation flyer

There being no other items before the committee, meeting adjourned at 3:16 pm

Respectfully Submitted for the Committee,
Don Palmer, Chair
Promotions Committee
Village of Pentwater



DDA Report to
Village Council
May 16, 2016

DDA Board met on April 13, 2016 the following motions passed.

-Wi-Fi will be provided to the Downtown Area, Coverage will include the Village Green, Village Marina and the general area of 2nd to 5th on Hancock.

-DDA agreed to reimburse the Historical Society for Planters used for the Founders Day Historical Building Information signs. This project will be expanded on next year for the Sesquicentennial.

Marketing Committee met on April 22nd the following was discussed

-Job Fair was viewed as a “beginning” success. Although low in number of job seekers, three employers found employees. Continuing this event in coordination with Chamber is planned for next year. Additional ways to find job seekers will be discussed.

-The Committee and Chamber are in agreement that there appears to be a need for training in using social media in promotion for our business owners and want to sponsor the training. We are in process of determining if there is a want.

Village of Pentwater - Downtown Development Authority
Regular Meeting Minutes – Wednesday, April 13, 2016

Call to Order: Chair Claudia Ressel-Hodan called the meeting to order at 8:30 AM followed by the Pledge of Allegiance to the flag.

Claudia Ressel-Hodan introduced recent members.

Attendance Roll Call: Claudia Ressel-Hodan, Doug Osborn, Jack Witt, Juanita Pierman, Jilly Barnes, Chris Dunn, Teri Lambrix, John Nagel, Terry Valenzano and Buz Graettinger.
Absent: None.

Also present: Village Manager Rob Allard and Deputy Clerk/Treasurer Barbara Siok.

Public Comments: None

Agenda:

Motion to approve agenda by Juanita Pierman, second by Buz Graettinger. Voice vote. All Ayes. Opposed: None. Motion carried.

Approve Minutes of February 10, 2016 Meeting:

Motion to approve the Meeting Minutes for February 10, 2016, by Terry Valenzano, second by Chris Dunn. Voice vote. All Ayes. Opposed: None. Motion carried.

COMMITTEE REPORTS

Treasurer's Report: Jack Witt distributed copies of financial report. Discussion followed. Jack updated dollar amounts on worksheet for Motions approved from previous meeting
Motion by Buz Graettinger to approve the Treasurer's Financial Report as submitted, seconded by Jilly Barnes. Voice vote. All Ayes. Opposed: None. Motion carried.

Bike Share Stations: Claudia Ressel-Hodan explained additional expense for equipment.
Motion by Claudia Ressel-Hodan to approve \$600 for 2016 Bike Share Expense, second by Chris Dunn. Roll call vote. All Ayes. Opposed: None. Motion carried.
Village Manager Rob Allard stated the Village insurance suggested regular maintenance inspection to minimize risk and to schedule a meeting with their risk auditor.

Marketing Committee: Claudia Ressel-Hodan will start set up at 2PM on Friday, April 15 for the Job Fair hosted by the DDA and Chamber, from 3-5 PM at the Friendship Center.

Data Collection Committee: Buz Graettinger reported that he and Mark Benner have begun collecting data about Pentwater population: summer/winter. Discussion followed.

Wi-Fi Committee: Terry Valenzano presented the 04/04/2016 revised proposal from SkyWeb Networks coverage area includes: Village Main Office, Village Green, Pavilion between 2nd & 3rd St. and Village Marina compared to the information request for SyncWave with antennae access to the water tower for possible future service across the lake. Discussion followed.

Motion to accept concept of Wi-Fi by Jack Witt, second by Matt Werner.
Roll Call vote: Ayes: 8, Nays: 3; Juanita Pierman, Jilly Barnes, John Nagel. Motion passed.

Village of Pentwater - Downtown Development Authority
Regular Meeting Minutes – Wednesday, April 13, 2016

Motion to accept SkyWeb Wi-Fi proposal dated 04/04/16 on the basis of financing not to exceed \$524.96 per month for 5 years which includes Charter Service \$200 per month by Terry Valenzano, second by Chris Dunn. Roll call vote: Ayes: 6, Nays: 5; Buz Graettinger, John Nagel, Jilly Barnes, Juanita Pierman, Jack Witt. Motion passed.

After further discussion it was proposed to rescind the motion.

Motion to reconsider previous motion accepting the SkyWeb Wi-Fi proposal with financing for 5 years by Terry Lambrix, second by Matt Werner. Roll call vote. Unanimous Motion passed.

Motion to accept the outright purchase proposal from SkyWeb Wi-dated April 4, 2016 for \$9875.26 with yearly service contract \$995 per year and not to exceed \$200 a month from Charter, second by Matt Werner. Roll call vote: Ayes: 4, No; John Nagel, Jilly Barnes, Juanita Pierman. Motion passed.

NEW BUSINESS

Sesquicentennial Update: Juanita Pierman spoke about plans for future events next year.

Historical Society Request: Claudia Ressel-Hodan received a request from the Historical Society for a reimbursement to purchase flower pots to hold Founder's Day materials.

Motion to reimburse the Historical Society \$150.00 for the planters purchased this year by Buz Graettinger, second by Terry Valenzano. Roll call vote: Unanimous. Motion passed.

Electric Cars Charging Station: Doug Osborn opened a discussion for the desire or need of an Electric Car Charging Station to Pentwater. Village Manager Rob Allard said the benefit is getting points for future grants, but they will need a dedicated parking space.

Juanita Pierman announced the Women's Club Wine & Art by the Water will be Sunday, May 15, 2015 at the Pentwater Yacht Club. Last year \$11,000 was raised for Pentwater student scholarships.

Adjournment: There being no further business, the meeting was adjourned at 10:40 AM.

The next scheduled DDA Meeting is June 8, 2016, at 8:30 AM in the Community Room.

Respectfully submitted,

Barbara Siok
Deputy Clerk/Treasurer

Date

PRINCE & MONTON, PLC

ATTORNEYS AT LAW

James R. Prince
Brian J. Monton

127 State Street, Hart, Michigan 49420
Telephone (231) 873-3892 • Facsimile (231) 873-2798
Email: info@princeandmonton.com

April 15, 2016

Village of Pentwater
Attention: Mr. Rob Allard, Village Manager
327 S. Hancock Street
P.O. Box 622
Pentwater, MI 49449

Re: 2016 - 2017 Contract

Dear Mr. Allard:

We are pleased that the Village of Pentwater (the "Village") has selected Prince & Monton, PLC, to serve as its legal counsel. This letter will confirm our discussions regarding the Village's engagement of this firm and will describe the basis on which our firm will provide legal services to the Village. Accordingly, we submit for the Village's approval, the following provisions governing our engagement. If the Village is in agreement, please sign and date the enclosed copy of this letter in the space provided below.

Client; scope of representation. Our client will be the Village. Unless otherwise agreed, the Village is our only client and we are not undertaking to represent individually any of the Village's officers, officials, employees, residents, property owners, or other constituents.

Fees and expenses. Our firm will provide general legal services to the Village for a fixed retainer of \$1,000.00 per month. Fees for extra-ordinary legal services, including litigation, will be billed at the following hourly rates:

Attorney/Partner: \$180.00 per hour.

Legal Assistant: \$60.00 per hour.

Prince & Monton, PLC, expects to be reimbursed for all costs, disbursements, and expenses incurred in handling a particular legal matter for the Village. These costs include, but are not limited to, filing fees, deposition expenses, expert witness fees, subpoena fees, transcript fees, mileage at the current IRS rate, and the cost of hiring any necessary accountants, actuaries, appraisers, or other experts. The Village will typically not be charged for copies involving routine matters. However, Prince & Monton, PLC, reserves the right to charge for copies in extraordinary situations such as litigation. Legal fees and expenses will be billed to the Village at the end of each month, and the balances shown will be due and payable within 30 days of the date said bill was issued.

PRINCE & MONTON, PLC

Village of Pentwater
Re: 2016-2017 Contract
April 15, 2016
Page Two

Conflicts. Prince & Monton, PLC, represents many other companies and individuals. It is possible that while we represent the Village another client will have a dispute or transaction with the Village. To the extent permissible under the Michigan Rules of Professional Conduct, the Village agrees that we may represent other clients in any matter that is not substantially related to our work for the Village.

Term of representation. Our firm agrees to represent the Village pursuant to the terms stated herein from May 9, 2016, until the end of the Village's current fiscal year on March 31, 2017. The fixed retainer for May 2016 will be prorated to reflect the actual days our firm provides services to the Village pursuant to this agreement in said month. Either party may terminate this agreement upon 30 days notice to the other party. If our firm terminates this agreement, we will take such steps as are reasonably practicable to protect the Village's interests with respect to any pending legal matters.

Please contact me if you have any questions or comments about this engagement agreement. Thank you for your consideration on this matter.

Very truly yours,

PRINCE & MONTON, PLC

Brian J. Monton

Agreed and accepted:

VILLAGE OF PENTWATER

By: /s/ _____
Rob Allard, Village Manager

Date: May 9, 2016



VILLAGE OF PENTWATER

ON PENTWATER LAKE AND LAKE MICHIGAN

327 South Hancock Street-P.O. Box 622

Pentwater, Michigan 49449

(231) 869-8301 - FAX (231) 869-5120

MEMORANDUM

TO: President Pierman & Pentwater Village Council
FROM: Sara S. Bizon, Zoning Administrator *SSB*
DATE: April 18, 2016
SUBJECT: Approval of an Arcade at Old Baldy Food & Fun (Former Dari Cream)

The Dari Cream on Hancock Street has been purchase by Mr. Jeff Wrisley. He is going to operate the ice cream shop, mini-golf and arcade under the name of Old Baldy Food & Fun. He is also going to offer other menu options such as BBQ & Brats.

During my review of his plans I reviewed the codified ordinances. There is a provision that Village Council approve any "arcades" in the Village. Mr. Wrisley's arcade will include retro – video games and Virtual Reality Games.

Attached is his letter seeking your approval.

I am requesting that you approve his request.

Thank you!

March 10, 2016

Village Council
Village of Pentwater
327 S. Hancock St
Pentwater, MI 49449

Dear Council Members,

I am writing to request authorization to include retro video games (e.g. Pacman, Ms Pacman, Galaga, XMen) and Virtual Reality Games (e.g. Samsung Gear VR, Oculus Rift) in my new VR Arcade. I am purchasing the Dari Crème, the mini-golf and the 'Store'. It is in the 'Store' that I wish to implement my VR Arcade.

I expect to put in 6-8 retro-arcade games and 2-3 of the VR headsets.

Please let me know if you have any questions.

Sincerely,



Jeffrey A. Wisley
321-684-3435