Village of Pentwater
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City Form of Government Study by The Citizen Advisory Committee
Park Place Community Center
310 N. Rush Street
January 20, 2023, 10:00 AM
Meeting Minutes

I. Roll Call:
Chairperson Ressel-Hodan called the meeting to order at 10:00 AM.

Council Members Present: Bluhm; O'Connor.
Ad Hoc Members Present: Jansen; LaBarge (via zoom); Marshall.
Absent: None.
Also Present: Village Manager Brown; Deputy Clerk/Treasurer Siok; Township Rep. Schrumpf.

II. Approval of the Agenda as Amended:
Motion by O'Connor and second by Bluhm to approve Agenda as Amended adding Approval of the November Minutes. Voice vote: All Ayes. Motion passed.

III. Approval of the Minutes from November 18, 2022:
Motion by Marshall and second by O'Connor to approve Meeting Minutes from November 18, 2022 as presented. Voice vote: All Ayes. Motion passed.

IV. Unfinished Business:
None

V. New Business:

1. Update on Pentwater Township Meetings – Jansen/O'Connor
Jansen said that she sent a copy of the update by email.
O'Connor said that she was concerned about the numbers making sure they align before being published. She met with the assessor and will update those reports for the study.
Township representative Schrumpf said the Township is also looking into the impact

2. Presentation of Pentwater Info in Manchester Report Format – O'Connor
The Manchester template was used because it was factual and O'Connor highlighted the revisions that were needed. Discussion followed with Ressel-Hodan saying that we are adopting a city form of structure, we're still a village, it doesn't change who we are. Marshall suggested using "City Form of Government." All agreed it was important these words be used to be consistent.

2a. Copies of Legislature City Information – O'Connor

An Outline was presented and when to include public input was discussed. Changes will be made and updated by O'Connor. Members will send notes to O'Connor. Jansen will update the Cover Page. Discussion followed regarding keeping the chart, including a timeline, and making other corrections and additions before sending to Council. Brown suggested adding the word "draft." LaBarge noted; page 3, the Cemetery information is repeated under Transfer Station.

3. Info on Costs for the Process to change to City Form of Government – Bluhm

Bluhm will continue working on the proposed cost information presented.

4. Difference between 4th and 5th Class City – Brown

Brown stated this is considered a 5th Class City and shared a five-page copy of "Structure of Local Government."

5. Difference in Revenue Sharing – Listerman

Listerman provided information via email regarding the revenue sharing formula.

6. Begin to Develop a Q & A – LaBarge

LaBarge will continue working and researching the Q & A portion.

VI. Public Comments:

None.

VII. Committee Comments:

Assignments:
Jansen: Revise Cover Page adding "Completed by the Citizen Advisory Committee."
O'Connor: Update all edits and review notes sent by email from members.
Bluhm: Continue working on Potential Costs
LaBarge/Ressel-Hodan: Annexation Page
Marshall: Key Elements of Successful Incorporation

Discussion regarding timeline and meeting schedules.
All Zoom March 24th.
Draft to Council in May.

VIII. Adjournment:

There being no further business, meeting was adjourned at 12:19 PM.

Next meeting scheduled February 17, 2023 at Park Place.
March 24th meeting will be via Zoom.