

**REGULAR MEETING
November 13, 2018**

PERE MARQUETTE CHARTER TOWNSHIP BOARD
held at 1699 S. Pere Marquette Highway, Ludington MI 49431

Board members present: Supervisor Paul Keson; Clerk Rachele Enbody; Treasurer Jacalyn Sroka;
Trustees: Paul Piper, Andrew Kmetz, James Nordlund, Sr. and Henry Rasmussen.
Also present: Devon Hall, Jerry Bleau, Andy Larr, Larry Gaylord, Kelly Smith and County
Commissioners Steve Hull and Lewis Squires.

The meeting was called to order at 6:30 p.m. by the Supervisor. Invocation was given by Smith; Pledge of Allegiance was recited by all. The minutes of the October 9, 2018 meeting and the current agenda were approved by consent.

The following amendment was offered for the October 9, 2018 minutes: Under Item A. “World War I Commemorative Resolution” the title should read: A ~~RESOLUTION~~ RESOLUTION* OF THE CHARTER TOWNSHIP OF PERE MARQUETTE TO FORMALLY COMMEMORATE AND HONOR THE BRAVE ~~MEN~~ MEN* AND WOMEN OF THE ~~SATE~~ STATE* OF MICHIGAN WHO SERVED OUR GREAT NATION DURING WORLD WAR I; TO RECOGNIZE AND PAY TRIBUTE TO THE DISTINGUISHED MILITARY UNITS OF MICHIGAN WHO SERVED IN THIS GREAT WAR; AND TO PAY APPROPRIATE HOMAGE TO THE MANY MICHIGAN BUSINESS AND MANUFACTURING ENTERPRISES THAT SUPPORTED AND CONTRIBUTED TO OUR NATION’S WAR EFFORT.

Moved by Rasmussen, seconded by Sroka to approve the minutes from October 9, 2018 as amended. Motion carried.
PUBLIC COMMENT – County Commissioners Lewis Squires and Steve Hull reported on the most recent meeting of the Mason County Board of Commissioners.

NEW BUSINESS: A. **Set Public Hearing Date (12/11/2018) for 2019 Proposed Budget and Levy** – Moved by Rasmussen, seconded by Piper to set the public hearing date for the proposed 2019 budgets and levy for December 11, 2018.

Motion carried.

B. **Set 2019 Meeting Schedule** – Moved by Kmetz, seconded by Rasmussen to set the following Township Board meeting schedule for 2019:

2019 MEETING SCHEDULE

<u>JANUARY</u> Tuesday – 01/08	<u>FEBRUARY</u> Tuesday – 02/12 Tuesday – 02/26	<u>MARCH</u> Tuesday – 03/12
<u>APRIL</u> Tuesday – 04/09 Tuesday – 04/23	<u>MAY</u> Tuesday – 05/14	<u>JUNE</u> Tuesday – 06/11 Tuesday – 06/25
<u>JULY</u> Tuesday – 07/09	<u>AUGUST</u> Tuesday – 08/13 Tuesday – 08/27	<u>SEPTEMBER</u> Tuesday – 09/10
<u>OCTOBER</u> Tuesday – 10/08 Tuesday – 10/22	<u>NOVEMBER</u> Tuesday – 11/12 Tuesday – 11/26	<u>DECEMBER</u> Tuesday – 12/10 <u>Thursday</u> – 12/26*

*Regular Year End Meeting to allow for completion of year-end business scheduled to begin at 4:00 p.m.

Roll call vote: Yes: Kmetz, Rasmussen, Sroka, Keson, Enbody, Piper, and Nordlund.
No: None.
Absent: None.

Motion carried.

C. **2019 Standing Board / Committee Appointments** – Moved by Piper, seconded by Sroka to approve the following Standing Board/ Committee Appointments for 2019:

Proposed Standing Boards and Committees for 2019

<i>Architectural Control</i> Paul Keson* Henry Rasmussen Jim Hinman Jerry Bleau	<i>Election Commission</i> Rachelle Enbody* Jim Nordlund, Sr. Henry Rasmussen	<i>Finance</i> Jacalyn Sroka* Rachelle Enbody Paul Keson
<i>Economic Development</i> Paul Keson* Rachelle Enbody Jacalyn Sroka	<i>MI Municipal Risk Management</i> Paul Keson* Andrew Larr Andy Kmetz Jerry Bleau Jim Nordlund, Sr.	<i>Personnel</i> Paul Piper* Andy Kmetz Paul Keson
<i>Sewer & Water</i> Rachelle Enbody* Jacalyn Sroka Paul Keson	<i>Roads</i> Paul Keson* Jim Nordlund, Sr. Andy Kmetz	<i>Tax Abatement Review</i> Paul Keson* Devon Hall Susan VanHoven

* First person listed is chairperson of the Committee/Commission

- Twp. Bd. Representative to Planning Commission** Andy Kmetz
- Twp. Bd. Representative to Zoning Bd. of Appeals** Paul Piper
- Grant Administrator** Rachelle Enbody
- Water/Sewer Administrator** Jacalyn Sroka
- Mason County Growth Alliance Representative** Paul Keson
- Ludington Mass Transit Authority Representative** Paul Keson
- MMRMA Member Representative** Paul Keson
- Lincoln Lake Improvement Board Representative** Stephen Wegener

Motion carried.

D. **2019 Fire Department Officer Appointments** – Moved by Nordlund, seconded by Kmetz to approve the following Fire Department Officer appointments, effective January 1, 2019:

- Fire Department:**
- Fire Chief Lawrence Gaylord
 - Assistant Chief Scott Graczyk
 - Captain Dan Marek
 - 1st Lieutenant Scott Kelsey
 - 2nd Lieutenant Paul Bray
 - Safety Officer Jim Mitchell
 - Training Officer Ross Kissel

Motion carried.

E. **Board and Commission Appointments** – Moved by Kmetz, seconded by Sroka to approve the following appointments, effective January 1, 2019:

Planning Commission – Jim Nordlund Jr. and Rex Pope for terms ending December 31, 2021.

Zoning Board of Appeals – Ron Soberalski and Jim Beal for terms ending December 31, 2021.

Construction/Maintenance Board of Appeals – Tom Enbody, Russ Peterson, and George Wagner for terms ending December 31, 2020.

Board of Review – Kelly Smith, Marsha Gould, Rick Deering, and Jennifer Richert for terms ending January 1, 2021.

Motion carried.

COMMITTEE REPORTS: Personnel Committee (Piper) – Reported the Personnel Committee met to review 2019 compensation amounts.

Zoning Board of Appeals (Piper) – Reported the ZBA met in October and approved a variance request to allow the construction of an agricultural spray barn to encroach twenty-nine feet into the required minimum forty feet front yard setback due to the USDA requirement that the barn must be one hundred fifty feet from any well. The new barn will be located within the fenced area of the property.

Planning Commission (Kmetz) – Reported the Planning Commission is continuing to work on the re-write of the Zoning Ordinance.

EMPLOYEE REPORTS: Assessor (Hall) – Reported visiting properties that have had building permit activity in 2018 noting there has been a lot of building going on in the township and reported preparing for December Board of Review.

Building/Zoning Administrator (Bleau) – Provided a report detailing permit activity for October 2018.

DPW/Water/Sewer Superintendent (Larr) – Reported the department is in the process of fall leaf pick-up; attended a DEQ meeting last week with updates and new requirements to lead and copper rules for municipal water systems to be completed by the year 2025; department members will be attending continuing education classes for water license renewal(s).

Fire Department (Graczyk) – Reported on thirty-six responses in September 2018 and forty-two responses in October 2018, bringing year-to-date totals to seventy-five runs above the 2017 year-to-date totals.

Parks Manager / Code Enforcement (Smith) – Reported the parks are all closed for the season; the campground had a good year which Smith attributed to good weather; completing budget preparation; ordered catch basins for a couple of the campsites that have standing water problems; continuing to attend meetings for the Dow property acquisition that is still on track for 2019 acquisition; will be updating the Parks and Recreation Plan in 2019.

OFFICERS REPORTS: Clerk (Enbody) – Distributed November election results to the board members; reported that precinct two was selected by the Bureau of Elections for a post-election audit along with Grant and Meade Townships; reported holding employee meetings last week with representatives from MERS, AFLAC, and the Deferred Compensation Plan. Enbody provided a list of current invoices for approval.

Moved by Enbody, seconded by Piper to approve the payment of invoices totaling \$258,605.78. Motion carried.

Treasurer (Sroka) – Provided reports detailing quarterly cash, bank and investment balances by fund and by bank account for the third quarter of 2018; completing third quarter utility billing; preparing tax billing that has to be to the printing company by next week and will then be looking at water and sewer rates for 2019.

Supervisor (Keson) – Reported that the Army Corps of Engineers will be dredging the Ludington harbor next year and will require access to the Buttersville beach area; reported on meeting with Vern Richardson of the MI DNR regarding allowing archery deer hunting in Memorial Tree Park and handed out a summary from Richardson on things to consider; reviewed the election results of Proposal 18-1, the legalization of recreational marijuana, and that the majority of the township voted against the proposal; MTA has created ordinance templates for local governments in order to regulate recreational marijuana establishments within their jurisdictions; noted that he is considering another tire recycling event for the township in 2019; working with the Mason County Road Commission on potential future road projects and will be in touch with committee members to review the 2019 road projects.

ADJOURNMENT: The meeting was adjourned by the Supervisor at 7:08 p.m.