

**REGULAR MEETING
January 12, 2021**

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

Meeting held via teleconference.

Board members present:

Supervisor Gerald Bleau; Clerk Rachelle Enbody; Treasurer Karie Bleau;
Trustees: Andrew Kmetz, James Nordlund Sr., Henry Rasmussen, and Ronald
Soberalski.

Also present:

Hannah Hubbard (Ludington Daily News), Andy Larr, Larry Gaylord, and County
Commissioner Steve Hull.

The meeting was called to order at 6:30 p.m. by the Supervisor. Invocation was given by Nordlund; Pledge of Allegiance was recited by all.

APPROVAL OF PREVIOUS MINUTES: Moved by K. Bleau, seconded by Soberalski to approve the December 29, 2020 minutes as presented.

Roll call vote: Yes: G. Bleau, Enbody, K. Bleau, Kmetz, Nordlund, Rasmussen, and Soberalski.
No: None.
Absent: None.

Motion carried.

APPROVAL OF AGENDA: Moved by Kmetz, seconded by Rasmussen to approve the agenda as presented.

Roll call vote: Yes: G. Bleau, Enbody, K. Bleau, Kmetz, Nordlund, Rasmussen, and Soberalski.
No: None.
Absent: None.

Motion carried.

COMMUNICATIONS: Enbody reported a channel change notification from Charter Communications. G. Bleau reported a notification from Consumers Energy to inform customers of tree trimming / clearing efforts.

NEW BUSINESS: A. Resolution for the Designation of Depositories – The purpose of the resolution is to provide for the deposit of the money coming into the possession of the treasurer of the township. The township board is required to approve by resolution the financial institutions in which the treasurer may deposit funds.

The following Resolution was offered by Bleau and supported by Enbody:

RESOLUTION FOR THE DESIGNATION OF DEPOSITORIES

WHEREAS, under the laws of the State of Michigan, this board is required to provide by resolution for the designation and deposit of all public money, including tax money, coming into the possession of the township treasurer, in one or more financial institutions, hereinafter called institution(s), to be designated in such Resolution.

NOW, THEREFORE, BE IT RESOLVED that the Treasurer is hereby authorized to deposit all public money, including tax money, now in or coming into the possession of the Treasurer, in the following financial institutions:

Comerica Securities
Michigan Class
Multi Bank Securities
PNC Bank
Preferred Credit Union
TCF Bank / Huntington
Safe Harbor Credit Union
West Shore Bank

Roll call vote: Yes: G. Bleau, Enbody, K. Bleau, Kmetz, Nordlund, Rasmussen, and Soberalski.
No: None.
Absent: None.

Resolution declared adopted.

B. Performance Resolution for Governmental Agencies – This resolution is required by the Michigan Department of Transportation for the purpose of issuing a municipality a permit in order to construct, operate, use and/or maintain utilities or conduct other activities within State Highway Right of Way locations within its corporate limits.

The following **Resolution** was offered by Kmetz and supported by Nordlund:

PERFORMANCE RESOLUTION FOR GOVERNMENTAL AGENCIES

RESOLVED WHEREAS, the Charter Township of Pere Marquette hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the GOVERNMENTAL AGENCY is performed by a contractor, the GOVERNMENTAL AGENCY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employees, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the GOVERNMENTAL AGENCY. Failure of the GOVERNMENTAL AGENCY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the GOVERNMENTAL AGENCY by a contractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.
4. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.
5. The GOVERNMENTAL AGENCY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation, construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.
6. With respect to any activities authorized by PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.

7. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.

8. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

Title:	Name:
Township Supervisor	Gerald A. Bleau
DPW/Water/Sewer Superintendent	Andrew Larr
Township Clerk	Rachelle Enbody

Roll call vote: Yes: G. Bleau, Enbody, K. Bleau, Kmetz, Nordlund, Rasmussen, and Soberalski.
 No: None.
 Absent: None.

Resolution declared adopted.

C. Resolution to Adopt Poverty Exemption Income Guidelines and Asset Test– Bleau explained that the law requires the governing body to annually adopt a policy, including an asset test, used to approve or deny poverty exemptions.

Resolution to Adopt Poverty Exemption 2021 Income Guidelines and Asset Test

WHEREAS, the homestead of persons who, in the judgment of the Supervisor and Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the Township Board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for poverty exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that Pere Marquette Charter Township, Mason County, adopts the following guidelines for the Supervisor and Board of Review to implement.

The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a homestead the property for which an exemption is requested.
- 2) File a claim with the Supervisor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year.
- 3) Produce a valid drivers' license or other form of identification, if requested.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested, if requested.
- 5) Meet the federal poverty income guidelines as defined and determined annually by the United States Office of Management and Budget. The guidelines for 2021 are as follows:

Size of Family Unit	Poverty Guidelines
1	\$12,760
2	\$17,240
3	\$21,720
4	\$26,200
5	\$30,680
6	\$35,160
7	\$39,640
8	\$44,120
For each additional person	\$4,480

6) Meet additional eligibility requirements as determined by the Township Board, including: the disclosure of assets as outlined in the Poverty Exemption Application, the total of which must not exceed 2.5 times the current federal poverty income guidelines.

BE IT ALSO RESOLVED that the Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these are communicated in writing to the claimant.

The foregoing resolution was offered by Bleau and supported by Nordlund.

Roll call vote: Yes: G. Bleau, Enbody, K. Bleau, Kmetz, Nordlund, Rasmussen, and Soberalski.
 No: None.
 Absent: None.

Resolution declared adopted.

B. Consider Sewer Rate Resolution – K. Bleau researched water and sewer rates going back to 2000. Board members reviewed the proposed changes to the Sewer Rate Resolution which include a change in the usage rate from \$4.81 to \$5.11 per hundred cubic feet, a change in the flat rate sewer charge for single and two-family residences from \$84.66 to \$89.95 per quarter and to provide for an effective date for the quarter beginning on January 1, 2021. The change to the usage rate represents a 6.25% increase in the rate based upon the annual increase recommended by the 2015 Rate Study, the cost-of-living increase, and an increase in the rates charged by the City of Ludington and the increase to the flat rate is based upon an increase in the flat rate charged by the City of Ludington. K. Bleau will obtain quotes for a new Rate Study (the last rate study was completed in 2015).

The following **Resolution** was offered by Enbody, and supported by K. Bleau:

**PERE MARQUETTE CHARTER TOWNSHIP
SEWER RATE RESOLUTION**

WHEREAS, Code of Ordinances, Chapter 30, Article III, Sewer and Sewage Disposal (the “Code”) provides that the Township Board shall establish sewer user rates and charges from time to time; and

WHEREAS, the Township Board desires to establish such rates and charges as are set forth in this resolution.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Pursuant to Section 30-239 of the Code, the following sewer connection charges are established:

- a. **Sewer Stub Installation Charge.** All connections to the system shall pay a sewer stub installation charge except that if the sewer stub line has already been constructed as part of a special assessment district or by a third party without cost to the township, then there shall be no sewer stub installation charge. The stub installation charge for any other connection shall be as provided in the following table:

Gravity sewers	\$950.00
Small diameter pressure sewers (per lf)	\$10.00

Lineal footage for stub charges for pressure sewers should be measured from the stub to the connection point for the premises.

- b. Frontage Charge. A connection to the System as provided in the Code shall be as provided in the following table: Frontage cost will be split, assuming connections are on each side of the main.

Gravity Sewers (per front lf)	\$40.00
Pressure Sewers (per front lf)	\$10.00

- c. Trunkage Charge. For all connections, except those connections made directly to the City of Ludington sewer transmission system, the charge shall be as follows:

5/8 & 3/4"	\$1,250.00
1"	\$3,125.00
1-1/2"	\$6,250.00
2"	\$10,000.00
3"	\$20,000.00
4"	\$31,250.00
6"	\$62,500.00
8"	\$100,000.00
10"	\$143,750.00
12"	\$268,750.00

- d. Grinder Pump Charge. For all connections requiring use of a grinder pump the charge shall be billed at actual cost for time, materials, and service charges as needed.

2. Pursuant to Section 30-240 of the Code, interest at a rate of prime plus 2% per annum shall be charged on the unpaid balance when the applicant elects to pay the frontage and trunkage charges, or any part thereof, in installments.

3. Pursuant to Section 30-241 of the Code, the following Sewer Rates and Other Charges are established:

- a. **\$5.11** per 100 cubic feet of water utilized per calendar quarter plus a quarterly readiness-to serve charge determined as follows:

5/8 & 3/4"	\$12.00
1"	\$30.00
1-1/2"	\$60.00
2"	\$96.00
3"	\$196.00
4"	\$300.00
6"	\$600.00
8"	\$960.00
10"	\$1,380.00
12"	\$2,580.00

- b. Charge for single and two-family residences not connected to public water - **\$89.95** per quarter
- c. Meter test - \$100
- d. Development plan review and inspection, including testing and compiling construction records for subdivisions, site condominiums, multi-family dwellings and other types of residential, commercial or industrial developments where a sewer line and/or stub is constructed as part of the development - shall be charged at cost for labor, materials and any necessary services.
- e. Service call for turn-on, turn-off, meter removal and/or meter re-installation (exclusive of emergency situations) - \$50 each time
- f. Temporary metered discharge to System - \$100 plus commodity charge. The commodity charge may be adjusted on a case-by-case basis when requested by a commercial or industrial customer. Each request will be reviewed by the Water and Sewer Committee, who will then establish a revised temporary rate
- g. Service for meter reading outside the regular meter reading schedule for special billing purposes - \$50

Charges for partial quarters shall be prorated.

4. Pursuant to Section 30-245 of the Code, service calls for repair/replacement of damaged meters and/or sewer lines shall be charged actual costs for labor, materials and any necessary services.
5. This resolution shall be effective immediately and shall be applicable for the current quarter beginning on **January 1, 2021** and continuing thereafter until modified by future resolution of the Board
6. All resolutions in conflict herewith in whole or in part are hereby revoked to the extent of such conflict.

Roll call vote: Yes: G. Bleau, Enbody, K. Bleau, Kmetz, and Nordlund.
 No: Rasmussen and Soberalski.
 Absent: None.

Resolution declared adopted.

C. **Consider Water Rate Resolution** – Board members reviewed the proposed changes to the Water Rate Resolution which include a change in the usage rate from \$3.44 to \$3.62 per hundred cubic feet for residential usage, a change in the usage rate for Michigan Power Limited Partnership from \$1.21 to \$1.24 per hundred cubic feet and to provide for an effective date for the quarter beginning on January 1, 2021. The change in the residential usage rate represents a 5.5% increase based upon the annual increase recommended by the 2015 Rate Study, the cost-of-living increase, and an increase in the rates charged by the City of Ludington. The Michigan Power usage rate increase is determined by the terms of the Water Supply Agreement.

The following **Resolution** was offered by Enbody, and supported by K. Bleau:

**PERE MARQUETTE CHARTER TOWNSHIP
 WATER RATE RESOLUTION**

WHEREAS, Code of Ordinances, Chapter 30, Article II – Water System (the “Code”) provides that the Township Board shall establish water user rates and charges from time to time; and

WHEREAS, the Township Board desires to establish such rates and charges as are set forth in this resolution.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Under Section 30-61 of the Code, the following charges are established for the Township’s water system (“System”):

- a. **Water Service Tap Installation Charge.** All connections to the system shall pay a water service installation charge except that if the water service line has already been constructed as part of a special assessment district or by a third party without cost to the township, then there shall be no water service installation charge. The tap installation charge for any other connection shall be as provided in the following table:

5/8 & 3/4”	\$750.00
1”	\$825.00
1-1/2”	\$900.00
2”	\$1,000.00
Over 2”	At cost

At cost calculations will include time and materials.

- b. **Frontage Charge.** A connection to the System as provided in the Code shall be \$25 per front lineal foot. Frontage cost will be split, assuming connections are on each side of the main.
- c. **Benefit Charge.** For all connections, except those connections served directly by the City of Ludington water system, the charge shall be as follows:

5/8 & 3/4”	\$425.00
1”	\$1,063.00
1-1/2”	\$2,125.00
2”	\$3,400.00

3"	\$6,800.00
4"	\$10,625.00
6"	\$21,250.00
8"	\$34,000.00
10"	\$48,875.00
12"	\$91,375.00

2. Pursuant to Section 30-62(c) of the Code, interest at a rate of prime plus 2% per annum shall be charged on the unpaid balance when the applicant elects to pay the frontage and benefits charges, or any part thereof, in installments.

3. Pursuant to Section 30-63 of the Code, the following Other Charges are established:

- a. Metered fire hydrant use (including cost for filling a swimming pool or providing water for a construction project) - \$100 plus cost of water used
- b. Meter test - \$100
- c. Service call for turn-on, turn-off, meter removal and/or meter re-installation (exclusive of emergency situations)- \$50 each time
- d. Service call for turn-on after delinquent water bill paid - \$50
- e. Cross connection enforcement/turn-off - \$150
- f. Service for meter reading outside the regular meter reading schedule for special billing purposes - \$50
- g. Development plan review and inspection, including testing and compiling construction records for subdivisions, site condominiums, multi-family dwellings and other types of residential, commercial or industrial developments where a water main and/or system service line is constructed as part of the development - at actual cost for time, materials, and service charges as needed.

4. Pursuant to Section 30-64 of the Code, water rates for water provided to each premises connected to the Pere Marquette Charter Township Water System are established as follows: For water utilized, **\$3.62** per 100 cubic feet, plus a quarterly readiness-to-serve charge determined as follows:

5/8 & 3/4"	\$13.50
1"	\$34.00
1-1/2"	\$68.00
2"	\$108.00
3"	\$216.00
4"	\$338.00
6"	\$675.00
8"	\$1,080.00
10"	\$1,553.00
12"	\$2,903.00
Standby fire line	\$90.00
Hydrant charge	\$90.00

Charges for partial quarters shall be prorated.

5. Notwithstanding the provisions in Section 4 above, with regard to Michigan Power Limited Partnership and per the Water Supply Agreement between them, the Township, and the City of Ludington, the usage rate for water shall be **\$1.24** per 100 cubic feet. The monthly readiness-to-serve charge shall be equal to the wholesale readiness-to-serve charge billed to the Township by the City as per the Wholesale Water and Sewer Agreement between the Township and the City.

6. Pursuant to Section 30-64 of the Code, the Township shall pay an annual charge of \$75 per hydrant to the Pere Marquette Water Department for water supplied through fire hydrants for fire protection or other purposes.

7. Pursuant to Section 30-34 of the Code, service calls for repair/replacement of damaged meters or water service lines shall be charged the actual costs for labor, materials and any necessary services.

8. This resolution shall be effective immediately and shall be applicable for the current quarter beginning on **January 1, 2021** and continuing thereafter until modified by future resolution of the Board.

All resolutions in conflict herewith in whole or in part are hereby revoked to the extent of such conflict.

Roll call vote: Yes: G. Bleau, Enbody, K. Bleau, and Kmetz.
No: Nordlund, Rasmussen, and Soberalski.
Absent: None.

Resolution declared adopted.

F. **Consider Rescinding the Fee for Brush Collection** – The township currently offers brush collection services at a cost of \$45.00 per calendar year. G. Bleau is requesting to eliminate the fee and provide brush collection to its residents at no charge.

Moved by Rasmussen seconded by K. Bleau to eliminate the fee for brush collection and to provide the service to township residents at no charge.

Roll call vote: Yes: G. Bleau, Enbody, K. Bleau, Kmetz, Nordlund, Rasmussen, and Soberalski.
No: None.
Absent: None.

Motion carried.

G. **Consider Letter of Resignation – Fire Department** – Board members reviewed a letter of resignation received from Fire Department member Kevin Clark.

Moved by Rasmussen seconded by Soberalski to accept the letter of resignation from Fire Department member Kevin Clark, effective Sunday, January 10th, 2021.

Roll call vote: Yes: G. Bleau, Enbody, K. Bleau, Kmetz, Nordlund, Rasmussen, and Soberalski.
No: None.
Absent: None.

Motion carried.

H. **Consider Resolution to Adopt the Building and Zoning Fee Schedule** – G. Bleau reviewed the proposed changes to the fee schedule. He and the Zoning Administrator have been monitoring the fees since the adoption of the most recent schedule in 2019 and are recommending the new fee schedule for approval.

The following **Resolution** was offered by Enbody and supported by Nordlund:

WHEREAS, the Pere Marquette Charter Township has adopted a Land Development Code chapter 104 – Buildings and Building Regulations: and

WHEREAS, it is stated in Section 104-20, the township board, from time to time by resolution, shall establish a schedule of fees for the permits, inspections, certificates and other acts and services of the township in its administration and enforcement of the state construction code.

NOW, THEREFORE, BE IT RESOLVED to rescind and repeal all previous schedules (adopted July 11, 2006, amended January 9, 2007, amended June 11, 2013, and amended July 9, 2019) and to adopt the said schedule of fees determined and established as follows, effective upon adoption:

BUILDING & ZONING FEE SCHEDULE

	Demolition
Residential Demo Permit:	\$75.00
Commercial Demo Permit:	\$100.00

All Demo permits will require a dump receipt for a final!

New Construction Residential

Base Fee (One per permit): \$ 100.00 Includes inspection(s) and a certificate of occupancy

<input type="checkbox"/> One & Two Family Dwellings (stick built)	Per Sq. Ft.	\$.40
<input type="checkbox"/> Townhouses (MRC)	Per Sq. Ft.	\$.35
<input type="checkbox"/> Manufactured and Pre Manufactured (BOCA or HUD) Single and Double wide	Per Sq. Ft.	\$.18
<input type="checkbox"/> Unfinished Basements	Add	\$50.00
<input type="checkbox"/> Finished Basements	Add	\$150.00
<input type="checkbox"/> Attached Garage or Accessory Building	Add	\$75.00
<input type="checkbox"/> Detached Garage, Accessory Buildings, Decks and Porches (Covered), Sunrooms, Attached Garage (after the fact)	Per Sq. Ft.	\$.15
<input type="checkbox"/> All other Utility and Miscellaneous Group U	Flat Fee	\$75.00
<input type="checkbox"/> Fences 7' and taller	Flat Fee	\$50.00 No Base fee
<input type="checkbox"/> Swimming Pools (above ground)	Flat Fee	\$50.00 No Base fee
<input type="checkbox"/> Swimming Pools (In ground)	Per Sq. Ft.	\$.10
<input type="checkbox"/> Foundation only	Flat Fee	\$50.00
<input type="checkbox"/> Plan review if required	Percent of entire permit	30 % of permit cost
<input type="checkbox"/> Additional Inspection	Per inspection/ Per Hr.	\$50.00
<input type="checkbox"/> Relocation of building	Per Sq. Ft.	\$.15
<input type="checkbox"/> Outdoor furnaces (must obtain permit from County for Mechanical)	Flat Fee	50.00

**Renovations, Alterations, Remodel
Commercial / Industrial / Residential**

Base Fee (One per permit): \$ 100.00 Includes inspection(s) and a certificate of occupancy

<input type="checkbox"/> Reroof	Flat fee \$50.00; No Base Fee; Includes inspection(s)
<input type="checkbox"/> Replacement windows and doors	Flat Fee \$50.00; No Base Fee; Includes inspection(s)
<input type="checkbox"/> Siding, Soffit, Trim	Flat Fee \$50.00; No Base Fee; Includes inspection(s)
<input type="checkbox"/> Alteration Level 1- alterations include the removal and replacement or the covering of existing materials, elements, equipment, or fixtures using new materials, elements, equipment or fixtures that serve the same purpose.	Residential: Base + \$50.00 Commercial & Industrial: Base + Project value multiplied by .0035
<input type="checkbox"/> Alteration Level 2- alterations include the reconfiguration of space, the addition or elimination of any door or window, the reconfiguration or extension of any system, or the installation of any additional equipment.	Residential: Base + \$75.00 Commercial & Industrial: Base + Project value multiplied by .0035
<input type="checkbox"/> Alteration Level 3- alterations apply where the work area exceeds 50 percent of the building area	Residential: Base + 100.00 Commercial & Industrial: Base + Project value multiplied by .0035

Signs (Residential & Commercial)

Base Fee (One per permit): \$ 100.00 Includes inspection(s); Does not include an electrical permit—Mason County

<input type="checkbox"/> All Signs without a foundation	\$50.00 each
<input type="checkbox"/> Signs with a foundation	\$100.00
<input type="checkbox"/> Temporary signs exceeding 20 sq. ft.	\$50.00 each, No base fee

A sign must be installed within six months of the issuance of the permit.

New Construction Commercial and Industrial

Base Fee (One per permit): \$ 100.00 Includes inspection(s) and a certificate of occupancy

<input type="checkbox"/> All use groups	Value using Pere Marquette Township Table (page 5)	Cost of project multiply by .0035
<input type="checkbox"/> Relocation of building	Per Sq. Ft.	\$.20

<input type="checkbox"/> Towers and receiver antennas	Flat Fee + Base Fee	\$350.00 Per Tower \$25.00 Per Antenna
<input type="checkbox"/> Wind Energy Turbine	Value using Pere Marquette Township Table (page 5) - Use Group U	Cost of project multiply by .0055
<input type="checkbox"/> Fences 7' and taller	Flat Fee	\$50.00
<input type="checkbox"/> Plan Review required for all Commercial Projects	Percentage	30% of permit cost
<input type="checkbox"/> Additional Inspections	Per inspection/ Per Hr.	\$50.00
<input type="checkbox"/> Construction Board of Appeals Meeting		\$300.00

Zoning Permit Fee Schedule

Banners, Pennants, Buntings, and Flag Permits:

A person shall not erect, install, remove, rehang or maintain over public property any banner, pennant, bunting or flag until an approved bond has been filed in such amount as may be determined by resolution of the Pere Marquette Charter Township Board from time to time, and or until an insurance policy shall have been filed for public liability in the amount per accident and an amount for property damage as may be determined by resolution of the Pere Marquette Charter Township Board from time to time.

For public liability and property damage:

The following bond shall be required:	\$500,000.00
The following insurance policy limits shall be required:	\$500,000.00
<input type="checkbox"/> Permit Fee:	\$100.00
<input type="checkbox"/> Zoning Compliance Permit	\$25.00
<input type="checkbox"/> Zoning Compliance Permit (HRE / Critical Dune)	\$50.00
<input type="checkbox"/> Short-Term Rental Permit	\$50.00 Application Fee and \$50.00 per Inspection
<input type="checkbox"/> Temporary Uses or Structures	\$50.00
<input type="checkbox"/> Short Term Open Air Businesses Permit	\$50.00 Fee and Deposit \$100.00
<input type="checkbox"/> Accessory buildings under 200 sq. ft./ Farm buildings exempt from building permits	\$25.00
<input type="checkbox"/> Fences, Walls & Signs	\$25.00
<input type="checkbox"/> Mobile Food Vending Permit	Single Unit \$155.00 and Deposit \$100.00 Vendor Court \$465.00 and Deposit \$100.00
<input type="checkbox"/> Site Plan Review (Planning Commission)	\$100.00
<input type="checkbox"/> Site Plan Review (Zoning Administrator)	\$50.00
<input type="checkbox"/> Access Easement review (Planning Commission)	\$100.00
<input type="checkbox"/> Conditional Use Permit Application and Public Hearing	\$500.00
<input type="checkbox"/> PUD Application/Rezone/Public Hearing	\$500.00
<input type="checkbox"/> PUD Escrow (Required)	\$1500.00
<input type="checkbox"/> Request for Rezoning / Change of Classification	\$400.00
<input type="checkbox"/> Request for Zoning Text Amendment	\$400.00
<input type="checkbox"/> Any Other Zoning Request	\$400.00
<input type="checkbox"/> Special Meeting (PC & ZBA) Any meeting that is not on the regular schedule.	Additional \$350.00
<input type="checkbox"/> Variance Request (ZBA)	\$400.00
<input type="checkbox"/> Non-conforming Use/Bldg/Lot Review (ZBA)	\$300.00
<input type="checkbox"/> Ordinance Interpretation (ZBA)	\$300.00
<input type="checkbox"/> Review of Administrative Decision (ZBA)	\$300.00

Zoning Permit Fee Schedule - Continued

<input type="checkbox"/> All Other Matters Per (ZBA)	\$300.00
<input type="checkbox"/> Land Division Application Fee	Per Division \$200.00
<input type="checkbox"/> Subdivision Application Fee	1-25 lots \$500.00
<input type="checkbox"/> Subdivision Application Fee	26 or more \$750.00

**Pere Marquette Township Value Table
(This table is for the calculation of value-based permit fees.)**

USE GROUP	(2009 Michigan Building Code)	TYPE OF CONSTRUCTION									
		IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB	
A-1	Assembly, theaters, with or without stage	176.44	169.93	165.20	157.56	146.98	142.20	151.76	132.98	127.07	
A-2	Assembly, nightclubs, restaurants, bars, banquet halls	151.03	146.72	141.70	136.83	127.57	124.97	131.74	115.44	113.02	
A-3	Assembly, religious worship buildings, general, community halls, libraries, museums	178.16	171.65	166.92	159.28	148.82	144.24	153.47	134.83	128.91	
A-4	Assembly, arenas	175.54	169.03	163.40	156.66	145.18	141.50	150.86	131.18	126.17	
A-5	Assembly, bleachers, grandstands, stadiums	156.59	150.08	144.45	137.72	125.75	122.53	131.91	112.21	107.20	
B	Business	155.28	149.60	144.52	137.45	124.67	120.03	131.78	109.55	104.34	
E	Educational	163.53	157.90	153.20	146.21	136.19	128.91	141.11	118.49	114.47	
F-1	Factory and industrial, moderate hazard	92.97	88.61	83.30	80.08	71.35	68.29	76.52	58.88	55.23	
F-2	Factory and industrial, low hazard	92.07	87.71	83.30	79.18	71.35	67.39	75.62	58.88	54.33	
H-1	High Hazard, explosives	87.11	82.75	78.34	74.22	66.57	62.61	70.66	54.10	N.P.	
H234	High Hazard	87.11	82.75	78.34	74.22	66.57	62.61	70.66	54.10	49.55	
H-5	HPM	155.28	149.60	144.52	137.45	124.67	120.03	131.78	109.55	104.34	
I-1	Institutional, supervised environment	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95	
I-2	Institutional, hospitals, nursing homes	263.67	257.99	252.91	245.84	232.14	N.P.	240.17	217.03	N.P.	
I-3	Institutional, restrained	176.87	171.19	166.11	159.04	147.61	142.08	153.37	132.50	125.48	
I-4	Institutional, day care facilities	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95	
M	Mercantile	113.22	108.91	103.89	99.02	90.41	87.80	93.93	78.28	75.86	
R-1	Residential, hotels and motels	155.54	150.13	145.97	139.70	128.56	125.20	136.34	115.49	111.44	
R-2	Residential, multiple family including dormitories, convents, monasteries	130.40	124.99	120.83	114.56	104.04	100.68	111.82	90.97	86.92	
R-3	Residential, one- and two-family	122.74	119.39	116.36	113.47	108.94	106.23	109.87	101.79	95.34	
R-4	Residential, care/assisted living facilities	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95	
S-1	Storage, moderate hazard	86.21	81.85	76.54	73.32	64.77	61.71	69.76	52.30	48.65	
S-2	Storage, low hazard	85.31	80.95	76.54	72.42	64.77	60.81	68.86	52.30	47.75	
U	Utility, miscellaneous	64.61	61.02	57.11	53.93	48.40	45.26	51.34	37.85	35.85	

LATE APPLICATION SUBMITTAL

Double Fees—Any person who fails to obtain a permit and pay the required fee prior to the commencement of work shall pay a fee twice that as shall be prescribed by the provisions of this resolution for the issuance of said permit.

REFUND POLICY

Building Permit Fees: The full amount of the permit will be refunded if the project has not started and no inspections have been completed. (NOTE: If a plan review has been completed, no refund of that fee will occur.) In the event the project has started and inspections have been made, refunds will not be given.

Zoning Permit Fees / Application Fees: Refunds will not be given.

PERMIT RENEWAL FEES

Building Permit: \$75.00; Valid for one year. Only one renewal allowed; new application will be required if projects go longer than two years.

Zoning Permit: No renewals.

Building and Zoning permits are not transferable.

DURATION OF PERMITS

Building Permit: 1 year

Zoning Permit: 1 year

Sign and Demolition Permit: 6 months

Site Plan Review and Conditional Use Permit: Permit will expire 1 year after granted, unless construction is complete or commencement of the use has substantially begun.

Temporary Uses or Structures: 6 months

Roll call vote: Yes: G. Bleau, Enbody, K. Bleau, Kmetz, Nordlund, Rasmussen, and Soberalski.
No: None.
Absent: None.

Resolution declared adopted.

I. **Consider Purchase Offer for Lots 4 and 5 of the First Street Business Park** – The following resolution was offered by Nordlund and supported by Soberalski:

RESOLUTION

WHEREAS, the Township owns certain real property within the Pere Marquette First Street Business Park;

WHEREAS, John Weeber (the “Purchaser”) made an offer to purchase certain real property commonly known as Lot 4 and Lot 5, Pere Marquette First Street Business Park (the “Property”), and legally described on the attached Exhibit A for a total purchase price of Seventy-Five Thousand Dollars (\$75,000.00) subject to certain terms and conditions.

WHEREAS, the Board wishes to confirm its acceptance of the Purchaser's offer to purchase the Property.

THE PERE MARQUETTE CHARTER TOWNSHIP BOARD RESOLVES THAT:

1. The sale of the Property to the Purchaser for stated amount is authorized.
2. The Supervisor and the Township Attorney are authorized to negotiate the details of the offer from the Purchaser to purchase the Property
3. The Supervisor and the Clerk are authorized to sign the documents necessary to memorialize the terms of the transaction and otherwise close the sale of the Property to the Purchaser.
4. All resolutions in conflict in whole or in part with this Resolution are revoked to the extent of such conflict.

Roll call vote: Yes: G. Bleau, Enbody, K. Bleau, Kmetz, Nordlund, Rasmussen, and Soberalski.
 No: None.
 Absent: None.

Resolution declared adopted.

COMMITTEE REPORTS: Planning Commission (Rasmussen) – No report, no meeting.

Zoning Board of Appeals (Soberalski) – No report, no meeting.

Department reports were included in board packets.

OFFICERS REPORTS: Clerk (Enbody) – Enbody provided a list of current invoices for approval.

Moved by Enbody, seconded by Kmetz to approve payment of invoices totaling \$91,256.04. Motion carried.

Treasurer (K. Bleau) – Provided a report detailing cash, bank and investment balances by fund and by bank account for December 2020 and is continuing to collect taxes and working through the utility billing process.

Supervisor (G. Bleau) – Reported a virtual assessment tour of the Pumped Storage Facility; reviewed 2020 building and zoning report totals noting almost eleven million dollars in construction value in 2020.

ADJOURNMENT: **Moved** by K. Bleau, seconded by Rasmussen to adjourn the meeting.

Roll call vote: Yes: G. Bleau, Enbody, K. Bleau, Kmetz, Nordlund, Rasmussen, and Soberalski.
 No: None.
 Absent: None.

Motion carried at 7:34 p.m.

Rachelle D. Enbody, CMC, Township Clerk

Gerald A. Bleau, Township Supervisor