

REGULAR MEETING
February 9, 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), and Larry Gaylord.

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 Soberalski, seconded by Nordlund to approve the January 12, 2021 minutes as presented.

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

Motion carried.

Moved by Kmetz, seconded by Nordlund to approve the January 28, 2021 special meeting minutes as presented.

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

Motion carried.

Moved by Rasmussen, seconded by K. Bleau to approve the January 28, 2021 closed session minutes as read by the clerk during the closed session.

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 Nordlund, seconded by Enbody 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.

NEW BUSINESS: Consider Funding Support for the Household Hazardous Waste Program – Board members reviewed a request from the Manistee, Mason, and Oceana Conservation Districts for funding support for the Annual Household Hazardous Waste Collection Day. The allocation request from municipalities remains the same as in 2020 at .40¢ per capita. The township has participated since the program began in 2007.

Moved by Enbody, seconded by Soberalski to enter into a contract and agreement with the Manistee, Mason, and Oceana Conservation Districts to participate in the Household Hazardous Waste Disposal Program scheduled for Saturday, August 21, 2021, to authorize the Supervisor to sign the agreement on behalf of the township and to allocate \$950.00 for the 2021 program.

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

Motion carried.

B. Consider Agreement(s) for the Collection of Summer Property Taxes – MCL 211.43 subsections (12) and (13) allow for agreements between the township and a taxing unit that authorize the township to retain the earned interest on that taxing units' collections. The Ludington Area School District Agreement authorizes a reimbursement of \$4.00 per parcel for the collection of summer property taxes for the school district.

Moved by Soberalski, seconded by Enbody to enter into an agreement with the Ludington Area School District for the collection of 2021 summer property taxes at a reimbursed amount of \$4.00 per parcel and to authorize the Supervisor and Clerk to sign the agreement.

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

Motion carried.

Moved by Nordlund, seconded by Kmetz to enter into an agreement with the West Shore Educational Service District for the collection of 2021 summer property taxes and to authorize the Supervisor and Clerk to sign the agreement.

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

Motion carried.

Moved by Enbody, seconded by Rasmussen to enter into an agreement with West Shore Community College for the collection of 2021 summer property taxes and to authorize the Supervisor and Clerk to sign the agreement.

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

Motion carried.

C. Consider Request to Purchase Fire Department Rope Rescue Equipment – Board members reviewed a memo from G. Bleau requesting the purchase of additional rope rescue equipment in the amount of \$2,740.00. The Fire Department purchased \$5,879.78 in rope rescue equipment in 2020. Gaylord stated that this purchase should bring the Fire Department up to a satisfactory level of rope rescue equipment. G. Bleau noted that all safety and rescue equipment have an expiration date and most expirations are ten years from the purchase date.

Moved by G. Bleau, seconded by Rasmussen to approve the purchase of rope rescue equipment from Progressive Rescue Solutions, Inc. in the amount of \$2,740.00.

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

Motion carried.

D. Consider Request to Purchase Fire Department Pagers – G. Bleau explained that the purchase of twenty new pagers in the amount of \$10,500.00 was planned and budgeted for 2020. The pagers were ordered through Mason Oceana 911 at a 50% discount along with a credit of \$1,120.00 for sixteen old pagers. The township has just recently received the invoice.

Moved by Soberalski, seconded by Nordlund to approve the purchase of Fire Department pagers purchased through Mason-Oceana 911 in the amount of \$5,405.00.

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

Motion carried.

E. Consider Request to Purchase Scanner/Printer – G. Bleau reviewed three quotes for a large format printer/scanner/copier that was budgeted in 2020 between the building, zoning and assessing departments.

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|-----------------------------------|---------------------------|-------------|
| Travers Reproduction & Supply Co. | HP Design Jet T2600 | \$ 8,890.00 |
| Document Solutions | Canon 3500 (new) | \$21,293.00 |
| Document Solutions | Canon 500 (reconditioned) | \$13,500.00 |

Moved by Rasmussen, seconded by Nordlund to approve the purchase of a large format printer/scanner from Traverse Reproduction & Supply Company in the amount of \$8,890.00.

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

Motion carried.

F. Consider Letter of Resignations – Board of Review – Board members received a letter of resignation from Board of Review member Marsha Gould.

Moved by Enbody, seconded by Kmetz to accept the letter of resignation from Board of Review member Marsha Gould, with regret, effective immediately.

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

Motion carried.

G. Consider Planning Commission Appointment – Board members reviewed the recommendation from G. Bleau to appoint Jeremy Wagner to the Planning Commission.

Moved by Kmetz, seconded by Soberalski to appoint Jeremy Wagner to the Planning Commission to fill the vacancy created by the resignation of Rex Pope for the term ending December 31, 2021.

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

Motion carried.

COMMITTEE REPORTS: Planning Commission (Rasmussen) – Reported postponing action to obtain more information.

Zoning Board of Appeals (Soberalski) – Reported the next meeting is tomorrow.

Fire Department (Rasmussen) – Reported on meeting attendance.

Department reports were included in board packets.

OFFICERS REPORTS: Clerk (Enbody) – Reported working on year-end and audit preparation. Enbody provided a list of current invoices for approval.

Moved by Enbody, seconded by Rasmussen to approve payment of invoices totaling \$323,623.04. Motion carried.

Treasurer (K. Bleau) – Provided a report detailing cash, bank and investment balances by fund and by bank account for January 2021 and is working on wrapping up tax collection and utility billing which are due next week.

Supervisor (G. Bleau) – Reported that MDOT is scheduled to do a complete deck repair on the viaduct on South Pere Marquette Highway beginning in February with completion by the end of June; the Mason County Road Commission will be starting the Rasmussen Road project in March with an expected completion date of July 4th; Consumers Energy will be trimming trees in the right-of-way throughout the township; the township will again be applying for a Land and Water Conservation Grant for the construction of a Pere Marquette River access site; Lakeshore Environmental has been retained to provide environmental due diligence to support the township's acquisition of the remaining Dow parcel; regarding the remaining Dow parcel, the required environmental study has been submitted to EGLE; the Roads Committee will be meeting soon to review the 2021 township road projects; the board will continue to meet virtually through March.

ADJOURNMENT: **Moved** by Enbody, seconded by Soberalski 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 7:14 p.m.

Rachelle D. Enbody, CMC, Township Clerk

Gerald A. Bleau, Township Supervisor

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