

**REGULAR MEETING**  
**March 8, 2022**

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

Board members present: Supervisor Gerald Bleau; Clerk Rachelle Enbody; Treasurer Karie Bleau; Trustees: Henry Rasmussen, and Ronald Soberalski.  
Board member absent: Trustees Andrew Kmetz and James Nordlund, Sr.  
Also present: County Commissioner Lew Squires.  
Present for a portion of the meeting: Kelly Smith.

The meeting was called to order at 4:00 p.m. by the Supervisor. Invocation was given by G. Bleau; Pledge of Allegiance was recited by all.

**APPROVAL OF MINUTES:** Enbody stated that the estimate of revenue for the public transportation service millage renewal should be \$290,035.

**Moved** by Enbody, seconded by Soberalski to approve the minutes of the February 22, 2022 meeting as amended.

Motion carried.

**SHERIFF / COUNTY COMMISSION REPORT(S):** County Commissioner Lew Squires reported on the most recent meeting of the Mason County Board of Commissioners.

**PUBLIC COMMENT:** Public comment was held.

**APPROVAL OF AGENDA:** **Moved** by Soberalski, seconded by Rasmussen to add Item D. "Consider Board of Review Appointment" and Item E. "Consider Parks Manager Position" to the agenda and approve the agenda as amended.

Motion carried.

**COMMUNICATIONS:** Enbody reported on three communications from Charter Communications regarding changes to fees and channels. Enbody noted that these communications are sent to all customers.

**NEW BUSINESS:** A. **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 2021 at .40¢ per capita. The 2020 census data indicated an increase in the township population from 2,366 to 2,416. The township has participated since the program began in 2007.

**Moved** by Enbody, seconded by Rasmussen 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 20, 2022, to authorize the Supervisor to sign the agreement on behalf of the township and to allocate \$966.40 for the 2022 program.

Motion carried.

B. **Consider Resolution #2022-6 – 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. K. Bleau explained that she is adding Cetera Investments to the list of depositories as a new investment option through West Shore Bank.

The following **resolution** was presented by K. Bleau, and supported by Rasmussen:

**RESOLUTION FOR THE DESIGNATION OF DEPOSITORIES #2022-6**

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:

Cetera Investment Services, LLC	Multi Bank Securities	Huntington Bank
Comerica Securities	PNC Bank	Safe Harbor Credit Union
Michigan CLASS	Preferred Credit Union	West Shore Bank

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

Resolution declared adopted.

C. **Consider Budget Amendments** – Enbody reviewed the proposed budget amendments explaining that the legal expense for the township board required an increase due to the increase in legal expenses, that depreciation was not originally budgeted and that the transfer for bond payments was only partially budgeted.

Moved by Enbody, seconded by K. Bleau to approve the following budget amendments:

<b>General Fund</b>			
	Current Budget	Increase /	Amended
<b>Expenditures:</b>			
Township Board - Legal	15,000	20,000	35,000
Contingency	83,135	(20,000)	63,135
Sub-total		0	
<b>NET CHANGE IN GENERAL FUND</b>		<b>0</b>	

  

<b>Sewer Fund</b>			
	Current Budget	Increase /	Amended
<b>Expenditures:</b>			
Transfer to General Obligation Fund	0	18,293	18,293
Depreciation	0	165,000	165,000
Sub-total		183,293	
<b>NET CHANGE IN SEWER FUND</b>		<b>(183,293)</b>	

  

<b>Water Fund</b>			
	Current Budget	Increase /	Amended
<b>Expenditures:</b>			
Transfer to General Obligation Fund	113,000	15,048	128,048
Depreciation	0	210,000	210,000
Sub-total		225,048	
<b>NET CHANGE IN WATER FUND</b>		<b>(225,048)</b>	

Motion carried.

D. **Consider Board of Review Appointment** (added) – Moved by Soberalski, seconded by K. Bleau to appoint Monica Schuyler as an alternate member to the Board of Review for term ending January 1, 2023.

Motion carried.

E. **Consider Parks Manager Position** (added) – Kelly Smith informed the Board that he had received a job offer and in considering that offer would agree to remain with the Township if his Parks Manager salary were increased to \$55,000.00. Smith stated he was the lowest paid department head and that the manager for Cartier Park makes more.

Soberalski spoke in favor of the increase but indicated he could not speak to Smith’s administrative skills.

Rasmussen spoke in favor of the increase stating Smith has met expectations.

Enbody asked if the board members could define those expectations.

K. Bleau stated that she cannot support an increase for one employee over other employees as all other employees are meeting or exceeding expectations.

G. Bleau stated that the members of the personnel committee were absent from this meeting and that they had previously reviewed and rejected this request when it came before them at a prior personnel committee meeting. Bleau reminded members that the Township had completed a Classification and Compensation Study in 2021. Bleau stated that while other positions within the Township received the midpoint range for compensation, the Parks Manager and Zoning Administrator received salary amounts above the midpoint range amounts due to both positions receiving mid-year increases during 2021.

**Moved** by Soberalski, seconded by Rasmussen to approve a pro-rated increase in the Parks Manager salary to \$55,000.00, effective April 1, 2022. G. Bleau requested a roll call vote.

Roll call vote: Yes: Soberalski, Rasmussen,  
No: K. Bleau, Enbody, and G. Bleau.  
Absent: Kmetz and Nordlund.

Motion failed.

Kelly Smith turned in a letter of resignation.

**Moved** by Enbody, seconded by K. Bleau to accept the letter of resignation effective March 23, 2022 from Parks Manager Kelly Smith.

Motion carried unanimously.

OTHER REPORTS: Fire Department Liaison (Rasmussen) – Reported on controlled burn and safety and rescue training.

Planning Commission (K. Bleau) – Reported approval of a conditional use permit and site plan application for home based recreational vehicle rental.

LMTA Representative (Enbody): Reported that LMTA and Amber Township are working cooperatively in order to provide transportation services to businesses along the US 10 corridor.

Department reports were included in board packets.

OFFICERS REPORTS: Clerk (Enbody) – Reported on three new FOIA requests, reported the reimbursement request for the DOW property acquisitions has been submitted to the MIDNR and has submitted the required grant progress report. Enbody provided a list of current invoices for approval.

**Moved** by Enbody, seconded by Rasmussen to approve payment of invoices in the amount of \$751,318.92.

Motion carried.

Treasurer (K. Bleau) – Reported that annual settlement with the County will take place tomorrow, tax collection went well this year, and working with the Mason County Treasurers' Association on the process for removal of delinquent personal property taxes from the roll.

Supervisor – Reported being close to bringing the sidewalk special assessment project forward, continuing to work on improvements at the township hall including the purchase of new file cabinets, working on resolutions to blighted property situations and reported the County is working to amend its policies regarding brownfield redevelopment.

EXTENDED PUBLIC COMMENT: Public comment was held.

ADJOURNMENT: The meeting was adjourned by the Supervisor at 5:29 p.m.