

**REGULAR MEETING
September 14, 2021**

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

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

Also present: County Commissioner Steve Hull, Derek Eaton, Kelly Smith, Larry Gaylord, and one guest.

Present for a portion of the meeting: Sheriff Kim Cole.

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 MINUTES: **Moved** by Rasmussen, seconded by Soberalski to approve the August 24, 2021 minutes as presented. Motion carried.

Sheriff Cole reported on seventy-one calls for service in August 2021.

PUBLIC COMMENT: Public comment was held.

APPROVAL OF AGENDA: **Moved** by Kmetz, seconded by Nordlund to approve the agenda as presented. Motion carried.

COMMUNICATIONS: G. Bleau reviewed the following: a map provided by Consumers Energy that outlines where work will be taking place for the upgraded service to Whitehall Industries; notification of clearing in Sutton's Landing in the Occidental Chemical Company easement areas; notification from Charter Communications of channel additions; notice from the Michigan Department of Treasury of the approval of the funding request for the Coronavirus Local Fiscal Recovery Fund with distribution and reporting requirements and information.

NEW BUSINESS: A. **Certify the 2021 Millage Rates for Township Operation and Public Transportation** – A public hearing was held on December 8, 2020 to propose the 2021 levies and to adopt the 2021 budgets. The millage rates were a subject of the hearing. The rates of 2.85 mills for the General Fund and .20 mills for the Transportation Fund were used to determine the 2021 budgets.

Moved by K. Bleau, seconded by Enbody to certify the taxes to be levied in 2021 at 2.85 mills for township operation and 0.20 mills for public transportation.

Motion carried.

B. **Consider Demolition and Building Permit Fee Waiver(s)** – Board members considered a request for the waiver of demolition and building permit fees for the demolition and repair of the pavilion buildings in the Pere Marquette Conservation Park.

Moved by Rasmussen, seconded by Kmetz to approve the waiver of demolition and building permit fees for the demolition and repair of township owned buildings in the Pere Marquette Conservation Park.

Motion carried.

C. **Consider Resolution to Authorize a Computerized Assessment Roll** – Eaton explained that the while there is no requirement for the resolution, the resolution provides that the township will follow the state required procedures for the computerized assessment roll so that there is consistency in the use of the computerized roll going forward. The township assessment roll is recorded in a digital database and meets the requirements for data backup above and beyond the State's requirements.

WHEREAS, the Assessor and Pere Marquette Charter Township Board of Review desire to utilize a Computerized Assessment Roll; and

WHEREAS, the data processing used by Pere Marquette Charter Township, BS&A Assessing.NET, has been demonstrated to have the capacity to enable a local tax collecting unit to comply with property tax law; and

WHEREAS, the data backup and retention policy currently in place at Pere Marquette Charter Township meets or exceeds current statutory requirements; and

WHEREAS, Public Act 25 of 2016 permits the use of a Computerized Assessment Roll by a Local Tax Collecting Unit;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.24, that Pere Marquette Charter Township, Mason County, adopts the guidelines and procedures from the Michigan Department of Treasury, Form 5446 for the Assessor of Record to implement the use of a Computerized Assessment Roll.

The foregoing resolution was offered by Board Member Nordlund and supported by Board Member K. Bleau.

Roll call vote: Ayes: Rasmussen, Soberalski, K. Bleau, G. Bleau, Enbody, Kmetz, and Nordlund.
Nays: None.
Absent: None.

The Supervisor declared the resolution adopted.

D. **Consider Property Resolution** – The following Resolution was moved for adoption by Soberalski and was supported by Rasmussen.

DOW CHEMICAL PROPERTY RESOLUTION

WHEREAS, the Township and The Dow Chemical Company (“Dow Chemical”) have engaged in extensive discussions and negotiations regarding the sale and donation of property by Dow Chemical to the Township, all as described in a Real Estate Sale and Donation Agreement, dated September 14, 2021 (the “Real Estate Agreement”); and

WHEREAS, the Township and Dow Chemical wish to close on the sale and donation of the property subject to the Real Estate Agreement (the “Property”); and

THEREFORE, the Township Board resolves as follows.

1. The Supervisor and the Clerk are authorized to approve and execute all documents necessary to close on the Property sale and donation, as described in the Real Estate Agreement.
2. The Supervisor and the Clerk are specifically authorized to execute the Real Estate Agreement in substantially its current form.
3. The Supervisor and the Clerk are specifically authorized to execute the Warranty Deed for the sale and donation of the Property to the Township.

Roll call vote: Ayes: Nordlund, Kmetz, Enbody, G. Bleau, K. Bleau, Rasmussen, and Soberalski.
Nays: None.
Absent: None.

The Supervisor declared the Resolution adopted and ordered to take immediate effect.

E. **Consider Park and Facility Rates** – Board members reviewed proposed rates for Buttersville Park camping rates and Township Facility rental rates. Smith explained that the Buttersville Campground rates are an increase of \$3.00 per night on both electric and non-electric rates; a monthly rate would apply a \$200.00 discount to the cumulative per night rate; seasonal rates would increase by \$75.00 for the season. Daily, monthly and seasonal rates have not increased since 2019. All **reservation** camp sites would be subject to the daily rate plus an \$8.00 reservation fee per reservation. Reservation camp sites have a three night minimum and fourteen night maximum stay rule. There was no change to the pavilion rates. The township hall rental rate for funeral luncheons increased from \$0.00 to \$50.00 due to cleaning costs.

Moved by G. Bleau seconded by Rasmussen to approve the following campground rates and facility rental rates:

Buttersville Campground Rates:

Type of Site	Daily Rate	Rate per month (if applicable)
Electric hookup sites	\$35.00	\$850.00 per month
Non-electric sites	\$30.00	\$700.00 per month
Type of Site	Rate per Season	Season
Seasonal	\$2,500.00	May 15 th – October 15 th
Seasonal Site – Lake Michigan View	\$2,700.00	May 15 th – October 15 th
Other		
Firewood	\$5.00 per bundle	
Ice (block or cubes)	\$2.50 per bag	
Non-camper dump fee	\$5.00 per visit	

Facility Rental Rates:

Facility	Daily Rate	Deposit required
Sutton's Landing Pavilion	\$50.00	
Memorial Tree Park Pavilion	\$50.00	
PMCP Large Pavilion	\$50.00	
PMCP Small Pavilion	\$50.00	
Township Hall lower level	\$200.00	\$200.00
Township Hall business meeting	\$50.00 (two hours or less)	\$100.00
Township Hall Funeral	\$50.00	\$100.00

Insurance binder required if alcohol will be present during ANY hall rentals.

COMMITTEE REPORTS: Planning Commission Liaison (Rasmussen) – Reported approving an amendment to a site plan for the addition of a security gate and reported there will be a training session in October.

Fire Department Liaison (Rasmussen) – Reported seventeen members in attendance at the meeting.

Roads Committee (G. Bleau) – Reported that the Meyers Road project will go before the Amber Township board at their September meeting. If Amber Township does not approve the project, a special meeting may be needed to determine how to proceed.

Personnel Committee (G. Bleau) – Reported the committee is working on a three-year proposed wage schedule that will be submitted for board approval at an upcoming meeting.

Fire Department (Gaylord) – Reported on sixty-two responses for August 2021.

Parks/Facilities Manager (Smith) – Reported on recent department activity.

Assessor (Eaton) – Reported continuing to work towards the Level 4 certification; reported on a single tribunal case this year which has been settled; reported the township passed its Audit of Minimum Assessing Requirements (AMAR).

The following department reports were received: Clerk and Deputy Clerk, Treasurer and Deputy Treasurer, and Building/Zoning/Code Enforcement. G. Bleau noted the building report indicates more than fourteen million in construction value through August 2021.

G. Bleau noted that he has instructed the Parks Manager to bring a detailed vision list and priorities using the Master Plan as guidance for future planning for the Pere Marquette Conservation Park and all other township parks. The priority list will detail the improvement priorities and options. A board workshop will be held for the board to determine plans and goals for all township parks.

OFFICERS REPORTS: Clerk (Enbody) – Reported an upcoming cyber-security webinar on changing from a .org to a .gov domain. Benefits include that the public can more easily identify the domain as a trusted government source along with increased security. Reported attending an education session geared towards working on the Qualified Voter File (QVF) street index and monitoring the Michigan Independent Citizens Redistricting Commission for upcoming redistricting changes that will affect the township. Enbody provided a list of current invoices for approval.

Moved by Enbody, seconded by Kmetz to approve payment of invoices totaling \$308,362.99. Motion carried.

Treasurer (K. Bleau) – Provided a report detailing cash, bank and investment balances by fund and by bank account for August 2021. Reported that the summer tax collection ended today and that all distribution cycles have balanced and is working with the auditor on making changes to investments.

Supervisor (G. Bleau) – Reported the board will soon have a conceptual plan and presentation on the sidewalk improvement plan. G. Bleau is working with the Road Commission on erosion issues in the Linlook subdivision and for the installation of speed limit signs in residential areas.

EXTENDED PUBLIC COMMENTS: County Commissioner Steve Hull reported on the most recent meeting of the Mason County Board of Commissioners.

ADJOURNMENT: The meeting was adjourned by the Supervisor at 8:03 p.m.

Rachelle D. Enbody, MiPMC, CMC Township Clerk

Gerald A. Bleau, Township Supervisor

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