

REGULAR MEETING
April 26, 2022

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

Board members present: Supervisor Gerald Bleau; Clerk Rachelle Enbody; Trustees: Andrew Kmetz, and Ronald Soberalski.
Board member absent: Treasurer Karie Bleau; Trustees James Nordlund, Sr. and Henry Rasmussen.
Also present: County Commissioner Lewis Squires, Riley Kelley (Ludington Daily News) and one guest.

The meeting was called to order at 4:00 p.m. by the Supervisor. Invocation was given by Kmetz; Pledge of Allegiance was recited by all. The minutes of the April 12, 2022 meeting and the current agenda were approved by consent.

PUBLIC COMMENT: Public comment was held. County Commissioner Squires reported on the most recent meeting of the Mason County Board of Commissioners.

COMMUNICATIONS: Notification from Mason County Emergency Management informing the community that Mason County Emergency Management is updating the Mason County Hazard Mitigation Plan.

NEW BUSINESS: A. **Proclamation – 53rd Annual Professional Municipal Clerks Week** – The following proclamation was offered by Enbody and supported by Soberalski:

PROCLAMATION
53rd ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK
May 1 - May 7, 2022

Whereas, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Professional Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Professional Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

Now, Therefore, The Pere Marquette Charter Township Board of Trustees, recognize the week of May 1 through May 7, 2022, as Professional Municipal Clerks Week, and further extend appreciation to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Proclamation declared adopted.

B. **Consider DTE Distribution Easement** – Board members reviewed the terms of the distribution easement. The township owns the parcel at the beginning of the easement and without the approval of the township for the easement through the township owned parcel, the remaining parcels would not have access to natural gas services.

Moved by Kmetz, seconded by Soberalski to approve the permanent Easement between Pere Marquette Charter Township and DTE Gas Company to construct, test, reconstruct, renew, operate, maintain, inspect, alter, repair and remove a pipeline

or pipelines for the transportation of gas, oil or other substances which can be transported through a pipeline or pipelines, and such mains, service laterals, drips, valves, regulators, fittings, meters and other equipment and appurtenances as may be necessary or convenient for its operations over and through the following described real estate in the Township of Pere Marquette, Mason County, State of Michigan, to wit:

REAL ESTATE DESCRIPTION: Lot 1 of the Plat of Elkhorn Subdivision, according to the recorded plat thereof. Parcel #53-010-440-000-001-00.

EASEMENT DESCRIPTION: A 10-foot-wide easement centered on the pipeline as constructed for the above described property, parallel with the West line of S. Elk Trail (private road) as shown on Exhibit "a" together with the right of ingress and egress at convenient points for such purposes, and with all rights necessary for the convenient enjoyment of the privileges herein granted.

Furthermore, the Supervisor is authorized to sign the Easement Agreement on behalf of the township.

Motion carried.

C. **Consider 2022 Road Project(s) Estimated Overages** – Notification was received from the Mason County Road Commission of an increase in the estimated cost of three of the 2022 road projects.

Moved by Soberalski, seconded by Kmetz to acknowledge the increase in the estimated costs to the projects on S. Speer Drive, S. Shoreview Court, and W. Riverview Drive and to proceed with the 2022 road projects.

Motion carried.

D. **Consider Recommendations to Hire Part-Time Seasonal Campground Attendants** – At the previous board meeting, the board approved hiring three, part-time seasonal campground attendants for twenty-four weeks, twenty-one hours per week per person at a compensation rate of \$15.00 per hour. (Total estimated compensation \$22,680) The current recommendation is for seven seasonal campground attendants for twenty-two weeks, a combined total of eighty-four hours per week at a compensation rate of \$15.00 per hour (Total estimated compensation \$27,720). The total estimated compensation does not consider any overlapping of shifts or emergencies. The total compensation at the end of the season could potentially be higher than the estimated compensation.

Moved by Kmetz, seconded by Soberalski to eliminate the previously designated number of part-time seasonal campground attendants and to authorize the hiring of the following persons as seasonal campground attendants for Buttersville Campground: Steven Deller, Ronald Mousel, Michael Garza, Maureen Flynn-Garza, Ford Taylor, Teri White, and Brandon Atkins.

Motion carried.

E. **Consider Options for Wood and Ice Sales at Buttersville Campground** – Board members reviewed a memo from K. Bleau defining options for wood and ice sales.

Moved by Soberalski seconded by Enbody to approve the following procedures for the sale of wood and ice at Buttersville Campground:

WOOD: Allow a local firewood provider to put up a wood stand that is operated on the honor system with a locked collection box that the local firewood provider will maintain. The township will not incur any cost(s) or realize any sales.

ICE: An ice vendor will provide the freezer and ice. Campground attendants will be responsible for collecting the per bag fee and record each sale in the campground software as a point-of-sale purchase. The township will incur costs for the purchase of the ice that is to be sold.

Motion carried.

F. **Consider Campground Rules and Information** – Board members reviewed the rules and information from the Buttersville Campground brochure.

Moved by Enbody seconded by Soberalski to adopt the following Campground Rules and Information:

Reservations Online:

- www.pmtwp.org
- Click on: Buttersville Campground Reservations

CHECK-IN:

- Register at office upon arrival.
- Check-in time is 1pm.

Make sure your yellow card is displayed on the number post!

PETS:

- Must be kept on a leash both within the campground and on the beach.
- Do not leave your pets unattended at any time. No noisy pets please!
- Pet waste stations located throughout the park. Clean up after your pet.

CAMP SITES:

- Each site can have one primary unit plus one additional tent.
- The primary unit can be a trailer, RV, popup camper, truck camper or tent.
- No more than 4 adults per site.

DESTRUCTIVE ACTIVITY:

- No defacing property, including screws or nails in trees.
- No climbing on the bluffs.
- No hunting, guns of any type, slingshots, paintball guns, or any projectile device.

QUIET TIME:

- 10:00 p.m. to 8 a.m. daily.
- No loud music at any time.
- No loud late-night parties.

VIOLATIONS:

Persons violating park rules are subject to eviction without a refund. When you check in, your signature constitutes an agreement to abide by park rules (your signature holds you responsible for each individual on your site).

ALSO NOTE:

- Fish cleaning prohibited in the park.
- Fireworks prohibited in the park.
- Tree-damaging pests are spread in fire wood. Please do not bring in wood from elsewhere, and do not take wood home.

It is important to understand that Lake Michigan can have undertows and rip tides. NO lifeguard on duty; swim at your own risk.

We want you - and others - to enjoy staying here. Please do not leave children or pets unattended. Be a considerate neighbor.

AMENITIES:

- Electricity is available at most sites.
- Flush toilets.
- A picnic table is provided at each site.
 - Please do not move it to another site.
 - Please do not deface the tables.
- Fresh water is located:
 - Near the office
 - Near the pavilion in the north loop
 - Near the play area
- Playground
 - Near the office
- Pavilion for group gatherings.
- Ice and firewood available.
- Open fires are permitted only in the fire ring provided at each site or in a grill.
 - You may move the ring within your site, but not to another site.
 - Not all sites have grills.
 - Do not burn treated lumber, wood with nails, or staples.
 - Do not burn trash.

TRASH:

- Clean your campsite before you check out.
- Two dumpsters are located in the park:
 - Center of the north loop
 - Just north of the office
- If you do not wish to take your returnable bottles and cans home, please deposit them into the marked barrels next to the dumpsters.

- Dispose of graywater at the dump stations. Do not wash dishes at the fresh water faucets, drinking fountain, or in the restrooms.

CHECK-OUT:

- Sites must be vacated by 12 noon or an extra day will be charged.
- If you wish to extend your stay, please check on line at www.campspot.com or see staff to check availability and pay for additional nights.

VEHICLES:

- No more than two vehicles at a site.
- Motorcycles are vehicles.
- Do not park your vehicle on another campsite.
- Speed limit is 5 MPH.
- South Gate is for emergencies only – Do not block this exit!

VISITORS:

- Visitors must leave by 10:00 pm.

Information and rules are subject to change without notice.

Motion carried.

ANNOUNCEMENTS:

EXTENDED PUBLIC COMMENT: Public comment was held.

ADJOURNMENT: The meeting was adjourned by the Supervisor at 4:50 p.m.

Rachelle D. Enbody, CMC, MiPMC Township Clerk

Gerald A. Bleau, Township Supervisor