

REGULAR MEETING
September 12, 2023

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

Board members present: Clerk Rachelle Enbody; Treasurer Karie Bleau; Trustees: Andrew Kmetz, James Nordlund Sr., Henry Rasmussen, and Ronald Soberalski.
Board member(s) absent: Supervisor Gerald Bleau.
Also present: Mason County Commissioner Lewis Squires, Dan Healy, Derek Eaton, Russell Fulker, Dave Bossick (Ludington Daily News) and numerous guests.

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

Moved by Enbody, seconded by Nordlund to appoint Kmetz as President Pro Tem for this meeting. Motion carried. Kmetz assumed chairmanship of the meeting.

APPROVAL OF MINUTES: **Moved** by Rasmussen, seconded by Nordlund to approve the minutes from the meeting on August 22, 2023 as presented.

Motion carried.

SHERIFF / COUNTY COMMISSIONER REPORT(S): Sheriff Cole reported on ninety-four calls for service in August.

Commissioner Squires reported on the most recent meeting of the Mason County Board of Commissioners.

DEPARTMENT REPORTS: Department reports from the Fire Department and the Zoning and Code Enforcement Department were received. Assessor Derek Eaton, Department of Public Works, Water and Sewer Assistant Superintendent Dan Healy, and Parks Superintendent Russel Fulker gave verbal reports of department activity.

PUBLIC COMMENT: Public comment was held.

APPROVAL OF AGENDA: **Moved** by Soberalski, seconded by Nordlund to postpone Unfinished Business Item A. Consider Interlocal Agreement for Recreation Programs & Services and to approve the agenda as amended.

Motion carried.

COMMUNICATIONS: Enbody reported receiving the following communications:
Charter Communications – Two communications, each indicating a channel line-up change and one communication notifying the Township of the decision by the Walt Disney Company to remove its programming.
Mason County Road Commission – Notification of Road Project on S. Lakeshore Drive.
Michigan Department of Transportation – Notification of Road Project on US-10.
Community Foundation – Notification of a donation from DOW for the Conservation Park Fund.

COMMITTEE REPORTS: Economic Development / Parks & Recreation Committee (Soberalski) – Reported attending the bi-monthly construction meetings of the River Access project noting the construction is going along very well.

Election Commission (Enbody) – Reported the Election Commission will meet in October to appoint inspectors for the November election. The public accuracy test is scheduled for October 25, 2023 at 9:00 a.m.

Planning Commission (K. Bleau) – Reported discussion and review of a previously approved site plan for 280 S. Pere Marquette Hwy. An amended site plan was submitted, reviewed, and approved.

Zoning Board of Appeals (Rasmussen) – Reported on the most recent meeting of the Zoning Board of Appeals.

Fire Department Liaison (Kmetz) – Reported meeting with members regarding the Conflict-of-Interest document. G. Bleau requested that the members submit an amendment specific to firefighters.

LMTA Representative (Enbody) – Reported that the August LMTA meeting was cancelled but that the Director had provided the 2023-2024 LMTA operating budget figures to the Township.

Western Mason County Fire District Authority (Kmetz) – Reported approval of a change order for a new fire vehicle, reviewed a bid received for a fire vehicle, and discussed an invoice for a jaws of life tool with the City of Ludington.

UNFINISHED BUSINESS: A. **Consider Interlocal Agreement for Recreation Programs & Services** – Postponed.

B. **Consider Response from Mason County Road Commission** – Moved by Soberalski, seconded by Rasmussen to refer the response and the issue of improvements on Orchard Ave. and Terri Court to the Roads Committee.

Motion carried.

NEW BUSINESS: A. **Consider Request from Peninsula Cove** – Board members reviewed a letter received from the Peninsula Cove Principal and Developer requesting a 12-month extension of the construction start date.

The Pere Marquette Charter Township Code of Ordinances, Article 21, Planned Unit Development District, states:

109-21.11 - TIME LIMIT FOR AN APPROVED PUD DISTRICT.

- (a) Each development shall be under construction within 12 months after the date of approval of the PUD final development plan, except as noted in this section.
- (b) The Township Board may grant one extension of up to an additional 12-month period if the applicant applies for such extension prior to the date of the expiration of the PUD or PUD phase and provided that:
- (1) The applicant presents reasonable evidence that said development has encountered unforeseen difficulties beyond the control of the applicant; and
 - (2) The PUD requirements and standards, including those of the zoning ordinance and master plan that are reasonably related to said development, have not changed.

Moved by Nordlund, seconded by Rasmussen to grant the request for an extension of the Planned Unit Development for Peninsula Cove, LLC for parcel ID 53-010-720-000-002-00, at 846 S. Lakeshore Drive which was originally granted December 13, 2022 to be extended to December 2024.

Motion carried.

B. **Consider Waiver of Probationary Period for Firefighter** – The Rules and Regulations of the Pere Marquette Charter Township Board for the Pere Marquette Charter Township Volunteer Fire Department, Article III states:

Section 3.7: Probationary Period: Every person hired as a Pere Marquette Charter Township Firefighter shall be considered a Probationary Firefighter for the first two (2) years from date of hire. All Probationary Firefighters must satisfactorily complete the state required training within the first two (2) years to become a full member of the department. The Pere Marquette Charter Township Board of Trustees may reduce or waive the probationary period based upon the qualifications of the applicant.

Moved by Rasmussen, seconded by Soberalski to approve the request from Chief Gaylord to advance firefighter Rebecca Cain from Probationary to Senior Firefighter, effective October 1, 2023.

Motion carried.

OFFICERS REPORTS: Clerk (Enbody) – Reported that she and the deputy clerk attended a Michigan Association of Municipal Clerks (MAMC) Education Day in August and heard presentations from the FBI and the Michigan Bureau of Elections along with legislative updates on pending legislation. Reported she will be attending a strategic planning session for the Michigan Association of Municipal Clerks and will be teaching an education session on Election Best Practices in the Upper Peninsula. Enbody has attended several meetings with the City of Ludington and County Clerk regarding early voting and will be meeting with the Mason County Clerks Association to present and consider a county-wide agreement for the implementation of early voting. Reported that employee informational meetings will be held next month with AFLAC (supplemental insurance) and Burnham and Flower (health insurance and deferred compensation plans) and that employees met with a representative from MERS last month to review their defined contribution plan(s). Applications for absent voter ballots were mailed to voters for the November election and the absent voter drop box is available to receive applications and ballots. Enbody provided a list of current invoices for approval.

PAYMENT OF INVOICES: **Moved** by Enbody, seconded by Soberalski to approve payment of invoices in the amount of \$585,666.61.

Motion carried.

Treasurer (K. Bleau) – Provided a report with bank balances for August 2023. Reported that the bank balances are higher due to the collection of taxes and that there are two days remaining of summer tax collection. Additional investment purchases have been made in order to capture the current interest rates ranging between 4.9 and 5.5 percent.

Supervisor (G. Bleau) – (absent).

ANNOUNCEMENTS: Soberalski requested that the board schedule the discussion of the budget at a future meeting.

EXTENDED PUBLIC COMMENT: Public comment was held.

ADJOURNMENT: **Moved** by Nordlund, seconded by Rasmussen to adjourn the meeting at 5:22 p.m. Motion carried.

Rachelle D. Enbody, MiPMC², CMC Township Clerk

Andrew Kmetz, President Pro Tempore

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