

**Henrietta Township  
11732 Bunkerhill Road  
Pleasant Lake, MI 49272  
517-769-6925**

Regular Meeting  
April 11, 2018

A work session was held prior to the beginning of the Regular Meeting for the purpose of reviewing invoices and communications.

Meeting called to order at 7:30 p.m. in the Henrietta Township Meeting Room, 11732 Bunkerhill Road, Pleasant Lake, MI 49272. All members present.

A. Grimes presented the agenda for review.

Moved by A. Faist, supported by M. McDonald, to approve minutes of the Regular Meeting held on March 14, 2018 as presented and reviewed. Motion carried.

**SPECIAL ORDER**

Representatives from the State of Michigan Department of Natural Resources gave a presentation on the section of the Lakeland Trail that runs through Henrietta Township including construction of parking areas on Hawkins Road and in Munith that will allow access to the trail.

**PUBLIC COMMENT**

R. Draeger spoke regarding a memorial service held at the Mason Masonic Lodge meeting for Gary Kenyon and Carleton Hedges, both Henrietta Township residents.

J. Krutsch spoke regarding the poor condition of Wooster Road and questioned whether it was going to be repaved. A. Grimes responded the road is a primary county road, and will be repaired but is not scheduled for 2018. He recommended contacting the Jackson County Road Department with his concerns.

**TREASURER'S REPORT – MARIA MCDONALD**

General Fund balance 03/31/2018	\$ 241,137.00
Delinquent Tax Account balance 03-31-2018	\$ 356.50
Stabilization Fund balance 03-31-2018	\$ 104,896.32
Public Improvement Fund balance 03-31-2018	\$ 394,546.07
Vehicle Replacement Fund balance 03-31-2018	\$ 101,989.25

**BUILDING DEPARTMENT – R. TRIPP**

In March the building department collected \$2,769.40 in fees with a construction cost of \$244,750. Permits included 5 building permits for 1 new house, 1 new roof, 2 garages and 1 pole barn; 2 electrical permits, 1 mechanical permit, 1 plumbing permit, 4 site plan reviews and 3 address signs. 13 letters were sent for delinquent permits.

**ASSESSOR – VICKIE BRADLEY**

V. Bradley reported that the 2018 March Board of Review has been completed. 44 petitions were received, 40 were granted. 17 poverty/veteran exemptions were received and 15 were granted.

**ORDINANCE ENFORCEMENT/ZONING –S. BURNETT**

S. Burnett reported he had worked 37 hours in March, received 12 complaints, verified 12 ordinance violations, issued 17 written warnings, issued 3 verbal warnings, and drove 206 miles.

**FIRE DEPARTMENT – R. WETMORE**

R. Wetmore reported the fire department responded to 37 calls in March including 27 medical calls, 3 cancelled en route, 2 mutual aid calls to Rives Township for structure fires, 1 mutual aid call to Leslie Township for a structure fire, 2 mutual aid calls to Rives Township for grass fires, and 2 grass fires in Henrietta Township. The fire department continues the ISO training, and will be working on the maps required for ISO certification.

**TRANSFER STATION – A. GRIMES**

Monthly reported income:	\$ 4,195.00
Modern Waste:	\$ 1,773.65
Salary for Month:	\$ 1,000.00
Total Expenses:	\$ 2,971.49

Total recycled for March	8.63 tons or 17,260 pounds
Total recycled for 2018	18.59 tons or 37,180 pounds

**PLANNING COMMISSION – A. FAIST**

N. Hawley gave an update on activities of the planning commission. A. Grimes gave the planning commission an update on the condition of local roads. A Walk/Bike Lane Survey has been mailed to property owners located along the proposed pathway.

**UNFINISHED BUSINESS**

None.

## **NEW BUSINESS**

A. Grimes presented a proposal to purchase new computers for the clerk and treasurer. Cost of the purchase is \$1,922.00. Moved by S. Kasprzycki, supported by A. Faist to purchase two new computers as presented at a cost not to exceed \$1,922.00. Motion carried.

A. Grimes reported all board members had received a copy of the 2018-2019 budget for review. A work session will be held on Monday, April 23, 2018 beginning at 5 p.m. to discuss the proposed budget.

## **OTHER REPORTS/CORRESPONDENCE**

The spring free leaf drop off is scheduled for Saturday, April 14<sup>th</sup>.

Henrietta Township will host the Henrietta/Rives/Tompkins tire recycling program this year. The event will be held on June 2, 2018, only passenger tires or smaller will be accepted.

Henrietta Township received a mini grant from the Jackson Community Foundation to help offset the cost of the fireworks display at Pleasant Lake.

## **PUBLIC COMMENT**

A resident of Laredo Drive questioned when the property damaged by fire near her home would be cleaned up. A. Grimes noted that S. Burnett was currently working on the issue, and she should see some activity in the next few weeks.

## **PAYMENT OF BILLS**

Moved by A. Faist, supported by S. Kasprzycki, to pay the bills as submitted and reviewed. Motion carried.

Moved by M. McDonald, supported by S. Keene, to adjourn the meeting at 8:28. Motion carried.

Sally J. Keene, Clerk  
Henrietta Township