

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

Regular Meeting
September 12, 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 M. McDonald, supported by A. Faist, to approve minutes of the regular meeting held on August 8, 2018 as presented and reviewed. Motion carried.

SPECIAL ORDER

None.

PUBLIC COMMENT

None.

TREASURER’S REPORT – MARIA MCDONALD

| | |
|---|---------------|
| General Fund balance 08-31-2018 | \$ 200,698.45 |
| Delinquent Tax Account balance 08-31-2018 | \$ 356.50 |
| Stabilization Fund balance 08-31-2018 | \$ 105,048.75 |
| Public Improvement Fund balance 08-31-2018 | \$ 394,935.31 |
| Vehicle Replacement Fund balance 08-31-2018 | \$ 105,884.58 |
| Total Interest Earned | \$ 542.48 |

BUILDING DEPARTMENT – R. TRIPP

In August the building department collected \$3,170.00 in fees with a construction cost of \$46,771. Permits included 8 building permits for 2 decks, 1 roof addition to deck, 2 new roofs, 1 storage barn, 1 demo of existing garage and placement of prebuilt garage in its place, and 1 porch addition to house; 6 electrical permits, 5 mechanical permits, 2 plumbing permits, 6 site plan reviews and no addresses. 5 letters were sent for expired permits.

ASSESSOR – JULIE PULLING

J. Pulling reported August was quite busy with roll maintenance and archiving into LaserFiche. This month will be spent working on drafting the township millage rate report, building permit inspections and two special assessment rolls.

ORDINANCE ENFORCEMENT/ZONING –S. BURNETT

S. Burnett reported he had worked 37 hours in August, received 12 complaints, verified 8 ordinance violations, issued 6 written warnings, issued 4 verbal warnings, had 2 civil infractions and drove 172 miles.

FIRE DEPARTMENT – R. WETMORE

R. Wetmore reported the fire department responded to 26 calls in August including 20 medical calls, 2 mutual aid structure fires in Blackman Township and Rives Township, 1 power line down, 1 gas leak, 1 burning violation and 1 smoke alarm.

R. Wetmore noted the water test went well, and the department will be testing again later in September. He also noted he is working to update department policies.

TRANSFER STATION – A. GRIMES

| | |
|--------------------------|-------------|
| Monthly reported income: | \$ 3,513.00 |
| Modern Waste: | \$ 2,798.33 |
| Salary for Month: | \$ 885.00 |
| Total Expenses: | \$ 4,234.72 |

| | |
|---------------------------|------------------------------|
| Total recycled for August | 11.56 tons or 15,700 pounds |
| Total recycled for 2018 | 58.46 tons or 116,920 pounds |

PLANNING COMMISSION – A. FAIST

N. Hawley gave an update on the Master Plan. The planning commission is also reviewing legislation regarding cell towers and short term rentals.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Grimes presented a resolution changing the dates the Board of Review will meet. The resolution will change the days for the July and December Board of Review to Wednesday. Moved by S. Keene, supported by M. McDonald to adopt the Resolution to set an alternate date for the July or December Board of Review

as presented and reviewed. Roll call vote: A. Faist, yes; M. McDonald, yes; S. Keene, yes; S. Kasprzycki, yes; and A. Grimes, yes. Motion carried.

A. Grimes presented plans to update the sign in front of the township offices for review. Moved by M. McDonald, supported by S. Keene to authorize Fritz Signs to upgrade the sign and relamp with LED lights not to exceed \$990 as presented. Motion carried.

A. Grimes presented a Resolution for Old Silo Drive Road Improvement for review and adoption. He noted that petitions had been received with 92.4% approving the special assessment for road improvements. Cost for improvements is \$185,000. Moved by A. Faist, supported by M. McDonald to adopt the Resolution to create the Old Silo Road Special Assessment District as presented and reviewed. Roll call vote: A. Faist, yes; M. McDonald, yes; S. Keene, yes, S. Kasprzycki, abstain: and A. Grimes, yes: Motion carried.

A. Grimes presented the 2017-2018 Budget Amendments for review. He noted there is a surplus of \$60,046.68. Moved by A. Faist, supported by S. Kasprzycki to accept the amendments and close out the 2017-2018 budget year as presented. Motion carried.

A. Grimes presented information on the fund allocation for Public Improvement for approval. He recommended transferring \$60,000 from the General Fund into Public Improvement and Vehicle Replacement Funds with \$25,000 going to Vehicle Replacement, and \$35,000 to Public Improvement, road improvements. He also recommends moving funds from Emergency Sirens and Park and Recreation into Road Improvements, increasing Road Improvements to \$197,000 to cover the expense for road projects done this summer as well as improvements to Old Silo Drive. Moved by S. Keene, supported by M. McDonald to approve the recommended fund allocations as presented and reviewed. Motion carried.

OTHER REPORTS/CORRESPONDENCE

None.

PUBLIC COMMENT

R. Troman questioned problems at the transfer station and possible solutions. Discussion included purchasing a new compactor to replace the existing one which continues to fail due to age and metal fatigue. He also questioned whether road improvements could be made where the fire department drafts water from the lake on Meridian Road.

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

Moved by S. Kasprzycki, supported by S. Keene, to adjourn the meeting. Motion carried. Meeting adjourned at 8:14 p.m.

Sally J. Keene, Clerk
Henrietta Township