

Henrietta Township
11120 Musbach Road
Munith, MI 49259
517-596-3374

Regular Meeting
September 12, 2012

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, 11120 Musbach Road, Munith, MI 49259. Members present: A. Faist, A. Grimes, S. Keene and L. Bamm. Member absent: S. Dodge.

L. Bamm presented the agenda for review. Moved by A. Faist, supported by A. Grimes to approve the agenda as presented. Motion carried.

Moved by A. Grimes, supported by S. Keene to approve minutes of the Regular Meeting held on August 8, 2012 and Special Meetings held on August 14, 2012 and August 17, 2012 as presented. Motion carried.

SPECIAL ORDER

None.

PUBLIC COMMENT

R. Troman suggested that the brush collection site be staffed to direct where leaves and brush should be piled. He also suggested they be separated to make it easier to burn.

TREASURERS REPORT – S. DODGE

General Fund Balance 08-01-2012	\$ 262,925.34
Income	\$ 12,084.66
Disbursements	\$ 51,950.54
General Fund Balance 08-31-2012	\$ 223,059.46
Stabilization Fund 08-31-2012	\$ 103,132.45
Delinquent Tax Account 08-31-2012	\$ -0-
Public Improvement Fund 08-31-2012	\$ 293,097.82
Vehicle Replacement Fund 08-31-2012	\$ 128,678.68
Total Interest Earned 08-31-2012	\$ 53.96

BUILDING DEPARTMENT – R. TRIPP

In August the following fees were collected and permits issued:

Building permit fees	\$ 1,350.00
Electrical permit fees	\$ 490.00
Plumbing permit fees	\$ 420.00
Mechanical permit fees	\$ 700.00
Site Plan Reviews	\$ 160.00
Address Fees	\$ -0-
Total fees collected	\$ 3,120.00
Cost of construction	\$148,500.00

Permits include 7 building permits for 1 deck, 1 new house completion at Batteese Lake, 2 garage/pole barns, 2 house remodels and 1 addition to house, 4 electrical permits, 7 mechanical permits, 3 plumbing permits, no addresses issued and 4 site plan reviews.

2 1st notice letters sent
2 2nd notice letters sent

ASSESSOR – VICKIE BRADLEY

V. Bradley reported she has been working on a pending tax tribunal case. She has provided information on White Lake waterfront property owners to Mr. Higgins; he is interested in establishing a special assessment district for weed control. V. Bradley will be attending an educational class next week to complete her continuing education requirements for this year. The assessing department is currently reviewing parcels in the Pleasant Lake area.

ORDINANCE ENFORCEMENT/ZONING – J. SOUTHWORTH

J. Southworth reported he had 2 site plan reviews, 8 ordinance complaints, 6 written warnings, 10 requests for information and drove 175 miles for a total of 33 hours in August.

FIRE DEPARTMENT – R. WETMORE

The fire department responded to 26 calls in August including 19 medical calls, 2 grass fires, 2 power lines down, 2 burning complaints and 1 canceled en route.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$ 3,053.50
Northwest Refuse Trucking:	\$ 618.00
Jackson County Incinerator:	\$ 1,177.93
Salary for Month:	\$ 1,041.25
Total Expenses:	\$ 3,033.96
Total Recycled for August	7.67 tons or 15,340 pounds
Total Recycled for 2012:	49.55 tons or 99,100 pounds

PLANNING COMMISSION – A. FAIST

N. Hawley reported the planning commission met with representatives of the Jackson District Library regarding the parking expansion. The planning commission recommended the parking lot be sloped to direct any water towards the gardens and not towards M-106. They also suggested use of a berm and plants in conjunction with a fence between the fire department and the library. It was noted that the new parking would have to meet the requirements of the Americans with Disabilities Act. N. Hawley also reported that the planning commission had discussed the request for the Industrial Development District. She noted that the Master Plan supports the request, and recommends approval of the Industrial Development District for the Peak property for a period of 6 years with the possibility of renewal if it has proven to be a benefit to the community.

UNFINISHED BUSINESS

A. Grimes reported that sidewalk removal has been completed. All board members have a copy of the Sidewalk Ordinance for review. Moved by S. Keene, supported by A. Grimes to adopt Ordinance #42, Sidewalk Ordinance. Roll call vote: A. Faist, yes; S. Keene, yes; A. Grimes, yes; and L. Bamm, yes. The Ordinance will be published in the Jackson Citizen Patriot, and takes effect 30 days after publication.

L. Bamm presented the Surplus Funds Allocation for consideration. Moved by A. Grimes, supported by S. Keene to accept the Surplus Funds Allocation as presented. Motion carried.

L. Bamm presented the Library Parking Agreement for discussion. M. Way introduced the library director and branch manager to the board. Discussion included the legal document presented fits in with the original agreement between the township and the library; the ADA requires 1 parking space for ADA van per 25 parking spots, so the plan is in compliance with the ADA; the fire chief, a representative from the planning commission and the library branch manager will meet to agree on the fence, berm and plantings; and the water run-off will be directed away from M-106. Moved by S. Keene, supported by A. Faist to enter into an agreement with Jackson District Library for expansion of the parking lot as presented. Motion carried.

NEW BUSINESS

L. Bamm presented a request from Peak Manufacturing for an Industrial Development District for discussion. He noted that Peak Manufacturing had purchased the remaining parcels in the Industrial Park, and that Wetmore Drive will be paved. Peak plans expansion of their business and requests that the property be designated an Industrial Development District. L. Bamm noted a date needed to be set for a Public Hearing for the IDD. Peak Manufacturing and all taxing entities must be noticed 10 days prior to the hearing. The hearing will be scheduled for October 10, 2012 beginning at 6:30 p.m. The board will then be able to adopt the resolution at the following board meeting. A. Faist questioned

what the township would lose if Peak Manufacturing were exempt from taxes. V. Bradley explained that not all taxes were exempt and that we would still collect some taxes from Peak Manufacturing. L. Bamm noted that any costs incurred with the hearing would be paid by Peak Manufacturing. Moved by A. Grimes, supported by A. Faist to schedule the Public Hearing for the Industrial Development District and Peak Manufacturing on October 10, 2012 beginning at 6:30 p.m. Motion carried.

L. Bamm presented P. Higgins and the White Lake Weed Control Special Assessment District for discussion. Discussion included PA188 rules and information on costs. There are approximately 48 lots in the district. The cost could range from \$233.33 to \$172 per year with a 5 year contract. P. Higgins suggested they could issue a waiver to those with a limited fixed income. The board noted that they would not issue waivers, the other parcels in the district would have to pay for any waivers they issued. S. Keene noted the board could support the project if the signed petitions collected include at least 51% of the acreage in the proposed district. L. Bamm recommended that P. Higgins obtain a parcel map and mark the boundaries of the district. It was noted that every owner of each parcel would need to sign the petition.

OTHER REPORTS

None.

PUBLIC COMMENT

D. Iverson questioned the gunfire he hears on a daily basis, and questioned whether there are any rules or regulations regarding gunfire. The Jackson County Sheriff's Department and the Department of Natural Resources regulate gunfire; call 911 and request an investigation.

R. Smith questioned whether the sidewalk project was complete. He has concerns regarding the soft ground where the seed was planted. S. Keene suggested using caution tape to outline the area where the seed was planted to keep pedestrians from walking through where the seed is planted until the grass has taken root. A. Faist noted that because of the drought, the dirt is powdery dry, and the dirt may settle once rain occurs. He suggested that once sufficient moisture has been received next spring the township inspect the area to make sure it does not need more soil. A. Grimes added that Sharp Construction will stand behind their work, but not if residents continue to walk, drive and ride through the planted areas.

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

Moved by S. Keene, supported by A. Faist to adjourn. Motion carried. Meeting adjourned at 8:45 p.m.

S. Keene, Henrietta Township Clerk