

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

Regular Meeting  
October 8, 2014

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. All members present.

A. Grimes presented the agenda for review and added the Henrietta Township Policy Manual under Old Business and the concrete bid for the township project under New Business.

Moved by A. Faist, supported by M. McDonald to approve minutes of the Regular Meeting held on September 10, 2014 and Special Meetings held on September 15, 2014, September 22, 2014, September 29, 2014 and October 5, 2014 as presented and reviewed. Motion carried.

**SPECIAL ORDER**

D. Lutchka gave an update from Jackson County.

R. Walz introduced himself and stated he is running for County Commission in our district.

**PUBLIC COMMENT**

None.

**TREASURERS REPORT – M. MCDONALD**

General Fund balance 9-30-2014	\$ 214,706.06
Delinquent Tax Account balance 9-30-2014	\$ 324.50
Stabilization Fund balance 9-30-2014	\$ 103,174.34
Public Improvement Fund balance 9-30-2014	\$ 298,224.04
Vehicle Replacement Fund balance 9-30-2014	\$ 160,067.42
Interest earned	\$ 11.64

**BUILDING DEPARTMENT – R. TRIPP**

In September the building department collected \$4,100.60 in fees for permits with a construction cost of \$1,438,778.00. Permits include 11 building permits for 2 new houses, 1 handicap ramp, 2 remodels, 1 garage, 2 pole barns, 1 above

ground pool, 1 new roof and 1 new fire station; 6 electrical permits, 3 mechanical permits, 1 plumbing permit, 6 site plan reviews and 1 address sign. Four letters were sent for expired permits.

**ASSESSOR – VICKIE BRADLEY**

No report available.

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

S. Burnett reported he had worked 6.5 hours in September, verified 5 ordinance violations, issued 2 written warnings, and 3 verbal warnings.

**FIRE DEPARTMENT – R. WETMORE**

R. Wetmore reported the fire department responded to 38 calls in September including 32 medical calls, 2 arcing wires, 2 motor vehicle accidents, 1 gas leak and 1 unauthorized burning.

**TRANSFER STATION – A. GRIMES**

Monthly Reported Income:	\$ 3,813.00
Granger Trucking:	\$ 1,543.84
Salary for Month:	\$ 985.00
Total Expenses:	\$ 2,720.61

Total Recycled for September:	5.22 tons or 10,440 pounds
Total Recycled for 2014:	33.56 tons or 67,120 pounds

**PLANNING COMMISSION – A. FAIST**

N. Hawley reported that the planning commission heard updates on the new township construction and bond project. They also discussed ordinance definitions. The planning commission is currently looking for a recording secretary to replace C. Reed who recently moved out of the township.

**UNFINISHED BUSINESS**

M. Sharp gave an update on construction for the fire department.

M. McDonald presented the bond distribution report and noted that the balance is now \$1,315,711.31.

A. Grimes presented the General Policy Manual for adoption. Moved by S. Keene, supported by M. McDonald to adopt the General Policy Manual as presented and reviewed. Motion carried.

## **NEW BUSINESS**

S. Keene presented the list of election inspectors and receiving board members for the General Election held on November 4, 2014 for review and approval. Moved by A. Grimes, supported by S. Keene to approve the election inspectors and receiving board members as presented. Motion carried.

A. Grimes presented a Resolution Authorizing an Office Furniture Grant for review and approval. Moved by A. Faist, supported by S. Kasprzycki to approve the Resolution Authorizing an Office Furniture Grant. Roll Call Vote: A. Faist, yes; M. McDonald, yes; S. Keene, yes; S. Kasprzycki, yes; and A. Grimes, yes. Motion carried.

A. Grimes requested that a quarterly budget meeting be scheduled. The meeting will be held on October 15, 2014 beginning at 7 p.m.

A. Grimes presented a request from Family Dollar for a storm water runoff easement on township property. It was noted that the county drain commissioner would have to approve the easement. A. Grimes is asking for authorization to act on behalf of the township in agreeing to such an easement. A. Faist questioned whether this would interfere with the easement given to the road commission. A. Grimes responded that he had met with the road commissioner and it would not interfere with their use of the property. Moved by S. Keene, supported by S. Kasprzycki to authorize A. Grimes to negotiate the storm water runoff easement on township property with Family Dollar. Motion carried.

A. Grimes presented a quote for concrete work for footings and flat work on the new township addition and offices. Cook has submitted a bid not to exceed \$12,750. Moved by M. McDonald, supported by S. Keene to accept the bid from Cook for footings and flat work on the new township addition and offices not to exceed \$12,750. Motion carried.

## **OTHER REPORTS**

L. Grinage reported that the medical marijuana issue will not be acted on until the lame duck session after the election.

L. Grinage discussed different options the township has to address the junk car issue with one of the township residents.

## **PUBLIC COMMENT**

B. Roberts introduced himself as the Republican candidate for the 65<sup>th</sup> District House of Representatives.

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

Moved by S. Keene, supported by S. Kasprzycki to adjourn the meeting. Motion carried.

Meeting adjourned at 8:15 p.m.

S. Keene, Henrietta Township Clerk