

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

Regular Meeting  
November 14, 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. Members present: A. Faist, M. McDonald, S. Keene and A. Grimes. Member absent: S. Kasprzycki.

A. Grimes presented the agenda for review.

Moved by A. Faist, supported by M. McDonald, to approve minutes of the regular meeting held on October 10, 2018, public hearings for Old Silo Drive Special Assessment District and White Lake Weed Control Special Assessment District held on September 26, 2018, October 17, 2018, and November 7, 2018, and a budget review workshop held on November 7, 2018 as presented and reviewed. Motion carried.

**SPECIAL ORDER**

None.

**PUBLIC COMMENT**

None.

**TREASURER'S REPORT – MARIA MCDONALD**

General Fund balance 10-31-2018	\$ 232,706.56
Delinquent Tax Account balance 10-31-2018	\$ 476.50
Stabilization Fund balance 10-31-2018	\$ 105,079.33
Public Improvement Fund balance 10-31-2018	\$ 394,951.07
Vehicle Replacement Fund balance 10-31-2018	\$ 105,911.47
Total Interest Earned	\$ 2,284.68

**BUILDING DEPARTMENT – R. TRIPP**

In October the building department collected \$3,151.73 in fees with a construction cost of \$258,170. Permits included 5 building permits for 1 new house, 2 pole barns and 2 new roofs; 8 electrical permits, 8 mechanical permits, 1 plumbing permit, 3 site plan reviews and 1 address. 9 letters were sent for expired permits.

**ASSESSOR – JULIE PULLING**

J. Pulling reported she is working on the completion of the 2019 assessment roll and March Board of Review. November will include new construction inspections and the completion of the Tax Collection Warrant for our Treasurer.

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

S. Burnett reported he had worked 29 hours in October, received 7 complaints, verified 6 ordinance violations, issued 4 written warnings, issued 2 verbal warnings, had 3 civil infractions and drove 143 miles.

**FIRE DEPARTMENT – R. WETMORE**

R. Wetmore reported the fire department responded to 28 calls in October including 19 medical calls, 3 mutual aid calls to Onondaga, Jackson City, and Rives Tompkins, 1 power line down, 2 trash fires, 1 cancelled en route, and 2 smoke alarm activations.

**TRANSFER STATION – A. GRIMES**

Monthly reported income:	\$ 3,814.00
Modern Waste:	\$ 1,672.22
Salary for Month:	\$ 1,055.00
Total Expenses:	\$ 2,925.32

Total recycled for October	7.30 tons or 14,600 pounds
Total recycled for 2018	71.71 tons or 143,420 pounds

**PLANNING COMMISSION – A. FAIST**

N. Hawley reported the planning commission held a public hearing for the 2019-2024 master plan. She noted there were no conflicts with neighboring townships. The planning commission voted to move forward with adoption of the 2019-2024 Henrietta Township Master Plan. The planning commission is beginning to collect old photos and memorabilia of Henrietta Township and plans to include the collection along the Lakeland Trail in conjunction with the Department of Natural Resources. The planning commission also held an election of officers with N. Hawley elected as chairperson and R. Draeger elected as vice chairperson. At the next meeting the commission will be reviewing recreational marihuana ordinances.

**UNFINISHED BUSINESS**

None.

## **NEW BUSINESS**

A. Grimes presented a resolution to waive collection of penalties for failure to file property transfer affidavits for review and adoption. He noted J. Pulling has requested this be adopted as part of the State of Michigan review for Assessors. Moved by S. Keene, supported by M. McDonald to adopt the Resolution to Waive Collection of Penalties for Failure to File Property Transfer Affidavits as presented and reviewed. Roll call vote: A. Faist, yes; M. McDonald, yes; S. Keene, yes; and A. Grimes, yes. Motion carried.

A. Grimes presented the Federal Poverty Guidelines for 2019 Assessments for review and adoption. Moved by M. McDonald, supported by S. Keene to adopt the Federal Poverty Guidelines for 2019 Assessments as presented and reviewed. Motion carried.

A. Grimes presented information on commercial recreational marijuana facilities in Henrietta Township. He noted that the new law requires the township to adopt an ordinance preventing this type of commercial business in the township. He requested the board members read the information and be ready to discuss the issue at the December meeting. A draft of an ordinance opting out of recreational marijuana facilities will be ready for the December meeting.

## **OTHER REPORTS/CORRESPONDENCE**

A. Grimes reported that November 17<sup>th</sup> will be the last fall yard cleanup at the Transfer Station.

M. McDonald reported that the winter 2018 tax bills will be printed soon and noted that Animal Control, Jackson County Parks and Lifeways will be new millages on this tax bill.

## **PUBLIC COMMENT**

R. Troman requested that trees on Meridian Road south of White Lake be trimmed back before they fall into the road.

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

Moved by S. Keene, supported by M. McDonald, to adjourn the meeting. Motion carried. Meeting adjourned at 8:08 p.m.

Sally J. Keene, Clerk  
Henrietta Township