

Henrietta Township
11120 Musbach Road
Munith, MI 49259
517-596-3374
Regular Meeting
April 10, 2013

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, S. Dodge, S. Keene, A. Grimes. Member absent: S. Kasprzycki.

A. Grimes presented the agenda for review and requested the presentations from Northwest Schools and the Road Department be moved to Special Order.

Moved by A. Faist, supported by S. Dodge to approve minutes of the Regular Meeting held on March 13, 2013 and Special Meeting held on March 25, 2013 as presented. Motion carried.

SPECIAL ORDER

D. Lutchka gave an update of activity from the county commissioners.

G. Bontrager spoke regarding the Northwest Community School millage request and the election scheduled for May 7, 2013.

A. Roden, Jackson County Road Department, gave a report on the poor condition of the roads in Henrietta Township.

PUBLIC COMMENT

None.

TREASURERS REPORT – S. DODGE

General Fund Balance 03-01-2013	\$ 125,033.33
Income	\$ 76,907.18
Disbursements	\$ 45,170.32
General Fund Balance 03-31-2013	\$ 156,770.19
Stabilization Fund 03-31-2013	\$ 103,144.02
Delinquent Tax Account 03-31-2013	\$ 243.00
Public Improvement Fund 03-31-2013	\$ 239,044.60
Vehicle Replacement Fund 03-31-2013	\$ 153,705.36
Total Interest Earned 03-31-2013	\$ 26.65

BUILDING DEPARTMENT – R. TRIPP

In March the following fees were collected and permits issued:

Building permit fees	\$ 907.27
Electrical permit fees	\$ 140.00
Plumbing permit fees	\$ 140.00
Mechanical permit fees	\$ 350.00
Site Plan Reviews	\$ 120.00
Address Fees	\$ -0-
Total fees collected	\$ 1,657.27
Cost of construction	\$ 77,300.00

Permits include 2 building permits for a new house and new garage, 2 electrical permits, 5 mechanical permits, 2 plumbing permits, no addresses issued, and 3 site plan reviews. No expired permit notices were sent.

ASSESSOR – VICKIE BRADLEY

V. Bradley reported the March Board of Review has adjourned. There were 43 petitions received and 27 were granted. There were 4 poverty exemption filed and 3 were granted. Board decisions have been mailed to the petitioners and the information was sent to Jackson County. All reports have been completed and the 2013 assessment roll was printed. If millages remain the same as last year, the township will see an increase of approximately \$894 in 2013. The conversion to BS&A .Net is scheduled for April 18th and 19th.

ORDINANCE ENFORCEMENT/ZONING – J. SOUTHWORTH

J. Southworth reported he had 4 site plan reviews, 5 ordinance complaints, 2 written warnings, 6 requests for information, 2 hours of office time and drove 125 miles for a total of 24 hours in March.

FIRE DEPARTMENT – R. WETMORE

R. Wetmore reported the fire department responded to 16 calls in March including 12 medical calls, 1 structure fire, 2 grass fires and 1 burning complaint. R. Wetmore expressed thanks to Hankerd Hills for the Easter egg hunt; 2000 Easter eggs were hidden at the golf course for kids to find.

R. Wetmore requested approval to purchase four new ice water rescue suits. The cost to purchase the new suits is \$3,324.05 and is budgeted under equipment purchase. Moved by S. Keene, supported by S. Dodge to authorize R. Wetmore to purchase four ice-water rescue suits, cost not to exceed \$3,324.05. Motion carried.

R. Wetmore reported the weather siren has been upgraded to narrow band. The siren was tested last week and is operational.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$ 3,505.20
Northwest Refuse Trucking:	\$ 193.50
Jackson County Incinerator:	\$ 1,209.01
Salary for Month:	\$ 950.00
Total Expenses:	\$ 2,543.79

Total Recycled for March	5.91 tons or 11,820 pounds
Total Recycled for 2013:	18.54 tons or 37,080 pounds

PLANNING COMMISSION – A. FAIST

N. Hawley reported that the planning commission continues to work on the Master Plan. The Michigan Citizen Planner will meet in Jackson this year; they will hold weekly evening meetings. MTA is hosting the Legislative Advocacy Day on May 2nd, registration is required.

UNFINISHED BUSINESS

A. Grimes reported that the General Policy Manual is still being reviewed.

NEW BUSINESS

A. Grimes presented the lawn mowing bids for review. A spreadsheet has been included to compare the four companies who submitted bids. The lowest bid is Craft Property & Maintenance. A. Faist noted that the corner of N. Meridian and Territorial roads has been cleaned up by this company which has improved visibility at the intersection. Moved by A. Faist, supported by S. Dodge to contract with Craft Property & Maintenance for lawn maintenance in the 2013 mowing season. Motion carried. S. Dodge questioned the maintenance of the flower beds at Katz Elementary. S. Keene will obtain bids for weeding at Katz Elementary.

A. Grimes presented the Jackson County Road Department contract for applying chloride to gravel roads for consideration. Moved by A. Faist, supported by S. Keene to not approve the Jackson County Road Department contract for applying chloride to gravel roads. Motion carried.

A. Grimes introduced the White Lake Weed Control committee and requested they explain their program. A. Runkel explained that they are asking the township to create a Special Assessment District to pay for weed control at White Lake. It is estimated the cost is \$285 per parcel the first year, and \$208 per parcel per year for the next four years. Discussion included when the petition drive would begin, the steps that needed to be taken, and that the assessment would be on the December 2013 tax bill for treatment beginning in 2014. L. Grinage will review the information and report back to the township board.

A. Grimes reported the township had received a request from Joshua and Heather Freysinger to locate temporary housing on a parcel while a new house is being constructed. Discussion included a maximum of one year for temporary housing and a \$5,000 surety bond to guarantee removal of the single wide mobile home from the site. Moved by S. Keene, supported by S. Dodge to grant a temporary housing permit with a \$5,000 surety bond to Joshua and Heather Freysinger, not to exceed 365 days. Motion carried. A. Faist requested that the name of the contractor be included with the building information.

OTHER REPORTS

None

PUBLIC COMMENT

R. Troman questioned when the brush collection site will be open. A. Grimes noted that the large amount of brush has become a problem with burning. The township will obtain quotes to break the brush into more manageable piles so that it can be burned. S. Keene suggested staking off where any new brush should be unloaded. G. Kenyon suggested Granger might have equipment that could grind and chip the pile. A. Grimes will look into a possible solution to the problem. L. Bamm suggested Northwest Refuse locate dumpsters in the Transfer Station for grass, leaves and brush. The township would have to charge the residents for this temporary service.

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

Moved by A. Faist, supported by S. Dodge to adjourn. Motion carried. Meeting adjourned at 8:42 p.m.

S. Keene, Henrietta Township Clerk