

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

Regular Meeting
May 8, 2019

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 and added #9 Update to Old Silo Drive under New Business.

Moved by M. McDonald, supported by S. Keene, to approve minutes of the regular meeting held on April 10, 2019 and special meeting held on April 24, 2019 as presented and reviewed. Motion carried.

SPECIAL ORDER

None.

PUBLIC COMMENT

None.

TREASURER'S REPORT – MARIA MCDONALD

General Fund balance 4-30-2019	\$ 246,180.83
Delinquent Tax Account balance 4-30-2019	\$ 512.50
Stabilization Fund balance 4-30-2019	\$ 105,296.14
Public Improvement Fund balance 4-30-2019	\$ 408,221.65
Vehicle Replacement Fund balance 4-30-2019	\$ 135,768.51
Total Interest Earned	\$ 626.63

BUILDING DEPARTMENT – R. TRIPP

In April the building department collected \$4,008.41 in fees with a construction cost of \$ 416,210. Permits included 10 building permits, 6 electrical permits, 5 mechanical permits, 1 plumbing permit, 2 site plan reviews and 1 address sign. Two letters were sent for expired permits.

ASSESSOR – JULIE PULLING

J. Pulling reported spring begins another assessment cycle. The 2019 assessment roll has been closed and work has begun for the 2020 taxes.

ORDINANCE ENFORCEMENT/ZONING –S. BURNETT

S. Burnett reported he had worked 32 hours in April, received 8 complaints, verified 7 ordinance violations, issued 7 written warnings, issued 1 verbal warnings, had 3 civil infraction and drove 139 miles.

FIRE DEPARTMENT – R. WETMORE

R. Wetmore reported the fire department responded to 29 calls in April including 24 medical calls, 1 grass fire, 2 mutual aid structure fires, and 2 burning complaints.

TRANSFER STATION – A. GRIMES

Monthly reported income:	\$ 4,337.00
Modern Waste:	\$ n/a
Salary for Month:	\$ 970.00
Total Expenses:	\$ 1,177.58

Total recycled for April	n/a
Total recycled for 2019	35.03 tons or 70,060 pounds

PLANNING COMMISSION – A. FAIST

N. Hawley reported the planning commission received reports on improvements to the Pleasant Lake County Park. They also filled out a survey of future needs at the park. The May 28, 2019 planning commission meeting will include representatives from Jackson County Parks who would like information from residents on what they want in the park. N. Hawley attended the Jackson County walk and bike non-motorized use meeting.

UNFINISHED BUSINESS

A. Grimes gave an update on ordinance violations. Laredo Drive was in court last month. Property owners claim they are cleaning up the property but township photos showed otherwise. Next court hearing is May 15, 2019. Sayers Road was in court today. Photos provided showed the condition of the property. The house is still condemned and the judge allowed 30 days for cleanup. The judge also ordered the property be cleaned up and campers removed to correct ordinance violations within three days.

NEW BUSINESS

A. Grimes reported Jackson County had forwarded a list of foreclosed properties for Henrietta Township to review. He noted the State of Michigan is not interested in property adjacent to the Lakeland Trail. Moved by S. Keene, supported by M. McDonald to adopt the Resolution of Release of First Right of Refusal 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 reported he had received an offer to purchase township property located on Bunkerhill Road and Coonhill Road for \$18,000. Moved by S. Keene, supported by S. Kasprzycki to authorize A. Grimes to act on behalf of Henrietta Township to negotiate the sale of township property for \$18,000. Motion carried.

A. Grimes presented a Resolution to Establish Township Officers Salary for review and adoption. Supervisor salary will be \$16,586.00; Clerk salary will be \$17,481.00; Treasurer salary will be \$19,152; and Trustee salary will be \$3,480. Moved by S. Keene, supported by A. Faist to approve the Resolution to Establish Township Officers Salary 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 requested that the township move \$25,000 from the General Fund to the Vehicle Replacement Fund as budgeted. Moved by S. Keene, supported by M. McDonald to move \$25,000 from the General Fund to the Vehicle Replacement Fund. Motion carried.

A. Grimes requested the board schedule a work session to review the budget. The work session will be held on Monday, May 13, 2019 beginning at 7:00 p.m.

A. Grimes presented a request from Waterloo Township asking that Henrietta Township pay \$10,800 towards a new warning siren located in Munith. Discussion included whether a refurbished siren could be purchased instead of a new siren. R. Wetmore will check to see whether a refurbished siren is available.

A. Grimes presented a request to purchase a new election tabulator from Dominion Voting at a cost of \$4,395. S. Keene noted that the two tabulators we currently use were purchased with HAVA funds at no cost to the township. Due to increased absentee voting the new machine would be used to process absentee ballots, as well as a spare tabulator if one of ours failed during an election. Moved by A. Faist, supported by S. Kasprzycki to purchase a new voting tabulator from Dominion Voting at a cost of \$4,395 as presented and reviewed. Motion carried.

A. Grimes presented a request to purchase a new fire engine to replace engine 2. Discussion included transferring any funds not spent at the end of the fiscal year to the vehicle replacement fund; increased water capacity and addition of fire suppressing foam; how much of the purchase price to finance; sale of the old engine; and interest rate from the bank. A. Grimes will contact E. White to review

paperwork, and provide C. Goodlock with our audit financial reports. The board will continue to address this at the work session on May 13th.

A. Grimes reported he had been in contact with Jackson County Road Department regarding Old Silo Drive. Road Construction will begin July 31, 2019 and will last approximately two weeks. Prior to construction the township will be invoiced for 25% of the project. Upon completion the township will be billed for 25% of the project. The remaining 50% will be invoiced one year later.

OTHER REPORTS/CORRESPONDENCE

A. Grimes reported the Jackson County Parks Department wants community involvement at the May 28, 2019 meeting with the planning commission.

A. Grimes noted the scrap tire recycling will be held in Tompkins Township on June 1, 2019.

A. Grimes announced a Family Movie Night will be held at the fire department on June 1, 2019. This free event features hot dogs, popcorn, tours of the fire department and the movie "Sandlot" at dusk.

A. Grimes reported that the State of Michigan Department of Natural Resources is talking with the Jackson County Parks department regarding the maintenance of the Mike Levine section of the Lakeland Trail.

PUBLIC COMMENT

None.

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

Moved by M. McDonald, supported by S, Keene, to adjourn the meeting. Motion carried. Meeting adjourned at 9:06 p.m.

Sally J. Keene, Clerk
Henrietta Township