

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

Regular Meeting
June 10, 2015

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 noted that items 1 & 2 under Other Reports should be deleted.

Moved by M. McDonald, supported by S. Keene to approve minutes of the Regular Meeting held on May 13, 2015 and Special Meeting held on May 21, 2015 as presented and reviewed. Motion carried.

SPECIAL ORDER

None.

PUBLIC COMMENT

B. Southworth spoke regarding a request to install a fence on her property. She would like to install an open-weave fence 48" tall; however, township ordinance limits fencing on lake property to 36". She indicated they have problems with neighboring property and plan on having their property surveyed to determine exactly where property lines are located. A. Grimes explained that the township board is unable to grant a variance to the ordinance, and noted that the process is to apply for a building permit for the fence, it would be denied, and then she could apply for a variance before the Zoning Board of Appeals. Discussion continued on existing fences not in compliance with the ordinance in her neighborhood.

TREASURERS REPORT – M. MCDONALD

General Fund balance 5-31-2015	\$ 293,375.05
Delinquent Tax Account balance 5-31-2015	\$ 115.50
Stabilization Fund balance 5-31-2015	\$ 103,898.59
Public Improvement Fund balance 5-31-2015	\$ 299,840.64
Vehicle Replacement Fund balance 5-31-2015	\$ 161,074.08

M. McDonald reported the balance of the bond account is \$11,491.71.

BUILDING DEPARTMENT – R. TRIPP

In May the building department collected \$1,660.00 in fees for permits. Permits include 3 building permits for 1 deck, 1 new roof and 1 above-ground pool; 9 electrical permits, 1 mechanical permit, 1 plumbing permit, 2 site plan reviews and 1 address sign. Four letters were sent for expired permits.

ASSESSOR – VICKIE BRADLEY

V. Bradley reported that June 1, 2015 was the deadline for filing a Principal Residents Exemption for the summer tax bills; all exemptions have been entered and the PRE totals have been sent to the Equalization Department. The 2015 Tax Roll has been turned over to the Treasurer for collection.

ORDINANCE ENFORCEMENT/ZONING –S. BURNETT

S. Burnett reported he had worked 14 hours in May, received 8 complaints, verified 5 ordinance violations and issued 1 written warning and 4 verbal warnings. One certified letter was sent and 92 miles were driven.

FIRE DEPARTMENT – R. WETMORE

S. Keene reported the fire department responded to 53 calls in May including 40 medical calls and 13 fire related calls.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$ 5,304.00
Granger Trucking:	\$ 1,606.74
Salary for Month:	\$ 870.00
Total Expenses:	\$ 2,839.27

Total Recycled for May:	7.43 tons or 14,860 pounds
Total Recycled for 2015:	30.55 tons or 61,100 pounds

PLANNING COMMISSION – A. FAIST

N. Hawley reported the planning commission continues to work on the Medical Marijuana ordinance. The draft of the ordinance will be forwarded to Region 2 Planning Commission member Grant Bauman for his review, and a public hearing will be scheduled soon for the new ordinance. The planning commission is waiting for undated maps of community services in order to finish the recreation plan. Once maps are received a public hearing will be scheduled for the adoption of the recreation plan.

UNFINISHED BUSINESS

A. Grimes presented a revised Access Agreement for Well Monitoring for review and approval. L. Grinage reviewed the original document and recommended additions which have been added to the agreement. Moved by A. Faist, supported by M. McDonald to enter into an Access Agreement with Superior Environmental Corp. to place monitoring wells on Henrietta Township property as presented and reviewed. Motion carried.

L. Grinage gave an update on pending ordinance violations. He noted that the pretrial for Mr. Petchow will be July 24, 2015. A. Grimes noted that the Kryza property had received a final inspection. S. Burnett reported that a notice sent to P. Thurston had been delivered by Priority Mail earlier today.

A. Grimes reported he had received an email from K. Kitzmiller representing Family Dollar. K. Kitzmiller stated Family Dollar is ready to move forward with their store and provided a timeline for steps to be taken. The approximate completion date is January, 2016, depending on the length of time it will take to complete the rezoning and variance process.

NEW BUSINESS

A. Grimes presented a Resolution for Henrietta Township Fire Department to Participate in the Jackson County Mutual Aid Box Alarm System for review and approval. The Resolution will be numbered 001-2015F. Moved by S. Keene, supported by S. Kasprzycki to approve Resolution 001-2015F for Henrietta Township to Participate in the Jackson County Mutual Aid Box Alarm System 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.

S. Keene presented new FOIA Procedures and Guidelines for review and adoption. State of Michigan law will change on July 1, 2015 and requires local jurisdictions to adopt these changes. Moved by S. Keene, supported by M. McDonald to adopt the State of Michigan Procedures and Guidelines for FOIA requests as presented. Motion carried.

A. Grimes requested a Budget Meeting be set to adopt the 2015-2016 Budget. The meeting is scheduled for June 30, 2015 beginning at 4:30 p.m.

OTHER REPORTS

None.

PUBLIC COMMENT

None.

Moved by A. Faist, supported by S. Kasprzycki 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 8:19 p.m.

S. Keene, Henrietta Township Clerk