

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

Regular Meeting  
August 12, 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. Members present: A. Faist, M. McDonald, S. Keene, and A. Grimes. Member absent: S. Kasprzycki.

A. Grimes presented the agenda for review and added the Henrietta Township Recreation Plan under New Business.

Moved by S. Keene, supported by A. Faist to approve minutes of the Regular Meeting held on July 8, 2015 as presented and reviewed. Motion carried.

**SPECIAL ORDER**

None.

**PUBLIC COMMENT**

None.

**TREASURERS REPORT – M. MCDONALD**

General Fund balance 7-31-2015	\$ 272,895.81
Delinquent Tax Account balance 7-31-2015	\$ 349.50
Stabilization Fund balance 7-31-2015	\$ 104,108.92
Public Improvement Fund balance 7-31-2015	\$ 300,177.91
Vehicle Replacement Fund balance 7-31-2015	\$ 161,255.79

M. McDonald reported the balance of the bond account is \$47,906.87.

**BUILDING DEPARTMENT – R. TRIPP**

In July the building department collected \$6,996.76 in fees for permits. Permits include 10 building permits for 3 new houses, 2 decks, 2 new roofs, 2 pole barns, and 1 remodel of existing house; 4 electrical permits, 4 mechanical permits, 3 plumbing permits, 7 site plan reviews and 3 address signs. No letters were sent for expired permits.

**ASSESSOR – VICKIE BRADLEY**

V. Bradley reported that the July Board of Review was held on Tuesday, July 21, 2015; there were 14 petitioners. On July 31, 2015 V. Bradley attended training at BS& A and received 6 continuing education credits which complete the 2015 licensing requirements. The assessing office is currently doing fieldwork in the Batteese Lake area.

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

S. Burnett reported he had worked 29.5 hours in July, received 7 complaints, verified 5 ordinance violations and issued 2 written warnings and 4 verbal warnings. 189 miles were driven.

**FIRE DEPARTMENT – R. WETMORE**

S. Keene reported the fire department responded to 37 calls in July including 27 medical calls, 3 mutual aid calls to Rives/Tompkins for a structure fire, a brush fire and a gas leak, 1 dispatched and cancelled en route, 3 fire alarms, 2 burning complaints, and 1 outside grill fire. It was noted that the township fire department is providing medical service to the fair this week. On August 26<sup>th</sup> there will be propane gas training. On August 29<sup>th</sup> the chicken barbeque will be held.

**TRANSFER STATION – A. GRIMES**

Monthly reported income:	\$4,111.00
Granger Refuse Trucking:	\$2,518.48
Salary for Month:	\$1,140.00
Total Expenses:	\$3,806.37

Total recycled for July	10.99 tons or 21,980 pounds
Total recycled for 2015	50.07 tons or 101,540 pounds

**PLANNING COMMISSION – A. FAIST**

N. Hawley reported the planning commission held Public Hearings on July 28, 2015 for final review and comments on the Recreation Plan and review of amendments to the Zoning Ordinance regarding off street parking. The planning commission recommended approval of the Recreation Plan and the amendments to the Zoning Ordinance for off street parking. During the regular meeting the planning commission discussed the Meridian-Baseline celebration that will be held on October 11, 2015.

**UNFINISHED BUSINESS**

A. Grimes requested an update from L. Grinage regarding legal matters pending. L. Grinage reported that K. Petchow failed to appear at the pretrial. The judge is not available until after August 10. L. Grinage will file paperwork with the court

as requested by the judge. As for the Thurstons' on Sayers Road, the paperwork is with the process server.

## **NEW BUSINESS**

A. Grimes announced that the ceremony for the Meridian Baseline State Park will be held on October 11, 2015 at Leslie High School. All board members are invited to attend. There may be transportation from the high school to the site for those who want to visit there. The committee is still raising funds for the historical marker. Moved by S. Keene, supported by M. McDonald to contribute \$1500 to the Baseline Meridian State Park Historical Marker. Motion carried.

A. Grimes presented the 2014/2015 budget changes for approval. Moved by S. Keene, supported by A. Faist to adopt the final 2014/2015 Budget as presented. Motion carried.

A. Grimes announced that John Duszynski had expressed interest in the vacant seat on the Planning Commission. Moved by A. Faist, supported by M. McDonald to appoint John Duszynski to the Henrietta Township Planning Commission. Motion carried.

A. Grimes reported that all board members had received the Planning Commission Annual Report for review. S. Keene stated that the Zoning Board of Appeals has requested the Planning Commission review the setbacks for decks in the zoning ordinance, including setbacks from the waters' edge. The ZBA would like the setback for a residence to remain 40 feet, but allow a deck as an accessory use to be closer to the property line. Moved by S. Keene, supported by M. McDonald to request the Planning Commission address decks and their proximity to the waters' edge. Motion carried.

A. Grimes presented the Henrietta Township Recreation Plan 2015-2019 for adoption. Moved by S. Keene, supported by M. McDonald to adopt the Henrietta Township Recreation Plan 2015-2019 as presented and reviewed. Motion carried.

## **OTHER REPORTS**

A. Grimes noted that he had received an email from the Michigan DNR announcing that the Lakeland Trail through Henrietta Township is currently being cleared. Companies have been hired to determine what work needs to be done to replace bridges that have collapsed or been removed.

A. Grimes reported that Granger will soon be charging the township for recycling. He requested that board members think about how this will affect recycling in Henrietta Township.

## **PUBLIC COMMENT**

R. Risner questioned the approval of a variance by the Zoning Board of Appeals last week. He also questioned when board minutes are posted to the web site.

A. Faist questioned whether there was a state law requiring structures be 10 feet from the waters' edge.

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

Moved by M. McDonald, supported by A. Faist to adjourn the meeting. Motion carried.

Meeting adjourned at 8:27 p.m.

S. Keene, Henrietta Township Clerk