

**Henrietta Township
11120 Musbach Road
Munith, MI 49259
517-596-3374**

Regular Meeting
September 10, 2014

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. All members present.

A. Grimes presented the agenda for review and added replacing the roof on the storage building at the fire station to New Business.

Moved by A. Faist, supported by M. McDonald to approve minutes of the Regular Meeting held on August 13, 2014 and Special Meetings held on August 18, 2014, August 25, 2014 and September 8, 2014 as presented and reviewed. Motion carried.

SPECIAL ORDER

D. Lutchka gave an update from Jackson County.

PUBLIC COMMENT

None.

TREASURERS REPORT – M. MCDONALD

General Fund balance 8-31-2014	\$ 191,434.90
Delinquent Tax Account balance 8-31-2014	\$ 210.50
Stabilization Fund balance 8-31-2014	\$ 103,172.57
Public Improvement Fund balance 8-31-2014	\$ 301,824.91
Vehicle Replacement Fund balance 8-31-2014	\$ 160,062.68
Interest earned	\$ 9.79

BUILDING DEPARTMENT – R. TRIPP

In July and August the building department collected \$4,155 in fees for permits including 8 building permits for 1 new house, 1 handicap ramp, 1 deck, 2 garages, 2 barns and 1 shed; 9 electrical permits, 6 mechanical permits, 2 plumbing permits, 8 site plan reviews and 2 address signs. Five letters were sent for expired permits.

ASSESSOR – VICKIE BRADLEY

No report available.

ORDINANCE ENFORCEMENT/ZONING –S. BURNETT

S. Burnett reported he had worked 13 hours in August, verified 5 ordinance violations, issued 3 written warnings, and 2 verbal warnings.

FIRE DEPARTMENT – R. WETMORE

R. Wetmore reported the fire department responded to 31 calls in August including 27 medical calls, 1 smoke investigation and 3 cancelled en route.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$ 5,189.00
Granger Trucking:	\$ 1,849.20
Salary for Month:	\$ 1,137.50
Total Expenses:	\$ 3,340.01

Total Recycled for August:	6.03 tons or 12,060 pounds
Total Recycled for 2014:	28.34 tons or 56,680 pounds

PLANNING COMMISSION – A. FAIST

N. Hawley reported that the planning commission heard updates on the new township construction and bond project. They also discussed rezoning in the township. The planning commission is currently looking for a recording secretary to replace C. Reed who recently moved out of the township.

UNFINISHED BUSINESS

A. Grimes presented copies of the General Policy Manual for review, and noted that the manual will be voted on next meeting.

A. Grimes gave an update on construction of the new fire station.

NEW BUSINESS

A. Grimes presented the bond distribution report for review. There is a balance on hand of \$1,415,049.88.

A. Grimes presented the Refunds/Disbursements Policy for review and action. This policy was recommended by the township auditor following last years' audit. Moved by S. Kasprzycki, supported by S. Keene to adopt the Refunds/ Disbursements Policy as presented and reviewed. Motion carried.

A. Grimes reported that the roof of the storage building at the fire station is leaking. Cost of materials is \$2300. One quote was received from Billy White Roofing for \$6945. The fire fighters have volunteered to provide the labor to replace the roof with a new steel roof in exchange for new appliances for the fire station. A. Faist questioned whether there was an issue with liability if someone was injured while working on the roof. S. Keene will check with the insurance company regarding liability issues. Moved by S. Keene, supported by A. Faist to authorize the roof replacement as presented, not to exceed \$2300. Motion carried.

OTHER REPORTS

None.

PUBLIC COMMENT

R. Troman questioned the leaf drop-off dates. A. Grimes noted that on October 11th and November 8th there will be a free leaf collection at the transfer station. Flyers will be distributed at the transfer station and township office. R. Troman also noted that the streetlight had been installed near the county park on Resort Road.

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

Moved by A. Faist, supported by S. Keene to adjourn the meeting. Motion carried.

Meeting adjourned at 8:01p.m.

S. Keene, Henrietta Township Clerk