

Henrietta Township
11120 Musbach Road
Munith, MI 49259
517-596-3374
Regular Meeting
October 9, 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. All members present.

A. Grimes presented the agenda for review.

Moved by A. Faist, supported by S. Keene to approve minutes of the Regular Meeting held on September 11, 2013, and Special Meetings held on September 24, 2013 and October 3, 2013 as presented and reviewed. Motion carried.

SPECIAL ORDER

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

PUBLIC COMMENT

None.

TREASURERS REPORT – S. DODGE

General Fund Balance 09-01-2013	\$ 129,143.82
Income	\$ 82,217.70
Disbursements	\$ 46,881.66
General Fund Balance 09-30-2013	\$ 164,479.86
Stabilization Fund 09-30-2013	\$ 103,154.21
Delinquent Tax Account 09-30-2013	\$ -0-
Public Improvement Fund 09-30-2013	\$ 301,779.68
Vehicle Replacement Fund 09-30-2013	\$ 160,013.40
Total Interest Earned 09-30-2013	\$ 11.29

BUILDING DEPARTMENT – R. TRIPP

In August the following fees were collected and permits issued:

Building permit fees	\$ 1,301.49
Electrical permit fees	\$ 630.00
Plumbing permit fees	\$ 210.00
Mechanical permit fees	\$ 640.00
Site Plan Reviews	\$ 120.00

Address Fees	\$ 40.00
Total fees collected	\$ 2,941.49
Cost of construction	\$ 53,665.00

Permits include 4 building permits for 1 deck and 3-season room, 1 garage, 1 re-shingle and add dormer and 1 demo and rebuild of garage, 5 electrical permits, 7 mechanical permits, 1 plumbing permit, 2 addresses issued, and 3 site plan reviews. Three letters were sent for expired permits.

ASSESSOR – VICKIE BRADLEY

No report available.

ORDINANCE ENFORCEMENT/ZONING – J. SOUTHWORTH

J. Southworth reported he had 4 site plan review, 5 ordinance complaints, no written warnings, 4 requests for information, and drove 90 miles for a total of 12 hours in September.

FIRE DEPARTMENT – R. WETMORE

R. Wetmore reported the department responded to 22 calls in September, including 15 medical calls, 2 structure fires under mutual aid, 1 gas leak, 1 power line down, 1 good intent call, 1 grass fire and 1 cancelled en route. R. Wetmore noted the fire department would participate in the Lions Club Halloween Parade on October 26th in Munith beginning at 2 p.m. He added that there would be Trunk-or-Treat in Munith on October 31st from 5:30 p.m. to 8 p.m. Information is available at Wilson’s Hardware.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$ 3,287.00
Northwest Refuse Trucking:	\$ 288.50
Jackson County Incinerator:	\$ 1,178.71
Salary for Month:	\$ 835.00
Total Expenses:	\$ 2,584.20

Total Recycled for September:	5.88 tons or 11,760 pounds
Total Recycled for 2013:	56.44 tons or 112,880 pounds

PLANNING COMMISSION – A. FAIST

N. Hawley reported that in September the planning commission reviewed the master plan draft that was back from the Region 2 review. The planning commission held a special meeting on October 8th and voted to move the master plan draft to the township board for review and comments. They also voted to move the Regular October meeting to the 29th with a public hearing scheduled at the same meeting for the master plan draft. The notice for the public hearing will need to be published. The disc golf units have been installed at the county park.

UNFINISHED BUSINESS

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

NEW BUSINESS

A. Grimes reported that all board members have copies of the master plan draft. He added that accepting the draft starts the 63-day process for adoption. Moved by S. Keene, supported by S. Kasprzycki to accept as presented the Master Plan draft, and release the draft for availability to public comment and review beginning the 63-day review period. Motion carried.

A. Grimes presented a request from Assessor V. Bradley to purchase a Jackson County GIS overview mapping membership for a period of twelve months at a cost of \$1,408.50. Moved by A. Faist, supported by S. Dodge to purchase a Jackson County GIS overview mapping membership for a period of twelve months at a cost of \$1,408.50. Motion carried.

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 S. Kasprzycki to adjourn the meeting. Motion carried. Meeting adjourned at 8:00 p.m.

S. Keene, Henrietta Township Clerk