

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

Regular Meeting
May 11, 2011

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.

L. Bamm presented the agenda for review and added the first right of refusal for property foreclosed for delinquent taxes by Jackson County.

Moved by A. Grimes, supported by A. Faist to approve minutes of the Regular Meeting held on April 13, 2011. Motion carried.

SPECIAL ORDER

None.

PUBLIC COMMENT

None.

TREASURERS REPORT – S. DODGE

General Fund Balance 04-01-2011	\$ 279,994.90
Income	6,523.96
Disbursements	46,258.34
General Fund Balance 04-30-2011	\$ 240,260.52
Stabilization Fund 04-30-11	\$ 100,177.43
Delinquent Tax Account 04-30-11	\$ -0-
Public Improvement Fund 04-30-11	\$ 275,278.13
Vehicle Replacement Fund 04-30-11	\$ 98,541.34
Total Interest Earned 04-30-11	\$ 68.30

BUILDING DEPARTMENT – R. TRIPP

R. Tripp reported that in April 2011 the following fees were collected and permits issued:

Building permit fees	\$ 354.08
Electrical permit fees	\$ 195.00

Plumbing permit fees	\$ -0-
Mechanical permit fees	\$ 65.00
Site Plan Reviews	\$ 80.00
Address Fees	\$ 40.00
Total fees collected	\$ 734.08

Cost of construction \$ 9,000.00

Permits include 1 pole barn, 1 pole lean-to, 3 electrical permits, 1 mechanical permit, and 2 site plan reviews.

ASSESSOR – VICKIE BRADLEY

L. Bamm reported that May 1st was the deadline to file a PRE. The township has received the annual report from Jackson County Equalization. The assessing office will be working in Sections 33 and 34 this month. The State of Michigan has changed the 14-point review for assessing departments.

FIRE DEPARTMENT – R. WETMORE

R. Wetmore reported the fire department responded to 21 calls in April, including 18 medical calls, 1 grass fire, 1 vehicle fire and 1 smoke investigation. Henrietta and Rives Townships held a joint class on the Grand River for water rescues.

ORDINANCE ENFORCEMENT/ZONING – J. SOUTHWORTH

J. Southworth reported there were 5 site plan reviews, 6 ordinance complaints, 2 written warnings, no civil infractions issued, 5 requests for information, and 105 miles driven for a total of 18 hours.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$ 4,816.25
Northwest Refuse Trucking:	\$ 448.00
Jackson County Incinerator:	\$ 1,689.20
Salary for Month:	\$ 1,175.50
Total Expenses:	\$ 3,725.96
Total Recycled for April:	3.95 tons or 7,900 pounds
Total Recycled for 2011:	20.99 tons or 41,980 pounds

PLANNING COMMISSION – A. FAIST

N. Hawley reported the planning commission reviewed two conditional use permits and that they are both in compliance. She invited the township board to the next planning commission meeting on May 24th to hear a speaker from the MSU Extension and Legacy Land Trust regarding Jackson County farmland preservation. A. Faist questioned whether the gravel pit on Nims Road has a new operator and new bond on file with the township. L. Bamm will check with J. Southworth for confirmation of operator and reclamation bond information.

NEW BUSINESS

L. Bamm presented the Assessors contract for consideration. The contract includes an increase of .25 per parcel or \$750 per year, an additional week of vacation for a total of 3 weeks vacation, and \$50 per month for mileage allowance. It also allows \$1,000 per year towards training and will be in effect for three years. Moved by S. Keene, supported by A. Grimes to approve the Assessors contract as presented. Motion carried.

S. Keene made a motion to not initiate or continue any discussion or investigation of public sewers in the township. The motion was supported by A. Faist. Motion carried with a roll call vote: A. Faist, yes; S. Dodge, yes, L. Bamm, yes, S. Keene, yes and A. Grimes, yes.

L. Bamm presented participation in aerial mapping for consideration by the township. A new flyover is planned and would cost the township \$3,156 for it's participation. The data will be accessible online with a password. Discussion included whether there was sufficient funds to pay for our participation, the payment could be budgeted for next fiscal year, and split between the assessing department and the zoning department. Discussion was tabled until the budget meeting.

L. Bamm presented an increase in pay for township board members. He noted that there has been no increase since 2001, and the proposed increase would be 3%. Discussion was tabled until the budget meeting.

L. Bamm presented the township rental property for discussion, adding that the house will soon be empty as the fire chief will be moving next week. Discussion included the house well providing water to the fire station and library so utilities will need to be maintained, or the well will need to be rewired to the fire station; whether there is a firefighter who could live in the house; and that the house needs to be inspected for possible problems that need to be addressed.

L. Bamm presented the 1st right of refusal for two parcels in tax foreclosure. He indicated that neither of the properties would be able to be used by the township. Moved by A. Grimes, supported by S. Dodge to relinquish the 1st right of refusal for the two parcels in tax foreclosure. Motion carried.

UNFINISHED BUSINESS

L. Bamm reported he had received the audit of streetlights from Consumers Energy and noted they had added four additional lights as a result of the audit. Consumers Energy provided the township with a list of lights, the type of each light, and maps of light locations. They will be upgrading the mercury vapor lights to sodium vapor lights for better efficiency. The lights will cost approximately \$35 per year for township residents in the special assessment district for streetlights. The township will hold public hearings for the special assessment district in July and August. Board members are requested to read the audit for discussion at the budget meeting.

S. Keene reported that she had received a request for completion of the sidewalk removal in Munith. In November the sections that were in bad shape were removed and replaced with slag. The resident is questioning whether the slag will be removed, topsoil added and seeded for grass. A. Faist commented that the township removed the hazard of dangerous sidewalks at the request of the insurance company. He questioned whether the township would remove all remaining sidewalks. S. Keene noted that prior to working on the sidewalks, a sidewalk ordinance would need to be adopted. She requested the board consider removing all sidewalks that are not in compliance with current standards. N. Hawley stated that the ordinance would require property owners to maintain their sidewalks. L. Grinage has not reviewed the ordinance. The ordinance needs to indicate that property owners must maintain the sidewalks, and if they don't, the township will provide the maintenance and add any costs to the tax bill for that property. It also would indicate any liability is the responsibility of the homeowner. S. Keene noted that the township would need new bids for removal and replacement of the sidewalks. She requested the township board consider this issue.

OTHER REPORTS

S. Keene noted that she had received information from a group representing the Seventh Day Adventist that they would be going door-to-door in the township during June, July and August.

PUBLIC COMMENT

R. Troman thanked the township board on behalf of the sewer team for their work on the proposed Pleasant Lake sewer project.

L. Bamm thanked all the people who were involved in the sewer study, as well as the residents of the proposed district.

J. Duszynski suggested the township ask the county to partner with Google regarding the flyover for aerial maps. L. Bamm will speak with S. Ambs to see if this would be a cost savings, and whether the quality would be the same. J. Duszynski also questioned whether there would be an increase in calls from residents to report inoperable streetlights. L. Bamm noted that Consumers Energy usually has a three-day turnaround to repair streetlights.

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

Moved by S. Keene, supported by A. Grimes to adjourn. Motion carried.

Meeting adjourned at 8:20 p.m.

S. Keene, Henrietta Township Clerk