

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

Regular Meeting
June 8, 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. Members present: Faist, Dodge, Keene and Grimes. Member absent: Bamm.

S. Keene presented the agenda for review.

Moved by A. Grimes, supported by A. Faist to approve minutes of the Regular Meeting held on May 11, 2011. Motion carried.

SPECIAL ORDER

Dustin Krasny, Field Representative for Congressman Tim Walberg, gave an update from Mr. Walberg.

PUBLIC COMMENT

R. Troman spoke regarding the drop-off site for yard waste and noted that the trucks parking there have damaged the driveway. A. Grimes will speak to the tree company about repairs to the driveway. R. Troman suggested they use the tree chipper to chip all the brush piles.

TREASURERS REPORT – S. DODGE

General Fund Balance 05-01-2011	\$ 240,288.06
Income	60,024.47
Disbursements	54,467.14
General Fund Balance 05-31-2011	\$ 245,845.39
Stabilization Fund 05-31-11	\$ 100,182.71
Delinquent Tax Account 05-31-11	\$ -0-
Public Improvement Fund 05-31-11	\$ 275,283.07
Vehicle Replacement Fund 05-31-11	\$ 98,547.68
Total Interest Earned 05-31-11	\$ 73.53

S. Keene noted that department reports would be accepted as written.

BUILDING DEPARTMENT – R. TRIPP

In May 2011 the following fees were collected and permits issued:

Building permit fees	\$ 1,498.00
Electrical permit fees	\$ 130.00
Plumbing permit fees	\$ 260.00
Mechanical permit fees	\$ 65.00
Site Plan Reviews	\$ 240.00
Address Fees	\$ -0-
Total fees collected	\$ 2,193.00

Cost of construction \$ 41,000.00

Permits include 1 frame garage, 2 pole garages, 3 decks, 1 basement remodel, 1 lean-to, 1 electrical permit, 1 mechanical permit, 3 plumbing permits and 6 site plan reviews.

ASSESSOR – VICKIE BRADLEY

V. Bradley reported the 2011 tax roll has been turned over to the township treasurer. The form L 4626 has been completed and sent to the state. She also noted she had completed the mandatory class for assessor certification, and has 5 elective hours that must be completed by October 2011.

FIRE DEPARTMENT – R. WETMORE

R. Wetmore reported the fire department responded to 38 calls in May, including 32 medical calls, 1 grass fire, 1 burn complaint, 1 good intent, 1 mutual aid to Rives Township, 1 wire down from severe weather, and 1 other storm-related call.

ORDINANCE ENFORCEMENT/ZONING – J. SOUTHWORTH

J. Southworth reported there were 3 site plan reviews, 5 ordinance complaints, 1 written warning, 3 requests for information, 3 hours of training time and 160 miles driven for a total of 23 hours.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$ 4,251.55
Northwest Refuse Trucking:	\$ 518.00
Jackson County Incinerator:	\$ 2,191.14
Salary for Month:	\$ 1,140.00
Total Expenses:	\$ 4,372.47
Total Recycled for May:	8.14 tons or 16,280 pounds
Total Recycled for 2011:	29.13 tons or 58,260 pounds

PLANNING COMMISSION – A. FAIST

A. Faist did not have a report for the Planning Commission. R. Troman noted the Recreation Committee was applying for grants to install a walking track at the county park.

NEW BUSINESS

S. Keene presented the annual fireworks display contribution for review. Moved by A. Grimes, supported by A. Faist to contribute \$1,500 towards the annual July 4th fireworks display. Motion carried.

S. Keene requested dates be set for a budget work session and final budget meeting. The budget work session will be held Tuesday, June 21, 2011 beginning at 6:00 p.m. and the final budget meeting will be held Wednesday, June 29, 2011.

UNFINISHED BUSINESS

S. Keene requested that a Special Meeting be held with residents from the Streetlight Special Assessment district to finalize costs. A date for the meeting will be determined at the budget meeting, but should be held in July so that everything can be finished by October and included on the December 1st tax statement. A. Faist suggested that the townships' portion be increased to 25% as all residents of the township benefit from the streetlights. It was noted that no streetlights would be removed in the township.

S. Keene provided copies of a sample sidewalk ordinance proposed by the Planning Commission for review by board members. She noted that the ordinance does not require a special hearing or public notice, but requested that we notify residents affected by sidewalks that the ordinance is being considered. Further discussion included whether to remove sidewalks, or repair them, and maintenance of the sidewalks. L. Grinage will review the proposed ordinance.

OTHER REPORTS

S. Keene noted that all board members had received a copy of the Annual Funds Allocation. She requested that the allocations be reviewed for adoption at the June 21, 2011 budget meeting.

S. Keene reported that the permit for the Annual 4th of July Fireworks had been received from Wolverine Fireworks. The fireworks will be launched on July 3rd with a rain date of July 4th, beginning at 10:15. Moved by A. Grimes, supported by A. Faist to approve the permit for the Annual 4th of July Fireworks as presented and reviewed. Motion carried.

PUBLIC COMMENT

None.

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

Moved by A. Grimes, supported by A. Faist to enter into closed session at 8:23 p.m. with L. Grinage for legal updates. Motion carried.

Moved by A. Grimes, supported by A. Faist to return to the open meeting at 8:29 p.m. Motion carried.

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

Meeting adjourned at 8:30 p.m.

S. Keene, Henrietta Township Clerk