

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

Regular Meeting  
November 10, 2010

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. at the Henrietta Township Meeting Room, 11120 Musbach Road, Munith, MI 49259. Members present: A. Faist, S. Keene, L. Bamm and A. Grimes. Member absent: S. Dodge.

L. Bamm presented the agenda and noted that the sewer proposal update would be added to Unfinished Business.

Moved by A. Grimes, supported by A. Faist to approve minutes of the Regular Meeting held on October 13, 2010, and the Public Hearing and Special Meeting held on October 20, 2010 as presented and reviewed. Motion carried.

**SPECIAL ORDER**

County Commissioner D. Lutchka gave an update on events occurring at the county level including the Land Preservation Procedure scoring system, the county budget, and lower interest rates for bonds on the county jail.

**PUBLIC COMMENT**

None.

**TREASURERS REPORT – S. DODGE**

General Fund Balance 10-01-10	\$ 196,023.33
Income	25,897.80
Disbursements	39,719.36
General Fund Balance 10-31-10	\$ 182,201.77
Stabilization Fund 10-31-10	\$ 100,147.38
Delinquent Tax Account 10-31-10	\$ -0-
Public Improvement Fund 10-31-10	\$ 269,674.85
Vehicle Replacement Fund 10-31-10	\$ 98,503.03
Total Interest Earned 10-31-10	\$ 89.93

**BUILDING DEPARTMENT – R. TRIPP**

Building Fees Collected	\$ 2,446.74
Electrical Fees Collected	\$ 585.00
Plumbing Fees Collected	\$ 195.00
Mechanical Fees Collected	\$ 325.00

Site Plan Review Fees Collected	\$	120.00
Address Fees Collected	\$	20.00
Total Fees Collected	\$	3,691.74
Cost of Construction	\$	411,663

Includes 7 building permits for addition to commercial building, enclose garage door opening with new wall and windows, demo back half of house and construct two story addition, in-ground pool, addition to house to enclose in-ground pool, add support in crawl space to reinforce floor of existing house, and addition of 3-season room to existing house, 6 electrical permits, 1 plumbing permit, 4 mechanical permits, 3 site plan reviews and 1 address permit.

**ASSESSOR – VICKIE BRADLEY**

V. Bradley was not present; L. Bamm gave report as presented. V. Bradley is currently establishing the 2011 Land Values and Economic Condition Factors. The Inflation Rate Multiplier for 2011 has been received from the State of Michigan, this years' rate is 1.017. The assessing department is currently working in the Ponderosa Subdivision.

**FIRE DEPARTMENT – R. WETMORE**

R. Wetmore reported the fire department responded to 22 calls including 18 medical calls, 1 grass fire, 1 odor inspection, and 2 structure fires. He added that the biannual test of Scott air packs had been performed. R. Wetmore requested that the township purchase new helmets for the firefighters at a cost of \$6,625.17. L. Bamm noted that the board would discuss the purchase later in the meeting.

**ORDINANCE ENFORCEMENT/ZONING – J. SOUTHWORTH**

J. Southworth reported there were 4 site plan reviews, 8 ordinance complaints, 3 written warnings, 1 civil infraction issued, 12 requests for information, and 170 miles driven for a total of 42 hours.

**TRANSFER STATION – A. GRIMES**

Monthly Reported Income:	\$	4,725.00
Northwest Refuse Trucking:	\$	623.45
Jackson County Incinerator:	\$	1,788.66
Salary for Month:	\$	1,445.00
Total Expenses:	\$	4,200.12
Total Recycled for October:		7.63 tons or 15,260 pounds
Total Recycled for 2010:		64.2 tons or 128,400 pounds

**PLANNING COMMISSION – A. FAIST**

N. Hawley reported the planning commission is working on the Flood Plain Management Plan. The Recreation Committee built and planted the berm for the Pleasant Lake pathway.

## **NEW BUSINESS**

None.

## **UNFINISHED BUSINESS**

L. Bamm presented the Munith sidewalks for discussion. S. Keene noted she had met with D. Kitley, and they had inspected the sidewalks that need immediate attention. D. Kitley proposed that the sidewalks be removed in five areas and filled with slag for the winter. Next spring the slag would be replaced with topsoil and grass seed. The cost would be \$600 at this time to remove the concrete and install the slag. There would be an additional cost of \$2,425 next spring to remove the slag, remove the remainder of sidewalks that need to be taken out, and add topsoil and grass seed. It was noted that the decision of which sidewalks would be removed could be postponed until next spring. Moved by A. Faist, supported by A. Grimes to approve D. Kitley's proposal to remove areas of sidewalk in Munith as presented. Motion carried.

L. Bamm presented the Streetlight Assessment District for discussion. He noted that there were parcels that had been removed from the district after further review. L. Bamm inspected the lights while lit and noted that two were not working, Consumers Energy has been notified. It was determined that the township pays for 45 streetlights. L. Bamm stated that the township needed to decide if any streetlights would be removed, the distance of benefit from a streetlight, and whether owners of multiple lots would be assessed for each lot, or only one. Moved by S. Keene, supported by A. Grimes to not remove existing streetlights. Motion carried. A. Faist questioned whether there are more energy efficient lights that could replace existing lights. L. Bamm will contact Consumers Energy and request this information. Moved by S. Keene, supported by A. Grimes to assess all lots in the streetlight assessment district with the understanding that if a resident owns several lots, they could combine them into one parcel and pay only one assessment. Motion carried. Discussion continued regarding the benefit of the streetlight, and whether the light needs to provide light on your parcel to be included in the district. Moved by A. Grimes to include in the streetlight assessment district only those parcels where the light shines in front of their property. There was no support for the motion. L. Bamm suggested that all parcels in an area with streetlights should be included even though they might not have light directly in front of their parcel. A. Faist suggested that further research be done to see how many parcels would be removed from the district if the light does not touch the parcel, and we only include parcels with a direct impact of the streetlight. L. Bamm noted that the old assessment district included 119 parcels; the new district included 252 parcels. A. Grimes questioned whether there was a map of the streetlights available to look at. S. Keene replied that the map of streetlights was in the Assessor's office. Further discussion included the necessity of a decision so that the assessment could be included on the winter tax bill, and whether to include dark areas of a lit street in the district. S. Keene questioned whether these parcels were in the district last year. L. Bamm will review the list of parcels under discussion on Meridian Road and Berry Road, and will remove them from the district if it is determined that they are not receiving a benefit from the streetlight.

L. Bamm reported that Sharp and Soltis are reviewing the paving of Wetmore Drive for costs. He added that the cost of asphalt is high right now due to road construction in the area.

L. Bamm presented the General Fund surplus funds and asked for recommendations on distributions of monies remaining from last year. Moved by A. Grimes, supported by A. Faist to distribute surplus funds of \$3000 for a new copier, \$6500 for new helmets for the firefighters, and \$5500 towards the purchase of new software from BS&A. Motion carried. L. Bamm requested the budget for 2010-2011 be increased by line item for the copier, helmets, and software. Moved by A. Grimes, supported by A. Faist to make budget adjustments to increase income for this year by \$15,000, increase expenses for this year by \$3,000 under Township Board for the copier, \$6,500 under Fire Department for the helmets, and transfer \$5,500 to the Public Improvement Fund for the software upgrade. Motion carried. Moved by S. Keene, supported by A. Faist to keep existing funds allocations as they are currently maintained. Motion carried.

L. Bamm presented the sewer proposal for discussion. He noted that the township had received correspondence from TetraTech indicating they had completed their portion of the study, and were waiting for the township to take action. L. Bamm stated that the USDA was doing a preliminary loan application and questioned which Public Act would be used. S. Keene responded that the Public Act had already been determined, PA188. Discussion included the fact that the Public Act doesn't matter as far as financing; financial advisors had reported that the township had other options than financing with Jackson County, and projected DNRE requirements for discharging are higher than originally planned which makes the cost of building our own treatment plant comparable to hooking in to the city system. A. Faist noted that if the township uses the city, the township wouldn't have the liability of a sewer plant. A. Grimes added that since the township started the study with TetraTech the state has changed the discharge standards, however; if we go to the city, we have less control over operations. S. Keene questioned whether the residents along the transmission lines would be required to connect to the sewer. L. Grinage replied that only those parcels in the assessment district would be forced to connect. If the parcels along the transmission lines are not included in the assessment district, they cannot be forced to connect. They could request to be included in the district in order to connect. It was the consensus of the board that the sewer be connected to the City of Jackson and would use PA188. Final costs will be provided by Bendzinski to include on the petition. A date for public meetings will be decided after Christmas. Tentative dates are January 19, 2011 at 7 pm and January 22, 2011 at 11 am.

## **OTHER REPORTS**

L. Bamm reported the Jackson County Supervisors Association would meet November 18, 2010. Building Inspectors have been invited to attend for a presentation by the city and county on a proposal of consolidating building departments.

## **PUBLIC COMMENT**

D. Lutchka stated that the proposed consolidation of Building Departments was to suggest all jurisdictions use the same process for permits; all townships would still have their own departments.

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 adjourn. Motion carried.

Meeting adjourned at 9:13 p.m.

S. Keene, Henrietta Township Clerk