

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

Regular Meeting
August 10, 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.

Moved by A. Grimes, supported by A. Faist to approve minutes of the Regular Meeting held on July 13, 2011 as presented.

SPECIAL ORDER

None.

PUBLIC COMMENT

None.

TREASURERS REPORT – S. DODGE

General Fund Balance 07-01-2011	\$ 228,307.22
Income	77,266.64
Disbursements	34,014.53
General Fund Balance 07-31-2011	\$ 271,559.33
Stabilization Fund 07-31-11	\$ 100,192.45
Delinquent Tax Account 07-31-11	\$ -0-
Public Improvement Fund 07-31-11	\$ 275,292.33
Vehicle Replacement Fund 07-31-11	\$ 98,559.38
Total Interest Earned 07-31-11	\$ 68.53

BUILDING DEPARTMENT – R. TRIPP

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

Building permit fees	\$ 1,608.00
Electrical permit fees	\$ 195.00

Plumbing permit fees	\$ 260.00
Mechanical permit fees	\$ 520.00
Site Plan Reviews	\$ 120.00
Address Fees	\$ 40.00
Total fees collected	\$ 2,743.00

Cost of construction \$ 181,593.00

Permits include 1 new house to replace house damaged by fire, 1 new roof, 1 railing for 2nd floor deck, 1 deck, 1 roof over existing deck, 1 electrical permit, 5 mechanical permits, 2 plumbing permits, 3 site plan reviews and 2 address signs.

P. Kenyon gave a report on a meeting she attended with the Jackson County Street Committee regarding a requested address change on Batteese Lake Road. L. Bamm noted that once the map of questionable addresses has been received from S. Ambs, the board would schedule a meeting to review problem addresses in the township.

ASSESSOR – VICKIE BRADLEY

V. Bradley reported the July Board of Review was held July 19th at 3:00 p.m. There were 17 petitions reviewed, including 1 poverty exemption, 1 military exemption and several PRE exemptions that went back 3 years. Petitioners have been notified of the decisions by mail, and forms have been sent to the county. The assessor and treasurer have balanced the tax roll following the Board of Review changes. The assessors' office is currently working in Section 29 in the southern part of the township.

ORDINANCE ENFORCEMENT/ZONING – J. SOUTHWORTH

J. Southworth reported he had 1 Site Plan Review, 6 Ordinance Complaints, 2 Written Warnings, 4 Requests for Information and drove 205 miles for a total of 26 hours.

FIRE DEPARTMENT – R. WETMORE

R. Wetmore was not present, L. Bamm reported the fire department responded to 25 calls in July, including 15 medical calls, 1 unauthorized burning, 3 smoke investigations, 1 carbon monoxide detector activation, 1 vehicle fire, 1 building fire, 2 grass fires and 1 motor vehicle accident. L. Bamm announced the Chicken Broil would be held on August 27th.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$ 4,583.00
Northwest Refuse Trucking:	\$ 618.00
Jackson County Incinerator:	\$ 1,585.85
Salary for Month:	\$ 1,175.00
Total Expenses:	\$ 3,686.47

Total Recycled for July:	7.58 tons or 15,160 pounds
Total Recycled for 2011:	36.03 tons or 72,060 pounds

PLANNING COMMISSION – A. FAIST

N. Hawley presented the annual report for the planning commission. The sidewalks in Munith were discussed, using the information to create a walkable area without using sidewalks. The recreation committee met with Jackson County Parks Department to request assistance from the parks department to create a walking track at the Pleasant Lake County Park. The county parks department has agreed to work with the township to develop the pathway and walking track.

NEW BUSINESS

L. Bamm presented information on becoming a charter township. A charter township is able to levy additional taxes, and has the ability to annex areas outside of the township. L. Bamm explained that the board must approve a Resolution to either become a charter township or not to become a charter township. Moved by A. Faist, supported by S. Keene to oppose incorporating to a charter township. Motion carried by roll call vote: A. Faist, yes; S. Dodge, yes; S. Keene, yes; A. Grimes, yes; and L. Bamm, yes.

UNFINISHED BUSINESS

L. Bamm presented the Streetlight Assessment District for discussion. The Public Hearing will be held on September 21st beginning at 7:30 p.m. Discussion included what percentage the township would pay, and whether the businesses on M-106 are included in the district. The streetlights cost approximately \$9,000 per year. Moved by S. Keene to have the township be responsible for 20% of the streetlights annual cost, no support given. Moved by A. Faist, supported by A. Grimes to have the township be responsible for 25 % of the streetlights annual cost. Motion carried. S. Keene noted that the township pays the monthly bills received for streetlights, and at the end of the year, the costs will be totaled for the entire year to determine what will be added to the winter tax bill of those parcels included in the Streetlight Assessment District.

L. Bamm presented the Munith sidewalks for discussion, and reported that he had not received any information from the Jackson County Road Commission regarding costs and designs for a walking lane on the side of the road. It was noted that if the road commission is not able complete the review as requested, the existing sidewalks needed to be inspected for any immediate action.

L. Bamm announced that there is a vacancy on the Planning Commission and Board of Review. The township is still collecting letters of interest.

S. Keene reported she had met with T. Dobbins regarding health insurance for township employees. She recommends Physicians Health Plan for health

insurance. Moved by S. Dodge, supported by A. Grimes to authorize S. Keene to act on behalf of the township and contract with Physicians Health Plan for health insurance. Motion carried. S. Keene also reported that she was going to check with the township auditor on whether she could issue debit cards to employees for medical reimbursement accounts.

L. Bamm presented the 2011-2012 Fund Allocation for review. It is recommended that \$56,000 be transferred from the General Fund, with \$28,000 going to the Public Improvement Fund and \$28,000 to the Vehicle Replacement Fund. Moved by A. Grimes, supported by S. Keene to transfer \$56,000 from the General Fund with \$28,000 added to the Public Improvement Fund and \$28,000 added to the Vehicle Replacement Fund as presented. Motion carried.

OTHER REPORTS

L. Bamm reported that the township property on H Drive does not need mowing, and that the plaque marking the location of the Batteese Trading Post has been replaced. He also noted that revenue sharing has increased by 9.4%. Blackman Township will host a conference on August 24th to discuss consolidation of service for communities in the county.

A. Grimes reported he had been unable to contact anybody from Wrights Tree Service regarding the damage they have done to the driveway they have been using at the yard waste collection site, and noted he would be contacting the foreman's supervisor.

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 adjourn. Motion carried.

Meeting adjourned at 8:46 p.m.

S. Keene, Henrietta Township Clerk