

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

Regular Meeting
September 8, 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. All members present.

L. Bamm presented the minutes from the regular meeting held on August 11, 2010 and a special meeting held on August 26, 2010 for review. A. Grimes requested that the August 11, 2010 meeting minutes be corrected to reflect the correct dates for the tentative meetings for information on the sewer project. The meetings would be held September 15th at 7 pm and September 25th at 2 pm. Moved by A. Grimes, supported by A. Faist to approve the regular meeting minutes of August 11, 2010 as corrected, and the special meeting minutes of August 26, 2010 as presented. Motion carried.

SPECIAL ORDER

Adam Brown, Assistant Jackson County Administrator, spoke regarding the county commissioners' request that the township support the Economic Development Plan. The plan focuses on the retention of existing jobs, expanding into new markets and keeping the infrastructure up. The county would like each community to support the plan by resolution, and has provided a sample resolution. It was noted that the resolution does not bind the township to anything, and will work within what the township already is doing to provide service to our residents.

PUBLIC COMMENT

R. Kilgore noted that he would reserve his comments until the FEMA flood program is discussed later in the meeting.

TREASURERS REPORT – S. DODGE

General Fund Balance 8-01-10	\$ 200,499.27
Income	\$ 20,754.97
Disbursements	\$ 50,134.45
General Fund Balance 8-31-10	\$ 171,119.79
Stabilization Fund Balance 8-31-2010	\$ 100,137.65
Delinquent Tax Account Balance 8-31-2010	\$ -0-
Public Improvement Fund Balance 8-31-2010	\$ 269,603.24
Vehicle Replacement Fund Balance 8-31-2010	\$ 98,487.43

Total Interest Earned \$ 86.92

BUILDING DEPARTMENT – R. TRIPP

Building Fees Collected	\$ 987.90
Electrical Fees Collected	\$ 520.00
Plumbing Fees Collected	\$ -0-
Mechanical Fees Collected	\$ 520.00
Site Plan Review Fees Collected	\$ 160.00
Address Fees Collected	\$ 40.00
Total Fees Collected	\$ 2,227.90
Cost of Construction	\$ 45,500

Permits included 5 building permits for 2 frame garages, 1 deck, 1 covered porch, and 1 retaining wall, 4 electrical permits, 6 mechanical permits, 4 site plan reviews and 2 address signs.

ASSESSOR – VICKIE BRADLEY

V. Bradley was not present; L. Bamm gave her report. It was noted that V. Bradley is attending classes for her annual certification this week. The 2010 County Multipliers have been received and applied to our database. Fieldwork has been completed in section 31, the street light district has been updated, and neighboring townships have been contacted for information on determining the amount to charge residents for streetlights.

FIRE DEPARTMENT – R. WETMORE

R. Wetmore reported the fire department responded to 22 incidents in August, including 19 EMS calls, 1 mutual aid for a structure fire in Grass Lake, 1 unauthorized burning, and 1 cancelled en route.

ORDINANCE ENFORCEMENT/ZONING – J. SOUTHWORTH

J. Southworth was not present; report was given as written. J. Southworth reported there were 6 site plan reviews, 12 ordinance complaints, 4 written warnings, 4 requests for information, and 155 miles driven for a total of 27 hours.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$ 3,750.00
Northwest Refuse Trucking:	\$ 788.00
Jackson County Incinerator:	\$ 1,537.69
Salary for Month:	\$ 1,140.00
Total Expenses:	\$ 3,787.50

Total Recycled for August:	6.92 tons or 13,840 pounds
Total Recycled for 2010:	53.21 tons or 106,420 pounds

PLANNING COMMISSION – A. FAIST

A. Faist reported the planning commission discussed problems with the recreational trail at Pleasant Lake. There is a guy wire and trees within the designated path that will need to be moved. The Jackson County Road Commission will remove trees at the end of September. The telephone company may have to move a pole, with the cost charged to the township. The planning commission also discussed sidewalk ordinances. The next meeting is August 28, 2010 beginning at 7:30.

NEW BUSINESS

L. Bamm presented the Street Light Special Assessment District for discussion. He noted that Consumers Energy had provided an overlay map that included streetlights in the township. V. Bradley provided a list of those parcels in the township that have been included in the assessment district, and noted that there are many parcels with streetlights that have not been included in the special assessment district. It was noted that the township pays 10% of the cost of utilities, and the district should pay the balance. There are currently 110 parcels in the special assessment district, there are 252 parcels receiving the benefit of a streetlight. V. Bradley suggested each parcel be charged \$30.00 per year to cover the expense of the lights. The township will need to notify the existing parcels in the special assessment district of a change in what is being charged, and notify the new parcels that they are being added to the special assessment district and will be charged for the streetlights. A Public Hearing will be scheduled to add the new parcels to the district. The assessment will appear on the winter tax bill. The date for the Public Hearing will be October 20, 2010 beginning at 7:00 pm. L. Bamm will request that V. Bradley prepare the envelopes for mailing the notice of the Public Hearing.

L. Bamm presented the FEMA Flood Insurance program for discussion. He noted that he has not been able to get a reply from FEMA regarding the concerns the township has regarding locations within our township. He noted that FEMA requires the homeowner obtain the services of a surveyor and engineer to prove they are not in the floodplain. L. Bamm stated he would request that N. Hawley provide the necessary paperwork to opt in to the program, and the township would move forward to opt into the FEMA Flood Insurance program. It was noted that opting into the program does not prevent a homeowner from proving they are not in the flood plain.

UNFINISHED BUSINESS

L. Bamm noted that L. Grinage had reviewed the Broadstripe franchise agreement. Discussion included questions L. Grinage had on the document. He noted there was no reason not to sign the agreement. Moved by S. Keene, supported by S. Dodge to enter into a franchise agreement with Broadstripe for a period of 10 years and keeping the rate at 3%. Motion carried.

L. Bamm requested an update on the problem with the sidewalks in Munith. S. Keene provided a Request for Bid document for approval. It was noted the request for bid should specify the sidewalks as those sidewalks in the road right-

of-way as being removed. Discussion followed regarding 2 parcels who have maintained the sidewalks, and whether they should be allowed to remain, and whether a sidewalk ordinance should be adopted prior to removing the sidewalks. Moved by A. Grimes, supported by A. Faist to release the Request For Bid as presented for all sidewalks in Munith within the road right-of-way as noted be removed. Motion carried.

L. Bamm requested that the board determine what the cost will be if the township sells the lot it was given on H Drive. It was noted that demolition costs, delinquent taxes and attorney fees would have to be included in the cost of the lot. There have been requests for the price by interested neighbors. It was determined that the cost would be \$4,995 firm, with all closing costs being paid by the purchaser. Moved by A. Faist, supported by A. Grimes to offer the lot on H Drive for \$4,995 with all closing costs paid by purchaser. Motion carried.

L. Bamm requested an update on the Pleasant Lake Sewer Project. He noted that a number of documents had been provided to board members regarding costs to run a line to the city, through Blackman Township. It was noted that costs might be reduced by the contract bidding process. Discussion included whether property could be purchased close to the discharge point, which would reduce the overall cost; cost and maintenance of a transmission line, and the fact that the overall initial capital outlay is about the same. B. Rubel noted that it appeared from the data provided that a portion of the initial cost of the transmission line was taken out of the assessment and added to the monthly O & M fees. He has requested that the county recalculate the fees with the cost of the transmission line included in the assessment. Further discussion included funding, costs of project, whether the USRD will fund the entire project, and whether the county will back the bonds. L. Bamm suggested the township check with property owners adjacent to the discharge location to see if they would consider selling property to the township. This would allow Tetrattech to determine what the project would cost. A meeting has been scheduled on September 29, 2010 beginning at 4 pm to meet with everyone involved in the planning of this project. It was noted that the tentative informational meeting scheduled for September have been postponed to a later date.

OTHER REPORTS

L. Bamm noted the township is accepting bids for snow removal at the township offices.

PUBLIC COMMENT

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

Moved by A.Faist, supported by A. Grimes to adjourn. Motion carried.

Meeting adjourned at 9:40 p.m.

S. Keene, Henrietta Township Clerk