

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

Regular Meeting  
October 12, 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 September 14, 2011 and Special Meeting held on September 21, 2011 as presented. Motion carried.

**SPECIAL ORDER**

MTA Regional Representative A. Boggs spoke on information from MTA.

D. Lutchka gave an update on activities at the county.

**PUBLIC COMMENT**

R. Troman spoke regarding his interest in the open seat on the planning commission.

**TREASURERS REPORT – S. DODGE**

General Fund Balance 09-01-2011	\$ 242,201.23
Income	67,687.35
Disbursements	49,895.28
General Fund Balance 09-30-2011	\$ 259,993.30
Stabilization Fund 09-30-11	\$ 100,202.86
Delinquent Tax Account 09-30-11	\$ -0-
Public Improvement Fund 09-30-11	\$ 303,301.92
Vehicle Replacement Fund 09-30-11	\$ 128,609.15
Total Interest Earned 09-30-11	\$ 69.98

**BUILDING DEPARTMENT – R. TRIPP**

In September the following fees were collected and permits issued:

Building permit fees	\$ 830.00
Electrical permit fees	\$ 325.00
Plumbing permit fees	\$ 130.00
Mechanical permit fees	\$ 455.00
Site Plan Reviews	\$ 80.00
Address Fees	\$ -0-
Total fees collected	\$ 1,820.00

Cost of construction \$18,300.00

Permits include 1 log shed, 1 three-season room, 1 remodel of existing house, 1 covered porch, 4 electrical permits, 6 mechanical permits, 1 plumbing permit, 2 site plan reviews and no address signs.

**ASSESSOR – VICKIE BRADLEY**

V. Bradley reported the assessing department is in the final subdivision for revaluation. She noted she is inputting data and sketches, is waiting for the residential ratio from Jackson County, and continues to assist the township board with the streetlight district.

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

J. Southworth reported he had 2 site plan reviews, 6 ordinance complaints, 2 written warnings, 8 requests for information, 3 hours of training and drove 210 miles for a total of 32 hours.

**FIRE DEPARTMENT – R. WETMORE**

The fire department responded to 24 calls in September including 21 medical calls, 1 motor vehicle fire, 1 power line down and 1 burning complaint.

**TRANSFER STATION – A. GRIMES**

Monthly Reported Income:	\$ 3,574.50
Northwest Refuse Trucking:	\$ 363.00
Jackson County Incinerator:	\$ 878.80
Salary for Month:	\$ 835.00
Total Expenses:	\$ 2,415.06
Total Recycled for September:	2.92 tons or 5,840 pounds
Total Recycled for 2011:	46.60 tons or 93,200 pounds

**PLANNING COMMISSION – A. FAIST**

N. Hawley reported the planning commission has been discussing changes to the enabling act, specifically changes in mineral rights. She recommended that the township attorney review our ordinance to make sure it is compliant with the new law.

## **NEW BUSINESS**

L. Bamm presented the list of election officials for the Special Election to be held on November 8, 2011 for approval. Moved by A. Faist, supported by S. Dodge to approve the election officials for the November 8, 2011 Special Election as presented. Motion carried.

L. Bamm noted that the contract for snow removal has been advertised. The deadline to submit a proposal is October 14<sup>th</sup> and a decision will be made at the quarterly budget review.

L. Bamm requested that a date be set for the quarterly budget review. The review will held on October 26, 2011 beginning at 5:00 p.m. L. Bamm requested that department heads review the budget prior to the meeting.

## **UNFINISHED BUSINESS**

L. Bamm presented the CMS Energy Streetlight Agreement for approval. Moved by S. Keene, supported by A. Grimes to enter into an annual agreement with Consumers Energy to provide streetlights in Henrietta Township. Motion carried.

L. Bamm reported that he and N. Hawley had interviewed three candidates for the vacancy on the planning commission and review board. The candidates are R. Troman, J. Faist and T. Hinton. Moved by S. Keene, supported by S. Dodge to appoint R. Troman to fill out the term of J. Hurd on the Planning Commission. Motion carried. Moved by A. Grimes, supported by S. Keene to appoint J. Faist to fill out the term of J. Hurd on the Board of Review. Motion carried.

L. Bamm opened up discussion regarding sidewalks in Munith and gave an overview of what has occurred to date. Moved by S. Keene, supported by S. Dodge to create a sidewalk advisory committee of Suttons Plat residents in Munith to study the sidewalk issue and come up with alternative solutions to the problem. Motion carried. A. Grimes will represent the township board on the committee. Anyone interested in joining the committee should contact A. Grimes so that a date can be set for the initial meeting. All meetings will be held at the township meeting room.

L. Bamm requested an update for street re-addressing. It was noted that because of preparations for the November election, the clerks' office has been unable to actually walk the areas in question.

L. Bamm presented streetlights for discussion, and gave an overview of action taken to date. He also reviewed the laws regarding special assessment districts. Discussion included eliminating the assessment and have the township pay the entire amount of streetlights, have the township pay for all streetlights on main roads, with other road lights being paid by assessment, and liability to the township if lights are removed and someone gets hurt. It was questioned whether the budget could support paying for the entire cost of streetlights, and whether Consumers Energy could bill the streetlights on Main Street and Suttons

Plat separately from the rest of the township. Moved by A. Grimes, supported by S. Dodge to have the township pay 30% of the streetlight bill from Consumers Energy. Motion carried. Moved by A. Grimes, supported by S. Dodge to start the process of creating two separate special assessment streetlight districts. Motion carried.

L. Bamm requested V. Bradley separate Main Street and Suttons Plat from the rest of the streetlight special assessment district and provide the township board with two separate special assessment districts.

## **OTHER REPORTS**

L. Bamm presented information from Rinehart Realty regarding a contract renewal for listing the property in the Industrial Park.

## **PUBLIC COMMENT**

D. Rankin questioned how the City of Jackson paid for their streetlights and requested the board get this information.

N. Hawley commented that the City of Kalamazoo bills the entire cost of streetlights back to residents and merchants.

D. Smith added that big cities bill for everything, and has more services. He questioned how many lights there are in the township, and whether the state pays for those lights located on the state highway. L. Bamm responded that the state does not pay for any streetlights.

Moved by A. Faist, supported by A. Grimes 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 8:37 p.m.

S. Keene, Henrietta Township Clerk