

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

Regular Meeting
November 9, 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 S. Dodge, supported by S. Keene to approve minutes of the Regular Meeting held on October 12, 2011 and Special Meetings held on October 26, 2011 and November 7, 2011 as presented. Motion carried.

SPECIAL ORDER

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

S. Rand, Jackson County Sheriff gave an update on activities within the Sheriffs' Department.

PUBLIC COMMENT

None.

TREASURERS REPORT – S. DODGE

General Fund Balance 10-01-2011	\$ 258,956.49
Income	22,498.67
Disbursements	96,843.07
General Fund Balance 10-31-2011	\$ 184,612.09
Stabilization Fund 10-31-11	\$ 100,207.98
Delinquent Tax Account 10-31-11	\$ -0-
Public Improvement Fund 10-31-11	\$ 303,310.05
Vehicle Replacement Fund 10-31-11	\$ 128,615.50
Total Interest Earned 10-31-11	\$ 53.03

BUILDING DEPARTMENT – R. TRIPP

In October the following fees were collected and permits issued:

Building permit fees	\$ 1,207.70
Electrical permit fees	\$ 130.00
Plumbing permit fees	\$ -0-
Mechanical permit fees	\$ 325.00
Site Plan Reviews	\$ 200.00
Address Fees	\$ 60.00
Total fees collected	\$ 1,922.70

Cost of construction \$57,000.00

Permits include 1 frame storage building, 1 pole carport, 2 pole garages, 1 in-ground pool, 1 roof to existing deck, 2 electrical permits, 5 mechanical permits, no plumbing permits, 5 site plan reviews and 3 address signs.

ASSESSOR – VICKIE BRADLEY

V. Bradley reported the assessing department is working on updating the Warrant for the winter tax bills, inputting record information and fieldwork sketches and notes, and continuing the work on the streetlight district. The Inflation Rate Multiplier for 2012 capped value from the State of Michigan is 1.027, or a 2.7% increase.

ORDINANCE ENFORCEMENT/ZONING – J. SOUTHWORTH

J. Southworth reported he had 5 site plan reviews, 6 ordinance complaints, 2 written warnings, 5 requests for information, and drove 110 miles for a total of 17 hours.

FIRE DEPARTMENT – R. WETMORE

The fire department responded to 20 calls in October including 14 medical calls, 1 grass fire, 1 mower fire, 1 good intent, 1 power line down and 1 smoke investigation.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$ 4,476.29
Northwest Refuse Trucking:	\$ 553.00
Jackson County Incinerator:	\$ 2,217.00
Salary for Month:	\$ 1,250.00
Total Expenses:	\$ 4,005.44
Total Recycled for October:	8.79 tons or 17,580 pounds
Total Recycled for 2011:	55.39 tons or 110,780 pounds

PLANNING COMMISSION – A. FAIST

N. Hawley reported the Michigan Township Association is urging townships to begin addressing the medical marihuana issue. She has received sample

ordinances and will present them for review and discussion at the next planning commission meeting, November 22, 2011 beginning at 7:30 p.m.

NEW BUSINESS

None.

UNFINISHED BUSINESS

L. Bamm presented snow removal bids for review. Preservation Tree Service, last year's contractor, is \$120 per push and \$75 for salting. Technical Lawncare & Landscaping is \$75 per push and \$45 for salting. Pathway Landscaping is \$150 per push and \$75 for salting. Discussion included how many times the drive should be plowed during one day, and whether we should specify times of day for large storms. S. Keene will contact the company chosen to make sure they understand we do not want them to plow every 2" during the day if we receive a large storm. The drives would need to be plowed by 8 a.m. on weekdays, then as needed during the day. Moved by A. Faist, supported by A. Grimes to contract with Technical Lawncare & Landscaping for the 2011-2012 snow season. Motion carried. S. Keene will ensure that proof of liability insurance is on file with the township.

L. Bamm presented the quarterly budget amendment for approval. Moved by S. Keene, supported by A. Grimes to approve adjustments to the 2011-2012 Budget as submitted and reviewed. Motion carried.

L. Bamm presented the Munith Sidewalk Committee for discussion. S. Keene noted that one additional resident had expressed interest in the committee. The deadline to join the committee is November 15, 2011.

L. Bamm presented the Street Address changes for discussion. S. Keene noted there was nothing new to report.

L. Bamm presented the Streetlight Special Assessment District for discussion. He noted that the township has an existing Streetlight Special Assessment District, a work roll from the Assessor and a definition of benefit from a streetlight. While he had hoped to complete the additions to the district this year, there is not enough time to meet all of the requirements prior to the December 1 tax bill. S. Dodge requested that the township lower the assessment to the existing district to \$30 per year as discussed in public meetings earlier this year. She also noted that it was important to document everything we do now to establish the district so future board members will not have the problem we have now with no available records on how the existing district was established. L. Bamm presented a copy of PA 188 of 1954 and requested that copies be made for all board members and the Assessor so that everyone is using the same information. Moved by S. Keene, supported by A. Grimes to assess the existing Streetlight Assessment District \$30 per parcel for 2011. Motion carried. A work session is scheduled for January 18, 2012 beginning at 5 p.m. to continue working on additions to the Streetlight Assessment District.

OTHER REPORTS

L. Bamm reported he had received documents regarding the Broadstripe bankruptcy case, and requested that L. Grinage review the documents to ensure the township received the funds Broadstripe owes the township.

PUBLIC COMMENT

D. Lutchka commented that Grass Lake would be playing football in Regional play in Grass Lake on Saturday beginning at 1:00 p.m.

Moved by S. Keene, supported by A. Grimes to go into Closed Session with the township attorney. Motion carried, Closed Session began at 8:24 p.m.

Moved by S. Keene, supported by A. Grimes to adjourn the Closed Session and resume the Regular Meeting. Motion carried, Closed Session adjourned at 8:34 p.m.

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

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

Meeting adjourned at 8:35 p.m.

S. Keene, Henrietta Township Clerk