

**Henrietta Township
11732 Bunkerhill Road
Pleasant Lake, MI 49272
517-769-6925**

Regular Meeting
December 14, 2022

Meeting called to order at 6:00 p.m.

All Members Present.

A. Grimes presented the agenda for review.

A. Grimes presented a variance application submitted by Jill and Albert Lefere for a variance to Private and Public Road Ordinance #16 for their property located at Lot 34/35 Crest Dr. Parcel ID: 000-04-18-230-004-00.

J. Lefere of 101 Island Dr. spoke regarding their plans to build a home on the lot.

M. Stenberg of 870 Crest Dr. questioned how the house would be situated on the lot.

A. Grimes stated that all building setbacks would still need to be met.

S. Morehouse of 848 Crest Dr. stated that it seemed that the ordinance was made for public safety and that Crest Dr. is easily accessible and well maintained.

A. Grimes stated that Crest Dr. has 2 entrances/exits and that he agreed with the request.

A. Faist spoke regarding how many houses were on the road, how wide the road is and if paving would be considered.

S. Keene stated that no one has ever complained to the township about the condition of Crest Dr.

Moved by S. Keene, supported by S. Kasprzycki to grant a Variance to Private and Public Road Ordinance #16 to Jill and Albert Lefere for Parcel ID: 000-04-18-230-004-00.

Roll Call: A. Faist, yes; M. McDonald, yes; S. Keene, yes; S. Kasprzycki, yes and A. Grimes, yes. Motion Carried.

A. Grimes presented the minutes from the regular board meeting held on November 9, 2022 and the minutes from the special meeting held on November 30, 2022 for review and approval.

Moved by M. McDonald, supported by S. Keene, to approve the minutes from the regular board meeting held on November 9, 2022 and the minutes from the special meeting held on November 30, 2022. Motion Carried

SPECIAL ORDER

None

PUBLIC COMMENT

None

TREASURER’S REPORT – MARIA MCDONALD

General Fund balance 11/30/22	\$ 214,034.49
Delinquent Tax Account balance 11/30/22	\$ 380.50
Stabilization Fund balance 11/30/22	\$ 102,498.49
Public Improvement Fund balance 11/30/22	\$ 502,259.81
Vehicle Replacement Fund balance 11/30/22	\$ 216,626.85
ARPA Funds balance 11/30/22	\$ 390,471.55
Total Interest Earned	\$ 316.21

BUILDING DEPARTMENT – R. TRIPP

Fees Collected:	\$3,965.00
Total Construction Cost:	\$348,013.00
Building Permits:	8
Electrical Permits:	6
Mechanical Permits:	7
Plumbing Permits:	2
Site Plan Reviews:	4
Address Signs:	2
Expired Permits:	3

ORDINANCE ENFORCEMENT/ZONING – J. Cook

Hours Worked:	12.5
New Complaints:	2
Open Ordinance Violations:	19
Written Warnings	10
Verbal Warnings	2
Total Ordinance Violations:	19
Total Miles Driven:	114

ASSESSOR

December BOR has completed for 2022; 2 petitions were addressed-1 late uncapping & 1 clerical error.

Fieldwork Update- The state recommends 20% (604 parcels) be visited each yr.; 748 parcels have been visited this year and approx. 10 left to visit.

Personal Property Statements have been ordered/printed and will be mailed 12/29/22.

MTT Small Claims: update (Amber Khozouie 304 S Main) MTT granted her 100% PRE for 2019 & 2020.

Deeds, PTA's, PRE's are up to date.

FIRE DEPARTMENT – R. WETMORE

Total Calls:	49
Building Fires:	6
EMS	29
Grass/Brush Fire	3
Motor vehicle accident with no injuries:	1
Hazardous Condition, other	2
Power Line Down	2
Smoke or Odor Removal	1
Dispatched and cancelled en route	3
Good Intent Call, other	1
Authorized controlled burning	1

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$ 4,588.00
Modern Waste Refuse Trucking:	\$ 3,043.68
Salary for the Month:	\$ 1,220.00
Total Expenses:	\$ 4,484.19

Total Recycled for November: #8.3 Tons or 16,600 pounds.
Total Recycled for 2022: #87.22 Tons or 174,440 Pounds.

PLANNING COMMISSION – N. HAWLEY

N. Hawley gave an update on items in the review process at the planning commission level. There was a public hearing on a property rezoning from C1 to

C2 on November 22, 2022 at 7p.m. Motion was made to recommend the request. At this time there will not be a meeting in December or January.

UNFINISHED BUSINESS

A. Grimes provided an update on the fire hydrant well located at the Hawkins Rd. Trail Head.

NEW BUSINESS

A. Grimes presented a quote in the amount of \$1,036.00 from I.T. Right to upgrade the township's emails to .GOV.

Moved by S. Keene, supported by M. McDonald to upgrade township emails to .GOV in the amount of \$1,036.00. Motion Carried.

Moved by M. McDonald, supported by S. Keene to appoint the Board of Review Members; Sharon Young, Mary Shean, Donald Fay, and Jacob Faist to a new 2 year term. Motion Carried.

OTHER REPORTS/CORRESPONDENCE

A. Grimes commended the Clerk and her election department for their work. He reported that Henrietta Township's precinct 1 was part of the partial state-wide recount. The hand count matched the tabulator counts.

PUBLIC COMMENT

J. Markiewicz of 6750 Jordan Rd. questioned if Jordan Rd and Hawkins Rd were on the schedule to be repaved.

PAYMENT OF BILLS

Moved by A. Faist, supported by S. Keene to pay the bills as submitted and reviewed. Motion Carried.

Moved by M. McDonald, supported by S. Keene to adjourn the meeting. Motion Carried. Meeting adjourned at 6:44 p.m.

Sally J. Keene, Clerk
Henrietta Township

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Audit Review
November 30, 2022
3:05 p.m.

A meeting of the Henrietta Township Board of Trustees was called to order on Wednesday, November 30, 2022 at 3:05 p.m.

Members present: A. Grimes, A. Faist, M. McDonald

Members absent: S. Keene, S. Kasprzycki

The purpose of this meeting was to discuss the yearly audit review as prepared by Scott McLane of Markowski & Company.

Scott McLane presented to the audit for review.

No action was taken.

Meeting adjourned at 3:22 p.m.

Budget Review
November 30, 2022
3:26 p.m.

A meeting of the Henrietta Township Board of Trustees was called to order on Wednesday, November 30, 2022 at 3:26 p.m.

Members present: A. Grimes, A. Faist, M. McDonald

Members absent: S. Keene, S. Kasprzycki

The purpose of this meeting was for a quarterly review of the budget.

No action was taken.

Moved by M. McDonald, supported by A. Faist to adjourn the meeting at 4:16 p.m. Motion Carried.