

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

Regular Meeting
April 12, 2023

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

All Members present.

A. Grimes presented the agenda for review.

Moved by A. Faist, supported by S. Keene to add requirements to begin projects when a property is rezoned and the starting time of Regular Board Meetings to the agenda under new business. Motion Carried

A. Grimes presented the minutes from the regular board meeting held on March 8, 2023 and March 8, 2023 special meeting for review and approval.

Moved by M. McDonald, supported by S. Kasprzycki, to approve the March 8, 2023 regular and March 8, 2023 special meeting minutes. Motion Carried.

SPECIAL ORDER

None.

PUBLIC COMMENT

J. Wright of 11394 Hoyt Rd. questioned what could be done to improve McCreey Rd. and Hoyt Rd. Both roads are hazardous and in need of repair.

A. Grimes stated that he would drive the roads with a representative from JDOT. The township has no legal authority to maintain the safety of roads.

TREASURER’S REPORT – MARIA MCDONALD

General Fund balance 3/31/23:	\$ 365,067.74
Delinquent Tax Account balance 3/31/23:	\$ 380.50
Stabilization Fund balance 3/31/23:	\$ 102,577.57
Public Improvement Fund balance 3/31/23:	\$ 536,909.22
Vehicle Replacement Fund balance 3/31/23:	\$ 234,378.88
ARPA Funds balance 3/31/23:	\$ 259,405.44
Total Interest Earned:	\$ 735.24

BUILDING DEPARTMENT – R. TRIPP

Fees Collected:	\$ 3,295.00
Total Construction Cost:	\$ 38,038.00
Building Permits:	1
Electrical Permits:	11
Mechanical Permits:	6
Plumbing Permits:	0
Site Plan Reviews:	2
Address Signs:	3
Expired Permits:	4

ORDINANCE ENFORCEMENT/ZONING – J. Cook

Hours Worked:	2.5
New Complaints:	2
Open Ordinance Violations:	18
Written Warnings:	4
Verbal Warnings:	2
Total Civil Infractions:	0
Total Ordinance Violations:	18
Total Miles Driven:	42

ASSESSOR

March Board of Review received 47 appeals and decision letters were mailed out. 2023 MBOR values set, all reports submitted to the county and all taxing authorities; county has equalized values and awaiting state equalization on May 1st.

Fieldwork Update- Fieldwork for 2024 has begun. Letters will be mailed to those properties selected for this round of fieldwork.

EMPP Report has been submitted to the State.

FIRE DEPARTMENT – R. WETMORE

The Fire Department responded to a total of 40 calls for the month of March of which 17 were medical, 1 building fire, 1 illegal burning, 1 service call, 2 persons in distress, 1 police assist, 1 unauthorized burning, and 3 dispatched and cancelled en route.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$ 4,420.00
Modern Waste Refuse Trucking:	\$ 1,577.17
Salary for the Month:	\$ 1,220.00
Total Expenses:	\$ 3,694.00

Total Recycled for March: #9.68 Tons or 19,360 Pounds.

Total Recycled for 2023: #21.27 Tons or 61,900 Pounds.

PLANNING COMMISSION – N. HAWLEY

N. Hawley provided an update on items currently in the preliminary phase with the planning commission. The next Planning Commission meeting will be at 7:00 p.m. on April 25, 2023 at the Henrietta Township Office.

UNFINISHED BUSINESS

A. Grimes reported that the fire hydrant well located at the Hawkins Rd. Trail Head has been completed.

NEW BUSINESS

A. Grimes presented the 2023 Permit for Fireworks Application for review and Approval. Moved by M. McDonald, supported by S. Kasprzycki to authorize A. Grimes to sign the 2023 Permit for Fireworks Application as presented and reviewed. Motion Carried. 2023 Fireworks will be held July 1, 2023.

A. Grimes presented VC3's proposed IT Contract for review and approval. Moved by A. Faist, supported by M. McDonald to authorize A. Grimes to enter into contract with VC3 as presented and reviewed. Motion Carried.

A. Faist discussed the legality of revoking a rezoning if the proposed project was not started/finished within a certain timeline. Discussion included the oversaturation of like businesses within so many feet of each other.

Moved by A. Faist, supported by M. McDonald to move the starting time of the Regular Board Meetings to 7p.m. starting in July of 2023. Motion Carried.

OTHER REPORTS/CORRESPONDENCE

A. Grimes stated that there is a failed culvert on Territorial Rd. between Bunkerhill and Fitchburg Rd. Jackson Department of Transportation's policy requires a 50% cost share from the municipality.

PUBLIC COMMENT

None.

PAYMENT OF BILLS

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

Moved by S. Keene, supported by S. Kasprzycki, to adjourn the meeting. Motion Carried.

Meeting adjourned at 6:47 p.m.

Sally J. Keene, Clerk
Henrietta Township

**Henrietta Township
Special Meeting
Wednesday, March 8, 2023**

A meeting of the Henrietta Township Board was called to order on Wednesday, March 8, 2023 beginning at 4:30 p.m.

All members were present

The purpose of the meeting was to discuss allocation of remaining ARPA funds and to review and adjust the current 2022-23 budget.

Suggested ARPA Projects:

1.) Maintenance/Repair at Transfer Station	\$ 5200.00
2.) New Copy Machine-Administrative Building	\$ 5434.00
3.) Update Computers-Administrative Building	\$ 6438.00
4.) Maintenance/Repair of Township Roads	\$ 232000.00 (Est)
5.) Pave remaining strip of parking lot at the Fire station	\$ 35000.00

Members reviewed current budget. Moved by A. Faist, supported by S. Kasprzycki, to adjust departments ending the quarter over budget. Carried.

Moved by M. McDonald, supported by A. Faist, to adjourn the meeting at 5:48 p.m. Carried.

Sally J. Keene, Clerk
Henrietta Township