



Regular Meeting  
October 11, 2023

Meeting called to order at 7:12 p.m.

All Members Present.

A. Grimes presented the agenda for review.

A. Grimes added Nimms Rd. cemetery to new business.

A. Grimes presented the minutes from the regular board meeting and the minutes from the White Lake Weed Control Public Hearing both held on September 13, 2023, as well as minutes from the Special Meeting held on September 12, 2023, for review and approval.

Moved by M. McDonald, supported by S. Keene, to approve the regular board meeting minutes and the minutes from the White Lake Weed Control Public Hearing both held on September 13, 2023, as well as the minutes from the Special Meeting held on September 12, 2023, as presented and reviewed. Motion Carried.

**SPECIAL ORDER**

County Commissioner Margie Walz was in attendance and provided an update on numerous boards, committees, and grants at the county level.

**PUBLIC COMMENT**

None.

**TREASURER’S REPORT – MARIA MCDONALD**

General Fund balance 9/30/23:	\$ 214,666.81
Delinquent Tax Account balance 9/30/23:	\$ 380.50
Stabilization Fund balance 9/30/23:	\$ 102,297.56
Public Improvement Fund balance 9/30/23:	\$ 554,683.09
Vehicle Replacement Fund balance 9/30/23:	\$ 309,680.40
ARPA Funds balance 9/30/23:	\$ 159,072.19
Total Interest Earned:	\$ 2,226.78

## BUILDING DEPARTMENT – R. TRIPP

Fees Collected:	\$ 3,685.00
Total Construction Cost:	\$ 114,543.00
Building Permits:	6
Electrical Permits:	12
Mechanical Permits:	6
Plumbing Permits:	1
Site Plan Reviews:	2
Address Signs:	0
Expired Permits:	7

## ORDINANCE ENFORCEMENT/ZONING – J. Cook

Hours Worked:	18.5
New Complaints:	3
Open Ordinance Violations:	18
Written Warnings:	15
Verbal Warnings:	3
Total Civil Infractions:	1
Total Ordinance Violations:	21
Total Miles Driven:	236

## ASSESSOR

Fieldwork for 2024 Update: In Progress; approx. 100+/- left.

Deeds, PTA's & PRE's are up to date and scanned in Laserfiche.

MTT – waiting for decision on the telephonic hearing for Brian Fex appeal (small claims) Docket #23-000788

Working on 2024 land values & ECF's

December Board of Review will be December 12, 2023 3:00 pm.

## FIRE DEPARTMENT – R. WETMORE

Fire:	1
Medical:	29
Incinerator overload or malfunction, fire confined:	1
Motor vehicle accident with no injuries:	3
Authorized controlled burning:	1
Smoke detector activation, no fire-unintentional:	1
Severe weather or natural disaster, other:	3
TOTAL CALLS FOR JULY:	39

R. Wetmore stated that the fire department received a plug for electric vehicles to shut them down in the case of an emergency.

R. Wetmore stated that there will be an open house celebrating the fire department's 75<sup>th</sup> year of service.

**TRANSFER STATION – A. GRIMES**

Monthly Reported Income:	\$ 7,553.00
Modern Waste Refuse Trucking:	\$ 3,448.92
Salary for the Month:	\$ 1,600.00
Total Expenses:	\$ 5,300.30

Total Recycled for September: #5.1 Tons or 10,200 Pounds.  
Total Recycled for 2023: #77.41 Tons or 154,820 Pounds.

**PLANNING COMMISSION – N. HAWLEY**

N. Hawley stated that a Planning Commission meeting and public hearing were held on September 26, 2023. Discussions included proposed text amendments, citizen partner program, final site plan review for a commercial property, and updating the 2018 Solar Ordinance. N. Hawley stated the Waterloo Halloween parade will be on October 28, 2023, at 1 p.m. The next Planning Commission meeting will be at 7:00 p.m. on October 24, 2023, at the Henrietta Township Office.

**ELECTION DEPARTMENT – S. KEENE**

S. Keene stated that there will be an election on November 7<sup>th</sup> for Jackson College.

S. Keene stated that there will be a public accuracy test on October 24<sup>th</sup> at 3:00 p.m.

S. Keene stated that election inspectors for the upcoming November 7<sup>th</sup> election were appointed on October 11, 2023.

S. Keene presented the Agreement for Election Services with Jackson County for early voting.

Moved by S. Kenne, supported by S. Kasprzycki to enter into contract with Jackson County for Early Voting. Motion Carried.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

A. Grimes presented the Henrietta Township Group Pension Plan for review and adoption.

Moved by S. Keene, supported by M. McDonald to adopt the Henrietta Township Group Pension Plan as presented and reviewed.

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

A quarterly budget review meeting was scheduled for October 24, 2023, at 3:30 p.m.

A. Grimes presented the Treasurer's Letter of Retirement (Resignation) effective March 27, 2023, for review and approval.

Moved by S. Keene, supported by S. Kasprzycki to accept the Treasurer's Letter of Retirement (resignation) effective March 27, 2023, as presented and reviewed. Motion Carried.

A. Grimes presented the Resolution of the 2022 Edition of the Jackson County Hazard Mitigation Plan for review and adoption.

Moved by S. Keene, supported by A. Faist to adopt the Resolution of the 2022 Edition of the Jackson County Hazard Mitigation Plan as presented and reviewed. Motion Carried.

A. Grimes presented three bids for tree cleanup from damage caused by the August storms at Nimms Rd. cemetery.

Moved by A. Faist, supported by S. Keene, to advance the annual \$1,500 cemetery maintenance contribution to Nimms Rd cemetery and reduce the 2024 contribution to \$925. Motion Carried.

## **OTHER REPORTS/CORRESPONDENCE**

A. Faist commented on the lack of cemeteries at local churches.

## **PUBLIC COMMENT**

R. Troman of 806 Crest Dr. asked if there was an update on the Meridian Rd. school.

A. Grimes stated there was no update to provide.

R. Troman stated he didn't think the assessor's or inspector's cars were badged.

A. Grimes stated that the assessor is almost always in a badged county car. It was also stated that the inspectors are not in badged vehicles as they inspect for many townships and inspections are made by appointment.

## **PAYMENT OF BILLS**

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

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

Meeting adjourned at 8:09 p.m.

Sally J. Keene, Clerk  
Henrietta Township

White Lake Weed Control Public Hearing  
Wednesday, September 13, 2023  
7:00 PM

White Lake Weed Control Public Hearing was called to order at 7:00 p.m.

All members were present.

The purpose of the meeting was to allow residents to ask questions, and show support or opposition to the project.

There was no Public Comment.

Moved by A. Faist, supported by M. McDonald to adjourn the meeting at 7:02 p.m.  
Motion Carried.

Sally J. Keene, Clerk  
Henrietta Township

Henrietta Township  
Special Meeting  
September 12, 2023  
@ 2:00 p.m.

A special meeting was called to order on Tuesday, September 12, 2023 beginning at 2:00 p.m.

Members Present: A. Grimes, S. Keene, M. McDonald and A. Faist

The purpose of the meeting was to meet with representatives from Decker Agency and Dobben Agency to review the 2023-24 insurance policies.

This meeting was informational only; no action was taken at this meeting.

Meeting adjourned at 3:47 p.m.

Sally J. Keene, Clerk  
Henrietta Township