



Regular Meeting
July 10, 2024

Meeting called to order at 7:00 p.m.

Members Absent: S. Kasprzycki, S. Keene.

A. Grimes presented the agenda for review.

A. Grimes presented the minutes from the Regular Board Meeting held on June 12, 2024, for review and approval.

Moved by A. Faist, supported by M. Chrisinske, to approve the Regular Board Meeting minutes from June 12, 2024, as submitted and reviewed. Carried.

SPECIAL ORDER

County Commissioner M. Walz was in attendance and provided updates on activities happening in Jackson County, including the Jackson County Fair, Cascades entertainment schedule, and The American 1 Event Schedule.

PUBLIC COMMENT

TREASURER’S REPORT – M. CHRISINSKE

Balances as of 06/30/2024

General Fund balance:	\$ 310,774.08
Delinquent Tax Account balance:	\$ 713.50
Stabilization Fund balance:	\$ 102,017.09
Public Improvement Fund balance:	\$ 514,931.16
Vehicle Replacement Fund balance:	\$ 355,889.51
ARPA Funds balance:	\$ 79.27
Total Interest Earned:	\$ 831.45

BUILDING DEPARTMENT – R. TRIPP

Fees Collected:	\$ 7,437.61
Total Construction Cost:	\$ 746,331.00
Building Permits:	9
Electrical Permits:	13
Mechanical Permits:	11
Plumbing Permits:	3
Site Plan Reviews:	5
Address Signs:	2
Expired Permits:	2

ORDINANCE ENFORCEMENT/ZONING – J. Cook

Hours Worked:	11
New Complaints:	0
Open Ordinance Violations:	14
Written Warnings:	4
Verbal Warnings:	0
Total Civil Infractions:	0
Total Ordinance Violations:	14
Site Plans/Non-Permit:	0
Total Resolved Violations:	3
Total Miles Driven:	90

ASSESSOR

Fieldwork for 2025 Update: 20% = 619 parcels; approximately 300 left to visit

July Board of Review will take place Tuesday, July 16, 2024 at 3:00 pm to correct clerical errors and mutual mistakes of fact.

Working on land values for 2025

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

FIRE DEPARTMENT – R. WETMORE

The Henrietta Township Fire Department reported 57 calls for the month of July.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$8,338.20
Modern Waste Refuse Trucking:	\$2,289.29
Salary for the Month:	\$1,505.00
Total Expenses:	\$4,009.43

Total Recycled for May #8.28 Tons or 16,560 Pounds
Total Recycled for 2024 #61.07 Tons or 122,140 Pounds

PLANNING COMMISSION – N. HAWLEY

N. Hawley presented the Henrietta Township Planning Commission (PC) Annual Report for Fiscal Year 2023 to 2024. N. Hawley stated that the Planning Commission received approval on text amendments and cargo container ordinance from Jackson County. The next Planning Commission meeting will be held on July 23, 2024 at 7 p.m.

ELECTION DEPARTMENT – S. KEENE

M. Krutsch stated that there will be a Primary Election on August 6, 2024, polls will be open from 7am-8pm. The Election Commission will conduct a Public Accuracy test and appoint Election Inspectors for the August 6, 2024 election on July 11, 2024 at 3p.m. Early voting is available at Blackman and Summit Townships for registered Henrietta Township voters from July 27, 2024- August 4, 2024. Henrietta Township Clerk’s office will be open on Saturday, August 3, 2024 from 8 a.m.-4 p.m.

UNFINISHED BUSINESS

A. Grimes presented an updated agreement with the Jackson District Library (Henrietta Branch).

Moved by M. Chrisinske, supported by A. Faist to authorize A. Grimes to enter into agreement with the Jackson County District Library as presented and reviewed.
Carried.

A. Grimes provided an update on a property located on Hawkins Rd. that is in violation of Township’s Ordinances. No action was taken.

NEW BUSINESS

A. Grimes presented an updated Henrietta Township FOIA Procedures and Guidelines, and Henrietta Township Public Summary of FOIA Procedures and Guidelines for review and adoption.

Moved by M. Chrisinske, Supported by A. Faist to adopt the Henrietta Township FOIA Procedures and Guidelines, and Henrietta Township Public Summary of FOIA Procedures and Guidelines as presented and reviewed.

Roll Call: Ayes: 3 Nays: 0. Carried.

OTHER REPORTS/CORRESPONDENCE

PUBLIC COMMENT

R. Troman of 806 Crest Dr. questioned if there were plans to cut the brush back at the Transfer Station. A. Grimes stated that he agreed the brush needed to be trimmed and was looking into options.

PAYMENT OF BILLS

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

Moved by A. Faist, supported by M. Chrisinske, to adjourn the meeting. Motion Carried.

Meeting adjourned at 7:51 p.m.

Sally J. Keene, Clerk
Henrietta Township