



Regular Meeting
September 11, 2024

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

Members Absent: S. Kasprzycki

A. Grimes presented the agenda for review.

A. Grimes presented the minutes from the Regular Board Meeting held on August 14, 2024, for review and approval.

Moved by S. Keene, supported by M. Chrisinske, to approve the Regular Board Meeting minutes from August 14, 2024, as submitted and reviewed. Carried.

SPECIAL ORDER

Jackson District Library Director, Liz Breed, and Henrietta Branch Manager, Amy Kaiser, were in attendance and gave a presentation on the upcoming JDL Millage Renewal Proposal that will be on the November 5, 2024, ballot.

County Commissioner M. Walz was in attendance and provided updates on budgets at the County Level. M. Walz also spoke regarding the Jail Operations Millage Question that will be on the November 5, 2024, ballot.

PUBLIC COMMENT

W. Rund of 4895 Marian Hills made public comment regarding permitting fees for a 200-square-foot shed.

TREASURER’S REPORT – M. CHRISINSKE

Balances as of 08/31/2024

| | |
|-----------------------------------|---------------|
| General Fund balance: | \$ 301,359.30 |
| Delinquent Tax Account balance: | \$ 344.50 |
| Stabilization Fund balance: | \$ 102,181.80 |
| Public Improvement Fund balance: | \$ 467,881.70 |
| Vehicle Replacement Fund balance: | \$ 356,464.22 |
| ARPA Funds balance: | \$ 75.27 |

BUILDING DEPARTMENT – R. TRIPP

| | |
|--------------------------|----------------|
| Fees Collected: | \$9,348.83 |
| Total Construction Cost: | \$1,468,877.00 |
| Building Permits: | 15 |
| Electrical Permits: | 10 |
| Mechanical Permits: | 4 |
| Plumbing Permits: | 2 |
| Site Plan Reviews: | 10 |
| Address Signs: | 1 |
| Expired Permits: | 4 |

ORDINANCE ENFORCEMENT/ZONING – J. Cook

| | |
|-----------------------------|------|
| Hours Worked: | 10.5 |
| New Complaints: | 2 |
| Open Ordinance Violations: | 14 |
| Written Warnings: | 0 |
| Verbal Warnings: | 2 |
| Total Civil Infractions: | 1 |
| Total Ordinance Violations: | 16 |
| Site Plans/Non-Permit: | 0 |
| Total Resolved Violations: | 0 |
| Total Miles Driven: | 127 |

ASSESSOR

Fieldwork for 2025 Update: In Progress

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

Working on land values for 2025 & database clean up for 2026 AMAR

FIRE DEPARTMENT – R. WETMORE

The Henrietta Township Fire Department reported 33 calls for the month of August.

The Annual Chicken Dinner was a success, R. Wetmore thanks everyone for their support.

A proposal for Chief 360 programming and a quote for two FirstNet tablets were presented.

Moved by M. Chrisinske, supported by A. Faist to contract with Chief 360 in the amount of \$1,647 with a yearly cost of \$948. Carried.

Moved by S. Keene, supported by A. Faist to purchase two FirstNet tablets in the amount of \$1,569.98 from equipment purchase. Carried.

TRANSFER STATION – A. GRIMES

| | |
|-------------------------------|------------|
| Monthly Reported Income: | \$6,829.00 |
| Modern Waste Refuse Trucking: | \$2,857.66 |
| Salary for the Month: | \$1,335.00 |
| Total Expenses: | \$4,419.87 |

Total Recycled for July #7.33 Tons or 14,660 Pounds
Total Recycled for 2024 #68.40 Tons or 136,800 Pounds
August update was unavailable at this time.

A. Grimes stated that the concrete pad has been installed at the Transfer Station.

PLANNING COMMISSION – N. HAWLEY

N. Hawley stated that the Planning Commission continues to work on its 2025-2030 Master Plan. The Planning Commission is also reviewing battery storage energy and various text amendments/clarifications. The next Planning Commission meeting will be held on September 23, 2024, at 7 p.m.

ELECTION DEPARTMENT – S. KEENE

S. Keene stated that there are 54 days until the November 5, 2024 General Election. Absentee Ballot Applications have been mailed. An election commission meeting will be held on October 7, 2024, at 3 p.m. to perform a public accuracy test. Election Inspectors will also be appointed at this meeting.

UNFINISHED BUSINESS

NEW BUSINESS

A. Grimes presented the 2024 Insurance Premium from Decker Agency. No action was taken.

A. Grimes stated that the fee for a Zoning Board of Appeals Hearing will be increased from \$250 to \$350 to cover the costs associated with holding a hearing.

OTHER REPORTS/CORRESPONDENCE

M. Chrisinske stated that Summer Taxes are due on 9/16/2024 by 5 p.m.

S. Keene stated that she and Nancy Hawley attended a meeting at Waterloo regarding the annual Munith Halloween Parade. The parade will be on Saturday, October 26, 2024 at 1 p.m. We are looking for donations.

PUBLIC COMMENT

PAYMENT OF BILLS

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

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

Meeting adjourned at 8:12 p.m.

Sally J. Keene, Clerk
Henrietta Township