



Regular Meeting  
August 13, 2025

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

Members Absent: M. Chrisinske

A. Grimes presented the agenda for review.

A. Grimes presented the minutes from the Regular Board Meeting held on July 9, 2025, and the Special Meeting held on July 15, 2025 for review and approval.

Moved by S. Keene, supported by M. Krutch, to approve the Regular Board Meeting minutes from July 9, 2025, and the Special Meeting from July 15, 2025 as presented and reviewed.  
Carried.

SPECIAL ORDER

PUBLIC COMMENT

None

TREASURER'S REPORT – M. CHRISINSKE

Balances as of 07/31/2025

General Fund balance:	\$ 311,795.11
Delinquent Tax Account balance:	\$ 403.61
Stabilization Fund balance:	\$ 105,636.88
Public Improvement Fund balance:	\$ 453,940.57
Vehicle Replacement Fund balance:	\$ 435,409.62

BUILDING DEPARTMENT – R. TRIPP

Fees Collected:	\$4,200.00
Total Construction Cost:	\$411,872.00
Building Permits:	10
Electrical Permits:	6
Mechanical Permits:	6
Plumbing Permits:	2
Site Plan Reviews:	4
Address Signs:	0
Expired Permits:	5

ORDINANCE ENFORCEMENT/ZONING – J. Cook

Hours Worked:	21.5
New Complaints:	0
Open Ordinance Violations:	18
Written Warnings:	4
Verbal Warnings:	2
Total Civil Infractions:	0
Total Ordinance Violations:	18
Site Plans/Non-Permit:	0
Total Resolved Violations:	0
Total Miles Driven:	155.5

ASSESSOR

MTT- 1-classification appeal pending; anticipating it will be dismissed

STC- 5-classification appeals- (Rasche Commercial Properties LLC) My answers have been submitted

Working on land values & ECF's for 2026 & preparing for the 2026 audit

September 23 & 30th and possibly October 7th I will not be in the office. I will be working remote from KY and available via phone/email

Fieldwork- in process

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

FIRE DEPARTMENT – R. WETMORE

The Henrietta Township Fire Department reported 39 calls for July.

The Car Show had a great turn out! The Annual Chicken Dinner is on August 23, 2025, beginning at 12 p.m. and continues until sold out.

Chief Wetmore presented a request to purchase of a Thermal Imaging Camera at a cost of \$4,380.00. The current camera is 28 years old and not operating correctly. Also, Computer and scanner at a cost of \$1,725.00. Both items will come out of line item #977 Equipment Purchase.

Moved by S. Keene, supported by A. Faist to authorize purchases of the Thermal Imaging Camera and Computer and Scanner for a total cost of \$6,105.00 to come out of line item #977 Equipment Purchase. Carried.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$7,509.45
LRS Refuse Trucking:	\$3,492.31
Salary for the Month:	\$1,411.43
Total Expenses:	\$5,114.41

Total Recycled for July #13.08 Tons or 26,160 Pounds

Total Recycled for 2025 #60.30 Tons or 120,600 Pounds

A. Grimes states The Scrap Tire Event was very successful! Thank you to the residents for using this service!

PLANNING COMMISSION – N. HAWLEY

N. Hawley stated that the Planning Commission reviewed and approved the Annual Report of 2024-2025. The PC put out the Henrietta Township Recreation Plan 2026-2030 that is in the office and website to review. September 1,2025 and September 23, 2025 there will be a public hearing regarding the Recreation Plan. Next Planning Commission meeting will be August 26, 2025 at 7 p.m.

ELECTION DEPARTMENT – M. KRUTSCH

M. Krutsch stated there will be a November Election for Stockbridge Schools. Jackson County is discontinuing the direct management of Early Voting final effective date December 31, 2025.

That gives the option for Henrietta Office to take all the responsibilities for Early Voting or to partner with neighboring Townships and share responsibilities.

UNFINISHED BUSINESS

A. Grimes state he picked up the Weather Siren last week from being repaired, Johnson signs has reinstalled it. Cost of repair was \$2,350, removal and reinstall cost was \$950. It will be tested the first Saturday of the month, once it's verified that its working, we will let the community know.

NEW BUSINESS

A. Grimes presented Black Rock quote to Repair Communications with Township Sign at a cost of \$987 for review and approval.

Moved by M. Krutsch, supported by S. Keene to contract with Black Rock to repair communication with the Township sign. Carried.

A. Grimes presented The Henrietta Township Policy: Budget Expenditure Approval for review and adoption.

Moved by S. Keene supported by A. Faist to adopt The Henrietta Township Policy: Expenditure as presented and reviewed.

Roll Call: A. Faist; yes, S. Keene; yes, M. Krutsch; yes, A. Grimes; yes. Carried

A. Grimes recommended to re-appoint Ted Kinch and John Duszynski to the Planning Commission for a 3-year term.

Moved by M. Krutsch supported by A. Faist to re-appoint Ted Kinch and John Duszynski to the Planning Commission for a 3-year term. Carried

#### OTHER REPORTS/CORRESPONDENCE

Randy Troman of 806 Crest Drive, Pleasant Lake, wanted M. Krutsch to let everyone know how wonderful the car show was this year!

#### PUBLIC COMMENT

#### PAYMENT OF BILLS

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

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

Meeting adjourned at 7:31 p.m.

Makendra Krutsch, Clerk  
Henrietta Township