



Regular Meeting
December 10, 2025

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

Members Present: All

A. Grimes presented the agenda for review.

A. Grimes presented the minutes of the Regular Board Meeting held on November 12, 2025, and the minutes of the Special Meeting held on Nov.12, 2025, and the minutes of the Special Meeting on Nov.19, for review and approval.

Moved by A. Faist and supported by S. Keene, to approve the minutes of the Regular Board Meeting held on November 12, 2025, the minutes of the special meeting held on November 12, 2025, and the minutes of the Special Meeting held on November 19, 2025, as presented and reviewed. Motion Carried.

SPECIAL ORDER

M. Walz was in attendance and provided updates on various County Boards and Reports.

PUBLIC COMMENT

Kathy Woodland, 480 Maiden Lane, mentioned the safety hazards concerning the De-Icing bubbler that is operating underneath a dock on Maiden Lane which is causing the lake to have open water along the shoreline instead of freezing during the winter months.

David Thomas, 328 Maiden Lane, and Michelle Kinch, 550 Maiden Lane, also discussed their concerns about the bubbler and lack of ice and open water along the shoreline and inquired about the township putting an ordinance in place to prevent this.

Bob Kinch, 550 Maiden Lane, inquired if the homeowner was fined last year and DNR Regulations were discussed.

TREASURER'S REPORT – M. CHRISINSKE

Balances as of 11/30/2025

General Fund balance:	\$ 25,000
Delinquent Tax Account balance:	\$ 236.50
Stabilization Fund balance:	\$ 106,818.16
Public Improvement Fund balance:	\$ 414,268.97
Vehicle Replacement Fund balance:	\$ 439,631.57

Winter Tax Bills were mailed out on 12/1/2025

BUILDING DEPARTMENT – R. TRIPP

Fees Collected:	\$3,630.00
Total Construction Cost:	\$28,900.00
Building Permits:	6
Electrical Permits:	10
Mechanical Permits:	7
Plumbing Permits:	2
Site Plan Reviews:	4
Address Signs:	3
Expired Permits:	2

ORDINANCE ENFORCEMENT/ZONING – J. Cook

Hours Worked:	19
New Complaints:	1
Open Ordinance Violations:	17
Written Warnings:	5
Verbal Warnings:	2
Total Civil Infractions:	0
Total Ordinance Violations:	18
Site Plans/Non-Permit:	0
Total Resolved Violations:	0
Total Miles Driven:	233

ASSESSOR

December Board of Review was completed December 9, 2025 at 3:00 pm.

There were 3 poverty exemption applications-2 Denied and 1 Granted.

Letters were mailed out December 10th, 2025 to taxpayers, local & county treasurers.

Taxing Authorities will be emailed the corrections for 2025.

Fieldwork for 2026 Update- Only remaining new construction-partial completion permits are left to finish up.

CPI for 2026 will be 2.7%

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

FIRE DEPARTMENT – R. WETMORE

The Henrietta Township Fire Department reported 26 calls in November, including 23 medical calls.

R. Wetmore announced the Fire Department was awarded the DNR Grant, receiving a \$10,000 Matching grant.

TRANSFER STATION – A. GRIMES

Monthly Reported Income:	\$7,706.10
LRS Refuse Trucking:	\$6,507.70
Salary for the Month:	\$1,563.29
Total Expenses:	\$8,320.75

Total Recycled for NOVEMBER #5.03 Tons or 10,060 Pounds

Total Recycled for 2025 #90.39 Tons or 180,780 Pounds

A. Grimes stated that LRS has finally resolved their billing errors.

PLANNING COMMISSION – N. HAWLEY

N. Hawley stated that the Planning Commission meeting was held on November 25, 2025, at 7 p.m. and was held after a Public Hearing Meeting.

N.Hawley reported on the Re-Zoning parcel on 106-Commercial property and may not be meeting again until February, 2026.

ELECTION DEPARTMENT – M. KRUTSCH

Nothing new to report.

UNFINISHED BUSINESS

Terri Weber has been appointed Deputy Clerk and is currently working on election training.

NEW BUSINESS

A. Grimes stated that the annual audit began the week of November 17th.

A. Grimes reported that there will be a meeting with the Auditor by year end.
Tentative date for meeting December 17, 2025 at 3:00 PM

A. Grimes presented The Resolution NO. 005-2025 and supporting document for approval and adoption.

Moved by M. Krutsch, supported by M. Chrisinske to approve and adopt Resolution NO 005-2025

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

OTHER REPORTS/CORRESPONDENCE

PUBLIC COMMENT

No Public Comment

PAYMENT OF BILLS

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

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

Meeting adjourned at 7:58 p.m.

Makendra Krutsch, Clerk
Henrietta Township

Special Meeting
Wednesday, November 12, 2025
3:00 p.m.

A meeting of the Henrietta Township board was called to order on Wednesday, November 12, 2025, at 3:00 pm. The purpose of the meeting was to interview candidates for the position of Administrative Assistant

Members Present: All

Three candidates were interviewed consecutively.

Discussion Followed. No action was taken.

Moved by M. Chrisinske, supported by M. Krutsch to table until the following week.

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

Meeting adjourned at 4:50 pm.

Makendra K. Krutsch, Clerk
Henrietta Township

Special Meeting
Wednesday, November 19, 2025
3:00 p.m.

A meeting of the Henrietta Township board was called to order on Wednesday, November 19, 2025, at 3:00 pm. The purpose of the meeting was to interview a candidate for the position of Administrative Assistant.

Members Present: A. Faist, M. Krutsch, M. Chrisinske, A. Grimes

Members Absent: S. Keene

The interview began at 3 p.m.

Following the interview, a motion was made by M. Krutsch and supported by M. Chrisinske to offer the position of Administrative Assistant to Terri Weber at a rate of \$16/hour to begin on November 24, 2025.

Ayes: 4 Nays: 0 Motion Carried.

Makendra K. Krutsch, Clerk
Henrietta Township