

**Henrietta Township
11732 Bunkerhill Road
Pleasant Lake, MI 49272
517-769-6925**

Regular Meeting
August 8, 2018

A work session was held prior to the beginning of the Regular Meeting for the purpose of reviewing invoices and communications.

Meeting called to order at 7:30 p.m. in the Henrietta Township Meeting Room, 11732 Bunkerhill Road, Pleasant Lake, MI 49272. Members present: A. Faist, M. McDonald, S. Keene and A. Grimes. Member absent: S. Kasprzycki.

A. Grimes presented the agenda for review.

Moved by M. McDonald, supported by S. Keene, to approve minutes of the regular meeting held on July 11, 2018 as presented and reviewed. Motion carried.

SPECIAL ORDER

None.

PUBLIC COMMENT

None.

TREASURER'S REPORT – MARIA MCDONALD

General Fund balance 07-31-2018	\$ 224,587.67
Delinquent Tax Account balance 07-31-2018	\$ 236.50
Stabilization Fund balance 07-31-2018	\$ 105,017.87
Public Improvement Fund balance 07-31-2018	\$ 394,917.86
Vehicle Replacement Fund balance 07-31-2018	\$ 105,846.76

BUILDING DEPARTMENT – R. TRIPP

In July the building department collected \$5,315.19 in fees with a construction cost of \$851,510. Permits included 10 building permits for 3 new houses, 2 mobile homes in park, 1 repair to existing house, 1 garage, 1 pole barn, 1 above ground pool with deck, and 1 replacement deck; 2 electrical permits, 8 mechanical permits, 3 plumbing permits, 7 site plan reviews and 4 addresses. 9 letters were sent for expired permits.

ASSESSOR – JULIE PULLING

J. Pulling reported there were returned tax bills to be forwarded and thus Principal Residence Exemptions to be addressed. July board of Review met and the taxpayers have been notified of the results. She is currently working on deeds and learning the Laserfiche program.

ORDINANCE ENFORCEMENT/ZONING –S. BURNETT

S. Burnett reported he had worked 34 hours in July, received 10 complaints, verified 7 ordinance violations, issued 6 written warnings, issued no verbal warnings, had 2 civil infractions and drove 187 miles.

FIRE DEPARTMENT – R. WETMORE

R. Wetmore reported the fire department responded to 35 calls in July including 28 medical calls, 1 vehicle accident, 2 power lines down, 2 mutual aid calls to Blackman Township for trash fires, 1 mutual aid to Rives Township for a structure fire, and 1 gas leak.

R. Wetmore noted the chicken bbq will be held on August 25th starting at noon. He is currently working on ISO, a new reporting system, and the new county radio system.

R. Wetmore submitted a request to purchase a new intake valve for Engine 1 at a cost of \$1,244. Moved by A. Faist, supported by M. McDonald to authorize R. Wetmore to purchase an intake valve for Engine 1 at a cost of \$1,244.00 as submitted and reviewed. Motion carried.

TRANSFER STATION – A. GRIMES

Monthly reported income:	\$ 4,124.00
Modern Waste:	\$ 2,285.17
Salary for Month:	\$ 1,170.00
Total Expenses:	\$ 3,657.61

Total recycled for July	7.85 tons or 15,700 pounds
Total recycled for 2018	46.90 tons or 93,800 pounds

PLANNING COMMISSION – A. FAIST

N. Hawley gave an update on the Master Plan.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Grimes reported he is reviewing the water problem at the township office.

A. Grimes presented a quote from Cook for concrete curbs to stop the erosion in the parking lot. Cost of work is \$2,470.00. Moved by M. McDonald, supported by A. Faist to contract with Cook Foundation & Flatwork for curbing in the township parking lot at a cost not to exceed \$2,470. Motion carried.

A. Grimes noted there will be a meeting with Decker Insurance on August 22, 2018 beginning at 4:00 p.m. at the township offices.

OTHER REPORTS/CORRESPONDENCE

None.

PUBLIC COMMENT

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

Moved by A. Faist, supported by M. McDonald, to adjourn the meeting at 7:45 p.m. Motion carried.

Sally J. Keene, Clerk
Henrietta Township