

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

Regular Meeting  
November 9, 2016

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, A. Grimes, S. Keene and M. McDonald. Member absent: S. Kasprzycki.

A. Grimes presented the agenda for review.

Moved by M. McDonald, supported by A. Faist to approve minutes of the Regular Meeting held on October 12, 2016 and Special Meeting held on November 2, 2016 as presented and reviewed. Motion carried.

**SPECIAL ORDER**

None.

**PUBLIC COMMENT**

A. Faist complemented the Clerk on how well the election was administered in Henrietta Township.

**TREASURER'S REPORT – MARIA MCDONALD**

General Fund balance 10-31-2016	\$ 125,246.23
Delinquent Tax Account balance 10-31-2016	\$ 116.50
Stabilization Fund balance 10-31-2016	\$ 104,455.33
Public Improvement Fund balance 10-31-2016	\$ 388,978.81
Vehicle Replacement Fund balance 10-31-2016	\$ 75,626.70

**BUILDING DEPARTMENT – R. TRIPP**

In October the building department collected \$ 6,561.78 in fees for permits with a construction cost of \$965,070.00. Permits include 10 building permits for 4 pole barns, 1 frame garage, 1 new roof, 1 mobile home on foundation, 1 handicap lift, 1 deck, and 1 retail store; 7 electrical permits, 6 mechanical permits, 1 plumbing permit, 6 site plan reviews and no address signs. There were ten expired permit letters sent in October.

**ASSESSOR – VICKIE BRADLEY**

V. Bradley reported the Equalization Department has sent her a tentative residential sales study which she is reviewing. The assessing department is working on land values, ecf’s, and building permits.

**ORDINANCE ENFORCEMENT/ZONING –S. BURNETT**

S. Burnett reported he had worked 9 hours in October, received 5 complaints, verified 5 ordinance violations and issued 4 written warnings and 1 verbal warning. There was 1 non-permit site plan review and 44 miles were driven.

**FIRE DEPARTMENT – R. WETMORE**

R. Wetmore reported the fire department responded to 23 calls in October including 19 medical calls, 1 trash fire, and 3 fire alarms cancelled en route.

**TRANSFER STATION – A. GRIMES**

Monthly reported income:	\$ 4,444.00
Modern Waste:	\$ 1,675.48
Salary for Month:	\$ 1,255.00
Total Expenses:	\$ 3,147.49

Total recycled for October	14.32 tons or 28,640 pounds
Total recycled for 2016	87.04 tons or 174,080 pounds

**PLANNING COMMISSION – A. FAIST**

A. Faist reported that a quorum was not present and the meeting was cancelled.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

A. Grimes presented the Board of Review members for reappointment. Members are S. Young, M. Shean, D. Fay, and J. Faist. Moved by A. Faist, supported by M. McDonald to reappoint members of the Board of Review as presented. Motion carried.

A. Grimes presented resumes for Electrical Inspectors K. Swift and M. Riske for consideration to replace M. Kazensky who will retire in December. Following discussion, moved by S. Keene, supported by M. McDonald to enter into a contract with K. Swift for services as Henrietta Township Electrical Inspector. Motion carried.

A. Grimes reported that the board had met with attorney Eric White at the Special Meeting on November 2, 2016. Moved by M. McDonald, supported by S. Keene to hire Eric White to represent Henrietta Township in legal matters. Motion carried.

A. Grimes presented information on special lake districts and overlay mapping for consideration. Following discussion R. Troman suggested the planning commission prepare a list of goals and objectives in overlay districts for the board to consider.

A. Grimes presented recommended text amendments to the zoning ordinance for consideration. Following discussion including whether the board has to adopt all of the recommended changes, moved by S. Keene and supported by M. McDonald to table any decision on recommended zoning amendments until further information is available. Motion carried.

### **OTHER REPORTS/CORRESPONDENCE**

A. Grimes thanked board members for running for office again, and looks forward to four more years together.

A. Grimes reported the township auditor will begin his audit on November 14, 2016.

### **PUBLIC COMMENT**

R. Troman questioned whether testing has begun on the new tanker for the ISO rating. R. Wetmore responded the department is practicing and hopes to be ready to test by next summer.

R. Troman questioned the number of customers at the transfer station and the need to repair the drive. It was noted that the concrete pad needs to be extended to hold the second compactor. A. Faist stated gravel will be brought in to repair driveway.

C. Morr noted the extra road sign on H Drive has been removed, and the vine obscuring the road sign has been removed. A. Grimes noted that the Jackson County Road Department had responded to the complaint on H. Drive.

Moved by S. Keene, supported by A. Faist to pay the bills. Motion carried.

Moved by M. McDonald, supported by S. Keene to adjourn the meeting. Motion carried.

Meeting adjourned at 8:23 p.m.

S. Keene, Henrietta Township Clerk