

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

Regular Meeting
March 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: S. Keene, M. McDonald and A. Faist. Members absent: S. Kasprzycki and A. Grimes.

A. Faist presented the agenda for review and added Adoption of State of Michigan Poverty Exemption Guidelines under New Business.

Moved by M. McDonald, supported by S. Keene to approve minutes of the Regular Meeting held on February 10, 2016 as presented and reviewed. Motion carried.

SPECIAL ORDER

D. Vanhoof introduced himself as a candidate for Jackson County Treasurer.

PUBLIC COMMENT

None.

TREASURERS REPORT – M. MCDONALD

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| General Fund balance 2-29-2016 | \$ 207,670.45 |
| Delinquent Tax Account balance 2-29-2016 | \$ 343.50 |
| Stabilization Fund balance 2-29-2016 | \$ 104,271.19 |
| Public Improvement Fund balance 2-29-2016 | \$ 257,044.94 |
| Vehicle Replacement Fund balance 2-29-2016 | \$ 316,016.93 |

M. McDonald reported the balance of the bond account is \$ 202,496.57 and the balance of the transaction account is \$ 1,019.57.

BUILDING DEPARTMENT – R. TRIPP

In February the building department collected \$4,217.82 in fees for permits with a construction cost of \$536,340. Permits include 7 building permits for 2 new houses, 1 wheelchair ramp, 1 addition to house, 1 restoration from fire damage and one house remodel; 3 electrical permits, 6 mechanical permits, 3 plumbing

permits, 3 site plan reviews and no address signs. There was one expired permit letter sent in February.

ASSESSOR – VICKIE BRADLEY

V. Bradley reported the March Board of Review will be held on March 14th and March 16th. Assessment change notices were mailed by February 26, 2016.

ORDINANCE ENFORCEMENT/ZONING –S. BURNETT

S. Burnett reported he had worked 20 hours in February, received 3 complaints, verified 15 ordinance violations and issued 14 written warnings and 1 verbal warning. 158 miles were driven.

FIRE DEPARTMENT – R. WETMORE

R. Wetmore reported the fire department responded to 27 calls in February including 23 medical calls, 2 dispatched and cancelled en route, 1 mutual aid to Stockbridge and 1 citizen assist.

TRANSFER STATION – A. GRIMES

| | |
|--------------------------|-------------|
| Monthly reported income: | \$ 2,581.00 |
| Modern Waste: | \$ 1,630.33 |
| Salary for Month: | \$ 1,000.00 |
| Total Expenses: | \$ 2,520.64 |

| | |
|-----------------------------|-----------------------------|
| Total recycled for February | 6.04 tons or 12,080 pounds |
| Total recycled for 2016 | 11.59 tons or 13,180 pounds |

PLANNING COMMISSION – A. FAIST

N. Hawley reported the planning commission held a Public Hearing on February 23, 2016 for the Medical Marijuana Ordinance. The ordinance has been forwarded to the Jackson County Planning Commission for their review. At the regular meeting the planning commission continued to discuss waterfront setbacks.

UNFINISHED BUSINESS

L. Grinage gave an update on legal issues. He has received a letter from the Pleasant Lake Mobile Home Park attorney regarding campers located in the park. A meeting has been scheduled for April 22, 2016 to discuss the Petschow reimbursement case with the judge.

NEW BUSINESS

A. Faist presented information regarding the lawn care contract for township property from Craft Lawn Maintenance. They will offer the same service at the same cost as the 2015 season. Moved by S. Keene, supported by M. McDonald to approve the lawn maintenance contract for Henrietta Township from Craft Lawn Maintenance as presented and reviewed. Motion carried.

A. Faist presented the State of Michigan Poverty Exemption Guidelines for 2016 for review and adoption. Moved by S. Keene, supported by M. McDonald to adopt the State of Michigan Poverty Exemption Guidelines for 2016 as presented and reviewed. Motion carried.

OTHER REPORTS/CORRESPONDENCE

None.

PUBLIC COMMENT

N. Hawley noted the Jackson County Conservation District 2016 Spring Tree Sale order forms are available at the township office.

Moved by M. McDonald, supported by S. Keene to pay the bills. Motion carried.

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

Meeting adjourned at 7:56 p.m.

S. Keene, Henrietta Township Clerk