

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

Regular Meeting  
March 13, 2019

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. All members present.

A. Grimes presented the agenda for review and added #5 Budget Meeting under New Business.

Moved by M. McDonald, supported by S. Kasprzycki, to approve minutes of the regular meeting held on February 13, 2019 and a special meeting held on February 19, 2019 as presented and reviewed. Motion carried.

**SPECIAL ORDER**

None.

**PUBLIC COMMENT**

D. Waite requested the speed limit on Bartlett Road be reduced to avoid someone getting hurt. A. Grimes will contact Jackson County Road Department to request a study.

R. Dunham requested the same study be done for White Lake Road.

**TREASURER’S REPORT – MARIA MCDONALD**

General Fund balance 2-28-2019	\$ 247,149.71
Delinquent Tax Account balance 2-28-2019	\$ 236.50
Stabilization Fund balance 2-28-2019	\$ 105,236.98
Public Improvement Fund balance 2-28-2019	\$ 408,185.09
Vehicle Replacement Fund balance 2-28-2019	\$ 128,511.38
Total Interest Earned	\$ 1,331.32

**BUILDING DEPARTMENT – R. TRIPP**

In February the building department collected \$450.00 in fees with a construction cost of \$ -0-. Permits included no building permits, no electrical permits, 5 mechanical permits, 1 plumbing permit, no site plan reviews and no address signs. 2 letters were sent for expired permits.

**ASSESSOR – JULIE PULLING**

J. Pulling reported February was busy as assessment administration continues to ramp up to the completion of the 2019 assessment roll and March Board of Review.

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

S. Burnett reported he had worked 24 hours in February, received 3 complaints, verified 3 ordinance violations, issued 3 written warnings, issued no verbal warnings, had 6 civil infractions and drove 116 miles.

**FIRE DEPARTMENT – R. WETMORE**

R. Wetmore reported the fire department responded to 26 calls in February including 19 medical calls, 1 vehicle accident, 1 structure fire mutual aid call, 1 carbon monoxide alarm, 1 power line down, 2 trees across road and 1 cancelled en route.

**TRANSFER STATION – A. GRIMES**

Monthly reported income:	\$ 2,942.00
Modern Waste:	\$ 1,814.39
Salary for Month:	\$ 800.00
Total Expenses:	\$ 2,764.40

Total recycled for February	15.02 tons or 30,040 pounds
Total recycled for 2019	24.31 tons or 48,620 pounds

**PLANNING COMMISSION – A. FAIST**

N. Hawley reported the planning commission discussed community planning for the county park. The March meeting with the parks department has been postponed to a later date. The planning commission also heard updates on the Lakeland Trail.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

A. Grimes noted the board members had copies of the new fire department policies for review and approval. Moved by A. Faist, supported by M. McDonald to adopt the fire department policies as presented and reviewed. Motion carried.

S. Keene presented the list of election workers and receiving board for the May 7, 2019 school election. Moved by A. Grimes, supported by M. McDonald to

approve the election workers for the May 7, 2019 election as presented and reviewed. Motion carried.

A. Grimes presented a quote from I.T.Right for new computers for the supervisor, planning commission and election department, as well as software upgrades for the election lap top computers. The cost is \$3,103.00. Moved by S. Keene, supported by M. McDonald to approve the purchase of new computers and software at a cost not to exceed \$3,103.00. Motion carried.

A. Grimes reported the fire department had received a reimbursement check of \$7,200 from Consumers Energy to cover the costs of the fire department sitting with a downed power line for several hours last month. He noted the check would be deposited in the Vehicle Replacement fund.

A. Grimes requested a budget meeting be scheduled this month. The meeting will be held on Wednesday, March 20, 2019 beginning at 4 p.m.

#### **OTHER REPORTS/CORRESPONDENCE**

A. Grimes presented a quote from Craft Lawn Maintenance for mowing service in 2019 on township property. The price remains the same as last year, \$89.50 for the fire department and office and \$34.50 for the transfer station. Moved by A. Faist, supported by S. Keene to accept the quote from Craft Lawn Maintenance for the 2019 mowing season as presented and reviewed. Motion carried.

#### **PUBLIC COMMENT**

None.

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

Moved by S. Kasprzycki, supported by S. Keene, to adjourn the meeting. Motion carried. Meeting adjourned at 8:07 p.m.

Sally J. Keene, Clerk  
Henrietta Township