

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

Regular Meeting  
June 8, 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. All members present.

A. Grimes presented the agenda for review and added Computer Purchase for Election Department under New Business.

Moved by M. McDonald, supported by S. Kasprzycki to approve minutes of the Regular Meeting held on May 11, 2016 and Special Meeting held on May 26, 2016 as presented and reviewed. Motion carried.

**SPECIAL ORDER**

None.

**PUBLIC COMMENT**

None.

**TREASURER’S REPORT – MARIA MCDONALD**

General Fund balance 5-31-2016	\$ 218,055.98
Delinquent Tax Account balance 5-31-2016	\$ 115.50
Stabilization Fund balance 5-31-2016	\$ 104,339.42
Public Improvement Fund balance 5-31-2016	\$ 257,316.16
Vehicle Replacement Fund balance 5-31-2016	\$ 311,597.43

M. McDonald reported the balance of the bond account is \$ 72,927.49 and the balance of the transaction account is \$ 1,019.57.

**BUILDING DEPARTMENT – R. TRIPP**

In May the building department collected \$2,326.67 in fees for permits with a construction cost of \$274,000. Permits include 5 building permits for 1 new house, 1 mobile home in park, 1 new porch, 1 above-ground pool, and 1 deck; 2 electrical permits, 3 mechanical permits, 1 plumbing permit, 3 site plan reviews and 2 address signs. There were two expired permit letters sent in May.

**ASSESSOR – VICKIE BRADLEY**

V. Bradley reported June 1<sup>st</sup> was the first deadline of the Principal Residence Exemption and totals were reported to Jackson County Equalization. The Tax Collection Warrant has been prepared for 2016 and will be turned over to the Treasurer. V. Bradley will be attending class on June 28, 2016.

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

S. Burnett reported he had worked 7 hours in May, received 5 complaints, verified 3 ordinance violations and issued 3 written warnings. 72 miles were driven.

**FIRE DEPARTMENT – R. WETMORE**

R. Wetmore reported the fire department responded to 38 calls in May including 30 medical calls, and 8 fire-related calls. R. Wetmore requested to purchase 6 sets of turnout gear at a cost of \$12,000. The purchase would be paid for with funds remaining in this fiscal year budget, and the balance from the Vehicle Replacement fund. He noted that turnout gear must be replaced every ten years. He has applied for grant funds to help with the cost of replacement. Moved by A. Faist, supported by M. McDonald to purchase turnout gear at a cost not to exceed \$12,000. Motion carried.

**TRANSFER STATION – A. GRIMES**

Monthly reported income:	\$ 4,244.00
Modern Waste:	\$ 2,559.72
Salary for Month:	\$ 1,012.50
Total Expenses:	\$ 3,759.51

Total recycled for May	9.63 tons or 19,260 pounds
Total recycled for 2016	37.61 tons or 72,220 pounds

**PLANNING COMMISSION – A. FAIST**

N. Hawley reported the planning commission held a Public Hearing for rezoning property from Ag to C-1. The planning commission gave their approval for rezoning and forwarded it to the Jackson County planning commission for their review. The planning commission also did a preliminary site plan review for the property being rezoned. The planning commission continues to work on amendments for permitted use in residential areas.

**UNFINISHED BUSINESS**

L. Grinage gave an update on legal issues. He noted that the Petschow case will be resubmitted later this month. He questioned whether the township wanted to

pursue reimbursement to recover costs for the Thurston case. The board is not interested in reimbursement as the only costs incurred were legal fees.

## **NEW BUSINESS**

A. Grimes presented the 2016-2017 budgets for review. All board members have a copy of the budget with all changes made after the work session. The board will meet in a Special Meeting on June 27, 2016 beginning at 4:00 p.m. to approve the final 2016-2017 budget. A. Faist requested that the township meet with Jackson County Road Department to discuss road paving in Henrietta Township.

A. Grimes presented a Resolution to Remove 3 Acres from PA116 for approval. He noted that the township had received a request to remove 3 acres located at 11084 McCreery Road from PA116. Moved by A. Faist, supported by S. Kasprzycki to adopt the Resolution to Remove 3 Acres from PA116 as presented. Roll Call Vote: A. Faist, yes; M. McDonald, yes; S. Keene, yes; S. Kasprzycki, yes; and A. Grimes, yes. Motion carried.

A. Grimes presented the 2016-2017 dates for the Township Board and Planning Commission Regular Meetings and the 2016-2017 Holiday Schedule for review and adoption. Moved by M. McDonald, supported by S. Keene to adopt the 2016-2017 meeting dates and holiday schedule as presented and reviewed. Motion carried.

A. Grimes presented a request to purchase two laptop computers to be used as electronic poll books for elections. Cost of the laptops is \$1,008. and will come from the 2015-2016 budget. Moved by S. Keene, supported by S. Kasprzycki to purchase two laptop computers for use at elections at a cost of \$1,008. Motion carried.

## **OTHER REPORTS/CORRESPONDENCE**

A. Grimes gave an update on the purchase of township property and noted the rezoning process is in progress and should be on the July agenda for township approval.

A. Grimes reported that the township property located at the corner of Bunkerhill Road and Coonhill Road was used by the fire department for training, and has been demolished. He added that the township board will need to decide what to do with this property.

## **PUBLIC COMMENT**

K. Coffman, Jackson County Treasurer spoke regarding her reelection for County Treasurer.

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

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

Meeting adjourned at 8:09 p.m.

S. Keene, Henrietta Township Clerk