

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

Regular Meeting  
August 9, 2017

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.

Moved by M. McDonald, supported by S. Keene to approve minutes of the Regular Meeting held on July 12, 2017 and the Special Meeting held on July 11, 2017 as presented and reviewed. Motion carried.

**SPECIAL ORDER**

None.

**PUBLIC COMMENT**

None.

**TREASURER’S REPORT – MARIA MCDONALD**

General Fund balance 7-31-2017	\$ 237,139.10
Delinquent Tax Account balance 7-31-2017	\$ 356.50
Stabilization Fund balance 7-31-2017	\$ 104,667.57
Public Improvement Fund balance 7-31-2017	\$ 389,852.72
Vehicle Replacement Fund balance 7-31-2017	\$ 75,795.10

**BUILDING DEPARTMENT – R. TRIPP**

In July the building department collected \$ \$3,610.00 in fees for permits with a construction cost of \$86,000.00. Permits include 7 building permits for 1 house built without permits, 1 covered pavilion, 1 pole garage, 2 porches, 1 sunroom and 1 pole building shell for a residence; 9 electrical permits, 6 mechanical permits, 1 plumbing permit, 6 site plan reviews and 1 address sign. There were 3 expired permits in July.

**ASSESSOR – VICKIE BRADLEY**

V. Bradley reported she had attended the Michigan Assessor Association classes from July 30<sup>th</sup> thru August 2<sup>nd</sup>, and took classes in New, Loss, Additions, Losses & Adjustments; Valuing Lakefront Properties; and To Exempt or Not to Exempt. She noted she is now working on building permits.

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

S. Burnett reported he had worked 35 hours in July, received 9 complaints, verified 11 ordinance violations, issued 5 written warnings, issued 6 verbal warnings, issued 2 civil infractions and drove 205 miles.

**FIRE DEPARTMENT – R. WETMORE**

R. Wetmore reported the fire department responded to 45 calls in July including 28 medical calls, 1 mutual aid structure fire in Rives Township, 1 mutual aid structure fire in the City of Jackson, 4 burning complaints, 6 fire alarms with no fire, 3 downed power lines, and 2 electrical fires. The chicken broil will be held August 26<sup>th</sup>.

**TRANSFER STATION – A. GRIMES**

Monthly reported income:	\$ 4,854.00
Modern Waste:	\$ -0-
Salary for Month:	\$ 1,225.00
Total Expenses:	\$ 1,447.43

Total recycled for July	4.99 tons or 9,980 pounds
Total recycled for 2017	59.75 tons or 119,500 pounds

A. Grimes noted that due to an accounting error, Modern Waste issued a credit for their services which resulted in no payment due to them this month.

**PLANNING COMMISSION – A. FAIST**

N. Hawley reported the planning commission discussed two meeting she had attended, one with the Jackson County Parks Director and one with Region 2 regarding safe walkways along road shoulders between the county park and Baseline Meridian State Park.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

A. Grimes presented the 2017-2018 Fund Allocation report for review. He recommended the township transfer \$100,000 from the General Fund and

disperse these funds to the Public Improvement Fund, Vehicle Replacement Fund and White Lake Weed Control Fund as indicated in the report. Moved by A. Faist, supported by M. McDonald to transfer \$100,000 from the General Fund and disperse to the Public Improvement Fund, Vehicle Replacement Fund, and White Lake Weed Control Fund as indicated in the 2017-2018 Fund Allocation report. Motion carried.

A. Grimes presented a bid from Mullins Asphalt to pave the drive at the Transfer Station for review and approval. The paving would begin in September. Moved by A. Faist, supported by S. Kasprzycki to contract with Mullins Asphalt to pave the Transfer Station as presented at a cost not to exceed \$50,280. Motion carried. Payment will be made from the Public Improvement Fund.

### **OTHER REPORTS/CORRESPONDENCE**

None.

### **PUBLIC COMMENT**

Mr. and Mrs. Dunham spoke regarding the weed control program.

A. Faist spoke on the condition of the roads, and noted that the townships who passed a millage for road repair will delay work done in other townships. He also noted that there is a need for free disposal of tractor tires similar to the free tire disposal for smaller tires that was held last month in conjunction with Rives and Tompkins townships.

Moved by A. Faist, supported by M. McDonald to pay the bills. Motion carried.

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

Meeting adjourned at 8:24 p.m.

S. Keene, Henrietta Township Clerk