

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

Regular Meeting
February 10, 2021

Meeting held via Zoom.

Meeting called to order at 7:30 p.m. Members present by roll call: A. Faist, S. Keene, A. Grimes, M. McDonald, S. Kasprzycki. A. Grimes explained that all votes will be held by roll call as recommended by Michigan Township Association for any Zoom meetings and noted the meeting was being recorded.

A. Grimes presented the agenda for review.

Moved by M. McDonald, supported by S. Keene, to approve minutes of the regular meeting held on January 13, 2021 as presented and reviewed. Roll Call: S. Keene, yes; M. McDonald, yes; A. Faist, yes; S. Kasprzycki, yes; A. Grimes, yes. Motion carried.

SPECIAL ORDER

None.

PUBLIC COMMENT

None.

TREASURER'S REPORT – MARIA MCDONALD

General Fund balance 1/31/21	\$ 320,657.67
Delinquent Tax Account balance 1/31/21	\$ 521.50
Stabilization Fund balance 1/31/21	\$ 101,774.85
Public Improvement Fund balance 1/31/21	\$ 331,912.53
Vehicle Replacement Fund balance 1/31/21	\$ 92,390.38
Total Interest Earned	\$ 18.91

BUILDING DEPARTMENT – R. TRIPP

The building department collected \$920.00 in fees during January with a construction cost of \$46,427. Permits include 1 building permit, 4 electrical permits, 2 mechanical permits, 1 plumbing permit, no site plan reviews, and 1 address sign. Letters were sent for 4 expired permits.

ORDINANCE ENFORCEMENT/ZONING - S. BURNETT

In January S. Burnett worked 14 hours, received 5 complaints, verified 5 ordinance violations, issued 4 written warnings and 1 verbal warning, had no civil infractions and drove 67 miles.

ASSESSOR

The assessing office has begun to prepare for the March board of review. This year it will be held via Zoom. The dates for March board of review are Tuesday, March 9th from 2-5 and 6-9 and Friday, March 12th from 9-noon and 1-4. Assessment notices will be mailed by the end of February.

FIRE DEPARTMENT – R. WETMORE

R. Wetmore reported the fire department responded to 35 calls in January. R. Wetmore presented information regarding upcoming grant applications, as well as an invoice for Henrietta Townships’ share of the cost of a grant writer. The invoice is estimated to be \$2,581.06. The grants include funds for turnout gear, Lucas/AED machine, and RIT equipment. Matching funds from the township include \$14,000 for turnout gear and \$4,000 for RIT equipment. Matching funds for the Lucas/AED machine will come from the firefighters fund as they have been fund raising for this equipment. \$18,000 will need to be budgeted for 2021-2022 fiscal year to cover matching funds. Moved by M. McDonald, supported by S. Keene to approve payment not to exceed \$2,600 for Henrietta Townships’ portion of the grant writer fees. Roll call: S. Keene, yes; M. McDonald, yes; S. Kasprzycki, yes; A. Faist, yes; and A. Grimes, yes. Motion carried.

TRANSFER STATION – A. GRIMES

Monthly reported income:	\$ 4,599.00
Modern Waste:	\$ 2,249.05
Salary for Month	\$ 1,297.50
Total Expenses:	\$ 3,789.00

Total recycled for January	11.58 Tons or 23,160 Pounds
Total recycled for 2021	11.58 Tons or 23,160 Pounds

PLANNING COMMISSION – N. Hawley

N. Hawley reported the planning commission will meet via Zoom on March 23, 2021. They are updating the quarry ordinance to meet current state regulations; and will also be discussing the Jackson County Foundation grant. N. Hawley also noted the Jackson County Conservation District is selling plants, trees, and shrubs. Order forms are available at the township office.

UNFINISHED BUSINESS

A. Grimes reported he had no ordinance violation updates at this time.

NEW BUSINESS

A. Grimes presented the list of Board of Review members for appointment, including Sharon Young, Mary Shean, Donald Fay and Jacob Faist. Moved by M. McDonald, supported by S. Kasprzycki to appoint Sharon Young, Mary Shean, Donald Fay and Jacob Faist to the Board of Review. Roll Call: S. Keene, yes; M. McDonald, yes; A. Faist, yes; S. Kasprzycki, yes; A. Grimes, yes. Motion carried.

A. Grimes presented a Resolution to Allow Local Residents to Protest to Board of Review in Writing for review and adoption. Following discussion, moved by S. Keene, supported by M. McDonald to adopt the Resolution to Allow Local Residents to Protest to Board of Review in Writing as presented and reviewed. Roll call: S. Keene, yes; M. McDonald, yes; A. Faist, yes; S. Kasprzycki, yes; and A. Grimes, yes. Motion carried.

A. Grimes presented the Application for Poverty Exemption, Resolution for Poverty Exemption and Federal Poverty Guidelines for 2021 Assessments for review and adoption. Following discussion, moved by S. Keene, supported by A. Faist to adopt the Application for Poverty Exemption, Resolution for Poverty Exemption and Federal Poverty Guidelines for 2021 Assessments as presented and reviewed. Roll Call: S. Keene, yes; M. McDonald, yes; A. Faist, yes; S. Kasprzycki, yes; A. Grimes, yes. Motion carried.

A. Grimes presented the constitutional revenue sharing projections for 2021. Henrietta Township is projected to see an increase of 4.9% for a total of \$426,028.

A. Grimes requested a budget review meeting be scheduled. The meeting will be held on Wednesday, February 17th beginning at 3 p.m. via zoom.

OTHER REPORTS/CORRESPONDENCE

A. Grimes reported the township had received a Covid reimbursement check for unbudgeted 2020 expenses in the amount of \$1,800.

PUBLIC COMMENT

N. Hawley reported the Pleasant Lake fireworks are scheduled for July 3, 2021.

Moved by A. Faist, supported by M. McDonald, to pay the bills as submitted and reviewed. Roll Call: S. Keene, yes; M. McDonald, yes; A. Faist, yes; S. Kasprzycki, yes; A. Grimes, yes. Motion carried.

Moved by M. McDonald, supported by S. Keene, to adjourn the meeting. Roll Call: S. Keene, yes; M. McDonald, yes; A. Faist, yes; S. Kasprzycki, yes; A. Grimes, yes. Motion carried. Meeting adjourned at 8:25 p.m.

Sally J. Keene, Clerk
Henrietta Township