

DRAFT

PENNFIELD CHARTER TOWNSHIP PUBLIC HEARING/BOARD MEETING MINUTES JANUARY 10, 2017

PUBLIC HEARING

Supervisor Morgan called the Public Hearing to order at 6:00 PM at the Pennfield Middle School cafeteria. Present were Supervisor Morgan, Clerk Case, Treasurer Jackson and Trustees Damerow, Goodman, Herbstreith and Skelding. There were 26 residents present.

The purpose of the Public Hearing was to hear comments on the proposed Little Clear Lake Special Assessment District. A presentation was given by Nate Karsten from PLM Lake & Land Management Corporation.

There was a question/comment time from Board Members and then from the public. A motion was made by Trustee Herbstreith and supported by Trustee Goodman to adjourn the public hearing at 6:36 PM. **Motion carried.**

BOARD MEETING MINUTES

Supervisor Morgan called the Meeting to order at 6:41 PM at the Pennfield Middle School Cafeteria. Present were Supervisor Morgan, Clerk Case, Treasurer Jackson and Trustees Damerow, Goodman, Herbstreith and Skelding. The Pledge of Allegiance was recited.

PRESENTATION

A presentation was made by Supervisor Morgan to honor the business "Pennfield Pizza". A plaque was presented to Michael & Matthew Horseman.

CITIZEN/PUBLIC COMMENT

None

ADDITIONS/DELETIONS TO THE AGENDA

It was moved by Trustee Herbstreith and supported by Trustee Goodman to approve the Agenda as presented. **Motion carried.**

APPROVAL OF THE CONSENT AGENDA

It was moved by Trustee Herbstreith and supported by Trustee Goodman to approve the Consent Agenda as presented. **Motion carried.** The Consent Agenda consists of the following items:

1. Meeting minutes of December 13, 2016
2. Utilities Division monthly report – see addendum
3. Code Compliance monthly report – see addendum
4. Permits Department monthly report – see addendum
5. Assessor Department monthly report – see addendum
6. Cemetery Department monthly report – see addendum
7. Zoning/Township monthly report
8. SAW Grant monthly report
9. Life Care Ambulance monthly report

PUBLIC SAFETY REPORTS

POLICE: Lt. Wiersma was present from the Calhoun County Sheriff's Department to give the monthly report. The monthly stats are as follows: 71 traffic citations, 113 verbal warnings, 30 crashes, 48 arrests, 46 self generated complaints, 216 dispatched complaints and 1,151 property inspections.

FIRE: Chief Smith was present from the Fire Department to give the monthly report. The stats are as follows: 6 fires, 59 rescue & medical emergencies, 8 hazardous conditions, 8 hazardous conditions, 2 good intent calls.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Adoption of Pennfield Charter Township Resolution 17-01

PENNFIELD CHARTER TOWNSHIP RESOLUTION #17-01

(a Resolution confirming the Special Assessment Roll for the Clear Lake Aquatic Weed Special Assessment District No. 17-01)

WHEREAS, the Pennfield Township Board, after due and legal notice, has conducted a public hearing upon a proposed assessment roll prepared by Supervisor Dave Morgan and Township Assessor Dan Brunner, and

WHEREAS, the required hearing was preceded by proper notice in the Battle Creek Shopper (published on December 29, 2016 and again on January 5, 2017), and by first-class mail notice to each property owner of record within said district and upon said assessment roll, and

WHEREAS, the Township Board previously adopted *Pennfield Charter Township Resolution #16-56* (a Resolution accepting a citizens petition for the creation of a special assessment district around Clear Lake) and *Pennfield Charter Township Resolution #16-57* (a Resolution declaring the township boards intent to create a special assessment district with designated boundaries as well as tentatively approving the project and its estimated cost)

WHEREAS, comments were received to said roll and levy, and

WHEREAS, no written objections were received to said roll and levy, and

WHEREAS, the oral comments received indicated the reasonableness of said roll and levy

SO, THEREFORE BE IT RESOLVED,

- 1) that the assessment roll submitted by the township supervisor and township assessor shall hereafter be designated as the *Clear Lake Aquatic Weed Special Assessment District No. 17-01* and that the special assessments shall be divided into 50 equal annual installment of principal with the first installment due with the 2017 Winter Tax Notice
- 2) that if any installation of the special assessment is not paid when due, the installment shall be considered to be delinquent and there shall be collected, in addition to interest as provided, a penalty of 1% for each month it remains unpaid
- 3) that the assessment made in said special assessment roll are hereby and directed to be collected by the township treasurer, and the township clerk shall deliver said special assessment roll to said treasurer with warrant attached, commanding the treasurer to collect such assessments in accordance with the direction of the township board and PA 188

Moved by: Trustee Herbstreith

Supported by: Trustee Goodman

Supervisor Morgan – Yes

Trustee Damerow – Yes

Clerk Case – Yes

Trustee Goodman – Yes

Treasurer Jackson – Yes

Trustee Herbstreith – Yes

Trustee Skelding – No

Vote shows 6 yes, 1 no. **Resolution 17-01 is adopted.**

2. Adoption of Pennfield Charter Township Resolution 17-02

**PENNFIELD CHARTER TOWNSHIP RESOLUTION #17-02
(a Resolution amending the PERMITS/INSPECTIONS budget for
Fiscal Year 2016-17)**

BE IT RESOLVED, that the Pennfield Charter Township Board hereby approves the following budget amendment for Fiscal Year 2016-17:

	Debit	Credit
1. Amend revenues to add/amend line item		
249-000.000-611.000, Mechanical Permits		\$1,109.00
249-000.000-612.000, Building Permits		\$2,475.00
249-000.000-613.000, Electrical Permits		\$3,212.00
249-000.000-614.000, Plumbing Permits		\$3,071.00
249-000.000-620.000, Mechanical Registration		\$100.00
249-000.000-621.000, Plumbing Registration		\$107.00
249-000.000-664.000, Interest		\$18.00
249-000.000-664.002, Workers Compensation		\$40.00
2. Amend expenses to add/increase/decrease line item		
249-371.000-702.002, Building Inspector Wage	\$1,726.00	
249-371.000-702.004, Plumbing Inspector Wage	\$1,718.00	
249-371.000-775.000, R/M- Building	\$529.00	
249.371.000-850.000, Communications	\$350.00	
249-371.000-890.000, Contingency Fund	\$5,724.00	
249-371.000-964.000, Refunds & Reimbursements	\$85.00	
TOTALS	\$10,132.00	\$10,132.00

Moved by: Trustee Herbstreith

Supported by: Trustee Goodman

Supervisor Morgan – Yes

Trustee Damerow – Yes

Clerk Case – Yes

Trustee Goodman – Yes

Treasurer Jackson – Yes

Trustee Herbstreith – Yes

Trustee Skelding – Yes

Vote shows 7 yes, -0- no. **Resolution 17-02 is adopted.**

3. Adoption of Pennfield Charter Township 17-03

**PENNFIELD CHARTER TOWNSHIP RESOLUTION #17-03
(a Resolution amending the ROAD CONSTRUCTION 2015 budget
for Fiscal Year 2016-17)**

BE IT RESOLVED, that the Pennfield Charter Township Board hereby approves the following budget amendment for Fiscal Year 2016-17:

	Debit	Credit
1. Amend revenues to add/amend line item		
430-000.000-664.000, Interest		\$9,399.00
430-000.000-697.001, Metro Act- Transfer In		\$1,000.00
2. Amend expenses to add/increase/decrease line item		
430-000.000-802.000, Legal		\$2,500.00
430-000.000-805.000, Professional Services	\$21,685.00	
430-000.000-861.000, Mileage	\$885.00	
430-000.000-890.000, Contingency Fund		\$7,825.00
430-000.000-901.000, Printing/Publishing		\$2,500.00
430-000.000-956.000, Miscellaneous Expense	\$654.00	
TOTAL:	\$23,224.00	\$23,224.00

Moved by: Trustee Herbstreith

Supported by: Trustee Goodman

Supervisor Behnke – Yes

Trustee Damerow – Yes

Clerk Case – Yes

Trustee Goodman – Yes

Treasurer Jackson – Yes

Trustee Harris – Yes

Trustee Skelding – Yes

Vote shows 7 yes, -0- no. **Resolution 17-03 is adopted.**

4. Adoption of Pennfield Charter Township Resolution 17-04

**PENNFIELD CHARTER TOWNSHIP RESOLUTION#17-04
(a Resolution amending the SEWER budget for Fiscal Year 2016-17)**

BE IT RESOLVED, that the Pennfield Charter Township Board hereby approves the following budget amendment for Fiscal Year 2016-17:

	Debit	Credit
1. Amend revenues to add/amend line item		
590-000.000-664.000, Interest		\$3,406.00
#590-000.000-664.002, Workers Compensation		\$312.00
2. Amend expenses to add/increase/decrease line item		
590-000.000-775.000, Repair/Maintenance-Building	\$3,700.00	
590-000.000-802.000, Legal	\$3,000.00	
590-000.000-803.000, Accounting Fees	\$300.00	
590-000.000-805.000, Professional Services	\$7,500.00	
590-000.000-861.000, Mileage	\$69.00	
590-000.000-890.000, Contingency Fund		\$10,862.00
590-000.000-956.000, Miscellaneous	\$11.00	
TOTALS	\$14,580.00	\$14,580.00

Moved by: Trustee Herbstreith

Supported by: Trustee Goodman

Supervisor Morgan – Yes

Trustee Damerow – Yes

Clerk Case – Yes

Trustee Goodman – Yes

Treasurer Jackson – Yes

Trustee Harris – Yes

Trustee Skelding – Yes

Vote shows 7 yes, -0- no. **Resolution 17-04 is adopted.**

5. Adoption of Pennfield Charter Township Resolution 17-05

**PENNFIELD CHARTER TOWNSHIP RESOLUTION #17-05
(a Resolution amending the WATER budget for Fiscal Year 2016-17)**

BE IT RESOLVED, that the Pennfield Charter Township Board hereby approves the following budget amendment for Fiscal Year 2016-17:

	Debit	Credit
1. Amend revenues to add/amend line item		
591-000.000-555.000, State Grant Monies		\$1,516.00
591-000.000-664.002, Workers Compensation		\$168.00
591-000.000-694.000, Miscellaneous Income		\$362.00
2. Amend expenses to add/increase/decrease line item		
591-000.000-727.000, Office Supplies	\$1,000.00	
591-000.000-775.000, R/M- Building	\$3,457.00	
591-000.000-777.000, R/M-Equipment	\$750.00	
591-000.000-802.000, Legal	\$750.00	
591-000.000-803.000, Accounting Fees	\$300.00	

591-000.000-805.000, Professional Services	\$600.00	
591-000.000-820.000, Membership/Dues	\$65.00	
591-000.000-901.000, Printing/Publishing	\$912.00	
591-000.000-850.000, Communications	\$300.00	
591-000.000-977.000, Capital Outlay-Equipment		\$6,088.00
TOTALS	\$8,134.00	\$8,134.00

Moved by: Trustee Herbstreith Supported by: Trustee Goodman

Supervisor Morgan – Yes	Trustee Damerow – Yes
Clerk Case – Yes	Trustee Goodman – Yes
Treasurer Jackson – Yes	Trustee Harris – Yes
	Trustee Skelding – Yes

Vote shows 7 yes. -0- no. **Resolution 17-05 is adopted.**

6. Adoption of Pennfield Charter Township Resolution 17-06

PENNFIELD CHARTER TOWNSHIP RESOLUTION #17-06
(a Resolution amending the SAW GRANT budget for
Fiscal Year 2016-17)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby approves the following budget amendment for Fiscal Year 2016-17:

	Debit	Credit
1. Amend expenses to add/increase/decrease line item		
592-000.000-802.000, Legal	\$1,533.00	
592-000.000-805.000, Professional Services		\$1,533.00
TOTALS	\$1,533.00	\$1,533.00

Moved by: Trustee Herbstreith Supported by: Trustee Goodman

Supervisor Morgan – Yes	Trustee Damerow – Yes
Clerk Case – Yes	Trustee Goodman – Yes
Treasurer Jackson – Yes	Trustee Harris – Yes
	Trustee Skelding – Yes

Vote shows 7 yes, -0- no. **Resolution 17-06 is adopted.**

7. Adoption of Pennfield Township Resolution 17-07

**PENNFIELD CHARTER TOWNSHIP RESOLUTION #17-07
(a Resolution amending the GENERAL FUND budget for Fiscal Year 2016-17)**

BE IT RESOLVED, that the Pennfield Charter Township Board hereby approves the following budget amendment for Fiscal Year 2016-17:

	<u>Debit</u>	<u>Credit</u>
1. Amend revenues to add/amend line item		
101-000.000-456.000, Conditional Use Permits		\$670.00
101-000.000-458.000, Miscellaneous Permits		\$240.00
101-000.000-606.000, 425 Share		\$1,376.00
101-000.000-627.000, Tax Collection		\$843.00
101-000.000-628.001, Cost Recovery		\$16,663.00
101-000.000-662.000, Address Signs		\$242.00
101-000.000-664.002, Workers Compensation		\$1,877.00
101-000.000-694.000, Miscellaneous Income		\$4,909.00
101-000.000-694.004, Property Demolition		\$2,235.00
2. Amend expenses to add/increase/decrease line item		
TOWNBOARD-		
101-101.000-956.000, Miscellaneous Expense	\$200.00	
101-101.000-956.001, Prior Year Tax	\$200.00	
SUPERVISOR-		
101-171.000-702.000, Salary		\$1,000.00
101-171.000-716.000, Employee Insurance		\$3,500.00
101-171.000-861.000, Mileage	\$300.00	
ELECTIONS-		
101-191.000-702.000, Salaries		\$1,850.00
101-191.000-715.000, Social Security		\$800.00
101-191.000-819.000, Conference/Education	\$2,500.00	
101-191.000-859.000, Election Programming	\$4,451.00	
101-191.000-861.000, Mileage	\$450.00	
101-191.000-902.000, Advertising		\$450.00
101-191.000-956.000, Miscellaneous Expense	\$53.00	
101-191.000-977.000, Capital Outlay-Equipment		\$550.00
ASSESSOR-		
101-209.000-740.000, Operating Supplies	\$33.00	
GENERAL OFFICE-		
101-249.000-702.000, Salaries	\$15,000.00	
101-249.000-716.000, Employee Insurance	\$4,000.00	
101-249.000-740.000, Operating Supplies	\$900.00	
101-249.000-803.000, Accounting Fees	\$900.00	
101-249.000-805.000, Professional Services		\$5,000.00

101-249.000-819.000, Conference/Education	\$25.00	
101-249.000-820.000, Membership/Dues	\$31.00	
TREASURER-		
101-253.000-819.000, Conference/Education	\$550.00	
BUILDING & GROUNDS-		
101-265.000-775.000, R/M- Building	\$800.00	
101-265.000-805.000, Professional Fees	\$200.00	
101-265.000-975.000, Capital Outlay-Building		\$1,500.00
101-265.000-977.000, Capital Outlay-Equipment		\$500.00
CEMETERY-		
101-276.000-740.000, Operating Supplies	\$850.00	
101-276.000-750.000, Gas	\$100.00	
101-276.000-775.000, R/M- Building		\$500.00
101-276.000-776.000, R/M- Vehicle		\$500.00
101-276.000-777.000, R/M- Equipment		\$1,000.00
101-276.000-805.000, Professional Services		\$750.00
101-276.000-902.000, Advertising		\$900.00
101-276.000-958.000, Cemetery Plot Buy Back	\$13.00	
101-276.000-971.001, Capital Outlay Land Improvement	\$4,000.00	
101-276.000-977.000, Capital Outlay-Equipment		\$1,400.00
101-276.000-981.000, Capital Outlay- Vehicle	\$3,500.00	
POLICE-		
101-301.000-851.000, Telephone		\$900.00
101-301.000-852.000, Dispatch		\$3,797.00
101-301.000-924.000, Sewer/Water Billing	\$300.00	
FIRE CHIEF-		
101-302.000-716.000, Employee Insurance		\$10,000.00
FIRE-		
101-336.000-704.000, Part-time Salaries	\$10,000.00	
101-336.000-727.000, Office Supplies	\$150.00	
101-336.000-740.000, Operating Supplies	\$1,000.00	
101-336.000-775.000, R/M- Building	\$3,100.00	
101-336.000-777.000, R/M- Equipment	\$1,800.00	
101-336.000-805.000, Professional Services	\$1,500.00	
101-336.000-805.001, Cost Recovery Fees	\$300.00	
101-336.000-818.000, Part-time Education	\$1,350.00	
101-336.000-852.000, Dispatch	\$4,100.00	
101-336.000-977.000, Capital Outlay-Equipment	\$11,653.00	
101-336.000-994.000, Debt Service		\$1,428.00
OTHER APPROPRIATIONS-		
101-960.000-890.000, Contingency Fund		\$8,929.00
TOTALS	\$74,309.00	\$74,309.00

Moved by: Trustee Herbstreith Supported by: Trustee Goodman

Supervisor Morgan – Yes	Trustee Damerow – Yes
Clerk Case – Yes	Trustee Goodman – Yes
Treasurer Jackson – Yes	Trustee Herbstreith – Yes
	Trustee Skelding – Yes

Vote shows 7 yes, -0- no. **Resolution 17-07 is adopted.**

8. Adoption of Pennfield Charter Township Resolution 17-08

PENNFIELD CHARTER TOWNSHIP RESOLUTION #17-08

(a Resolution authorizing the submittal of a bid proposal for sidewalk replacement, tree removal and concrete curb & gutter replacement in the Verona Park Addition subdivision)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby authorizes the submittal of a bid proposal for sidewalk replacement, tree removal and concrete curb and gutter replacement in the Verona Park Addition subdivision

Moved by: Trustee Herbstreith Supported by: Trustee Goodman

Supervisor Morgan – Yes	Trustee Damerow – Yes
Clerk Case – Yes	Trustee Goodman – Yes
Treasurer Jackson- Yes	Trustee Herbstreith – Yes
	Trustee Skelding – Yes

Vote shows 7 yes, -0- no. **Resolution 17-08 is adopted.**

9. Adoption of Pennfield Charter Township Resolution 17-09

PENNFIELD CHARTER TOWNSHIP RESOLUTION 17-09

(a Resolution which will transfer the Web Administrator position from Rob Behnke to Dave Morgan on or before April 1, 2017)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby authorizes the transfer of the Web Administrator position from Rob Behnke to Dave Morgan on or before April 1, 2017

Moved by: Trustee Herbstreith Supported by: Trustee Goodman

Supervisor Morgan – Abstained	Trustee Damerow – Yes
Clerk Case – Yes	Trustee Goodman – Yes
Treasurer Jackson – Yes	Trustee Herbstreith – Yes
	Trustee Skelding – Yes

Vote shows 6 yes, -0- no and 1 abstain. **Resolution 17-09 is adopted.**

10. Election Commission Appointments

It was moved by Trustee Herbstreith and supported by Trustee Goodman to appoint Trustee Damerow, Trustee Herbstreith and Clerk Case to the Pennfield Charter Township Election Commission for 2017. **Motion carried.**

TREASURER'S MONTHLY REPORT

December, 2016 monthly report shows the following balances:

General Fund	\$588,446.58
Road Bond	\$1,234,139.77
Metro Act – Maint.	\$4,090.89
Parks	\$5,363.11
Public Safety	\$351.52
Sewer	\$942,302.72
Sewer – SAW Grant	(\$2,023.65)
Water	\$1,085,923.27
Trust & Agency	\$39,419.33
Tax Collection	\$904,691.87
TOTAL:	\$4,772,705.41

It was moved by Trustee Herbstreith and supported by Trustee Skelding to approve the Treasurer's monthly report. **Motion carried.**

PAYMENT OF MONTHLY BILLS

It was moved by Trustee Herbstreith and supported by Trustee Skelding to approve the payment of the monthly bills in the amount of \$1,718,785.29. **Motion carried.**

EXTENDED PUBLIC COMMENTS

Residents had questions/comments on the following: roads, budget amendments.

TOWNSHIP BOARD MEMBER COMMENTS

Trustee Skelding – Question on the “no braking” signs
Trustee Goodman – None
Clerk Case – None
Treasurer Jackson - None
Trustee Herbstreith – None
Trustee Damerow – None

ANNOUNCEMENTS BY THE CHAIRPERSON

The next regularly scheduled Township Board meeting will be Tuesday, February 14, 2017.
The next monthly recycling weekend will be January 28th and 29th. The Township office will be closed Monday, January 16, 2017 in observance of Martin Luther King Day.

It was moved by Trustee Herbstreith and supported by Trustee Goodman to adjourn the meeting at 7:28 PM. **Motion carried.**

David P. Morgan – Supervisor

Kathleen R. Case – Clerk

ADDENDUM A – DEPARTMENT REPORTS

UTILITIES

The stats for the month of December, 2016 are as follows: 1,200 meter reads, 5 corrective work orders and 11 Miss Digs.

CODE ENFORCEMENT

The following was completed for the month of December, 2016:

1. Conducted property inspections for new complaints and follow up inspections of previous complaints.
2. Received 5 new complaints: 3 inoperable vehicles, 2 junk/trash.

ASSESSOR

1. All Homestead, Property Transfer Affidavits & Deeds are current. There were 25 transfers of property for the month: 13 foreclosure related and 12 regular sales.
2. Miscellaneous phone & in person inquiries about assessments & descriptions
3. Visited properties with new construction
4. Prepared reports for Clear Lake Special Assessment

CEMETERY

Burial – 1	\$500.00
TOTAL:	\$500.00

PERMITS

Building – 6	\$1,842.72
Electrical – 7	\$953.00
Mechanical – 10	\$1,141.00
Plumbing – 3	\$473.00
Rental – 1	\$160.00
TOTAL:	\$4,569.72

UTILITY DEPARTMENT

MONTHLY REPORT

January, 2017

DATE	WATER (CITY) USAGE METERED (GALLONS)	WATER (PENNSFIELD) USAGE METERED (GALLONS)	SEWER USAGE METERED (GALLONS)	WATER/SEWER BILLS SENT	SHUT OFF NOTICES SENT	CHANGES IN OWNERSHIP TENANCY
October, 2016	1,515,448	3,195,456	9,343,268	1,828	259	9
November, 2016	1,208,768	3,128,884	9,531,764	1,836	272	17
December, 2016	1,588,752	3,758,700	10,521,742	1,832	226	10
January, 2017	1,383,800	3,594,888	9,732,228	1,823	309	11
February, 2017						
March, 2017						
April, 2017						
May, 2017						
June, 2017						
July, 2017						
August, 2017						
September, 2017						
YTD	5,696,768	13,677,928	29,597,238	7,319	1,066	47

Total billing days Oct 146 Total billing days Nov 147 Total billing days Dec 147 Total billing days Jan. 147 Total billing days Feb 147 Total billing days Mar 147 Total billing days Apr 146

Total billing days May 147 Total billing days June 174 Total billing days July 147 Total billing days Aug 147 Total billing days Sept 147



Pennfield Township Utility Department Monthly Report for January 2017

Water Quality

Our monthly bacterial samples came back negative, for the month.

Customer Service

Description	Totals
Meter reads	1,200 (approx)
Water Usage-Metered (Gallons)	3,594,888
Sewer Usage - Metered (Gallons)	9,732,228
Water and Sewer bills sent out	1,823
Shutoff notices sent out	309
Services off for non-payment	7
Services back on for non-payment	5
Services off for vacant properties	0
Final Reads	4
Corrective work orders (repair/install meters, radio read boxes, repair wires)	6
Changes in ownership/tenancy/name reinstate service	11
Miss Digs	9

Special Interest: We shut off and reinstated two services for plumbing repair.
We had two high consumption complaints, both were because of running toilets.
Attended a class put on by MRWA in Union City, "Confined Entry Awareness"
continued learning program for credits to go on our licenses.

Sincerely yours

Utility Dept.

**Pennfield Township
Code Enforcement Board Report
February 2017**

Complaint #	Property Address	Complaint Type	Date Filed	Status
E17-001	138 Van Armon	Junk/Trash	1/3/2017	Notice
E17-002	342 Arcadia	Junk/Trash	1/5/2017	Investigation
E17-003	665 E Roosevelt	Inoperable Vehicles	1/3/2017	Investigation
E17-004	140 Van Armon	Junk/Trash	1/12/2017	Closed
E17-005	317 Cooper	Junk/Trash	1/12/2017	Closed
E17-006	125 E Sunset	Junk/Trash	1/12/2017	Closed
E17-007	469 Cooper	Junk/Trash	1/30/2017	Closed

Complaint Category	Totals
Front Yard Parking	0
Grass	0
Inoperable Vehicles	1
Junk/Trash	6
Township Ordinance	0
Total Complaints	7

Monthly Permit List

01/31/17

Building

PB17-002	01/11/2017	BECKWITH BRIAN E & KRISTI	8390 BELLEVUE RD	JOHN MATTHEW COONEY	Pole Barn	\$20,200	294.00
PB17-003	01/17/2017	CLAY VELMA L	77 HARRIET LANE	MAINSTONE CONSTRUCTION CO	Alter/Repair	\$50,000	300.40
PB17-004	01/19/2017	M-66 BOWL INC	19794 CAPITAL AVE NE	NATIONAL SIGN & SIGNAL COMPA	Sign	\$26,850	642.00
PB17-005	01/18/2017	PATTERSON SEAN A & EMILY	137 RUSTIC LANE	SUMMITT BUILDING SERVICES LLC	Roof	\$12,575	100.00
PB17-006	01/25/2017	MCNEES VENA M	163 SHARON		Porch	\$500	245.00
PB17-007	01/27/2017	BOYD THOMAS J	10579 CLEAR LAKE AVE	AYERS BASEMENT SYSTEMS	Alter/Repair	\$24,405	175.00
PB17-008	01/26/2017	ROACH SHAWN & ROCHELLE	901 CAPITAL AVE NE		Commercial, Alter/Repa	\$1,420	250.00
PB17-009	01/27/2017	MROZINSKI RONALD E & PEG	342 ARCADIA BLVD	MAINSTONE CONSTRUCTION CO	Raze	\$7,500	100.00

Permit Total: 8

Fee Total: 2,106.40

Electrical

PE17-001	01/11/2017	GENO RICHARD L & JANET	21322 EAST AVE NORTH	KERWIN ELECTRIC INC	Alter/Repair	\$0	153.00
PE17-002	01/12/2017	BOYD THOMAS J	10579 CLEAR LAKE AVE	AYERS BASEMENT SYSTEMS	Alter/Repair	\$0	150.00
PE17-003	01/18/2017	GALLOWAY SARA M	20419 NORTH AVE	MAIRS ELECTRICAL	Alter/Repair	\$0	150.00
PE17-004	01/20/2017	M-66 BOWL INC	19794 CAPITAL AVE NE	J & L ELECTRIC	Sign	\$0	100.00
PE17-005	01/23/2017	ROACH SHAWN & ROCHELLE	901 CAPITAL AVE NE	DRALLETTE BUILDERS, INC	Commercial, Alter/Repa	\$0	100.00
PE17-006	01/24/2017	TOURIE KEVIN & JULIE	235 DOGWOOD TRAIL	ALLIANCE ELECTRIC OF MICHIGAN	Alter/Repair	\$0	153.00
PE17-007	01/30/2017	HOISINGTON THOMAS H & N	165 NORAVE DRIVE	L.M. ELECTRIC INC	Alter/Repair	\$0	100.00

Permit Total: 7

Fee Total: 906.00

Mechanical

PM17-001	01/03/2017	COLEMAN JERRY & KIM	280 BORDEN DRIVE	SIMS ELECTRIC	Alter/Repair	\$0	100.00
PM17-002	01/10/2017	HALLAXS CATHERINE L	227 MILTON	SIMS ELECTRIC	Alter/Repair	\$0	113.00
PM17-003	01/24/2017	TOURIE KEVIN & JULIE	235 DOGWOOD TRAIL	ALLIANCE ELECTRIC OF MICHIGAN	Alter/Repair	\$0	150.00

Monthly Permit List

01/31/17

PM17-004	01/24/2017	FELTNER CONNIE	162 S CARLETON	HODGSON HEATING & COOLING	Alter/Repair	\$0	144.00
PM17-005	01/24/2017	CEI APARTMENT FUND 3, LLC	1417 CAPITAL AVE NE	QUALITY FIRST HEATING & COOL	Alter/Repair	\$0	175.00
PM17-006	01/25/2017	HOISINGTON THOMAS H & N	165 NORAVE DRIVE	KIDDER HEATING & A/C INC	Alter/Repair	\$0	100.00
PM17-007	01/26/2017	FADEL MARILYN W	1042 NORTH AVE	WKC PLUMBING & PIPING	Alter/Repair	\$0	100.00
PM17-008	01/26/2017	HUFFMAN GARY	417 ARCADIA BLVD	KIDDER HEATING & A/C INC	Alter/Repair	\$0	100.00
PM17-009	01/27/2017	KELLOGG COMMUNITY FEDER	1425 CAPITAL AVE NE	CROOKS PLUMBING & HTG	Commercial, Alter/Repa	\$0	100.00

Permit Total: 9 *Fee Total: 1,082.00*

Plumbing

PP17-001	01/09/2017	ELLIOT KENT FRANKLIN JR	20449 NORTH AVE	OHIO BATH SOLUTIONS	Alter/Repair	\$0	100.00
PP17-002	01/18/2017	GALLOWAY SARA M	20419 NORTH AVE	CASE PLUMBING	Alter/Repair	\$0	193.00
PP17-003	01/18/2017	BONILLA FELIPE	8 OXFORD	CASE PLUMBING	Alter/Repair	\$0	100.00

Permit Total: 3 *Fee Total: 393.00*

RENTAL

PR17-0001	01/24/2017	BECHMAN FREDERICK H	9657 HUNTINGTON RD		RENTAL	\$0	160.00
PR17-0002	01/26/2017	WOOTON BILLY RAY & BREN	119 HOPKINS		RENTAL	\$0	160.00

Permit Total: 2 *Fee Total: 320.00*

Permit Total: 29 *Total Fees: 4,807.40*

Pennfield Charter Township

20260 Capital Avenue NE, Battle Creek, MI 49017
(269) 968-8549 - Fax (269) 968-2021 - www.pennfieldtwp.com

"A great place to live - A great place to grow"

To: Dave Morgan Supervisor

From: Daniel Brunner, Assessor

Re: January Status Report

Date: 2/10/2017

- * Processed 10 transfers of property (8) Arms-Length Sales, (2) Foreclosure Related
- * All Deeds, homestead & Transfer affidavits are current
- * Prepared sales analysis for 2017 valuations
- * Prepared assessments in compliance with County Studies
- * Miscellaneous phone & in person inquiries about assessments & descriptions

PENNFIELD CHARTER

PROPERTY TRANSFERS 1/01/2017 THRU 1/31/2017

02/10/2017

Page 1/1

PROPERTY ADDRESS	HOUSE STYLE	SIZE	ACREAGE	CLASS	SALE PRICE \$	SEV \$	TYPE OF SALE	SALE DATE
1 417 ALVENA 13-18-645-014-00	RANCH	1,331 sq ft	0.25	401	59,000	37,010 HUD TO	FORECLOSURE RESALE BOWEN STEPHEND	01/16/2017
2 22240 CAPITAL AVE NE 13-18-009-228-00	RANCH	1,505 sq ft	21.94	401	100,000	0 HANKS STEVE TRUST TO	ARMS-LENGTH USMAN PROPERTY MANAGEMENT LLC	01/05/2017
3 315 CLARENCE BLVD 13-18-951-028-20	DOUBLEWIDE	1,248 sq ft	0.75	401	58,500	32,900 DUBOIS JAMES & PATRICIA TO	SHERIFF FORECLOSURE MIDFIRST BANK	01/12/2017
4 308 CLAYTON 13-18-641-003-00	RANCH	844 sq ft	0.37	401	73,900	32,860 KELLY SUE C & JAMES L, SR TO	ARMS-LENGTH WOODARD WILLIAM R & MARJORIE J	01/06/2017
5 21527 CLEAR LAKE RD 13-18-014-356-10	DOUBLEWIDE	1,456 sq ft	3.31	401	124,000	36,130 CRANE JANICE C & RICKY L TO	ARMS-LENGTH CURTIS DEBORAH	01/23/2017
6 20108 EAST AVE NORTH 13-18-560-003-00	RANCH	1,066 sq ft	0.46	401	77,250	27,440 FALES JENNIFER D TO	ARMS-LENGTH WINKLER BARBARA A	01/06/2017
7 19 EATON 13-18-300-178-00	RANCH	1,150 sq ft	0.15	401	72,000	35,440 ROYALTY GAY ELIZABETH, ETAL TO	ARMS-LENGTH GRAHAM SHANNON M	01/25/2017
8 15 EATON 13-18-300-176-00	RANCH	768 sq ft	0.30	425	0	7,760 ROYALTY GAY ELIZABETH, ETAL TO	ARMS-LENGTH GRAHAM SHANNON M	01/25/2017
9 0 JESSUP RD & BELLEVUE 13-18-023-699-60		0 sq ft	15.50	402	40,000	21,960 SUCHAN CHRISTIAN & ROBERTA TO	ARMS-LENGTH WAGNER MICHAEL S & DEBRA G	01/13/2017
10 402 MC ALLISTER RD 13-18-034-154-10	RANCH	1,004 sq ft	2.00	401	100,000	43,850 REED JOSEPH & TAMMY TO	ARMS-LENGTH DEAN WODDIE J & HEIDI	01/20/2017

SHERIFF FORECLOSURE: Initial foreclosure of property

FORECLOSURE JUDGMENT: County owns for back taxes

FORECLOSURE RESALE: Sale by bank to individual

FORECLOSURE TRANSFER: Transfer from bank to bank

MONTHLY CEMETERY REPORT JANUARY, 2017



Sale of grave – 2	\$1,000.00
Burials – 3	\$1,650.00
TOTALS:	\$2,650.00

Submitted by:

Kathy Case

Kathy Case
Clerk