

# DRAFT

## PENNFIELD CHARTER TOWNSHIP REGULAR MEETING MINUTES FEBRUARY 14, 2017

Supervisor Morgan called the meeting to order at 6:00 PM at the Pennfield Middle School Cafeteria. Present were Supervisor Morgan, Clerk Case, Trustees Damerow, Goodman, Herbstreith and Skelding. There were 14 residents present.

### CITIZEN/PUBLIC COMMENT

Jeff DuPilka, President of West Shore Services, Inc. gave a presentation about warning sirens. Steve Frisbie, Calhoun County Commissioner was present to give an update from the County.

### PRESENTATION

A presentation was made by Supervisor Morgan to honor the business "State Farm Insurance". A plaque was presented to Ernie and Sylvia Lahusky.

### ADDITIONS/DELETIONS TO THE AGENDA

It was moved by Trustee Damerow and supported by Trustee Skelding to accept the Agenda as presented. **Motion carried.**

### APPROVAL OF THE CONSENT AGENDA

It was moved by Trustee Damerow and supported by Trustee Skelding to accept the Consent Agenda as presented. **Motion carried.** The Consent Agenda consists of the following items:

1. Meeting minutes of January 10, 2017/January 30, 2017/February 6, 2017
2. Utilities Division monthly report – see addendum
3. Code Compliance monthly report – see addendum
4. Permits Department monthly report – see addendum
5. Assessors Department monthly report – see addendum
6. Cemetery Department monthly report – see addendum

### 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: 149 traffic citations, 146 verbal warnings, 24 traffic crashes, 88 arrests, 64 self generated complaints, 202 dispatched complaints and 1,414 property inspections.

**FIRE**: Chief Smith was present from the Fire Department to give the monthly report. The stats are as follows: 5 fires, 64 rescue & medical emergencies, 12 hazardous conditions, 1 service call, 2 good intent calls and 1 false alarm.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**1. Adoption of Pennfield Charter Township Resolution 17-14**

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 17-14  
(a Resolution authorizing the submittal of a bid proposal  
for roof replacement/repair of Township Office)**

**BE IT RESOLVED**, that the Pennfield Charter Township Board hereby authorizes the Executive Committee to seek submittal of bid proposals for roof replacement/repair of Township Offices

Moved by: Trustee Damerow

Supported by: Trustee Skelding

Supervisor Morgan – Yes  
Clerk Case – Yes  
Treasurer Jackson – Yes

Trustee Damerow – Yes  
Trustee Goodman – Yes  
Trustee Herbstreith – Yes  
Trustee Skelding – Yes

Vote shows 7 yes, -0- no. **Resolution 17-14 is adopted.**

**2. Adoption of Pennfield Charter Township Resolution 17-15**

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 17-15  
(a Resolution authorizing the submittal of a bid proposal for  
painting/repair of Township Offices)**

**BE IT RESOLVED**, that the Pennfield Charter Township Board hereby authorizes the Executive Committee to seek submittal of bid proposals for painting/repair of Township Offices

Moved by: Trustee Damerow

Supported by: Trustee Skelding

Supervisor Morgan – Yes  
Clerk Case – Yes  
Treasurer Jackson – Yes

Trustee Damerow – Yes  
Trustee Goodman – Yes  
Trustee Herbstreith – Yes  
Trustee Skelding – Yes

Vote shows 7 yes, -0- no. **Resolution 17-15 is adopted.**

**3. Adoption of Pennfield Charter Township Resolution 17-16**

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 17-16**

**(a Resolution authorizing the Executive Committee for the purpose of awarding an agreement for properly sealing four abandoned wells in the wellfield in addition to one abandoned well located at Pennfield Charter Township office)**

**BE IT RESOLVED**, that the Pennfield Charter Township Board hereby authorizes the Executive Committee to award an agreement for properly sealing four abandoned wells in the wellfield in addition to one abandoned well located at the Pennfield Charter Township Office. Cost not to exceed \$9,500.00

Moved by: Trustee Herbstreith

Supported by: Trustee Skelding

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 17-16 is adopted.**

**4. Adoption of Pennfield Charter Township Resolution 17-17**

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 17-17**

**(a Resolution approving the bid of Hunter-Prell in the amount of \$88,337.50 for 13,150 sq ft of sidewalk removal & replacement, tree removal, 6,600 lineal ft of turf establishment & the removal & replacement of 150 ft of curb/gutter)**

**BE IT RESOLVED**, that the Pennfield Charter Township Board hereby approves the bid of Hunter-Prell in the amount of \$88,337.50 for 13,150 square feet of sidewalk removal & replacement, tree removal, 6,600 lineal feet of turf establishment and the removal and replacement of 150 feet of curb & gutter

Moved by: Trustee Herbstreith

Supported by: Trustee Skelding

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 17-17 is adopted.**

## TREASURER'S MONTHLY REPORT

January, 2017 monthly report shows the following balances:

General Fund	\$565,869.40
Road Bond	\$1,233,454.53
Metro Act – Maint.	\$4,090.89
Parks	\$5,363.70
Public Safety	\$351.52
Sewer	\$948,305.19
Sewer – SAW Grant	(\$17,973.65)
Water	\$1,199,517.04
Trust & Agency	\$37,418.44
Tax Collection	\$2,200,757.15
<b>TOTAL:</b>	<b>\$6,177,154.21</b>

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 \$311,336.30. **Motion carried.**

## EXTENDED PUBLIC COMMENTS

Residents had questions/comments on the following: Rental Ordinance, business hours, website administrator position and roads.

## TOWNSHIP BOARD MEMBER COMMENTS

None

## ANNOUNCEMENTS BY THE CHAIRPERSON

The next regularly scheduled Township Board meeting will be Tuesday, March 14, 2017. The next monthly recycling weekend will be February 25<sup>th</sup> and 26<sup>th</sup>. The Township office will be closed Monday, February 20<sup>th</sup> in observance of President's Day. The Township will start new business hours effective March 6, 2017; the hours are as follows: 8:00AM – 5:00PM Monday through Thursday and closed on Fridays. There will be a ceremony honoring all High School students enlisting into the Military on May 20, 2017 at the Township Office. Details will be given at a later date.

It was moved by Trustee Herbstreith and supported by Trustee Skelding to adjourn the meeting at 6:51 PM. **Motion carried.**

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David P. Morgan, Supervisor

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Kathleen R. Case, Clerk