

DRAFT

PENNFIELD CHARTER TOWNSHIP REGULAR MEETING MINUTES JULY 11, 2017

Supervisor Morgan called the meeting to order at 6:00 PM at the Pennfield High School Media Center. Present were: Supervisor Morgan, Clerk Case, Trustees Damerow, Goodman, Herbstreith and Skelding. Treasurer Jackson was excused. There were 6 people in attendance.

CITIZEN/PUBLIC COMMENT

None

ADDITIONS/DELETIONS TO THE AGENDA

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

APPROVAL OF THE CONSENT AGENDA

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

1. Meeting minutes of June 13, 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
7. Life Care report
8. Zoning 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: 218 traffic citations, 231 verbal warnings, 12 traffic crashes, 97 arrests, 65 self generated complaints, 219 dispatched complaints and 1,331 property inspections.

FIRE: Chief Smith was present from the Fire Department to give the monthly report. The stats are as follows: 5 fires, 56 rescue & medical emergencies, 11 hazardous conditions, 3 service calls, 4 good intent calls, 3 false alarms and 1 special incident.

UNFINISHED BUSINESS

Pennfield Charter Township Road Project

NEW BUSINESS

1. Adoption of Pennfield Charter Township Resolution 17-65

PENNFIELD CHARTER TOWNSHIP RESOLUTION 17-65

(a Resolution approving a new 3-year contract for Advanced Life Support Ambulance service provided by Battle Creek Area Ambulance/LifeCare Ambulance Service)

BE IT RESOLVED, that the Pennfield Charter Township Board approves a new 3-year contract for Advanced Life Support Ambulance service provided by the Battle Creek Area Ambulance/LifeCare Ambulance Service which will become effective on August 1, 2017.

Whereas, this contract shall continue an advanced life support ambulance service system in Pennfield Charter Township that will provide ambulance patients with state-of-the-art, clinical quality of care, and with reasonable, reliable response time standards, with a goal of furnishing the best possible chance of survival, without disability or preventable complication, to each patient.

Moved by: Trustee Herbstreith
Supervisor Morgan – Yes
Clerk Case – Yes
Treasurer Jackson – Excused

Supported by: Trustee Damerow
Trustee Damerow – Abstain
Trustee Goodman – Yes
Trustee Herbstreith – Yes
Trustee Skelding – Yes

Vote shows 5 yes, 1 excused and 1 abstained. **Resolution 17-65 is adopted.**

2. Adoption of Pennfield Charter Township Resolution 17-66

PENNFIELD CHARTER TOWNSHIP RESOLUTION 17-66

(a Resolution approving the purchase of 1 (one) Trimble Ranger 3XE Handheld reader, (one) Trimble Ranger 3XE Charging Cradle, and a 3-year Maintenance & Software Plan)

BE IT RESOLVED, that the Pennfield Charter Township Board approves the purchase of 1 (one) Trimble Ranger 3XE Handheld reader (\$7237.00), (one) Trimble Ranger 3XE Charging Cradle (\$494.00), and a 3-year Maintenance and Software Plan (\$2340.00) for a total not to exceed \$10,071.

Moved by: Trustee Herbstreith
Supervisor Morgan – Yes
Clerk Case – Yes
Treasurer Jackson – Excused

Supported by: Trustee Damerow
Trustee Damerow – Yes
Trustee Goodman – Yes
Trustee Herbstreith – Yes
Trustee Skelding – Yes

Vote shows 6 yes and 1 excused. **Resolution 17-66 is adopted.**

3. Adoption of Pennfield Charter Township Resolution 17-67

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 17-67
(a Resolution approving the hiring of Tim Gieske and Joshua Smith as
Paid on Call Firefighters)**

BE IT RESOLVED, that the Pennfield Charter Township Board approves the hiring of Tim Gieske and Joshua Smith as Paid on Call Firefighters, pending township required physical and background check.

Moved by: Trustee Herbstreith

Supported by: Trustee Damerow

Supervisor Morgan – Yes

Trustee Damerow – Yes

Clerk Case – Yes

Trustee Goodman – Yes

Treasurer Jackson – Excused

Trustee Herbstreith – Yes

Trustee Skelding – Yes

Vote shows 6 yes, 1 excused. **Resolution 17-67 is adopted.**

4. Adoption of Pennfield Charter Township Resolution 17-68

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 17-68
(a Resolution approving the pull and overhaul of pump No. 96-6 located at the Pennfield
Charter Township Water Treatment Plant)**

BE IT RESOLVED, that Pennfield Charter Township authorizes the pull and overhaul of pump 96-6 located at the Pennfield Charter Township Water Treatment Plant. This will include labor and equipment, pump repair, and possible video of well. Total price of project not to exceed \$22,500.00.

Moved by: Trustee Herbstreith

Supported by: Trustee Damerow

Supervisor Morgan – Yes

Trustee Damerow – Yes

Clerk Case – Yes

Trustee Goodman – Yes

Treasurer Jackson – Excused

Trustee Herbstreith – Yes

Trustee Skelding – Yes

Vote shows 6 yes, 1 excused. **Resolution 17-68 is adopted.**

5. Adoption of Pennfield Charter Township Resolution 17-69

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 17-69
(a Resolution approving the purchase of 5 sets (Pant & Coat) of Fire Department
Turn Out Gear)**

BE IT RESOLVED, that Pennfield Charter Township authorizes the purchase of 5 sets (Pant and Coat) of Fire Department Turn Out Gear. Total price of gear not to exceed \$9,000.00.

Moved by: Trustee Herbstreith

Supported by: Trustee Damerow

Supervisor Morgan – Yes

Trustee Damerow – Yes

Clerk Case – Yes

Trustee Goodman – Yes

Treasurer Jackson – Excused

Trustee Herbstreith – Yes

Trustee Skelding – Yes

Vote shows 6 yes, 1 excused. **Resolution 17-69 is adopted.**

6. Adoption of Pennfield Charter Township Resolution 17-70

PENNFIELD CHARTER TOWNSHIP RESOLUTION 17-70

(a resolution approving the purchase of Jaws of Life rescue tools not to exceed \$45,000.00)

BE IT RESOLVED, that Pennfield Charter Township authorizes the purchase of Jaws of Life rescue tools not to exceed \$45,000.00.

Moved by: Trustee Herbstreith

Supported by: Trustee Damerow

Supervisor Morgan – Yes

Trustee Damerow – Yes

Clerk Case – Yes

Trustee Goodman – Yes

Treasurer Jackson – Excused

Trustee Herbstreith – Yes

Trustee Skelding – Yes

Vote shows 6 yes, 1 excused. **Resolution 17-70 is adopted.**

TREASURER'S MONTHLY REPORT

June, 2017 monthly report shows the following balances:

General Fund	\$1,032,572.43
2015 Road Bond	\$184,318.75
Metro Act – Maint.	\$4,090.89
Parks	\$5,365.79
Public Safety	\$350.19
Sewer	\$954,780.94
Sewer – SAW Grant	\$0.00
Water	\$1,165,139.39
Trust & Agency	\$12,653.31
Tax Collection	\$2.00
Weed Control	(\$7,937.93)
TOTAL:	\$3,351,335.76

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

PAYMENT OF MONTHLY BILLS

It was moved by Trustee Herbstreith and supported by Trustee Damerow to approve the payment of the monthly bills in the amount of \$135,008.82. **Motion carried.**

EXTENDED PUBLIC COMMENTS

A Resident welcomed the Sheriff's Department to use his driveway for an observation place. Calhoun County Commissioner, Steve Frisbie gave a County update.

TOWNSHIP BOARD MEMBER COMMENTS

Trustee Skelding – None

Trustee Goodman – Wants a written report from the Calhoun County Road Dept. about the status of Pony Avenue

Clerk Case – None

Treasurer Jackson – Excused

Trustee Herbstreith – Questions regarding: Talbot Motors, MERS, board packet information and status of sidewalk project.

Trustee Damerow - None

ANNOUNCEMENTS BY CHAIRPERSON

The next regularly scheduled Township Board meeting will be Tuesday, August 8, 2017. The next recycling weekend will be June 22nd and 23rd.

It was moved by Trustee Herbstreith and supported by Trustee Damerow to adjourn the meeting at 7:06 PM. **Motion carried.**

David P. Morgan – Supervisor

Kathleen R. Case – Clerk

ADDENDUM A – DEPARTMENT REPORTS

UTILITIES

The stats for the month of June, 2017 are as follows: 1,200 meter reads, 9 corrective work orders and 65 Miss Digs.

CODE ENFORCEMENT

1. Conducted property inspections for new complaints and follow up inspections of previous complaints.
2. Received 37 new complaints: 2 front yard parking, 22 grass, 3 inoperable vehicles, 8 junk/trash, 2 Township Ordinance.

ASSESSOR

1. All Homestead forms, Property Transfer Affidavits & Deeds are current. There were 11 transfers of property for the month: 6 regular sales, 1 foreclosure and 4 name changes.
2. Updated sketches of property
3. Miscellaneous phone & in person inquiries about assessments, splits & descriptions.

CEMETERY

Burials – 5	\$2,350.00
Graves sales – 2	\$1,150.00
Foundation – 1	\$200.00
TOTAL:	\$3,700.00

PERMITS

Building – 10	\$3,396.97
Electrical – 15	\$1,790.00
Mechanical – 16	\$3,447.00
Plumbing – 2	\$903.00
Rental – 1	\$160.00
Zoning – 2	\$140.00
TOTAL:	\$9,836.97