

CHARTER TOWNSHIP OF PENNFIELD  
REGULAR MEETING MINUTES  
September 11, 2007  
7:00 P.M.

Supervisor Behnke called the meeting to order at 7:00 p.m. at the Pennfield Township Hall. Present were Supervisor Behnke, Clerk Bammer, Treasurer Phillips and Trustees Bartlett, Bordine-Houseman, Ensign and Newman. There were 10 citizens present. Supervisor Behnke asked for a moment of silence in remembrance of 9-11-01. Trustee Ensign led the Pledge of Allegiance.

**PUBLIC HEARING**– Daugherty Drive Special Assessment Roll

Supervisor Behnke called the Pubic Hearing for the Daugherty Drive Special Assessment to order at 7:01 p.m. This is the last public hearing that is required before the final adoption of the Special Assessment Roll is voted on. The total cost for each of the five property owners is \$2,109.68 for a total of \$10,548.40. There were no public comments therefore Supervisor Behnke closed the public hearing at 7:02 pm, and resumed the Regular Board Meeting.

**PUBLIC COMMENT/PETITIONS/PRESENTATIONS:**

Supervisor Behnke introduced Mr. Joe Walls, Principal, Siegfried Crandall PC to give an overview of the Township Financial Audit for fiscal year 2006-2007.

It was moved and seconded by (Ensign/Newman) to accept and place on file the annual audit by Siegfried Crandall for the fiscal year ending March 31, 2007. Motion carried.

Supervisor Behnke introduced Boy Scout Jaden DeOliveira who is working toward his Eagle Rank.

**ADDITIONS/DELETIONS TO THE AGENDA:**

It was moved and seconded by (Ensign/Newman) to accept the agenda as presented. The motion carried.

CONSENT AGENDA

It was moved and seconded by (Ensign/Newman) to approve the Consent Agenda consisting of the following items:

- 1) Regular Board Meeting Minutes of August 14, 2007
- 2) Receive and place on file the following Monthly Reports. (See addendum A)
  - (a) Utilities Division
  - (b) Assessor
  - (c) Code Compliance
  - (d) Permits Department
- 3) Grant permission to the Battle Creek Exchange Club to solicit monies within Pennfield Township for the purposes of a fund drive (sale of Tooth Brushes

September 14, 2007).

4) Grant permission to the Battle Creek Host Lions Club to solicit monies within Pennfield Township for the purposes of a fund drive (sale of Newspaper Oct. 19-20, 2007). Motion carried.

## DEPARTMENT REPORTS:

### POLICE:

Sgt. Wiersma gave the monthly report for August 2007. The stats for the month of August are as follows: there were 290 calls for service, 155 Traffic Citations, 79 Verbal warnings, 10 Traffic crashes, 110 Arrests, 44 Self-generated complaints, 290 Dispatched complaints, 691 Property inspections.

### FIRE:

The stats for the month of August 2007 are as follows: there were 104 fire runs for the month; Fires 6, Rescue & EMS 51, Hazardous Conditions (No fire) 26, Service calls 10, Good Intent calls 7, False Alarm & False Calls 4.

Training: There were two drills for the month.

It was moved and seconded by (Ensign/Newman) to adopt Pennfield Township Ordinance 104E-09-07-Zoning Enabling Act which will become effective seven (7) days after publication (publication must take place within 15 days of adoption by Township Board).

Supervisor Behnke Yes Trustee Bartlett Yes  
Clerk Bammer Yes Trustee Bordine-Houseman Yes  
Treasurer Phillips Yes Trustee Ensign Yes  
Trustee Newman Yes

Vote shows 7 yes, 0 no and 0 excused, Ordinance #104E-09-07 stands adopted.

## PENNFIELD CHARTER TOWNSHIP RESOLUTION 07-49

(A resolution adopting a Special Assessment Roll for the Daugherty Drive paving project.)

WHEREAS, the Township Board of the Charter Township of Pennfield has conducted the two (2) required public hearings associated with the paving of Daugherty Drive, and

WHEREAS, the Township Board of the Charter Township of Pennfield has properly notified those residents along Daugherty Drive about the Special Assessment, Drive, and

WHEREAS, the Township Board of the Charter Township of Pennfield has previously created Special Assessment District #01-07 through the adoption of Pennfield Township Resolution #07-47, so

THEREFORE BE IT RESOLVED, that the Township Board for the Charter Township of Pennfield hereby adopts the Special Assessment Roll as prepared by the Township Supervisor and as presented at the Public Hearing on September 11, 2007 showing each property owner along Daugherty Drive will be assessed \$2,109.68 for their share of costs associated with the paving of Daugherty Drive.

Moved by Trustee Ensign Seconded by Trustee Newman  
Supervisor Behnke Yes Trustee Bartlett Yes  
Clerk Bammer Yes Trustee Bordine-Houseman Yes  
Treasurer Phillips Yes Trustee Ensign Yes  
Trustee Newman Yes

Vote shows 7 yes, 0 no and 0 excused, Resolution #07-49 stands adopted.

It was moved and seconded by (Ensign/Newman) to approve the agreement as presented with Mr. Dan Brunner for the position of Pennfield Township Assessor with an effective date of October 1, 2007. Motion carried.

It was moved and seconded by (Ensign/Newman) that the Township Board approves the Assessor Services Agreement with the City of Springfield as presented with an effective date of October 1, 2007. Motion carried.

It was moved and seconded by (Ensign/Newman) that the Township Board approves the Travel and Expense Reimbursement Policy. Motion carried.

It was moved and seconded by (Ensign/Newman) that the Township Board approves the Employee Handbook Section 6 Miscellaneous Information as presented. Motion carried.

It was moved and seconded by (Ensign/Newman) to appoint Treasurer Phillips to the Stone Hawk Rehabilitation Advisory Committee. Motion carried.

### **TREASURER'S REPORT:**

August 2007 Treasurer's report shows the following balances on hand:

<u>General Fund</u>	<u>\$1,189,893.44</u>
<u>Metro Act – Maint.</u>	<u>\$ 17,865.57</u>
<u>Parks</u>	<u>\$ 12,450.94</u>
<u>Public Safety</u>	<u>\$ 16,819.57</u>
<u>Permits/Inspections</u>	<u>\$ 3,385.48</u>
<u>Sewer</u>	<u>\$ 880,432.79</u>
<u>Water</u>	<u>\$ 523,549.57</u>
<u>Trust &amp; Agency</u>	<u>\$ 7,275.00</u>
<u>Tax Collection</u>	<u>\$ 606,469.97</u>
<u>Paving Assessment</u>	<u>\$ 0.00</u>

TOTAL \$3,258,142.33

It was moved and seconded by (Ensign/Newman) to receive and place on file the Treasurer's Report. Motion carried.

It was moved and seconded by (Ensign/Newman) to pay the monthly bills in the amount of \$147,834.23. Motion carried. (See addendum B)

**PUBLIC COMMENT:**

Four citizens commented on the Deep Lake project:

- 1) If not completed will there be restoration of the land?
- 2) Condos at a cost of \$400,000.00 to \$500,000.00, will those sell?
- 3) Is this on the order of Brook Lodge in Augusta?
- 4) Are they going to have municipal water and sewer?

**TRUSTEE'S PERSONAL PRIVILEGE:**

- 1) Water Department will be flushing water mains September 24th – 28th, 2007.
- 2) Taxes are due September 14, 2007; after that date there will be a penalty.
- 3) October is Fire Prevention Month. Fire Prevention Open House for the Fire Departments will be held on Thursday, October 11, 2007, 6 p.m. at the New Penfield High School parking lot.
- 4) News for upcoming elections:
  - a) Voters will now have to show pictured ID.
  - b) November 6th, 2007 is Election Day for Bellevue Schools.
  - c) Presidential Primary will be held on January 15th, 2008 and Voters will have to declare their party.

**REQUESTS/DISCUSSIONS/ANNOUNCEMENTS BY THE CHAIR:**

The next regularly scheduled meeting will be held on October 9, 2007.

It was moved and seconded by (Ensign/Newman) to adjourn the meeting at 8:17 p.m. Motion carried.

**ADDENDUM**

**UTILITIES**

Over 1,200 meter reads for the month of August 2007. The stats for the month of August were as follows: 35 Miss Digs, 4 read boxes repaired, and 3 meters repaired. Water samples for the month came back OK.

**ASSESSOR/ZONING:**

Assessing Report on the permit system.

Zoning:  
Planning:

-  
**CODE ENFORCEMENT**

**Conducted 50 property inspections for blight and zoning violations.**

**There were 24 complaints/violations for the month of June as follows:**

- 07 Junk.**
- 00 Unlicensed and or inoperable vehicles.**
- 00 Unsafe structure.**
- 02 Front yard parking/storing of vehicles & RVs.**
- 00 Zoning ordinance.**
- 11 Overgrown grass.**
- 00 Building without permit.**
- 04 Township Ordinance**

**.. Attended two Hearings for a Zoning Violation.**

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**PERMITS**

**BUILDING**

**05 permits (066-071) \$ 862.20**

**ELECTRICAL**

**09 permits (043-052) \$ 1,345.00**

**MECHANICAL**

**08 permits (037-045) \$ 990.00**

**PLUMBING**

**05 permits (019-023) \$ 750.00**

**ZONING**

**00 permits (000-000) \$ 000.00**