

CHARTER TOWNSHIP OF PENNFIELD

REGULAR MEETING MINUTES

DECEMBER 9, 2008

7:00 pm

Supervisor Behnke called the meeting to order at 7:00 PM at the Pennfield Middle

School Cafeteria. Present were Supervisor Behnke, Clerk Case, Treasurer Phillips and Trustees Bartlett, Beard , Bordine-Houseman and Ensign. There were 8 residents present. Treasurer Phillips said the invocation and Supervisor Behnke led the Pledge of Allegiance.

PRESENTATIONS/PROCLAMATIONS: None

CITIZEN/PUBLIC COMMENT: Supervisor Behnke opened the floor for public comment. There was one resident that spoke:

1) Citizen was concerned that the traffic light at Capital Avenue NE/M-66 and Pennfield Road does not stay green long enough from Pennfield Road. Supervisor Behnke addressed the resident by stating that a study will be done in the Summer of 2009 to evaluate the timing of the light.

ADDITIONS/DELETIONS TO THE AGENDA: It was moved by Trustee Ensign and seconded by Trustee Beard to accept the agenda as presented. Motion carried.

CONSENT ADGENDA: It was moved by Trustee Ensign and seconded by Trustee Beard to approve the Consent Agenda consisting of the following items:

1) Board Meeting Minutes of November 12, 2008

2) Receive and place on file the following Monthly Reports:

(a) Utilities Division

(b) Code Compliance

(c) Permits Department

(d) Assessor

3) Planning Commission re-appointment and appointment:

(a) Re-Appointment of Elaine Walter to a 3 year term effective

January 1, 2009

(b) Appoint Curtis Whitaker to a 3 year term effective

January 1, 2009

(c) Re-Appointment of Trustee Jon Bartlett to a 1 year term

as the Township Board representative effective January

1, 2009

4) Zoning Board of Appeals Appointments:

(a) Appointment of Terri Fowler to a 3 year term effective

January 1, 2009

Page Two

Meeting Minutes 12/9/08

(b) Appointment of Lindsay Draime as a ZBA Alternate for

a 1 year term effective January 1, 2009

5) Appointment of Treasurer Barb Phillips to the Area Metropolitan

Services (AMSA) Executive Council as a Pennfield Township

Representative effective December 9, 2008

6) Appointment of Clerk Kathy Case to the Battle Creek Area

Transportation Study (BCATS) Policy Committee as the

Pennfield Township voting alternate effective December 9, 2008

DEPARTMENT REPORTS

POLICE: Lieutenant Eddy gave the police report. The stats for the

Month of November 2008 are as follows: There were 259 calls for service, 127

traffic citations, 69 verbal warnings, 26 traffic crashes and 101 arrests, 56 self

generated complaints, 259 dispatched complaints and 893 property inspections.

FIRE: Chief Smith gave the fire report. The stats for the month of November

2008 are as follows: There were 78 calls: 6% Fire, 73% Rescue & Emergency Medical Service Incident, 4%

Hazardous Conditions (no fire), 8% Service calls, 8% Good Intent calls and 1% False Alarm & False Calls.

TRAINING: There were two drills for the month.

UNFINISHED BUSINESS: None

NEW BUSINESS:

PENNFIELDCHARTER TOWNSHIPRESOLUTION #08-49

(A resolution amending the General Fund budget for Fiscal Year 2008-09)

BE IT RESOLVED, that the Pennfield Charter Township Board

hereby approved the following budget amendments for Fiscal year

2008-2009

1. Amend expenses to increase line item

Supervisor:

101-717.000-702.000, Salaries \$3,846.00

101-171.000-715.000, Social Security 290.00

101-171.000-874.000, Retirement 427.00

Elections:

101-191.000-861.000, Mileage 100.00

Page Three

Meeting Minutes 12/9/08

Assessor:

101-209.000-850.000, Communications 225.00

General Office:

101-249.000-740.000 Operating Supplies 200.00

101-249.000-803.000, Accounting Fee 1,500.00

101-249.000-804.000, Bank Charges 1,500.00

101-249.000-805.000, Professional Services 2,410.00

101-249.000-820.000, Membership/Dues 248.00

101-249.000-901.000, Printing Publishing 120.00

Building & Grounds:

101-265.000-775.000, Repair/Maint. Building 572.00

101-265.000-975.000, Capital Outlay-Building 2,000.00

Planning/Zoning:

101-410.000-715.000, Social Security 484.00

Other Appropriations:

101-960.000-880.000, Community Enrichment 1,120.00

101-960.000-930.000, Road Maintenance 32,020.00

2. Amend expenses to decrease line item

Supervisor:

101-171.000-819.000, Conference/Education 300.00

Elections:

101-191.000-902.000, Advertising 100.00

101-191.000-956.000, Misc. Expense 500.00

101-191.000-977.000, Capital Outlay-Equipment 1,500.00

General Office:

101-249.000-704.000, Part-time Salaries 2,700.00

Zoning:

101-410.000-805.000, Professional Services 9,500.00

3. Amend revenues to add line item

101-000.000-660.000, Civil Infraction Fines 1,381.00

101-000.000-673.000, Sale of Fixed Assets 33,000.00

101-000.000-681.000, Reimbursements 300.00

101-000.000-694.000, Misc. Income 425.00

101-000.000-698.001, Loan Proceeds 4,382.00

4. Amend expenses to add line item

Zoning:

101-410.000-701.000, Zoning Wage 6,324.00

101-410.000-874.000, Retirement 702.00

54,088.00 54,088.00

Page 4

Meeting Minutes 12/9/08

5. Amend expenses to increase line item

Fire Chief:

101-302.000-819.000 Conference/Education 385.00

Fire Department:

101-336.000-740.003, Address signs 200.00

101-336.000-750.000, Gas 4,000.00

101-336.000-805.000, Professional Services 215.00

101-336.000-818.000, Part-time Education 101.00

101-336.000-922.000, Electricity 1,000.00

101-336.000-956.000, Misc. expense 20.00

101-336.000-975.000, Capital Outlay-Bldg 4,382.00

6. Amend expenses to decrease line item

Fire Chief:

101-302.000-742.000, Laundry/Uniforms 385.00

Fire Department:

101-336.000-727.000, Office Supplies 500.00

101-336.000-742.000, Laundry/Uniforms 400.00

101-336.000-742.001, Laundry/Uniforms POC 218.00

101-336.000-816.000, Fire Prevention 800.00

101-336.000-977.000, Capital Outlay- Equipment 8,000.00

\$10,303.00 \$10,303.00

Moved by: Trustee Ensign Supported by: Trustee Beard

Supervisor Behnke-Yes Trustee Beard-Yes

Clerk Case-Yes Trustee Bartlett-Yes

Treasurer Phillips-Yes Trustee Ensign-Yes

Trustee Bordine-Houseman-Yes

Vote shows 7 yes, 0 no and 0 excused, Resolution #08-49 stands adopted.

PENNFIELDCHARTER TOWNSHIPORDINANCE #104G-12-08

(An ordinance to amend certain sections of Appendix B of the Pennfield Charter Township Code of Ordinance with respect to zoning)

It was moved by Trustee Ensign and seconded by Trustee Beard to adopt Township

Ordinance #104G-12-08. Motion carried.

Page 5

Meeting Minutes 12/9/08

TREASURER'S REPORT: November 2008 Treasurer's report shows the following balances on hand:

General Fund \$ 856,309.32

Metro Act – Maint. 1,402.15

Parks 12,947.94

Public Safety 16,995.83

Sewer 891,029.30

Water 524,828.75

Trust & Agency 6,300.00

Tax Collection 65,730.95

TOTAL: \$2,375,544.24

It was moved by Trustee Ensign and seconded by Trustee Beard to receive and place on file the Treasurer's Report. Motion carried.

It was moved by Trustee Ensign and seconded by Trustee Beard to approve the payment of the monthly bills in the amount of \$151,915.81 (See addendum).

PUBLIC COMMENT: None

TOWNSHIP BOARD COMMENTS: Good meeting and Merry Christmas to all. Trustee Ensign asking to be excused from January's meeting; will be in Florida.

The next regularly scheduled meeting will be held on January 13, 2009.

The Township will be closed December 24-26 for the Christmas Holiday.

It was moved by Trustee Ensign and seconded by Trustee Beard to adjourn the meeting at 7:18 PM. Motion carried.

Robert P. Behnke, Jr.

Kathleen R. Case

Township Supervisor

Township Clerk