

**CHARTER TOWNSHIP OF PENNFIELD**

**REGULAR MEETING MINUTES**

**JANUARY 13, 2009**

**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 7 residents present. We observed a moment of silence and Supervisor Behnke led the Pledge of Allegiance.

**PRESENTATIONS/PROCLAMATIONS**

None

**CITIZEN/PUBLIC COMMENT**

Supervisor Behnke opened the floor for public comment. There was no public comment.

**ADDITIONS/DELETIONS TO THE AGENDA**

It was moved by Trustee Bartlett and seconded by Trustee Bordine-Houseman to accept the agenda as presented. **Motion carried.**

**CONSENT AGENDA**

It was moved by Trustee Bartlett and seconded by Trustee Bordine-Houseman to approve the Consent Agenda consisting of the following items:

- 1) Regular Board Meeting Minutes of December 9, 2008
- 2) Special Board Meeting Minutes of December 16, 2008
- 3) Utilities Division Monthly Report (see addendum A)
- 4) Code Compliance Monthly Report (see addendum A)

5) Permits Department Monthly Report (see addendum A)

6) Assessors Department Monthly Report (see addendum A)

7) Re-appointment of Sandra Jones, Toni Bechtol and Ronald Flesch

to the Pennfield Township Board of Review for a two (2) year term

effective January 1, 2009

8) Receive and forward to the Calhoun County Road Commission a

petition to obtain a cost associated with re-paving of Apple Hill

(from M-66 to its end) and a petition to obtain a cost associated with

repaving of West Sunset Blvd. (from M-66 to its end)

Page Two

Meeting Minutes 1-13-09

#### **DEPARTMENT REPORTS**

**POLICE:** Lt. Eddy gave the report for the month of December 2008. The stats are as follows: There were 36 traffic citations, 25 verbal warnings, 27 traffic crashes, 47 arrests, 24 self generated complaints, 246 dispatched complaints and 681 property inspections.

**FIRE:** Chief Smith gave the fire report. The stats for the month of December are as follows: There were 87 calls for the month broken down as follows: 3 Fire, 60 Rescue & Emergency Medical Service Incident, 12 Hazardous Condition (no fire), 2 Service Calls, 7 Good Intent Calls, 3 False Alarm & False Calls. There were two drills for the month.

#### **UNFINISHED BUSINESS**

There was no unfinished business.

#### **NEW BUSINESS**

1) **ADOPTION OF:**

**PENNFIELDCHARTER TOWNSHIPRESOLUTION #08-50**

**(A resolution for Budget Amendments for the Pennfield Charter Township General Operations  
Budget for Fiscal Year 2008-2009)**

**BE IT RESOLVED**, that the Pennfield Charter Township Board hereby officially approved the following budget amendments within the General Fund Budget for Fiscal year 2008-2009.

**1. Amend expenses to add line item**

**Elections:**

101-191.000-805.002, Election Recount Expense \$ 1,261.00

**2. Amend expenses to increase line item**

**Police:**

101-301.000-805.000, Professional Services 9,480.00

101-301.000-851.000, Telephone 1,631.00

**3. Amend expenses to decrease line item**

**Elections:**

Page Three

Meeting Minutes 1-13-09

101-191.000-902.000, Advertising \$ 1,276.00

101-191.000-702.000, Salary 3,987.00

101-191.000-704.000, Part-time Salaries 2,000.00

101-191.000-740.000, Operating Supplies \$2,280.00

101-191.000-715.000, Social Security 198.00

101-191.000-802.000, Legal 1,000.00

**Police:**

101-301.000-850.000, Communications

1,631.00

**TOTALS: \$12, 372.00 \$12,372.00**

Motion by Trustee Bartlett Seconded by Trustee Bordine-Houseman

Supervisor Behnke – Yes Trustee Bartlett – Yes

Clerk Case – Yes Trustee Ensign – Yes

Treasurer Phillips – Yes Trustee Beard – Yes

Trustee Bordine-Houseman – Yes

Vote shows 7 yes, -0- no and -0- excused. **Resolution #08-50 stands adopted.**

2) It was moved by Trustee Bartlett and seconded by Trustee Bordine-Houseman to approve of the SHEPAPRD/VERIZON WIRELESS Special Land Use Permit (construction of a new cell tower). A voice vote was taken and **Motion was approved.**

3) It was moved by Trustee Bartlett and seconded by Trustee Bordine-Houseman to approve authorizing the Township Treasurer to negotiate agreements with the following entities for summer tax collection purposes: Pennfield Schools, Harper Creek Schools, Calhoun County Intermediate School District, Kellogg Community College and Battle Creek Public Schools ~~-A voice vote was taken and~~

. A voice vote was taken and **Motion was approved.**

**TREASURER'S REPORT**

December, 2008 Treasurer's report shows the following balances on hand:

General Fund \$925,498.44

Metro Act-Maint. 1,402.15

Parks 12,960.22

Public Safety 17,011.95

Sewer 909,073.60

Page Four

Meeting Minutes 1-13-09

Water 556,994.88

Trust & Agency 6,300.00

Tax Collection 1,056,421.05

Paving Assessment 0.00

**TOTAL: \$3,485,662.29**

It was moved by Trustee Bartlett and seconded by Trustee Bordine-Houseman to receive and place on file the Treasurer's report. **Motion carried**

#### **PAYMENT OF BILLS**

It was moved by Trustee Bartlett and seconded by Trustee Bordine-Houseman to approve the payment of the monthly bills in the amount of \$257,782.24 (see addendum). **Motion carried.**

#### **CITIZEN COMMENTS**

Supervisor Behnke opened the floor for public citizen comment. There was one citizen to comment which was: There will be no Neighborhood Watch Meeting for the month of January. The next meeting will be in February.

### **TOWNSHIP BOARD COMMENTS**

Four Trustees spoke regarding the upcoming budget and snow plowing.

The next regular Board Meeting will be held on February 10, 2009. It was moved by Trustee Bartlett and seconded by Trustee Bordine-Houseman to adjourn the meeting at 7:35 PM. **Motion carried.**

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Robert P. Behnke, Jr. Kathleen R. Case

Township Supervisor Township Clerk

Addendum A - Department Reports

Meeting Minutes 1-13-09

### **UTILITIES REPORT**

There were 1,200 meter reads for the month of December, 2008. The stats for the month of December were as follows: 10 work orders for repair/install meters, radio read boxes & repair wires, 20 Miss Digs. The monthly bacterial samples came back negative for the month.

### **ASSESSOR/ZONING**

All Homestead and Property Transfer Affidavits are current. There were 7 transfers of property processed: 2 market sales and 5 foreclosure related sales.

### **CODE ENFORCEMENT**

Conducted property inspections for blight and zoning violations. There were 7 complaints/violations for the month as follows:

5 Junk, trash & rubbish

1 Inoperable vehicles

0 Tall grass & weeds

0 Parking/storing of vehicles & RVs

0 Unsafe structure

0 Zoning Ordinance

### **PERMITS**

The following permits were issued for the month of December 2008:

Building 5 permits (#PB08-070 thru #PB08-074)

Electrical 1 permit (#PE08-053)

Mechanical 6 permits (#PM08-070 thru #PM08-075)

Plumbing 2 permits (#PP08-028 thru PP08-029)