

PENNFIELD CHARTER TOWNSHIP

REGULAR MEETING MINUTES

OCTOBER 12, 2010

Supervisor Behnke called the meeting to order at 6:30 pm at the Pennfield Middle School cafeteria. Present were Supervisor Behnke, Clerk Case, Treasurer Phillips, Trustees Bartlett, Bordine-Houseman, Beard and Ensign.

PRESENTATIONS/PROCLAMATIONS

None

CITIZEN/PUBLIC COMMENTS

One citizen commented about the railroad tracks on McAllister Road.

ADDITIONS/DELETIONS TO AGENDA

There were no additions or deletions to the agenda. It was moved by Trustee Beard and supported by Trustee Bordine-Houseman to accept the Agenda as presented. **Motion carried.**

CONSENT AGENDA

It was moved by Trustee Beard and supported by Trustee Bordine-Houseman to approve the Consent Agenda. **Motion carried.** The Consent Agenda consists of the following items:

- 1) Meeting Minutes of September 14, 2010
- 2) Utilities Division monthly report (see Addendum A)
- 3) Code Compliance monthly report (see Addendum A)
- 4) Permits Department monthly report (see Addendum A)
- 5) Assessors Department monthly report (see Addendum A)
- 6) Re-appointment of Ernie Lahusky and Albert Bobfrosky to the

Downtown Development Authority (DDA) Board

DEPARTMENT REPORTS

POLICE: Lt. Steve Eddy was present from the Calhoun County Sheriff's Department to give the report. The stats for the month are as follows: 349 traffic citations, 17 verbal warnings, 17 traffic crashes, 63 arrests, 150 self generated complaints, 196 dispatched complaints and 1,837 property inspections.

FIRE: Chief Smith was present from the Pennfield Fire Department and gave the following report:

There were 87 calls as follows: 4, fire calls, 46 rescue & emergency, 19 hazardous conditions (no fire), 2 service calls, 14 good intent calls and 1 false alarm.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Adoption of Pennfield Charter Township Resolution #10-39

PENNFIELDCHARTER TOWNSHIPRESOLUTION #10-39

(A resolution establishing the millage rate for the

PennfieldCharter Townshipfor Fiscal Year 2010-2011)

WHEREAS: Pennfield Charter Township Board held a Truth in Taxation hearing on March 9, 2010 in accordance with Public Act No. #5 of the 1982 Truth in Taxation, and

WHEREAS: the Pennfield Charter Township Board did approve the Establishment of a Township Tax levy for all real and personal property at the maximum allowable millage rate for 2010 as approved by the voters in Pennfield Charter Township, so

THEREFORE, BE IT RESOLVED, that the Pennfield Charter Township Board hereby establishes a proposed millage rate of 3.9361.

Moved by: Trustee Beard Supported 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 #10-39 stands adopted.**

2. Adoption of Pennfield Charter Township Resolution #10-40

PENNFIELDCHARTER TOWNSHIPRESOLUTION #10-40

(A resolution to adopt a Street lighting ad valorem

Assessment/millage rate for Fiscal Year 2010-2011)

WHEREAS: it has been the policy of the Pennfield Charter Township Board to levy a special ad valorem assessment/millage rate against those properties within two hundred feet of a street light, or within a street lighting district, and

WHEREAS: it has been projected by the Pennfield Charter Township Board that the cost for the operation of street lights will be approximately \$97,897.48 in 2010, and

WHEREAS: the taxable value of those properties is projected to be \$105,505,330 for 2010, so

THEREFORE, BE IT RESOLVED, that the Pennfield Charter Township Board hereby places a special ad valorem assessment against all properties within two hundred feet of a street light, or within a street lighting district, in the amount of .9280 mills. That this ad valorem assessment shall become part of the 2010 Winter Tax Roll.

Moved by: Trustee Beard Supported 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 #10-40 stands adopted.**

3. Adoption of Pennfield Charter Township Resolution #10-41

PENNFIELDCHARTER TOWNSHIPRESOLUTION #10-41

(a Resolution transferring \$2,205.00 from the Township General Fund to the

Township Downtown Development Authority as a loan for FY 2010-11)

BE IT RESOLVED, that the Pennfield Township Board hereby agrees to transfer \$2,205.00 from the Township General Fund to the Township Downtown Development Authority as a loan for FY 2010-11

Moved by: Trustee Beard Supported 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 #10-41 stands adopted.**

4. Adoption of Pennfield Charter Township Resolution #10-42

PENNFIELDCHARTER TOWNSHIPRESOLUTION # 10-42

(A Resolution Amending the Pennfield Charter Township General Fund Budget

For Fiscal Year 2010-2011)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby officially approves the following amendments within the General Fund Budget for Fiscal year 2010-2011.

1. Amend revenue to increase line item

101-000.000-456.000, Conditional Use Permits \$ 1,075.00

101-000.000-693.000, Community Enrichment 1,000.00

101-000.000-694.003, Property Maintenance 43,700.00

101-000.000-671.000, Fund Balance Carryover 13,662.00

101-000.000-697.000, Street Lights – Transfer In 14,000.00

2. Amend revenue to decrease line item

101-000.000-574.000, State Revenue-Statutory \$ 11,437.00

3. Amend expenses to increase line item

Building & Grounds:

101-265.000-750.000, Gas 300.00

101-265.000-775.000, Repair/Maint. Bldg. 2,000.00

101-265.000-821.000, Residential Maintenance Fee 43,700.00

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

Other Appropriations:

101-960.000-920.000, Street Lights 14,000.00

TOTALS \$73,437.00 \$73,437.00

Moved by: Trustee Beard Supported 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 #10-42 stands adopted.**

5. Approval of the new AMSA permit forms and fees

It was moved by Trustee Beard and supported by Trustee Bordine-Houseman to approve the new

AMSA building, electrical, mechanical and plumbing permit forms and related fee schedules effective November 1, 2010. **Motion carried.**

6. Approval of Stark Special Land Use Permit

It was moved by Trustee Beard and supported by Trustee Bordine-Houseman to approve of the Stark Special Land Use Permit, constructing a single family dwelling within the Capital Business District. **Motion carried.**

7. Approval of referring possible zoning ordinance amendment to the Township Planning Commission.

It was approved by Trustee Beard and supported by Trustee Bordine-Houseman to refer possible zoning ordinance amendments to the Township Planning Commission for consideration (State of Michigan Right To Farm Act). **Motion carried.**

TREASURER'S MONTHLY REPORT

September, 2010 report shows the following balances on hand:

General Fund \$1,052,614.98

DDA \$(192.46)

Metro Act – Maint. \$13,369.49

Parks \$12,999.87

Public Safety \$1,983.65

Sewer \$862,999.33

Water \$606,585.17

Trust & Agency \$6,460.98

Tax Collection \$138,529.81

TOTALS: \$2,695,350.82

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

PAYMENT OF BILLS

It was moved by Trustee Beard and supported by Trustee Bordine-Houseman to approve the payment of the monthly bills in the amount of \$229,738.27. **Motion carried.**

EXTENDED CITIZENS COMMENTS

2 residents spoke. The first had concerns regarding renter deposits for water service and delinquent bills.

The second expressed concerns and comments regarding Wal-Mart.

TOWNSHIP BOARD COMMENTS

Clerk Case reminded everyone of the upcoming Election on November 2, 2010. Trustee Beard commented on three items: 1) office hours 2) time frame for employment of Candy Misner 3) sharing zoning administrative duties with other townships.

ANNOUNCEMENTS MADE BY CHAIRPERSON

Supervisor Behnke announced that our next monthly Board Meeting is scheduled for November 9, 2010. The next recycling weekend is October 23rd and 24th. The current total for the continuation of the recycling bin is at \$365.00. This may potentially be the last weekend if we do not meet the amount needed.

The Township office will be closed on Thursday, November 11, 2010 for Veterans Day. It was moved by Trustee Beard and supported by Trustee Bordine-Houseman to adjourn the meeting at 7:45 pm. **Motion carried.**

Robert P. Behnke, Jr. Kathleen R. Case

Township Supervisor Township Clerk

ADDENDUM A – DEPARTMENT REPORTS

UTILITIES

The stats for the month of September are as follows: 1,200 meter reads, 10 corrective orders (repair/install meters, radio read boxes, repair wires) and 20 Miss Digs. The monthly bacterial samples came back negative.

ASSESSOR

The following was accomplished for the month of September, 2010:

1) All Homestead & Property Transfer Affidavits are current. There were 14 transfers of property processed for the month as follows: 3 Sheriff foreclosures, 3 foreclosure re-sales, 2 foreclosure transfers and 6 regular market sales. 2) Conducted miscellaneous phone & in person inquiries about assessments and descriptions 3) Attended Equalizer training at City of Springfield 4) Discovered previously omitted property while doing photo project & submitted documents to the State Tax Commission to add to the tax roll, total Taxable Value increase for 3 years in \$167,910.00

CODE ENFORCEMENT

The following was accomplished for the month of September, 2010:

1) Conducted property inspection for new complains and follow up inspections of previous complaints.

2) Sent Contractor to mow, trim and remove grass clippings form 2 properties

3) Researched ordinances for vacant and abandoned structure registration.

4) Received 19 complaints for the month as follows:

5 grass

7 junk, trash & rubbish

4 inoperable vehicles

1 front yard parking & storage of recreational vehicles

2 Twp. Ordinances

PERMITS

41 permits were issued for the month of September, 2010 as follows:

Building 12 permits (PB10-042 thru PB10-059) \$3,263.28

Electrical 7 permits (PE10-045 thru PE10-051) \$1,000.00

Mechancial 17 permits (PM10-061 thru PM10-078) \$1,985.00

Plumbing 1 permit (PP10-024) \$ 130.00

Zoning 4 permits (PZ10-015 thru PZ10-019) \$ 200.00

TOTALS: \$6,578.28