

PENNFIELD CHARTER TOWNSHIP

REGULAR MEETING MINUTES

NOVEMBER 9, 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. There were nine residents present. Supervisor Behnke led the

Pledge of Allegiance.

PRESENTATIONS/PROCLAMATIONS

Supervisor Behnke read the following proclamation on behalf of the Battle Creek Area Transportation Study:

HolidaySeason Impaired Driving Prevention

November 29, 2010to January 3, 2011

WHEREAS, motor vehicle crashes involving alcohol (with at least one driver with a blood alcohol concentration of .08 g/cL or above) accounted for 32% of all motor vehicle traffic fatalities in 2009 (killing 10,839 persons and injuring hundreds of thousands more every year in the United States); and

WHEREAS, the Thanksgiving through New Year's holiday season is traditionally one of the most deadly times of the year for alcohol-impaired driving; and

WHEREAS, according to the National Highway Traffic Safety Administration, based on the current rates, three in every ten Americans will be involved in an alcohol related crash at some point in their lives; and

WHEREAS, organizations across the nation are joining together to promote the "*Drunk Driving. Over the Limit. Under Arrest.*" national public awareness campaign and law enforcement initiatives during the November 29, 2010 to January 3, 2011 time period;

NOW, THEREFORE BE IT RESOLVED that the Charter Township of Pennfield proclaims November 29, 2010 to January 3, 2011 as "Holiday Season Impaired Driving Prevention" and encourages promotion of the awareness campaign this holiday season and throughout the year.

CITIZEN/PUBLIC COMMENTS

One citizen commented on when the house on Bellevue Road would be demolished.

ADDITIONS/DELETIONS TO AGENDA

Trustee Beard requested a Closed Session for Board Discussion and Supervisor Behnke said that it was not allowable under Closed Session guidelines; therefore it was moved by Treasurer Phillips and supported by Trustee Bartlett to accept the Agenda as presented. **Motion carried.**

CONSENT AGENDA

It was moved by Treasurer Phillips and supported by Trustee Bartlett to approve the Consent Agenda. **Motion carried.** The Consent Agenda consists of the following items:

- 1) Meeting Minutes of October 12, 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)

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: 209 traffic citations, 159 verbal warnings, 21 traffic crashes, 111 arrests, 124 self generated complaints, 311 dispatched complaints and 1507 property inspections.

FIRE: Chief Smith was present from the Pennfield Fire Department and gave the following report: There were 79 calls as follows: 7 fire calls, 47 rescue & emergency, 14 hazardous conditions (no fire) 5 service calls and 6 good intent calls. He also gave a report on the fire at the Pines of Pennfield.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Approval of Wolfersberger Special Land Use Permit request

It was moved by Treasurer Phillips and supported by Trustee Bartlett to approve the Wolfersberger Special Land Use Permit request to operate a Commercial Day Care Center at 20165 Capital Avenue, N.E.
Motion carried.

2. Approval of Refunding Contract

It was moved by Treasurer Phillips and supported by Trustee Bartlett to approve the Refunding Contract (refinancing of the 1997 Water Bonds) with the Calhoun County Board of Public Works.

Motion carried.

3. Adoption of Pennfield Charter Township Resolution #10-43

PENNFIELD CHARTER TOWNSHIP RESOLUTION 10-43

**(a Resolution recognizing the days the Township Office
will be closed in 2011)**

BE IT RESOLVED, that the Pennfield Township Board hereby recognizes the following

dates in 2011 in which the Township Office will be closed:

January 3 (New Years Day), February 21 (Presidents Day), April 22 (Good Friday),

May 30 (Memorial Day), July 1 and July 4 (Independence Day), September 5 (Labor Day), October 10 (Columbus Day), November 11 (Veterans Day), November 24 and

November 25 (Thanksgiving Holiday), December 23 and December 26 (Christmas Holiday).

Moved by: Treasurer Phillips Supported by: Trustee Bartlett

Supervisor Behnke – Yes Trustee Bartlett – Yes

Clerk Case – Yes Trustee Beard – Yes

Treasurer Phillips – Yes Trustee Bordine-Houseman – Yes

Trustee Ensign – Yes

Vote shows 7 yes, -0- no and -0- excused. **Resolution #10-43 stands adopted.**

4. Adoption of Pennfield Charter Township Resolution #10-44

PENNFIELD CHARTER TOWNSHIP RESOLUTION 10-44

(a Resolution setting dates, time and location of Township Board meetings for 2011)

BE IT RESOLVED, that the Pennfield Township Board hereby sets the following dates

(second Tuesday of each month) for its Township Board Meetings in 2011:

January 11, February 8, March 8, April 12, May 10, June 14, July 12, August 9,

September 13, October 11, November 15 and December 13 and

FURTHER BE IT RESOLVED, that the Pennfield Township Board hereby agrees to

meet at 6:30 pm at the Pennfield Middle School cafeteria at 8587 Pennfield Road,

Battle Creek, Michigan unless otherwise posted and/or changed by the Township Board.

Moved by: Treasurer Phillips Supported by: Trustee Bartlett

Supervisor Behnke – Yes Trustee Bartlett – Yes

Clerk Case – Yes Trustee Beard – Yes

Treasurer Phillips – Yes Trustee Bordine-Houseman – Yes

Trustee Ensign – Yes

Vote shows 7 yes, -0- no and -0- excused. **Resolution #10-44 stands adopted.**

5. Adoption of Pennfield Charter Township Resolution #10-45

PENNFIELD CHARTER TOWNSHIP RESOLUTION 10-45

(a Resolution setting dates, time & location for Planning Commission meetings 2011)

BE IT RESOLVED, that the Pennfield Township Board hereby sets the following dates

for the Pennfield Township Planning Commission meetings in 2011: January 10,

February 7, March 7, April 4, May 2, June 6, July 11, August 1, September 12, October 3,

November 7 and December 5, and

FURTHER BE IT RESOLVED, that the Pennfield Township Planning Commission will meet at 6:30pm at the Pennfield Middle School cafeteria at 8587 Pennfield Road unless posted and/or changed.

Moved by: Treasurer Phillips Supported by: Trustee Bartlett

Supervisor Behnke – Yes Trustee Bartlett – Yes

Clerk Case – Yes Trustee Beard – Yes

Treasurer Phillips – Yes Trustee Bordine-Houseman – Yes

Trustee Ensign – Yes

Vote shows 7 yes, -0- no and -0- excused. **Resolution #10-45 stands adopted.**

6. Adoption of Pennfield Charter Township Resolution #10-46

PENNFIELD CHARTER TOWNSHIP RESOLUTION 10-46

(a Resolution setting the dates, time and location of Downtown Development Authority Board Meetings for 2011)

BE IT RESOLVED, that the Pennfield Township Board hereby sets the following dates

for the Downtown Development Authority Board meetings in 2011: January 17, February 28, March 21, April 18, May 16, June 20, July 18, August 15, September 19, October 17, November 21 and December 19, and

FURTHER BE IT RESOLVED, that the Downtown Development Authority Board

will meet at 6:00pm at the Pennfield Charter Township Office Annex located at 20260

Capital Avenue N.E., Battle Creek, Michigan unless otherwise posted and/or changed.

Moved by: Treasurer Phillips Supported by: Trustee Bartlett

Supervisor Behnke – Yes Trustee Bartlett – Yes

Clerk Case – Yes Trustee Beard – Yes

Treasurer Phillips Trustee Bordine-Houseman – Yes

Trustee Ensign – Yes

Vote shows 7 yes, -0- no and -0- excused. **Resolution #10-46 stands adopted.**

TREASURER' S MONTHLY REPORT

October, 2010 report shows the following balances on hand:

General Fund \$918,809.73

DDA \$2,012.54

Metro Act – Maint. \$13,369.49

Parks \$13,001.34

Public Safety \$1,983.65

Sewer \$850,103.15

Water \$570,170.17

Trust & Agency \$6,400.00

Tax Collection \$61,344.32

TOTALS: \$2,437,194.39

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

PAYMENT OF BILLS

It was moved by Treasurer Phillips and supported by Trustee Bartlett to approve the payment of the monthly bills in the amount of \$169,079.35. **Motion carried.**

EXTENDED CITIZENS COMMENTS

None

TOWNSHIP BOARD COMMENTS

Clerk Case reported on the November 2nd, General Election and Treasurer Phillips is getting ready for Winter Taxes. Trustee Beard commented that our Board needs to show more respect towards each other and do a better job on discussing issues.

ANNOUNCEMENTS MADE BY CHAIRPERSON

Supervisor Behnke announced that our next monthly Board Meeting is scheduled for December 14, 2010. The next recycling weekend is November 27th and 28th. The Township office will be closed on November 11th in observance of Veterans Day and November 25th and 26th for the Thanksgiving holiday. It was moved by Treasurer Phillips and supported by Trustee Bartlett to adjourn the meeting at 7:06 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 October are as follows: 1,200 meter reads, 18 corrective orders (repair/install meters, radio read boxes, repair wires) and 46 Miss Digs. The monthly bacterial samples came back negative.

ASSESSOR

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

1) All Homestead & Property Transfer Affidavits are current. There were 8 transfers of property processed for the month as follows: One Sheriff foreclosure, one foreclosure re-sale, one foreclosure transfer and five regular market sales. 2) Conducted miscellaneous phone & in person inquiries about assessments and descriptions. 3) Visited new construction sites

CODE ENFORCEMENT

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

1) Conducted property inspection for new complaints and follow up inspections of previous complaints. 2) Researched Ordinances for vacant and abandoned structure registration

3) Prepared and delivered information to Attorney Dave Barnett for Hammer's Pre-Trial.

4) Received 12 complaints for the month as follows:

4 junk, trash and rubbish

6 inoperable vehicles

2 Twp. Ordinances

PERMITS

22 permits were issued for the month of October, 2010 as follows:

Building 4 permits (PB10-060 thru PB10-064) \$535.00

Electrical 7 permits (PE10-052 thru PE10-058) \$915.00

Mechanical 9 permits (PM10-076-PM10-086) \$795.00

Plumbing 1 permit (PP10-025) \$215.00

Zoning 1 permit (PZ10-020) \$50.00

TOTALS: \$2510.00