

**PENNFIELD CHARTER TOWNSHIP**

**REGULAR MEETING MINUTES**

**JULY 13, 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, Beard, Bordine-Houseman and Ensign. There were five residents present.

Supervisor Behnke led the Pledge of Allegiance.

**PRESENTATIONS/PROCLAMATIONS**

None

**CITIZEN/PUBLIC COMMENTS (AGENDA ITEMS ONLY)**

None

**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 June 8, 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) Design Review Committee appoints: Trustee Bordine-Houseman,  
Al Bobfrosky, Ernie Lahusky, Maryann Herbstreith & Paul Anderson

### **DEPARTMENT REPORTS**

**POLICE**: No one was present from the Calhoun County Sheriff's Department to give a report. The report will be posted to our website. The stats for the month are as follows:

310 traffic citations, 205 verbal warnings, 15 traffic crashes, 82 arrests, 94 self-generated complaints, 266 dispatched complaints and 1,294 property inspections.

**FIRE**: Chief Tim Smith gave the fire report for the month of June, 2010. The stats are as follows: There were 91 calls: 4 fires, 54 rescue & emergency, 17 hazardous conditions (no fire), 3 service calls, 10 good intent calls and 3 false alarms.

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

1. It was moved by Trustee Beard and supported by Trustee Bordine-Houseman to approve the Young Special Land Use Permit (operation of a hair salon as a home based business at 355 McAllister Road). **Motion carried.**
2. Pennfield Charter Township Resolution #10-34.

### **PENNFIELD CHARTER TOWNSHIP RESOLUTION 10-34**

**(a Resolution dedicating the new Pennfield Township Office Flag Pole to all Military Veterans)**

BE IT RESOLVED, that the Pennfield Township Board hereby dedicates the new Pennfield Township Office Flag Pole to all the Military Veterans who have served our country with both pride and distinction, and

FURTHER BE IT RESOLVED, that the Pennfield Township Board hereby commissions the placement of an appropriate plaque near the base of the flag pole recognizing such honor.

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 #10-34 stands adopted.**

3. Pennfield Charter Township Resolution #10-35.

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 10-35**

**(a Resolution awarding demolition contracts for the following properties within Pennfield Township: 935 Capital Avenue, NE, 45 Oxford Street, 83 Sharon Avenue, 88 Sharon Avenue, 77 Sharon Avenue, 185 Pickford Street and 394 Concord Avenue in the amount of \$ 38,561.00)**

**BE IT RESOLVED**, that the Pennfield Township Board hereby awards a demolition contract to the following vendors:

**SPECIALIZED-** 935 Capital Avenue, NE \$ 6,700.00

88 Sharon Avenue \$ 4,450.00

185 Pickford Street \$ 4,750.00

394 Concord Avenue \$ 4,050.00

**DORE-** 45 Oxford Street \$ 8,200.00

**GRIFFELLE-** 83 Sharon Avenue \$ 5,049.00

77 Sharon Avenue \$ 5,362.00

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 #10-35 stands adopted.**

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

June, 2010 report shows the following balances on hand:

General Fund \$1,270,865.41

DDA \$44.37

Metro Act-Maint. \$13,469.49

Parks \$12,994.40

Public Safety \$2,903.63

Sewer \$843,915.03

Water \$574,242.77

Trust & Agency \$10,121.87

Tax collection \$24.42

**TOTALS: \$2,728,581.39**

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 \$171,545.81. **Motion carried.**

### **CITIZEN/PUBLIC COMMENT**

One resident spoke asking about the status of the County repairing Gorsline Road. Guest

Speaker, Mickey Harris spoke. She is running for Calhoun County Commissioner, District 4. She introduced herself and spoke on her campaign.

### **TOWNSHIP BOARD COMMENTS**

Clerk Case reminded everyone to vote in the August 3<sup>rd</sup> Primary Election. Trustee Beard wants to make Budget information available on the website.

### **ANNOUNCEMENTS MADE BY THE CHAIRPERSON**

Supervisor Behnke thanked AccessVision for all of their service to the Township throughout the years. The next Township Board meeting is scheduled for August 10, 2010. The next recycling weekend is July 24<sup>th</sup> and 25<sup>th</sup>. It was moved by Trustee Beard and supported by Trustee Bordine-Houseman to adjourn the meeting at 7:26 pm. **Motion carried.**

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Robert P. Behnke, Jr. Kathleen R. Case

Township Supervisor Township Clerk

### **ADDENDUM A – DEPARTMENT REPORTS**

#### **UTILITIES**

The stats for the month of June are as follows: 1,200 meter reads, 15 corrective work orders (repair/install meters, radio read boxes, repair wires) and 27 Miss Digs. The

monthly bacterial sample came back negative. Worked with Seven Brothers Painting

to accomplish the painting of the water tower.

#### **ASSESSOR/ZONING**

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

1) All Homestead & Property Transfer Affidavits are current. There were 14 transfers of property processed for the month as follows: 2 Sheriff foreclosures, 2 foreclosure sales, 2 foreclosure re-sales and 8 regular market sales. 2) Conducted miscellaneous phone & in person inquiries about assessments and descriptions. 3) Continuing photo project of residential properties.

### **CODE ENFORCEMENT**

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

1) Conducted property inspections for new complaints and follow up inspections of previous complaints. Contractor mowed, trimmed and removed grass clippings from nine properties. Received 45 complaints for the month as follows:

31 – grass

4 – junk, trash & rubbish

4 – inoperable vehicles

4 – keeping of animals & storage of recreational vehicles

2 – unsafe structures

### **PERMITS**

28 permits were issued for the month of June, 2010 as follows:

Building 8 permits (PB10-027 thru PB10-034) \$1,901.71

Electrical 6 permits (PE10-023 thru PE 10-029) \$710.00

Mechanical 9 permits (PM10-028 thru PM10-036) \$1,145.00

Plumbing 2 permits (PP10-014 thru PP10-015) \$250.00

Zoning 3 permits (PZ10-009 thru PZ10-010) \$150.00

**TOTALS: \$4,156.71**

