

PENNFIELD CHARTER TOWNSHIP

SPECIAL MEETING MINUTES

MARCH 29, 2011

Supervisor Behnke called the meeting to order at 6:00 P.M. at the Pennfield Middle School cafeteria. Present were Supervisor Behnke, Clerk Case, Treasurer Phillips and Trustees Bartlett, Beard, Bordine-Houseman and Ensign. There were three residents present. Supervisor Behnke led the Pledge of Allegiance.

PUBLIC HEARING

Supervisor Behnke called the Public Hearing to order at 6:01 P.M. at the Pennfield Middle School cafeteria. The purpose of the Public Hearing was to hear comments on the Township Budget and The Truth in Taxation and fiscal year budgets for 2011-2012.

1. General Fund Budget \$2,123,015.00
2. Inspection/Permits Dept. Budget \$60,394.00
3. DDA Budget \$2,205.00
4. Water Department Budget \$522,458.00
5. Sewer Department \$814,115.00
6. Metro Fund Budget \$6,600.00

There were no questions or comments. The entire budget is available at the Township Office for public viewing during normal business hours and on the Pennfield Charter Township Website at

<http://www.pennfieldtwp.com/>. Supervisor Behnke closed the Public Hearing at 6:02 P.M.

CITIZEN COMMENTS

None

ADDITIONS/DELETIONS TO THE AGENDA

It was moved by Treasurer Phillips and supported by Trustee Bartlett to accept the Agenda as presented.

Motion carried.

NEW BUSINESS

1. PennfieldCharter TownshipResolution #11-08

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-08

(A Resolution establishing the millage rate for Pennfield Charter Township for 2011)

WHEREAS, the Township Board for Pennfield Charter Township has published proper notice in regard to the setting of its millage rate for 2011, and

WHEREAS, the Township Board for Pennfield Charter Township has properly conducted a Public Hearing on the proposed millage rate as required by Public Act No. 5 of the 1982 (Truth in Taxation), so

THEREFORE, BE IT RESOLVED, that the Board for Pennfield Charter Township hereby agrees to establish a Township tax levy for all real and personal property at the maximum allowable millage rate for 2011, not to exceed four (4) mils as approved by the voters in Pennfield Charter Township.

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, and -0- no. **Resolution #11-08 is adopted.**

2. PennfieldCharter TownshipResolution #11-09

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-09

(A Resolution establishing the General Appropriations Act

For Pennfield Charter Township)

WHEREAS, Pennfield Charter Township wishes to establish a General Appropriations Act for Pennfield Charter Township; to define the powers and duties of the Pennfield Charter Township officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements.

The Board of Trustees of Pennfield Charter Township resolves:

Section 1: Title

This resolution shall be known as the Pennfield Charter Township General Appropriations Act.

Section 2: Chief Administrative Officer

The Supervisor shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

Section 3: Fiscal Officer

The Clerk shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

Section 4: Public Hearings on the Budget

Pursuant to MCL 42.26, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on Thursday, March 17, 2011 and a public hearing on the proposed budget was held on Tuesday, March 29, 2011.

Section 5: Estimated Revenues

Estimated township general fund revenues for fiscal year 2011-2012, including an allocated millage of 1 mil; voter authorized millage of 3 mills; and various miscellaneous revenues shall total \$2,123,015.00.

Section 6: Millage Levy

The Pennfield Charter Township Board shall cause to be levied and collected the general property tax on all real and personal property within the township upon the current tax roll an amount equal to 4 mils as authorized under state law and approved by the electorate.

Section 7: Estimated Expenditures

Estimated township general fund expenditures for fiscal year 2011-2012 for the various township activities are per the attached budget.

Section 8: Adoption of Budget by Reference

The general fund budget of Pennfield Charter Township is hereby adopted by reference, with revenues and activity expenditures as indicated in Section 5 and 7 of this act.

Section 9: Adoption of budget by Cost center

The Pennfield Charter Township Board of Trustees hereby adopts the 2011-2012 fiscal year general fund budget by cost center. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each cost center and may make transfers among the various line items contained in the cost center appropriation. However, no transfers of appropriations for line items related to personnel or capital outlay may be made without prior Township Board approval by budget amendment.

Section 10: Appropriation Not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. The Fiscal Officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any township order for expenditures that exceed appropriations.

Section 11: Periodic Fiscal Reports

The Fiscal Officer shall transmit to the board at the end of each of the first three quarters, and at the end of each month occurring during the fourth quarter,- a report of financial operations, including, but not limited to:

a) A summary statement of the actual financial condition of the general fund at the end of the previous quarter

b) A summary statement showing the receipts and expenditures and encumbrances for the previous quarter and for the current fiscal year to the end of the previous quarter;

c) A detailed list of:

1) Expected revenues by major sources as estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year; the balance of estimated revenues to be collected in the current fiscal year; and any revisions in revenue estimates resulting from collection experience to date

2) For each cost center; the amount appropriated; the amount charged to each appropriation in the previous quarter for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revisions in the estimate of expenditures.

Section 12: Limit on Obligations and Payment

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

Section 13: Budget Monitoring

Whenever it appears to the Chief Administrative Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such funds were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

Section 14: Violations of this Act

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in P.A. 621 (1978) and the Pennfield Charter Township personnel manual.

Section 15: Board adoption

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, and -0- no. **Resolution #11-09 is adopted.**

3. Pennfield Charter Township Resolution #11-10

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-10

(A Resolution adopting the Inspections/Permits Department Budget for Pennfield Charter Township for Fiscal Year 2011-2012)

BE IT RESOLVED, that the Pennfield Charter Township Board officially adopts the proposed Building Inspection Department budget for Fiscal Year 2011-2012.

Proposed Revenues \$60,394.00

Proposed Expenditures \$60,394.00

FURTHER BE IT RESOLVED, this budget shall become effective on April 1, 2011.

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, and -0- no. **Resolution #11-10 is adopted.**

4. Pennfield Charter Township Resolution #11-11

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-11

(A Resolution adopting the Downtown Development Authority Budget for Pennfield Charter Township for Fiscal Year 2011-2012)

BE IT RESOLVED, that the Pennfield Charter Township Board officially adopts the proposed Downtown Development Authority Budget for Fiscal Year 2011-2012.

Proposed Revenues \$2,205.00

Proposed Expenditures \$2,205.00

FURTHER BE IT RESOLVED, this budget shall become effective on April 1, 2011.

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, and -0- no. **Resolution #11-11 is adopted.**

5. Pennfield Charter Township Resolution #11-12

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-12

(A Resolution adopting the Water Department Budget for Pennfield Charter Township for Fiscal Year 2011-2012)

BE IT RESOLVED, that the Pennfield Charter Township Board officially adopts the proposed Water Department budget for Fiscal Year 2011-2012.

Proposed Revenues \$ 522,458.00

Proposed Expenditures \$ 522,458.00

FURTHER BE IT RESOLVED, this budget shall become effective on April 1, 2011.

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, and -0- no. **Resolution #11-12 is adopted.**

6. Pennfield Charter Township Resolution #11-13

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-13

(A Resolution adopting the Sewer Department Budget for Pennfield Charter Township for Fiscal Year 2011-2012)

BE IT RESOLVED, that the Pennfield Charter Township Board officially adopts the proposed Sewer Department budget for Fiscal Year 2011-2012.

Proposed Revenues \$814,115.00

Proposed Expenditures \$814,115.00

FURTHER BE IT RESOLVED, this budget shall become effective on April 1, 2011.

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, and -0- no. **Resolution #11-13 is adopted.**

7. Pennfield Charter Township Resolution #11-14

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-14

(A Resolution adopting the General Fund Budget for Pennfield Charter Township for Fiscal Year 2011-2012)

BE IT RESOLVED, that the Pennfield Charter Township Board officially adopts the proposed General Fund Budget for Fiscal Year 2011-2012.

Proposed Revenues \$2,123,015.00

Proposed Expenditures \$2,123,015.00

FURTHER BE IT RESOLVED, this budget shall become effective on April 1, 2011.

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, and -0- no. **Resolution #11-14 is adopted.**

8. Pennfield Charter Township Resolution #11-15

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-15

(A Resolution adopting the Metro Act Maintenance Budget for Pennfield Charter Township for Fiscal Year 2011-2012)

BE IT RESOLVED, that the Pennfield Charter Township Board officially adopts the proposed Metro Act Maintenance Budget for Fiscal Year 2011-2012.

Proposed Revenues \$6,600.00

Proposed Expenditures \$6,600.00

FURTHER BE IT RESOLVED, this budget shall become effective on April 1, 2011.

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, and -0- no. **Resolution #11-15 is adopted.**

9. Pennfield Charter Township Resolution #11-16

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-16

(A Resolution setting the salary for the position of Township Supervisor for the period of April 1, 2011 to March 31, 2012)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby sets the salary of the Township Supervisor at \$47,652.00, which represents a zero percent (0%) increase.

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, and -0- no. **Resolution #11-16 is adopted.**

10. Pennfield Charter Township Resolution #11-17

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-17

(A Resolution setting the salary for the position of Township Treasurer for the period of April 1, 2011 to March 31, 2012)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby sets the salary of the Township Treasurer at \$ 43,883.00, which represents a zero percent (0%) increase.

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, and -0- no. **Resolution #11-17 is adopted.**

11. Pennfield Charter Township Resolution #11-18

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-18

(A Resolution setting the salary for the position of Township Clerk for the period of April 1, 2011 to March 31, 2012)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby sets the salary of the Township Clerk at \$ 42,602.00, which represents a zero percent (0%) increase.

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, and -0- no. **Resolution #11-18 is adopted.**

12. Pennfield Charter Township Resolution #11-19

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-19

(A Resolution setting the salary for the position of Code Compliance/Deputy Supervisor for the period of April 1, 2011 to March 31, 2012)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby sets the salary of the Code Compliance/Deputy Supervisor at \$ 30,000.00, which represents a zero percent (0%) increase.

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-Housemen – Yes

Trustee Ensign – Yes

Vote shows 7 yes, and -0- no. **Resolution #11-19 stands adopted.**

13. Pennfield Charter Township Resolution #11-20

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-20

(A Resolution setting the salary for the position of Township Fire Chief for the period of April 1, 2011 to March 31, 2012)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby sets the salary of the Township Fire Chief at \$ 54,913.00, which represents a zero percent (0%) increase, and

FURTHER BE IT RESOLVED, that the Pennfield Charter Township Board hereby approves the Employee Agreement.

Moved by: Treasurer Phillips – Yes 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, and -0- no. **Resolution #11-20 stands adopted.**

14. Pennfield Charter Township Resolution #11-21

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-21

(A Resolution setting the salary for the position of Township Assessor for the period of April 1, 2011 to March 31, 2012)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby sets the salary of the Township Assessor at \$ 54,000.00, which represents a zero percent (0%) increase, and

FURTHER BE IT RESOLVED, that the Pennfield Charter Township Board hereby approves the Employee Agreement.

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, and -0- no. **Resolution #11-21 is adopted.**

15. Pennfield Charter Township Resolution #11-22

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-22

(A Resolution to Extend the Union Contract with Pennfield Fire Fighters Union #2588 until March 31, 2012)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby extends the Union Contract with Pennfield Fire Fighters Union #2588 until March 31, 2012.

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, and -0- no. **Resolution #11-22 stands adopted.**

16. Pennfield Charter Township Resolution #11-23

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-23

(A Resolution to Extend the Union Contract with the International Union of Operating Engineers Local 547, A, B, C, E, H / AFL-CIO until March 31, 2012)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby extends the Union Contract with the International Union of Operating Engineers Local 547, A, B, C, E, H / AFL-CIO until March 31, 2012.

Moved by: Treasurer Phillips Supported by: Trustee Bartlett

Supervisor Behnke – Yes Trustee Bartlett – Yes

Clerk Case – Yes Trustee Beard – Yes

Treasurer – Yes Trustee Bordine-Houseman – Yes

Trustee Ensign – Yes

Vote shows 7 yes, and -0- no. **Resolution #11-23 stands adopted.**

17. Pennfield Charter Township Resolution #11-24

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-24

(A Resolution setting the hourly rate for non-union and non-elected positions for the period of April 1, 2011 to March 31, 2012)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby sets the hourly wages of the non-union and non-elected positions to be effective April 1, 2011 to March 31, 2012 for the following employees:

Deputy Clerk \$13.95 per hour

Deputy Treasurer \$12.81 per hour

Utility Clerk/Permits - Cheri \$13.95 per hour

Utility Clerk/Permits - Candy \$11.21 per hour

Website Administrator \$ 7,054.00 Annual salary

Zoning Administrator \$16,442.00 Annual salary

*Entry levels will be determined by the Executive Committee, normally at 80% of shown hourly rate.

**Deputy Clerk to receive \$1.00 per hour raise upon certification.

Moved by: Treasurer Phillips Supported by: Trustee Bartlett

Supervisor Behnke – Yes Trustee Bartlett – Yes

Clerk Case – Yes Trustee Beard – No

Treasurer Phillips – Yes Trustee Bordine-Houseman – Yes

Trustee Ensign – Yes

Vote shows 6 yes, and 1 no. **Resolution #11-24 is adopted.**

18. Pennfield Charter Township Resolution #11-25

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-25

(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 expense to increase/decrease line item Increase Decrease

Townboard:

101-101.000-739.000, Tax Roll \$ 45.00

101-101.000-956.001, Prior Year Tax \$ 45.00

\$ 45.00 \$ 45.00

Elections:

101-191.000-715.000, Social Security \$ 43.00

101-191.000-740.000, Operating Supplies \$ 428.00

101-191.000-777.000, Repair/Maint.-Equipment \$ 270.00

101-191.000-858.000, Voting-Equip. Transportation \$ 280.00

101-191.000-859.000, Election Programming \$ 1,220.00

101-191.000-861.000, Mileage \$ 100.00

101-191.000-902.000, Advertising \$ 160.00

101-191.000-940.000, Rent \$ 300.00

101-191.000-956.000, Miscellaneous Expense \$ 75.00

\$ 1,438.00 \$ 1,438.00

Treasurer:

101-253.000-702.000, Salaries \$ 1,397.00

101-253.000-715.000, Social Security \$ 26.00

101-253.000-716.000, Employee Insurance \$ 100.00

101-253.000-819.000, Conference/Education \$ 705.00

101-253.000-820.000, Membership/Dues \$ 45.00

101-253.000-861.000, Mileage \$ 163.00

101-253.000-874.000, Retirement \$ 410.00

\$1,423.00 \$ 1,423.00

Fire Chief:

101-302.000-702.000, Salaries \$ 1,753.00

101-302.000-716.000, Employee Insurance \$ 152.00

101-302.000-742.000, Laundry/Uniforms \$ 20.00

101-302.000-819.000, Conference/Education \$ 601.00

101-302.000-874.000, Retirement \$ 513.00

Fire Department:

101-336.000-702.000, Salaries \$ 7,200.00

101-336.000-704.000, Part-time Salaries \$ 4,421.00

101-336.000-715.000, Social Security \$ 200.00

101-336.000-716.000, Employee Insurance \$ 2,456.00

101-336.000-716.001, Life Insurance/Part-time \$ 100.00

101-336.000-727.000, Office Supplies \$ 800.00

101-336.000-740.000, Operating Supplies \$ 1,800.00

101-336.000-742.000, Laundry/Uniforms \$ 40.00

101-336.000-742.001, Laundry/Uniforms-POC \$ 100.00

101-336.000-775.000, Repair/Maint. Building \$ 1,200.00

101-336.000-776.000, Repair/Maint. Vehicle \$ 4,200.00

101-336.000-777.000, Repair/Maint. Equipment \$ 354.00

101-336.000-816.000, Fire Prevention \$ 400.00

101-336.000-818.000, Part-time Education \$ 90.00

101-336.000-820.000, Membership/Dues \$ 500.00

101-336.000-851.000, Telephone \$ 400.00

101-336.000-852.000, Dispatch \$ 535.00

101-336.000-874.000, Retirement \$ 336.00

101-336.000-910.000, Insurance/Bonds \$ 3,038.00

101-336.000-922.000, Electricity \$ 600.00

101-336.000-924.000, Sewer/Water Billing \$ 31.00

101-336.000-975.000, Capital Outlay-Building \$ 1,000.00

101-336.000-977.000, Capital Outlay-Equipment \$ 3,500.00

\$18,170.00 \$18,170.00

Planning/Zoning:

101-410.000-701.000, Zoning Wage \$ 226.00

101-410.000-715.000, Social Security \$ 106.00

101-410.000-809.000, Planning Commission \$ 300.00

101-410.000-874.000, Retirement \$ 32.00

\$ 332.00 \$ 332.00

Code Compliance:

101-428.000-702.000, Salaries \$ 180.00

101-428.000-715.000, Social Security \$ 147.00

101-428.000-716.000, Employee Insurance \$ 100.00

101-428.000-819.000, Conference/Education \$ 150.00

101-428.000-850.000, Communications \$ 60.00

101-428.000-861.000, Mileage \$ 60.00

101-428.000-874.000, Retirement \$ 77.00

\$ 387.00 \$ 387.00

Other Appropriations:

101-960.000-810.000, Board of Review \$ 10.00

101-960.000-880.000, Community Enrichment \$ 1,700.00

101-960.000-920.000, Street lights \$ 2,300.00

101-960.000-946.000, Access Vision \$ 610.00

\$ 2,310.00 \$ 2,310.00

2. Amend expense to increase/decrease line item Increase Decrease

Supervisor:

101-171.000-702.000, Salaries \$ 653.00

101-171.000-716.000, Employee Insurance \$ 1,122.00

101-171.000-819.000, Conference/Education \$ 81.00

101-171.000-874.000, Retirement \$ 445.00

Assessor:

101-209.000-702.000, Salaries \$ 2,493.00

101-209.000-715.000, Social Security \$ 237.00

101-209.000-716.000, Employee Insurance \$ 471.00

101-209.000-819.000, Conference/Education \$ 480.00

101-209.000-850.000, Communications \$ 360.00

101-209.000-874.000, Retirement \$ 439.00

Clerk:

101-215.000-702.000, Salaries \$ 1,716.00

101-215.000-715.000, Social Security \$ 280.00

101-215.000-820.000, Membership/Dues \$ 25.00

101-215.000-861.000, Mileage \$ 314.00

101-215.000-874.000, Retirement \$ 397.00

General Office:

101-249.000-702.000, Salaries \$ 785.00

101-249.000-716.000, Employee Insurance \$ 470.00

101-249.000-740.000, Operating Supplies \$ 500.00

101-249.000-777.000, Repair/Maint.-Equipment \$ 800.00

101-249.000-802.000, Legal \$ 5,000.00

101-249.000-804.000, Bank Charges \$ 520.00

101-249.000-902.000, Advertising \$ 818.00

101-249.000-921.000, Heat \$ 400.00

101-249.000-922.000, Electricity \$ 350.00

101-249.000-977.000, Capital Outlay-Equipment \$ 1,128.00

Building & Grounds

101-265.000-750.000, Gas \$ 235.00

101-265.000-775.000, Repair/Maint.-Building \$ 1,700.00

101-265.000-777.000, Repair/Maint.-Equipment \$ 200.00

101-265.000-821.000, Residential Maintenance Fee \$39,700.00 101-265.000-821.001, Property Demolition Fee \$50,000.00

101-265.000-975.000, Capital Outlay-Building \$ 33.00

Police:

101-301.000-802.000, Legal \$15,400.00

101-301.000-805.000, Professional Services \$ 2,900.00

101-301.000-922.000, Electricity \$ 500.00

Other Appropriations:

101-960.000-946.000, Access Vision \$10,000.00

3. Amend Revenue to increase/decrease line item

101-000.000-606.000, 425 Share \$ 13,840.00 101-000.000-655.000, District Court Fees \$ 7,000.00

101-000.000-694.003, Property Maintenance \$ 40,600.00

101-000.000-694.004, Property Demolition \$ 50,000.00

\$126,196.00 \$126,196.00

Moved by: Treasurer Phillips Supported by: Trustee Bartlett

Supervisor Behnke – Yes Trustee Bartlett – No

Clerk Case – Yes Trustee Beard – Yes

Treasurer Phillips – Yes Trustee Bordine-Houseman – Yes

Trustee Ensign – Yes

Vote shows 6 yes, and 1 no. **Resolution #11-25 is adopted.**

19. Pennfield Charter Township Resolution #11-26

PENNFIELDCHARTER TOWNSHIPRESOLUTION # 11-26

(A Resolution Amending the Pennfield Charter Township Water Department Budget

For Fiscal Year 2010-2011)

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

1. Amend revenue to add line item

591-000.000-615.000, Tap Fees \$1,320.00

591-000.000-628.001, Cost Recovery \$1,874.00

591-000.000-681.000, Reimbursements \$ 97.00

591-000.000-694.000, Miscellaneous Income \$ 45.00

2. Amend expense to add line item

591-000.000-975.000, Capital Outlay-Building \$ 345.00

591-000.000-977.000, Capital Outlay-Equipment \$ 8,800.00

3. Amend expense to increase line item

591-000.000-702.000, Salaries \$ 4,000.00

591-000.000-715.000, Social Security \$ 600.00

591-000.000-716.000, Employee Insurance \$ 200.00

591-000.000-727.000, Office Supplies \$ 100.00

591-000.000-737.000, Chemical Treatment \$ 200.00

591-000.000-750.000, Gas \$ 200.00

591-000.000-776.000, Repair/Maint. Vehicle \$ 100.00

591-000.000-806.000, Janitorial Fee \$ 50.00

591-000.000-820.000, Membership/Dues \$ 100.00

591-000.000-851.000, Telephone \$ 650.00

591-000.000-936.000, R&M Distribution \$10,000.00

4. Amend expense to decrease line item

591-000.000-890.000, Contingency Fund \$22,009.00

\$25,345.00 \$25,345.00

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, and -0- no. **Resolution #11-26 is adopted.**

20. Pennfield Charter Township Resolution #11-27

PENNFIELDCHARTER TOWNSHIPRESOLUTION # 11-27

(A Resolution Amending the Pennfield Charter Township Sewer Department Budget

For Fiscal Year 2010-2011)

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

1. Amend revenue to add line item

590-000.000-615.000, Tap fees \$ 450.00

590-000000-681.000, Reimbursements \$ 193.00

2. Amend expenses to decrease line item

590-000.000-807.000, Services \$ 9,186.00

590-000.000-890.000, Contingency Fund \$ 5,000.00

3. Amend expense to increase line item

590-000.000-702.000, Salaries \$8,000.00

590-000.000-715.000, Social Security 1,000.00

590-000.000-727.000, Office Supplies 500.00

590-000.000-740.000, Operating Supplies 200.00

590-000.000-750.000, Gas 600.00

590-000.000-776.000, Repair/Maint. Vehicle 200.00

590-000.000-802.000, Legal 2,000.00

590-000.000-805.000, Professional Services 1,500.00

590-000.000-806.000, Janitorial Fee 60.00

590-000.000-851.000, Telephone 50.00

4. Amend expense to add line item

590-000.000-956.000, Miscellaneous Expense \$ 50.00

590-000.000-975.000, Capital Outlay-Building \$ 669.00

\$14,829.00 \$14,829.00

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, and -0- no. **Resolution #11-27 is adopted.**

21. Pennfield Charter Township Resolution #11-28

PENNFIELDCHARTER TOWNSHIPRESOLUTION #11-28

(A Resolution Amending the Pennfield Charter Township Permits/Inspections Budget

For Fiscal Year 2010-2011)

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

1. Amend revenue to increase line item

249-000.000-611.000, Mechanical Permits \$ 2,000.00

249-000.000-614.000, Plumbing Permits \$ 270.00

2. Amend revenue to add line item

249-000.000-681.000, Reimbursements \$ 77.00

3. Amend expense to increase line item

249-371.000-702.001, Mechanical Inspector Wage \$ 2,000.00

249-371.000-702.004, Plumbing Inspector Wage \$ 270.00

249-371.000-716.000, Employee Insurance \$ 30.00

249-371.000-740.000, Operating Supplies \$ 1,000.00

4. Amend expense to decrease line item

249-371.000-805.000, Professional Fees\$ 953.00

\$3,300.00 \$3,300.00

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, and -0- no. **Resolution #11-28 is adopted.**

22. Pennfield Charter Township Resolution #11-29

PENNFIELDCHARTER TOWNSHIPRESOLUTION # 11-29

(A Resolution Amending the Pennfield Charter Township Public Safety Budget

For Fiscal Year 2010-2011)

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

1. Amend revenues to add line item

205-000.000-503.000, FEMA Grant\$ 73,235.00

205-000.000-699.001, General Fund transfer in 3,765.00

2. Amend expense to increase line item

205-000.000-740.000, Operating Supplies \$ 2,886.00

205-000.000-977.000, Capital Outlay-Equipment 74,114.00

\$77,000.00 \$ 77,000.00

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. **Resolution #11-29 is adopted.**

23. Pennfield Charter Township Resolution #11-30

PENNFIELDCHARTER TOWNSHIPRESOLUTION # 11-30

(A Resolution Amending the Pennfield Charter Township Metro Act-Maintenance Budget

For Fiscal Year 2010-2011)

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

1. Amend revenues to add line item

217-000.000-462.000, Telecommunications\$ 6,600.00

2. Amend expense to increase line item

217-000.000-967.000, Project Expenses \$ 6,600.00

\$ 6,600.00 \$ 6,600.00

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, and -0- no. **Resolution #11-30 is adopted.**

EXTENDED PUBLIC COMMENTS

None

TOWNSHIP BOARD COMMENTS

Trustee Ensign commented on the article in the Battle Creek Enquirer about Pennfield Township roads.

Trustee Bartlett also commented on our roads. Clerk Case commented to Supervisor Behnke and Treasurer

Phillips that they did a good job on the Budget process and reminded everyone of the upcoming May 3rd

Election. Trustee Beard handed out a Code of Ethics form from MTA and wanted everyone to read it and

would like to have a discussion on adopting it.

ANNOUNCEMENTS MADE BY CHAIRPERSON

Supervisor Behnke commented on the Battle Creek Enquirer article that he generated about the roads in

Pennfield Township. This created a discussion about a possible vote on the November ballot.

It was moved the Treasurer Phillips and supported by Trustee Bartlett to adjourn the meeting at 7:00 P.M.

Motion carried.

Robert P. Behnke, Jr., Supervisor Kathleen R. Case, Clerk