

**PENNFIELD CHARTER TOWNSHIP
REGULAR MEETING MINUTES
MAY 15, 2012**

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. Supervisor Behnke led the Pledge of Allegiance. There were six residents present.

PRESENTATIONS/PROCLAMATIONS

None

CITIZEN/PUBLIC COMMENTS

None

ADDITIONS/DELETIONS TO THE AGENDA

It was moved by Treasurer Phillips and supported by Trustee Bordine-Houseman to accept the Agenda as presented. **Motion carried.**

CONSENT AGENDA

It was moved by Treasurer Phillips and supported by Trustee Bordine-Houseman to accept the Consent Agenda as presented. **Motion carried.** The Consent Agenda consists of the following items:

1. Meeting Minutes of April 10, 2012
2. Utilities Division monthly report – see addendum
3. Code Compliance monthly report – see addendum
4. Permits Department monthly report – see addendum
5. Assessors Department monthly report – see addendum
6. Cemetery Department monthly report – see addendum
7. Termination of DNA Cleaning Services

DEPARTMENT REPORTS

POLICE: Lt. Steve Eddy was present from the Calhoun County Sheriff's Department to give the monthly report. The stats for the month are as follows: 176 traffic citations, 189 verbal warnings, 15 traffic crashes, 51 arrests, 66 self generated complaints, 235 dispatched complaints and 1,660 property inspections.

FIRE: Chief Smith was present to give the monthly report. There were 85 calls as follows: 4 fires, 49 rescue & medical emergencies, 12 hazardous conditions, 8 service calls, 10 good intent calls, 1 false alarm and 1 weather related call.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Adoption of Pennfield Charter Township Resolution #12-30

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 12-30
(a Resolution approving the purchase of a new truck and plow blade for the Utilities Division)**

BE IT RESOLVED, that the Pennfield Township Board hereby approves the bid of Boshears Ford for a new 2012 Ford F-250 Regular Cab Pickup in the amount of \$22,096.00, and

FURTHER BE IT RESOLVED, that the Pennfield Township Board also approves the bid of Boshears Ford for a new eight (8) foot Western Pro Plus plow (installed) in the amount of \$ 4,500.00.

Moved by: Treasurer Phillips Supported by: Trustee Bordine-Houseman

Supervisor Behnke – Yes	Trustee Bartlett – Yes
Clerk Case – Yes	Trustee Beard – Yes
Treasurer Phillips – Yes	Trustee Bordine-Houseman – No
	Trustee Ensign – Yes

Vote shows 6 yes and 1 no. **Resolution #12-30 is adopted.**

2. Adoption of Pennfield Charter Township Resolution #12-31

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 12-31
(a Resolution granting authorization to the Executive Committee for the purpose of awarding an agreement for asphaltting services on the east side of Hick’s Cemetery in an amount not to exceed \$15,000)**

BE IT RESOLVED, that the Pennfield Township Board hereby grants authorization to the Pennfield Township Executive Committee (Supervisor Behnke, Treasurer Phillips and Clerk Case) for the purpose of awarding an agreement for asphalt services on the east side of Hick’s cemetery in an amount not to exceed \$15,000.00.

Moved by: Treasurer Phillips

Supported by: Trustee Bordine-Houseman

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 #12-31 is adopted.**

3. Adoption of Pennfield Charter Township Resolution #12-32

PENNFIELD CHARTER TOWNSHIP RESOLUTION 12-32

(a Resolution requesting No Commercial Trucks over 10,000 pounds on Huntington Road, Struwin Road, Baseline Road, Pine Lake Road, Pennfield Road, St. Mary’s Lake Road and White Rabbit Road)

WHEREAS, the above mentioned roads are located in Pennfield Township, and

WHEREAS, the Pennfield Township Board believes that the roads will become over-used during the projected (3) month closing of M-66 for a bridge replacement, and

WHEREAS, most of the above mentioned roads are currently ranked from “**very poor to fair**” according to the latest PASER Ratings, and

WHEREAS, the Township Board feels that large commercial trucks will have an impact on the safety and welfare of the residents along these roadways

SO, THEREFORE IT BE RESOLVED, that the Pennfield Township Board does hereby request that the Calhoun County Road Commission prohibit, under MCL 257.726 “Commercial Trucks over 10,000 pounds on Huntington Road, Struwin Road, Baseline Road, Pine Lake Road, Pennfield Road, St. Mary’s Lake Road and White Rabbit Road”

Moved by: Treasurer Phillips

Supported by: Trustee Bordine-Houseman

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 #12-32 is adopted.**

4. Lease Agreement for Township rental house.

It was moved by Treasurer Phillips and supported by Trustee Bordine-Houseman to approve the lease agreement for the township rental house. **Motion carried.**

5. Township cleaning person.

It was moved by Treasurer Phillips and supported by Trustee Bordine-Houseman to approve the hiring of a Township office cleaning person. **Motion carried.**

TREASURER’S MONTHLY REPORT

April, 2012 report shows the following balances on hand:

General Fund	\$1,045,034.94
DDA	\$1,528.11
Metro Act-Maint	\$16,029.70
Parks	\$13,020.89
Public Safety	\$3,479.26
Sewer	\$779,405.39
Water	\$628,943.49
Trust & Agency	\$6,500.00
Tax Collection	\$1.00
TOTAL	\$2,493,942.78

It was moved by Trustee Bartlett and supported by Trustee Bordine-Houseman to approve the monthly Treasurer’s Report as presented. **Motion carried.**

PAYMENT OF MONTHLY BILLS

It was moved by Treasurer Phillips and supported by Trustee Bordine-Houseman to approve the payment of the monthly bills in the amount of \$346,693.94. **Motion carried.**

EXTENDED PUBLIC COMMENTS

One resident inquired on Wal-Mart.

TOWNSHIP BOARD MEMBER COMMENTS

Clerk Case announced that today (May 15th) was the filing deadline date for candidates for Township positions (Supervisor, Clerk, Treasurer and Trustees). We have received six candidates for Township Trustee. Trustee Beard shared information about filling pot holes.

ANNOUNCEMENTS MADE BY CHAIRPERSON

The next regularly scheduled Township Board meeting will be on June 12, 2012. The next monthly recycling weekend will be May 19th and May 20th at the new location at the Township Office, near the Police Department Building. The date has been moved to the 3rd weekend of the month due to Memorial Day Weekend. Flags will be placed on Veteran graves at Pennfield Hicks Cemetery on Saturday, May 19th at 9:00 AM in honor of Memorial Day.

It was moved by Treasurer Phillips and supported by Trustee Bordine-Houseman to Adjourn the meeting at 7:10 P.M. **Motion carried.**

Robert P. Behnke, Jr.
Supervisor

Kathleen R. Case
Clerk

ADDENDUM A – DEPARTMENT REPORTS

UTILITIES

The stats for the month of April, 2012 are as follows: 1,200 meter reads, 10 corrective work orders and 30 Miss Digs. The water system was evaluated and we were rated satisfactory in the overall operation and maintenance of the system.

ASSESSOR

The following was accomplished for the month of April, 2012:

1. All Homestead and Property Transfer Affidavits are current. There were 13 transfers of property processed for the month: Three were regular market sales and 10 were foreclosure related.
2. Conducted miscellaneous phone & in person inquiries about assessment & descriptions
3. Photo project completed, all properties now have a digital photo in the database.

CODE ENFORCEMENT

The following was accomplished for the month of April, 2012:

1. Conducted property inspections for new complaints and follow up inspections of previous complaints.
2. Received eight new complaints for the month as follows:

6 – junk & trash
1 – inoperable vehicle
1 – animals

PERMITS

Building	5 permits (PB12-009 thru Pb12-013)	\$2,473.92
Electrical	9 permits (PE12-011 thru PE12-019)	\$1,064.00
Mechanical	3 permits (PM12-020 thru PM12-022)	\$300.00
Plumbing	5 permits (PP12-006 thru PP12-010)	\$600.00
TOTAL		\$4,437.92

CEMETERY

Burial of ashes	4/11/12	\$300.00
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