

**PENNFIELD CHARTER TOWNSHIP  
REGULAR MEETING MINUTES  
JANUARY 8, 2013**

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 and Trustees Beard, Damerow, Harris and Skelding. Supervisor Behnke led the Pledge of Allegiance. There were seven residents present.

**PRESENTATIONS/PROCLAMATIONS**

None

**CITIZEN/PUBLIC COMMENT**

Matt Saxton, Calhoun County Sheriff spoke, stating that he was looking forward to continuing our relationship and working with Pennfield Township this year.

**ADDITIONS/DELETIONS TO AGENDA**

It was moved by Trustee Harris and supported by Trustee Damerow to approve the Agenda as presented. **Motion carried.**

**CONSENT AGENDA**

It was moved by Trustee Harris and supported by Trustee Damerow to approve the Consent Agenda as presented. **Motion carried.** The Consent Agenda consists of the following items:

1. Meeting minutes of December 11, 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 POC firefighter Megan Mead

**DEPARTMENT REPORTS**

**POLICE:** Sgt. Aaron Wiersma from the Calhoun County Sheriff’s Department was present to give the monthly report. The stats for the month are as follows: 81 traffic citations, 126 verbal warnings, 15 traffic crashes, 41 arrests, 55 self generated complaints, 203 dispatched complaints and 1,197 property inspections.

**FIRE:** Chief Smith was present to give the monthly report. The stats are as follows: 6 fires, 53 rescue & medical emergencies, 1 hazardous condition and 8 good intent calls.

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

### **1. Final adoption of Pennfield Charter Township Ordinance #200-01-2013.**

#### **ORDINANCE NUMBER 200-01-2013 OF 2013**

#### **AN ORDINANCE TO REGULATE AND LICENSE PAWNBROKERS AND SECONDHAND DEALERS; AND TO PROSECUTE PENALTIES FOR THE VIOLATION OF THE PROVISIONS OF THIS ORDINANCE.**

#### **THE CHARTER TOWNSHIP OF PENNFIELD ORDAINS:**

SECTION 1. New Article Created. Article V of Chapter 14 of the Pennfield Charter code is hereby created to read as follows:

#### ***Article V. Pawnbrokers and Secondhand Merchants.***

#### ***14-110 Definitions.***

*The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:*

*(a) "Internet drop-off store" means a person, corporation, or firm that contracts with other persons, corporations, or firms to offer its personal property or other valuable thing for sale, purchase, consignment, or trade through means of an internet website and meets the conditions described in Section 1(3) of 1917 PA 273, as amended (MCL 446.201, et seq.).*

*(b) "Licensee" means a person, corporation or firm that is required to be licensed under this article whether they properly possess a license or not.*

*(c) "Pawnbroker" means a person, corporation, or member, or members of a copartnership or firm, who loans money on deposit, or pledge of personal property, or other valuable thing, other than securities or printed evidence of indebtedness, or who deals in the purchasing of personal property or other valuable thing on condition of selling the same back again at a stipulated price.*

*(d) "Secondhand dealer" or "junk dealer" means any person, corporation, or member or members of a copartnership or firm whose principal business is that of purchasing, selling, exchanging, storing, or receiving second hand articles of any kind, scrap metals, cast iron, old iron, old steel, tool steel, aluminum, copper, brass, lead pipe or tools, or lighting and plumbing*

*fixtures; provided, however, that this Article shall not apply to persons who deal exclusively in used personal property commonly known as “antiques”. Secondhand dealer or junk dealer likewise does not include a scrap processor, an automotive recycler, or a junkyard that deals principally in industrial scrap and is licensed by a city, village, or county.*

*(e) “Township” means Pennfield Charter Township.*

#### **14-111 License.**

*(a) No person shall directly or indirectly operate, conduct or engage in the business or occupation of secondhand dealer, junk dealer or pawnbroker within the Township without first obtaining a license therefor from the Pennfield Charter Township Supervisor. This Article does not require an internet drop-off store complying with Section 1(3) of 1917 PA 273, as amended (MCL 446.201, et seq. ), or a person engaged in the sale, purchase, consignment, or trade of personal property or other valuable thing for himself or herself, to obtain a license under this Article.*

*(b) No license shall be granted except upon certification of the Pennfield Charter Township Police Department (or the department with whom the Township contracts for police services) and unless a complete set of fingerprints of the applicant therefor are on file in the non-criminal identification file of the Township Police Department (or the department with whom the Township contracts for police services).*

*(c) As a condition of obtaining a license to operate as a pawnbroker, junk dealer or secondhand merchant, a licensee is required to acknowledge in writing receipt of a summary of materials regarding certain state statutes and township ordinances which regulate the licensing operation of such a business.*

*(d) The license shall designate the particular place where the business will be located and the business may not operate from any other place. The license may be revoked for good cause as provided in this Article and may not be transferred. The license fee shall be as determined by resolution of the Township Board as may be revised from time to time.*

*(e) Upon conviction of any person set forth in this Article, the license shall be revoked. No license fee shall be returned, and no further license shall be issued for a period of one (1) year from the date of the revocation.*

#### **14-112 Bond.**

*Before any such license is issued, the applicant therefor shall furnish a corporate surety bond in the sum of three thousand (\$3,000.00) dollars with sufficient surety to be approved by the Township Clerk, which bond shall be conditioned upon the due observance during the time of the license of all laws of the state and all ordinances of the township. Any person aggrieved by the action of any such licensee shall have a right of action on the bond for the recovery of money or damages, or both. Such bond shall remain in full force and effect for a period of ninety (90) days after the expiration*

or cancellation of any such license or after the termination of any action upon such bond.

#### **14-113 Records.**

(a) No licensee shall fail to keep a record of all persons with whom he or she does business and all property coming in to his or her possession. In addition, a secondhand or junk dealer shall prepare and deliver on Monday of each week to the chief of police or chief of the law enforcement agency with whom the Township contracts for police services, before 12 noon, a legible and correct paper or electronic copy, in the English language, from the book or other written or electronic record, containing a description of each article purchased or received in pawn during the preceding week, and the hour and day when the purchase or receipt was made. A pawnbroker shall send a copy of the transaction to the township police department or to the agency with whom the townships contracts for police services within 48 hours after the property is received. All reports submitted under this section, shall contain a description of the article, a sequential transaction number, a statement of the amount of money paid or loaned thereon, the name, residence, general description and driver's license number, official state identification card number or government identification number of the person from whom the article was received, and the day and hour when the article was received. The statement shall be verified in a manner acceptable to the chief of police or chief law enforcement officer of the agency with whom the Township contracts for police services.

#### **14-114 Retention of Property Prior to Resale**

(a) **Secondhand and junk dealers.** Secondhand or junk dealers shall retain the articles purchased or exchanged by them for at least 15 days before disposing of them, in an accessible place in the building where the articles are purchased and received. A tag shall be attached to the articles in some visible and convenient place, with the number written thereupon, to correspond with the entry number in the book or other record.

(b) **Pawnbrokers.** A pawnbroker shall not sell any pawn or pledge until the item has remained in his or her possession for at least 3 months.

#### **14-115 Defacing Articles**

A secondhand or junk dealer may not deface, scratch, obliterate, melt, separate or break into parts any article or thing acquired by him for resale in the course of business and cannot in any manner do, cause or permit anything to be done by others which would destroy or tend to destroy the identity of any property until such property has remained in his possession for 15 days. A pawnbroker may not deface, scratch, obliterate, melt, separate or break into parts any article or thing acquired by him for resale in the course of business and cannot in any manner do, cause or permit anything to be done by others which would destroy or tend to destroy the identity of any property until such property has remained in his possession for three (3) months.

**14-116 Purchase from Certain Persons Prohibited**

*A licensee shall not purchase or accept in pawn any article from any person under eighteen (18) years of age or a person whom the licensee suspects as having stolen the article to be resold.*

**14-117 Stolen Goods**

*A person or the agent, employee or representative of a secondhand or junk dealer or a pawnbroker who fails to make a reasonable inquiry that a person selling or delivering property to him has a right to do so, or who buy or receives stolen, embezzled, or converted property which has a registration, serial or other identifying number altered or obliterated on a external surface of the property shall be presumed to have bought or received the property knowing the property to be stolen, embezzled or converted.*

**14-118 Violations; Penalty**

*A violation of this Article is punishable as a misdemeanor punishable by a fine of five hundred (\$500.00) dollars and/or ninety (90) days in jail. In addition, if a person is convicted of violating this Article, he or she shall suffer the forfeiture of his license to operate as a secondhand merchant within Pennfield Charter Township.*

SECTION 2. Severability of Invalid Provisions. If any provision of this Ordinance shall be held invalid, its invalidity shall not affect any other provisions of this Ordinance that can be given effect without the invalid provision, and for this purpose the provisions of this Ordinance are hereby declared to be severable.

SECTION 3. Repeal. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

SECTION 4. Effective Date. This Ordinance shall take effect immediately upon its publication or publication of a summary pursuant to MCL 42.22, in a local newspaper of general circulation.

This Ordinance is hereby declared to have been passed and adopted by the Pennfield Charter Township, County of Calhoun, State of Michigan, at a regularly scheduled meeting thereof called and held on January 8, 2013.

Moved by: Trustee Harris

Supported by: Trustee Damerow

Supervisor Behnke – Yes

Trustee Beard – Yes

Clerk Case – Yes

Trustee Damerow – Yes

Treasurer Phillips – Yes

Trustee Harris – Yes

Trustee Skelding – Yes

Vote shows 7 yes and -0- no. **Ordinance #200-01-2013 is adopted.**

2. Final adoption of Pennfield Charter Township Ordinance #201-01-2013.

PENNFIELD CHARTER TOWNSHIP  
ORDINANCE NUMBER 201-01-2013 OF 2012

AN ORDINANCE TO AMEND THE PENNFIELD CHARTER TOWNSHIP CODE OF ORDINANCES SO AS TO PROTECT THE HEALTH, SAFETY AND GENERAL WELFARE OF PENNFIELD CHARTER TOWNSHIP THROUGH THE REGULATION OF THE USE OF FIREWORKS, AS PROVIDED IN 2011 PA 256 AND TO REPEAL ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH.

THE CHARTER TOWNSHIP OF PENNFIELD ORDAINS:

SECTION 1. Article IX of chapter 34 of the Pennfield Charter Township Code is hereby created to read as follows:

*IX. Use of Fireworks.*

*Section 34-301. Purpose.*

*In the interest of maintaining public health, safety and the general welfare and the comfort and repose of Pennfield Charter Township residents, Pennfield Charter Township hereby provides for the regulation and use of fireworks in Pennfield charter Township, as provided in the Michigan Fireworks Safety Act, 2011 PA 256, as may be amended, (MCL 28.451, et seq) and repeals all Ordinances or parts of Ordinances in conflict herewith.*

*Section 34-302. Definitions.*

*For purposes of this Ordinance, the following definitions shall apply:*

- A. **Articles pyrotechnic:** pyrotechnic devices for professional use that are similar to consumer fireworks in the chemical composition and construction but not intended for consumer use, that meet the weight limits for consumer fireworks but are not labeled as such, and that are classified as UN0431 or UN0432 under 49 CFR 172.101.*
- B. **APA:** American Pyrotechnics Association.*
- C. **Consumer fireworks:** fireworks devices that are designed to produce visible effects by combustion, that are required to comply with the construction, chemical composition and labeling regulations promulgated by the United States consumer product safety commission under 16 CFR parts 1500 and 1507, and that are listed in APA standards 87-1, 3.1.2, 3.1.3 or 3.5. "Consumer fireworks" does not include low-impact fireworks.*
- D. **Department:** Department of Licensing and Regulatory Affairs (LARA), State of Michigan.*
- E. **Display fireworks:** large fireworks devices that are explosive materials intended for use in fireworks displays and designed to produce visible or audible effect by*

combustion, deflagration, or detonation as provided in 27 CFR 555.11, 49 CFR 162 and APA standard 87-1, 4.1.

F. **Firework or fireworks:** any composition or device, except for a starting pistol, a flare gun or a flare, designed for the purpose of producing a visible or audible effect by combustion, deflagration, or detonation. Fireworks consist of consumer fireworks, low-impact fireworks, articles pyrotechnic, display fireworks and special effects.

G. **Low-impact fireworks** means ground and handheld sparkling devices as that phrase is defined under APA standard 87-1, 3.1, 3.1.1.1 to 3.1.1.8 and 3.5.

H. **Minor:** individual who is less than 18 years old.

I. **National holiday:** A national holiday is defined in 5 USC 6103 and includes: New Year's Day (January); Martin Luther King Jr. Day (third Monday in January); Washington's Birthday (third Monday in February); Memorial Day (last Monday in May); Independence Day (July 4); Labor Day (first Monday in September); Columbus Day (second Monday in October); Veterans Day (November 11); Thanksgiving Day (fourth Thursday in November); Christmas Day (December 25).

J. **NFPA:** National Fire Protection Association.

K. **Novelties:** as defined under APA standard 87-1, 3.2, 3.2.1, 3.2.2, 3.2.3, 3.2.4 and 3.2.5, and all of the following:

1. Toy plastic or paper caps for toy pistols in sheets, strips, rolls or individual caps containing not more than .25 of a grain of explosive content per cap, in packages labeled to indicate the maximum explosive content per cup.

2. Toy pistol, toy cannons, toy canes, toy trick noisemakers, and toy guns in which toy caps as described in the above paragraphs are used, that are constructed so that the end cannot come in contact with the cap when in place for the explosion, and that are not designed to break apart or be separated so as to form a missile by the explosion.

3. Flitter sparklers in paper tubes not exceeding 1/8 inch in diameter.

L. **Person:** individual, agent, association, charitable organization, company, limited liability company, corporation, labor organization, legal representative, partnership, unincorporated organization, or any other legal or commercial entity.

M. **Special effects:** a combination of chemical elements or chemical compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical, or thermal effect as in integral part of motion picture, radio, television, theatrical or opera production or live entertainment.

N. **Township:** Pennfield Charter Township.

#### Section 34-303. Novelties.

*This Ordinance does not apply to and does not regulate the use of Novelties in Pennfield Charter Township.*

#### Section 34-304. Consumer Fireworks.

*The use of Consumer Fireworks is prohibited in the Township at any time other than the day preceding, the day of, and/or the day after a national holiday.*

Section 34-305. Articles Pyrotechnic and Display Fireworks

A. *The Township Board may permit articles pyrotechnic, display fireworks and special effect fireworks in Pennfield Charter Township, pursuant to the provisions of MCL 28.451, et seq and this Ordinance.*

B. *Any person wishing to conduct an articles pyrotechnic, display fireworks or special effects display shall, at least 45 days prior to any display, submit an application on a form furnished by the Township, pay the required fee and shall secure permission from the Township Board prior to any such fireworks display.*

C. *The site plan of the area where the articles pyrotechnic, display fireworks or special effects display is to be conducted shall be submitted with the application. The site plan shall set forth all structures in the area and within the discharge site fallout area. The site plan shall furthermore set forth the distance separating any fireworks and any spectator viewing areas. All site plans shall be forwarded to the Fire Chief and/or his designated alternate for approval, including any recommended conditions, prior to coming before the Township Board for its approval.*

D. *A copy of any required state or federal permit for the fireworks display shall be submitted with the application.*

E. *Proof of insurance conforming with the requirements of this Ordinance and 2011 PA 256 shall be submitted with the application.*

F. *The application shall include information as to the competency and qualifications of the fireworks display operators, as required by NFPA 1123.*

G. *The Township Board shall approve an application for an articles pyrotechnic, display fireworks or special effects display if it finds that all of the following standards are satisfied:*

1. *The application and accompanying documentation is complete and conforms to the requirements of this Ordinance.*

2. *The operator of the fireworks display is competent and qualified to conduct the fireworks display, per NFPA 1123.*

3. *The Fire Chief or his/her designated alternate has approved the application and site plan.*

4. *The fireworks display will not have an adverse effect upon public safety.*

5. *The time, duration, location of the fireworks or special effects display will not, due to noise and other factors, unreasonably disturb the peace of persons residing within the vicinity or otherwise violate the Township's Nuisance Abatement Ordinance.*

6. *The Township Board, in approving an application hereunder, shall have the authority to impose such conditions as it determines in its sole reasonable discretion are necessary to assure that the fireworks display will satisfy the above standards.*



H. *Requirements and Restrictions*

1. *The person conducting the fireworks display shall follow NFPA 1123 for fireworks display and/or the Township requirements set forth herein, whichever are more restrictive.*

2. *A minimum safe area of 250 feet radius, plus an additional 70 feet radius for each inch by which the fireworks shell exceeds 3 inches in diameter shall be required. The Township Board shall have the authority to grant a variance from this requirement where it determines in its sole reasonable discretion that, given 1) the nature of the subject site, 2) the nature of the surrounding area and/or 3) the nature of the proposed fireworks display, that a variance will not have a material adverse impact on public safety. In no event, however, shall the applicant fail to comply with the minimum requirements of NFPA 1123.*

3. *The applicant shall maintain personal injury liability insurance/property damage liability insurance in the amount of \$1,000,000 for each event. The Township shall be named as an additional insured on the insurance policy.*

4. *The Township Board shall not issue a permit to a nonresident person until the person has appointed in writing a member of the state bar or a resident agent to be the person's legal representative upon whom all process in an action or proceeding against the person may be served.*

5. *The applicant shall be responsible for all shells being fired. In the event one or more of the shells does not explode, the applicant shall secure the area until the unexploded shell(s) is found and properly disposed of.*

6. *The consumption of alcohol immediately prior to and during the fireworks display by any person involved in conducting the display is prohibited.*

7. *A fireworks display conducted hereunder shall conform with all specifications set forth in the approved application and site plan, as well as with any conditions imposed by the Township Board in granting such approval.*

8. *The applicant shall cause the site of the fireworks display to be cleaned up within 24 hours after the fireworks display has ended.*

9. *A permit is not transferable and shall not be granted to a minor.*

Section 34-306. *Penalty.*

*Any person, partnership, firm, association or corporation who shall violate this Article shall be deemed responsible for a municipal civil infraction and subject to payment of a civil fine of not less than fifty (\$50.00) dollars nor more than five hundred (\$500.00) dollars plus costs and other sanctions for each violation. Each day on which any violation of this article continues constitutes a separate offense and shall be subject to penalties and/or sanctions as a separate offense. Repeat offenses shall be subject to increased fines as provided by Section 2-30 of this Code. In addition to or in lieu of the issuance of a civil infraction, the Township may institute an appropriate action in Circuit Court seeking equitable relief.*

SECTION 2. SEVERABILITY OF INVALID PROVISIONS. If any provision of this Ordinance shall be held invalid, its invalidity shall not affect any other provisions of this Ordinance that can be given effect without the invalid provision, and for this purpose the provisions of this Ordinance are hereby declared to be severable.

SECTION 3. REPEAL OF CONFLICTING ORDINANCES. All ordinances or parts of ordinances in conflict herewith, including, but not limited to, Section 34-102 of the Pennfield Charter Township Code, are hereby repealed.

SECTION 4. EFFECTIVE DATE. This Ordinance shall take effect on the date of publication pursuant to MCL 42.22, which publication shall take place within thirty days from the date of adoption and shall be in a local newspaper of general circulation. Publication of a summary of this Ordinance, as part of the published proceedings of the Township Board, shall constitute publication of the Ordinance.

This Ordinance is hereby declared to have been passed and adopted by the Board of Trustees of Pennfield Charter Township, County of Calhoun, State of Michigan, at a regularly scheduled meeting thereof duly called and held on January 8, 2013.

Moved by: Trustee Harris

Supported by: Trustee Damerow

Supervisor Behnke – Yes

Trustee Beard – Yes

Clerk Case – Yes

Trustee Damerow – Yes

Treasurer Phillips – Yes

Trustee Harris – Yes

Trustee Skelding – Yes

Vote shows 7 yes and -0- no. **Ordinance #201-01-2013 is adopted.**

### **3. Final adoption of Pennfield Charter Township Ordinance #202-01-2013.**

#### **CHARTER TOWNSHIP OF PENNFIELD ORDINANCE NUMBER 202-01-2013 OF 2013**

**AN ORDINANCE ADOPTING SECTION 625(1)(c) OF THE MICHIGAN  
VEHICLE CODE, 1949 PA 300, MCL § 257.625 – SUPER DRUNK DRIVING.**

**THE CHARTER TOWNSHIP OF PENNFIELD ORDAINS:**

SECTION 1. Section 50-24a of Article 2, Chapter 50 of the Pennfield Charter Township Code is hereby created to read as follows:

*Section 50-24a Super Drunk Driving*

*Section 625(1)(c) of the Michigan Vehicle Code, 1949 PA 300, MCL § 257.625 is hereby adopted by reference.*

SECTION 2. Penalty.

A violation of this ordinance is a misdemeanor punishable by one or more of the following:

- a) Community service for not more than 360 hours;
- b) Imprisonment for not more than 180 days;
- c) A fine of not less than \$200.00 or more than \$700.00.

SECTION 3. SEVERABILITY OF INVALID PROVISIONS. If any provision of this Ordinance shall be held invalid, its invalidity shall not effect any other provisions of this Ordinance that can be given effect without the invalid provision, and for this purpose the provisions of this Ordinance are hereby declared to be severable.

SECTION 4. REPEAL. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

SECTION 5. SAVINGS CLAUSE. A prosecution which is pending on the effective date of this ordinance and which arose from a violation of an ordinance repealed by this ordinance, or a prosecution which is started within one (1) year after the effective date of this ordinance arising from a violation of an ordinance repealed by this ordinance and which was committed prior to the effective date of this ordinance, shall be tried and determined exactly as if the ordinance had not been repealed.

SECTION 6. EFFECTIVE DATE. This Ordinance shall take effect on the date of publication pursuant to MCL 42.22, which publication shall take place within thirty days from the date of adoption and shall be in a local newspaper of general circulation. Pursuant to MCL 42.22, publication of a summary or a true copy of this Ordinance after final passage, as a part of the published proceedings of the Township Board, shall constitute publication of the Ordinance.

This Ordinance is hereby declared to have been passed and adopted by the Charter Township of Pennfield, County of Calhoun, State of Michigan, at a regularly scheduled meeting thereof duly called and held on this 8<sup>th</sup> day of January, 2013.

Moved by: Trustee Harris

Supported by: Trustee Damerow

Supervisor Behnke – Yes

Trustee Beard – Yes

Clerk Case – Yes

Trustee Damerow – Yes

Treasurer Phillips – Yes

Trustee Harris – Yes

Trustee Skelding – Yes

Vote shows 7 yes and -0- no. **Ordinance #202-01-2013 is adopted.**

**4. Adoption of Pennfield Charter Township Resolution #13-01.**

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 13-01  
(a Resolution setting the annual license fee for  
Pawnbrokers and Secondhand Dealers)**

**BE IT RESOLVED**, that the Pennfield Township Board hereby sets the following annual license fees effective immediately:

Pawnbrokers	\$100.00
Secondhand Dealers	\$ 50.00

Moved by: Trustee Harris

Supported by: Trustee Damerow

Supervisor Behnke – Yes

Trustee Beard – Yes

Clerk Case – Yes

Trustee Damerow – Yes

Treasurer Phillips – Yes

Trustee Harris – Yes

Trustee Skelding – Yes

Vote shows: 7 yes and -0- no. **Resolution 13-01 is adopted.**

**5. Approval of appoint to Pennfield Charter Township Zoning Board of Appeals.**

It was moved by Trustee Harris and supported by Trustee Damerow to appoint Chuck Adams to the Pennfield Charter Township Zoning Board of Appeals. **Motion carried.**

**6. Approval of appointments to the Pennfield Charter Township Elections Commission.**

It was moved by Trustee Harris and supported by Trustee Damerow to appoint Trustee Beard and Trustee Skelding to the Pennfield Charter Township Election Commission. **Motion carried.**

**TREASURER’S MONTHLY REPORT**

December, 2012 report shows the following balances on hand:

General Fund	\$575,838.81
DDA	\$1,528.11
Metro Act-Maint.	\$10,249.76
Parks	\$13,027.04
Public Safety	\$3,776.16
Sewer	\$883,392.77
Water	\$799,671.72
Trust & Agency	\$6,530.00
Tax Collection	\$1,735,568.89
<b>TOTAL:</b>	<b>\$4,029,583.26</b>

It was moved by Trustee Harris and supported by Trustee Damerow to approve the Monthly Treasurer's report as presented. **Motion carried.**

### **PAYMENT OF MONTHLY BILLS**

It was moved by Trustee Harris and supported by Trustee Damerow to approve the payment of the monthly bills in the amount of \$125,456.71. **Motion carried.**

### **EXTENDED PUBLIC COMMENTS**

One resident commented about the demolition of a home on Bellevue Road.

### **TOWNSHIP BOARD MEMBER COMMENTS**

Trustee Skelding commented on a note left on his door by the gas company, wondered if it was legal or a scham?

### **ANNOUNCEMENTS BY THE CHAIR**

The next regularly scheduled Township Board meeting will be on February 12, 2013. The next monthly recycling weekend will be on January 26<sup>th</sup> and 27<sup>th</sup>.

Supervisor Behnke led a discussion about the charity boxes located around the Township.

It was moved by Trustee Harris and supported by Trustee Damerow to adjourn the meeting at 7:21 PM.

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Robert P. Behnke, Jr.  
Supervisor

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Kathleen R. Case  
Clerk

## ADDENDUM A – DEPARTMENT REPORTS

### UTILITIES

The stats for the month of December, 2012 are as follows: 1,200 meter reads, 13 corrective Work orders and 13 Miss Digs.

### ASSESSOR

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

1. All Homestead and Property Transfer Affidavits are current. There were 2 transfers of property processed for the month. One was a regular sale and the other was a foreclosure.
2. Conducted miscellaneous phone & in person inquiries about assessment & descriptions.
3. Visited new construction for 2013 assessments.
4. Printed & mailed out personal property statements.

### CODE ENFORCEMENT

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

1. Conducted property inspections for new complaints and follow up inspection of previous complaints.
2. Received 6 new complaints for the month as follows: 5 junk & trash, 1 inoperable vehicle.

### CEMETERY

Burial	12/03/12	\$500.00
Ashes	12/08/12	\$350.00
Burial	12/29/12	\$700.00
<b>TOTAL:</b>		<b>\$1,550.00</b>

### PERMITS

Building	6 permits (PB12-070 thru PB12-075)	\$1,742.74
Electrical	2 permits (PE12-067 thru PB12-068)	\$274.00
Mechanical	9 permits (PM12-080 thru PM12-087)	\$922.00
Plumbing	3 permits (PP12-034 thru PP12-036)	\$483.00
<b>TOTAL:</b>		<b>\$3,421.74</b>