

**PENNFIELD CHARTER TOWNSHIP
REGULAR BOARD MEETING MINUTES
JULY 9, 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 COMMENTS

Steve Frisbie, Calhoun County Commissioner gave an update on the roads and 9-1-1. A resident spoke about the VANN (Verona Area Neighborhood Network) meetings and upcoming garage sale.

ADDITIONS/DELETIONS TO AGENDA

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

CONSENT AGENDA

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

1. Meeting minutes of June 11, 2013
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)

DEPARTMENT REPORTS

POLICE: Lt. Aaron Weirsma from the Calhoun County Sheriff's Department was present to give the monthly report. The stats for the month are as follows: 115 traffic citations, 158 verbal warnings, 14 traffic crashes, 86 arrests, 65 self generated complaints, 314 dispatched complaints, 1,692 property inspections.

FIRE: Chief Smith was present to give the monthly report. The stats are as follows: 3 fires, 59 rescue & medical emergencies, 17 hazardous conditions, 3 service calls, 7 good intent calls and one false alarm.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

TREASURER'S MONTHLY REPORT

June, 2013 report shows the following balances on hand:

General Fund	\$754,367.02
DDA	\$1,528.11
Metro Act-Maint.	\$15,165.22
Parks	\$13,030.27
Public Safety	\$3,055.06
Sewer	\$820,230.85
Water	\$753,878.58
Trust & Agency	\$6,769.83
Tax Collection	\$12.14
TOTAL:	\$2,368,037.08

PAYMENT OF MONTHLY BILLS

It was moved by Trustee Beard and supported by Trustee Skelding to approve the payment of the monthly bills in the amount of \$ 170,063.69. **Motion carried.**

EXTENDED PUBLIC COMMENTS

A resident spoke about the demolition of 421 Alvena Avenue

TOWNSHIP BOARD MEMBER COMMENTS

Trustee Beard had questions regarding the notice that went into the summer tax bill envelope, bills regarding tree cutting and e-mail etiquette.

ANNOUNCEMENTS BY CHAIRPERSON

The next regularly scheduled Township Board meeting will be on August 13, 2013. The next monthly recycling weekend will be July 27th and 28th.

It was moved by Trustee Beard and supported by Trustee Skelding to adjourn the meeting at 7:20 PM. **Motion carried.**

Robert P. Behnke, Jr.
Supervisor

Kathleen R. Case
Clerk

ADDENDUM A – DEPARTMENT REPORTS

UTILITIES

The stats for the month of June, 2013 are as follows: 1,200 meter reads, 12 corrective work orders and 13 Miss Digs.

ASSESSOR

The following was completed in the month of June, 2013:

1. All Homestead & Property Transfer Affidavits are current. There were 8 transfers of property processed for the month – 5 were regular sales and 3 were foreclosure related.
2. Conducted miscellaneous phone calls & in person inquires about assessments & descriptions.

CODE ENFORCEMENT

The following was completed in the month of June, 2013:

1. Conducted property inspections for new complaints and follow up inspections of previous complaints.
2. Received 21 new complaints as follows: 11 grass, 5 junk & trash, 3 inoperable vehicles and 2 Twp. Ordinance violations.

CEMETERY

Burial	6/07/13	\$500.00
Ashes	6/20/13	\$300.00
Ashes	6/29/13	\$350.00
Ashes	6/29/13	\$350.00
Foundation replacement	6/18/13	\$200.00
Foundation	6/14/13	\$150.00
Foundation	6/04/13	\$250.00
TOTAL:		\$2,100.00

PERMITS

Building	6 permits (PB13-017 thru PB13-022)	\$1,555.00
Electrical	2 permits (PE13-021 thru PE13-023)	\$200.00
Mechanical	6 permits (PM13-021 thru PM13-026)	\$761.00
Plumbing	1 permit (PP13-008)	\$100.00
Zoning	1 permit (PZ13-006)	\$70.00
TOTAL:		\$2,686.00