

**PENNFIELD CHARTER TOWNSHIP
REGULAR MEETING MINUTES
JUNE 11, 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 and Skelding. Trustee Harris was excused. Supervisor Behnke led the Pledge of Allegiance.

PRESENTATIONS/PROCLAMATIONS

None

CITIZEN/PUBLIC COMMENTS

A resident spoke about wanting the Township to consider adopting a Rental Ordinance to help with her troubled neighborhood.

Rob Williams of Fire Extinguisher Service introduced himself and made a presentation for our business.

Steve Frisbie, Calhoun County Commissioner gave an update on the roads.

Dave Gilbert, Calhoun County Prosecutor provided a sample Ordinance regarding Pawnbrokers, Second hand and junk dealers.

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 May 14, 2013 and May 22, 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: 116 traffic citations, 188 verbal warnings, 18 traffic crashes, 108 arrests, 69 self generated complaints, 288 dispatched complaints, 1,514 property inspections.

FIRE: Chief Smith was present to give the monthly report. The stats are as follows: One fire, 38 rescue and & medical emergencies, 5 hazardous conditions, 3 service calls, 6 good intent calls.

A presentation was made by Andy Halder, from the committee "Citizens for a Safer Pennfield". Information about the committee was explained and all residents can help out. For more information go to their Facebook page at: Citizens for a Safer Pennfield or contact them at citizensforasaferpennfield@yahoo.com

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Adoption of Pennfield Charter Township Resolution #13-35

**PENNFIELD CHARTER TOWNSHIP RESOLUTION #13-35
(a Resolution requesting that the Calhoun County Treasurer and the Calhoun County Land Bank demolish the structures located at 881 Capital Avenue, NE and 15 Eaton Street)**

WHEREAS, the Pennfield Township Board has previously ordered that the structures located at 881 Capital Avenue, NE and 15 Eaton Street be demolished under the Pennfield Township Dangerous Building Ordinance, and

WHEREAS, the Calhoun County Treasurer now owns the property at 881 Capital Avenue, NE due to the non-payment of taxes, and

WHEREAS, the Calhoun County Land Bank now owns the property at 15 Eaton Street due to the non-payment of taxes to the Calhoun County Treasurer, so

THEREFORE BE IT RESOLVED, that the Pennfield Township Board hereby respectfully requests the assistance of the Calhoun County Treasurer and the Calhoun County Land Bank in demolishing the structures at 881 Capital Avenue, NE and 15 Eaton Street.

Moved by: Trustee Beard

Supported by: Trustee Skelding

Supervisor Behnke – Yes

Trustee Beard – Yes

Clerk Case – Yes

Trustee Damerow – Yes

Treasurer Phillips – Yes

Trustee Harris – Excused

Trustee Skelding – Yes

Vote shows 6 yes, -0- no, 1 excused. **Resolution #13-35 is adopted.**

2. Approval of the distribution of proposed 2013 Pennfield Township Master Plan

It was moved by Trustee Beard and supported by Trustee Skelding to approve of the distribution of the proposed 2013 Pennfield Township Master plan updates. **Motion carried.**

3. 421 Alvena Avenue discussion/action

A discussion took place regarding 421 Alvena Avenue. It was moved by Trustee Beard and supported by Trustee Skelding to proceed with the demolition, also giving the Executive Committee the authority to obtain bids and make a decision to award a contract for demolition. **Motion carried.**

TREASURER’S MONTH REPORT

May, 2013 report shows the following balances on hand:

General Fund	\$864,796.48
DDA	\$1,528.11
Metro Act-Maint.	\$8,699.76
Parks	\$13,029.79
Public Safety	\$3,055.06
Sewer	\$810,985.70
Water	\$731,543.20
Trust & Agency	\$6,250.00
Tax collection	\$12.14
TOTAL:	\$2,439,900.24

It was moved by Trustee Beard and supported by Trustee Skelding to approve the Monthly Treasurer’s report as presented. **Motion carried.**

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 \$210,841.76. (The bill for \$8,403.85 to CCCDA for dispatch in the amount of \$8,403.85 was removed from the original bill list) **Motion carried.**

EXTENDED PUBLIC COMMENTS

A resident spoke about wanting the Township to consider adopting a Rental Ordinance to help with her troubled neighborhood.

A resident spoke about not wanting the Township to consider a Rental Ordinance.

TOWNSHIP BOARD MEMBER COMMENTS

Trustees Beard & Damerow complimented the committee “Citizens for a Safer Pennfield” on their good job on informing the public of the importance of the upcoming Public Safety Millage Election. Clerk Case stated that all of the free trees have been planted at the Cemetery and they look wonderful. All absent voter applications have been mailed out for the upcoming August 6th Election. Trustee Skelding had a question about TIA Corporation.

ANNOUNCEMENTS BY CHAIRPERSON

The next regularly scheduled Township Board meeting will be on July 9, 2013. The Township Office will be closed on July 4th and 5th in observance of Independence Day. The next monthly recycling weekend will be June 22nd and 23rd. There will be an additional bin dropped off this month due to the increase in recycling.

It was moved by Trustee Beard and supported by Trustee Skelding to adjourn the meeting at 7:55 PM. **Motion carried.**

Robert P. Behnke, Jr.
Supervisor

Kathleen R. Case
Clerk

ADDENDUM A – DEPARTMENT REPORTS

UTILITIES

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

ASSESSOR

The following was completed in the month May, 2013:

1. All Homestead & Property Transfer Affidavits are current. There were 11 transfers of property processed for the month. 8 were regular sales and 3 were foreclosure related.
2. Miscellaneous phone calls & in person inquiries about assessments & descriptions.

CODE ENFORCEMENT

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

1. Conducted property inspections for new complaints and follow up inspections of previous complaints.
2. Received 50 new complaints as follows: 37 grass, 6 junk & trash, 4 inoperable vehicles and 3 Township Ordinances.

CEMETERY

Burial of ashes	5/03/13	\$300.00
Lot purchases	5/07/13	\$1800.00
Burial	5/10/13	\$500.00
Burial of ashes	5/13/13	\$300.00
Burial	5/22/13	\$500.00
Foundations (8)		\$900.00

TOTALS: **\$4,300.00**

PERMITS

Building	4 permits (PB13-013 thru PB13-016)	\$675.00
Electrical	4 permits (PE13-017 thru PE13-020)	\$528.00
Mechanical	5 permits (PM13-016 thru PM13-020)	\$801.00
Plumbing	4 permits (PP13-004 thru PP13-007)	\$709.00
Zoning	2 permits (PZ13-004 thru PZ13-005)	\$140.00

TOTALS: **\$2,853.00**

