

**PENNFIELD CHARTER TOWNSHIP
REGULAR MEETING MINUTES
OCTOBER 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 thirty one residents present.

PRESENTATIONS/PROCLAMATIONS

None

CITIZEN/PUBLIC COMMENTS

- 1) A resident spoke about wanting the Township Supervisor to resign from his position.
- 2) A resident announced that there will be a Neighborhood Watch Meeting on Thursday, October 10, 2013 at 7:00 at Grace Community Church with LifeCare Ambulance being the guest speaker.
- 3) Steve Frisbie, Calhoun County Commissioner, gave an update on the roads.
- 4) A resident commented on potholes on Swafford Road.

ADDITIONS/DELETIONS TO AGENDA

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

CONSENT AGENDA

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

1. Meeting Minutes of September 10, 2013
2. Utilities Division monthly report – see Addendum
3. Code Compliance monthly report – see Addendum
4. Permits Department monthly report – see Addendum
5. Assessor Department monthly report – see Addendum
6. Cemetery Department monthly report – see Addendum
7. Zoning/Township monthly report

DEPARTMENT REPORTS

POLICE: Lt. Wiersma from the Calhoun County Sheriff's Department was present to give the monthly report. The monthly stats are as follows: 145 traffic citations, 245 verbal warnings, 14 traffic crashes, 82 arrests, 54 self generated complaints, 238 dispatched complaints and 1,449 property inspections.

FIRE: Chief Smith was present from the Fire Department to give the monthly report. The monthly stats are as follows: 1 fire, 61 rescue & medical emergencies, 7 hazardous conditions, 2 service calls, 3 good intent calls and 1 false alarm.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Adoption of Pennfield Charter Township Resolution 13-39

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 13-39
(A resolution approving a changes to our current health insurance plan with
United Healthcare effective November 1, 2013)**

WHEREAS, the current health insurance plan with United Healthcare is scheduled to increase 18.1% on November 1, 2013, and

WHEREAS, the Township Board believes that this increase is too steep for both Township and its insured employees, so

THEREFORE BE IT RESOLVED, that the Pennfield Township Board hereby approves the following changes to the health insurance plan:

1. effective November 1, 2013, Pennfield Township will offer its insured employees the "**Balanced, MO-G/RX PL**" Plan through United Healthcare with the following annual deductibles for in-network services:

**SINGLE COVERAGE - \$1,000.00
MARRIED COVERAGE - \$2,000.00
FAMILY COVERAGE - \$2,000.00**

2. effective January 1, 2014, Pennfield Township will fund the insured employees Flexible Savings Accounts (FSA) for the following amounts:

**SINGLE COVERAGE - \$750.00
MARRIED COVERAGE - \$1,500.00
FAMILY COVERAGE - \$1,250.00**

3. effective January 1, 2014, Pennfield Township will no longer provide reimbursement of medical claims incurred on or after January 1, 2014.

Moved by: Treasurer Phillips Supported by: Trustee Harris

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, -0- no. **Resolution #13-39 is adopted.**

2. Adoption of Pennfield Charter Township Resolution 13-40

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 13-40
(A resolution establishing the millage rate for the
Pennfield Charter Township for Fiscal Year 2013-2014)**

WHEREAS: Pennfield Charter Township Board held a Truth in Taxation hearing on March 26, 2013 in accordance with Public Act No. #5 of the 1982 Truth in Taxation, and

WHEREAS: the Pennfield Charter Township Board did approve the establishment of a Township Tax levy for all real and personal property at the maximum allowable millage rate for 2013 as approved by the voters in Pennfield Charter Township, so

THEREFORE, BE IT RESOLVED, that the Pennfield Charter Township Board hereby establishes a proposed millage rate of 5.4361.

Moved by: Treasurer Phillips Supported by: Trustee Harris

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, -0- no. **Resolution 13-40 is adopted.**

3. Adoption of Pennfield Charter Township Resolution 13-41

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 13-41
(A resolution to adopt a street lighting ad valorem assessment/millage
rate for Fiscal Year 2013-2014)**

WHEREAS: it has been the policy of the Pennfield Charter Township Board to levy a special ad valorem assessment/millage rate against those properties within two hundred feet of a street light, or within a street lighting district, and

WHEREAS: it has been projected by the Pennfield Charter Township Board that the costs for the operation of street lights will be approximately \$85,616.14 in 2013, and

WHEREAS: the taxable value of those properties is projected to be \$93,838,420.00 for 2013, so

THEREFORE BE IT RESOLVED, that the Pennfield Charter Township Board hereby places a special ad valorem assessment against all properties within two hundred feet of a street light, or within a street lighting district, in the amount of .9125 mills. That this ad valorem assessment shall become part of the 2013 winter tax roll.

Moved by: Treasurer Phillips	Supported by: Trustee Harris
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, -0- no. **Resolution 13-41 is adopted.**

4. Approval of a service agreement with CEI, Inc.

It was moved by Treasurer Phillips and supported by Trustee Harris to approve of a service agreement with Randy Ramsey, of CEI, Inc. for engineering assistance associated with the State of Michigan Stormwater, Asset Management & Wastewater (SAW) Grant application. **Motion carried.**

5. Approval of PA 116 agreement for Boerson Farms, Inc.

It was moved by Treasurer Phillips and supported by Trustee Harris to approve a Farm Land Agreement (Part 361 of the Natural Resources and Environmental Protection Act, 1994 Act 451 as amended more commonly known as PA 116 Agreement) for Boerson Farms. **Motion carried.**

TREASURER’S MONTHLY REPORT

September, 2013 report shows the following balances on hand:

General Fund	\$549,039.05
DDA	\$0.00
Metro Act – Maint.	\$13,915.92
Parks	\$13,031.68
Public Safety	\$3,055.06
Sewer	\$844,016.11
Water	\$831,956.95
Trust & Agency	\$6,516.50
Tax Collection	\$235,939.17
TOTAL:	\$2,497,470.44

It was moved by Supervisor Behnke and supported by Trustee Beard to approve the Treasurer's monthly report as presented. **Motion carried.**

PAYMENT OF MONTHLY BILLS

It was moved by Treasurer Phillips and supported by Trustee Harris to approve the payment of the monthly bills in the amount of \$186,576.71. **Motion carried.**

EXTENDED PUBLIC COMMENTS

None

CLOSED SESSION

It was moved by Treasurer Phillips and supported by Trustee Harris to go into a Closed Session to discuss an employee matter. **Motion carried.** The Township Board proceeded into a Closed Session at 7:00 PM.

It was moved by Treasurer Phillips and supported by Trustee Harris to go into an Open Session. **Motion carried.** The Township Board proceeded into an Open Session at 7:40 PM.

TOWNSHIP BOARD MEMBER COMMENTS

Trustee Beard encouraged all residents to use our website. No other comments were made.

ANNOUNCEMENTS MADE BY CHAIRPERSON

The next regularly scheduled Township Board Meeting will be on November 12, 2013. The next monthly recycling weekend will be October 26th and 27th. The tire collection that was held on September 21st was a success with over 700 tires being collected. The Township Office will be closed on Monday, October 14th for Columbus Day and Monday, November 11th for Veterans Day.

It was moved by Treasurer Phillips and supported by Trustee Harris to adjourn the meeting at 7:44 PM. **Motion carried.**

Robert P. Behnke, Jr.
Supervisor

Kathleen R. Case
Clerk

ADDENDUM A – DEPARTMENT REPORTS

UTILITIES

The stats for the month of September, 2013 are as follows: 1,200 meter reads, 6 corrective work orders and 11 Miss Digs.

CODE ENFORCEMENT

The following was completed for the month of September, 2013:

1. Conducted property inspection for new complaints and follow up inspections of previous complaints.
2. Received 15 new complaints as follows: 6 grass/nuisance vegetation, 6 junk/trash, 3 Township Ordinances.

ASSESSOR

The following was completed for month of September, 2013:

1. All Homestead & Property Transfer Affidavits are current. There were 12 transfers of property processed for the month. All were regular sales.
2. Attended County Assessors meeting with Equalization Department.
3. Conducted miscellaneous phone calls & in person inquiries about assessments & descriptions.

CEMETERY

Burial	9/12/13	\$500.00
Burial	9/19/13	\$500.00
Burial	9/24/13	\$550.00
Foundation	9/19/13	\$150.00
Foundation	9/02/13	\$150.00
Foundation	9/06/13	\$100.80
Foundation	9/30/13	\$250.00
TOTAL:		\$2,200.80

PERMITS

Building	13 permits (PB13-034 thru PB13-051)	\$3,817.36
Electrical	6 permits (PE13-033 thru PE13-038)	\$826.00
Mechanical	2 permits (PM13-035 thru PM13-036)	\$268.00
Plumbing	1 permit (PP13-011)	\$100.00
Zoning	2 permits (PZ13-012 thru PZ13-013)	\$140.00
TOTAL:		\$5,151.36

