

**PENNFIELD CHARTER TOWNSHIP  
REGULAR MEETING MINUTES  
SEPTEMBER 10, 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. There were five residents present.

**PRESENTATIONS/PROCLAMATIONS**

None

**CITIZEN/PUBLIC COMMENTS**

1) A resident expressed concerns regarding the condition of buildings and the violence on North Avenue. 2) A resident shared that there will be a Paper Drive at the Violet Hinton Law Office on Saturday, September 21<sup>st</sup>.

**ADDITIONS/DELETIONS TO AGENDA**

Addition to the Agenda: New Business – Item C: Approval of Stanton temporary accessory dwelling request. It was moved by Trustee Damerow and supported by Treasurer Phillips to approve the Agenda with the addition as presented. **Motion carried.**

**CONSENT AGENDA**

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

1. Meeting minutes of August 13, 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)
7. Zoning/Township monthly report

## DEPARTMENT REPORT

**POLICE**: No one from the Calhoun County Sheriff's Department was present to give the monthly report. The monthly stats are as follows: 122 traffic citations, 199 verbal warnings, 7 traffic crashes, 62 arrests, 56 self general complaints, 258 dispatched complaints and 1,579 property inspections.

**FIRE**: No one was present from the Fire Department to give the monthly report. The monthly stats are as follows: 2 fires, 45 rescue & medical emergencies, 8 hazardous conditions, 4 service calls, 4 good intent calls, and one false alarm.

## UNFINISHED BUSINESS

None

## NEW BUSINESS

### 1. Adoption of Pennfield Charter Township Resolution 13-38

**PENNFIELD CHARTER TOWNSHIP RESOLUTION 13-38  
(a Resolution amending the current Pennfield Charter Township  
Hicks Cemetery fee schedule effective September 11, 2013)**

**WHEREAS**, the Pennfield Township Board wishes to amend the current fee schedule used for Hicks Cemetery to reflect the cost of a "*Triple Grave Foundation*" and the cost of a "*Foundation Removal*", so

**THEREFORE BE IT RESOLVED**, that the Pennfield Township Board hereby approves the following costs effective September 11, 2013:

LOT PURCHASE (Adults)	\$450.00
LOT PURCHASE (Babies-37 inches or less)	\$150.00
OPENING/CLOSING (Adults)	\$500.00
After 3:00 PM	\$550.00
Saturday	\$650.00
Saturday after 3:00 PM	\$700.00
Sunday	\$750.00
OPENING/CLOSING (Babies-37 inches or less)	\$125.00
Saturday	\$175.00
Sunday	\$200.00
Ashes (Weekdays)	\$300.00
Ashes (Saturday)	\$350.00
Ashes after 3:00 (Monday thru Saturday)	\$400.00
Ashes (Sunday)	\$450.00

FOUNDATIONS:	
Single grave (45" x 20")	\$150.00
Double grave (90" x 20")	\$250.00
Triple grave (135" x 20")	\$350.00
FOUNDATION REMOVAL:	\$50.00
REMOVALS:	same as opening/closing charges
LOT BUY BACK:	50% of original cost or \$50.00, whichever is greater
DEED TRANFERS:	\$30.00

Moved by: Trustee Damerow  
Supervisor Behnke – Yes  
Clerk Case – Yes  
Treasurer Phillips – Yes

Supported by: Treasurer Phillips  
Trustee Beard – Yes  
Trustee Damerow – Yes  
Trustee Harris – Excused  
Trustee Skelding – Yes

Vote shows 6 yes, -0- no, and 1 excused. **Resolution 13-38 is adopted.**

**2. Approval to pay Markos Excavating**

It was moved by Trustee Damerow and supported by Treasurer Phillips to approve to pay Markos Excavating for the demolition of 421 Alvena Avenue. **Motion carried.**

**3. Approval of Temporary Accessory Dwelling request for Stanton**

It was moved by Trustee Damerow and supported by Treasurer Phillips to approve a request for a Temporary Accessory Dwelling for Sharon L. Stanton & Clorinda Stanton-Hall for a mobile home on the property at 11976 Burrows Road for the care of a blood relative. **Motion carried.**

**TREASURER’S MONTHLY REPORT**

August, 2013 report shows the following balances on hand:

General Fund	\$550,045.83
DDA	\$0.00
Metro Act – Maint.	\$13,915.92
Parks	\$13,031.27
Public Safety	\$3,055.06
Sewer	\$833,411.21
Water	\$802,640.94
Trust & Agency	\$7,852.58
Tax Collection	\$290,633.57
<b>TOTAL:</b>	<b>\$2,514,586.38</b>

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

### **PAYMENT OF MONTHLY BILLS**

It was moved by Trustee Damerow and supported by Treasurer Phillips to approve the payment of the monthly bills in the amount of \$192,399.85. **Motion carried.**

### **EXTENDED PUBLIC COMMENTS**

1) A resident inquired about Wal-Mart 2) A resident commented on the grocery store on North Avenue and the restaurant parking situation on Coolidge Street. 3) A resident commented on the demolition of 421 Alvena and inquired about other properties on the Dangerous Buildings list.

### **CLOSED SESSION**

It was moved by Trustee Damerow and supported by Treasurer Phillips to go into a Closed Session to discuss a legal matter with the Township Attorney. **Motion carried.** The Township Board proceeded in a closed session at 7:12 PM.

It was moved by Trustee Damerow and supported by Treasurer Phillips to go into an Open Session. **Motion carried.** The Township Board proceeded in an open session at 7:27 PM.

It was moved by Trustee Damerow and supported by Treasurer Phillips to approve the Property Settlement Agreement signed by the affected parties on September 6, 2013 in the Matter of "A Forever Recovery" vs. Pennfield Charter Township, Calhoun County Case #12-3840. **Motion carried.**

### **TOWNSHIP BOARD MEMBER COMMENTS**

Trustee Beard commented on Sam's Market and the party store signs. Trustee Damerow reported on a blight situation and on the Township's insurance rates. Trustee Skelding inquired on the demolition on Burrows Road and the proposed Township Truck Route Ordinance.

### **ANNOUNCEMENTS BY CHAIRPERSON**

The next regularly scheduled Township Board Meeting will be on October 8, 2013. The next monthly recycling weekend will be September 28<sup>th</sup> and 29<sup>th</sup>. Pennfield Township, in conjunction with the Calhoun County Health Department will be hosting a Tire Recycling Day on September 21<sup>st</sup> from 9:00 AM to 1:00 PM behind the Township Offices.

It was moved by Trustee Damerow and supported by Treasurer Phillips to adjourn the meeting at 7:45 PM. **Motion carried.**

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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 August, 2013 are as follows: 1,200 meter reads, 8 corrective work orders and 10 Miss Digs.

### CODE ENFORCEMENT

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

1. Conducted property inspections for new complaints and follow up inspections of previous complaints.
2. Received 15 new complaints as follows: 2 parking & storing of vehicles in yards, 9 grass/nuisance vegetation, 3 inoperable vehicles and 1 junk/trash.

### ASSESSOR

The following was completed in the months of July & August, 2013:

1. All Homestead & Property Transfer Affidavits are current. There were 43 transfers of property processed for the month. 30 were regular sales and 13 were foreclosure related.
2. Conducted miscellaneous phone calls & in person inquiries about assessments & descriptions.

### CEMETERY

Burial	08/05/13	\$500.00
Ashes	08/29/13	\$300.00
Grave Purchase	08/30/13	\$450.00
Burial	08/30/13	\$650.00
Foundation	08/30/13	\$150.00
<b>TOTALS:</b>		<b>\$2,050.00</b>

### PERMITS

Building	4 permits (PB13-035 thru PB13-038)	\$645.00
Electrical	5 permits (PE13-028 thru PE13-032)	\$827.00
Mechanical	2 permits (PM13-033 thru PM13-034)	\$200.00
Plumbing	2 permits (PP13-009 thru PP13-010)	\$210.00
Zoning	3 permits (PZ13-009 thru PZ13-011)	\$210.00
<b>TOTAL:</b>		<b>\$2,082.00</b>

