

**PENNFIELD CHARTER TOWNSHIP
REGULAR BOARD MEETING MINUTES
OCTOBER 13, 2015**

Supervisor Behnke called the meeting to order at 6:00 PM at the Pennfield Middle School Cafeteria. Present were Supervisor Behnke, Clerk Case, Treasurer Phillips, Trustees Beard, Damerow, Harris and Skelding. Supervisor Behnke led the Pledge of Allegiance. There were eleven residents present.

CITIZEN/PUBLIC COMMENT

Nicole Ramos, a representative from the Milano Café was present to discuss the process of hosting a flea market/sale in front of their Café. Brian Hoffman of Hoffman Bros., Inc. was present to discuss the placement of the local Truck Route Ordinance signs.

PRESENTATIONS/PROCLAMATIONS

None

ADDITIONS/DELETIONS TO THE AGENDA

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

APPROVAL OF 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 September 8, 2015
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
8. SAW Grant monthly report
9. Life Care Ambulance monthly report

DEPARTMENT REPORTS

POLICE: Lt. Wiersma was present from the Calhoun County Sheriff's Department to give the monthly report. The monthly stats are as follows: 166 traffic citations, 268 verbal warnings, 17 traffic crashes, 90 arrests, 63 self generated complaints, 223 dispatched complaints and 1,332 property inspections.

FIRE: Chief Smith was present from the Fire Department to give the monthly report. The stats are as follows: 1 fire, 61 rescue & medical emergencies, 6 hazardous conditions, 1 service call, 4 good intent calls and 1 false alarm.

UNFINISHED BUSINESS

1. Proposed Rental, Vacant Property & Property Maintenance Ordinances

NEW BUSINESS

1. **Adoption of Pennfield Charter Township Resolution 15-52**
PENNFIELD CHARTER TOWNSHIP RESOLUTION #15-52
(a Resolution creating the ROAD CONSTRUCTION 2015 FUND
Budget for Fiscal Year 2015-16)

BE IT RESOLVED, that the Pennfield Charter Township Board hereby approves the following budget for Fiscal Year 2015-16:

	<u>Debit</u>	<u>Credit</u>
1. Amend revenues to add/amend line item		
430-000.000-403.000, Current Property Taxes		\$537,928.00
430-000.000-555.000, State Grant Monies		\$0.00
430-000.000-664.000, Interest		\$0.00
430-000.000-671.000, Fund Balance Carryover		\$0.00
430-000.000-698.000, Bond Proceeds		\$5,000,000.00
2. Amend expenses to add/increase/decrease line item		
430-000.000-802.000, Legal	\$31,000.00	
430-000.000-803.000, Accounting Fees	\$1,000.00	
430-000.000-805.000, Professional Fees	\$31,000.00	
430-000.000-890.000, Contingency	\$3,145,081.00	
430.000.000-901.000, Printing/Publishing	\$4,500.00	
430.000.000-902.000, Advertising	\$2,500.00	
430.000.000-956.000, Miscellaneous Expense	\$1,000.00	
430.000.000-967.000, Project Expenses	\$2,000,000.00	
430.000.000-992.000, Bond Principal	\$275,000.00	
430.000.000-996.000, Bond Interest	\$46,847.00	
TOTAL	\$5,537,928.00	\$5,537,928.00

Moved by: Trustee Damerow

Supported by: Treasurer Phillips

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 15-52 is adopted.**

TREASURER’S MONTHLY REPORT

September, 2015 monthly report shows the following balances:

General Fund	\$521,995.12
Metro Act – Maint.	\$16,185.09
Parks	\$13,063.45
Public Safety	\$3,082.06
Sewer	\$882,759.07
Sewer – SAW Grant	(\$5,476.34)
Water	\$1,011,157.59
Trust & Agency	\$7,312.05
Tax Collection	\$104,116.31
TOTAL:	\$2,554,194.40

It was moved by Trustee Damerow and supported by Treasurer Phillips to approve the Treasurer’s report. **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 \$ 358,672.24. **Motion carried.**

EXTENDED PUBLIC COMMENTS

Residents had questions on the following: the new medical emergency vehicle and the Rental Ordinance.

TOWNSHIP BOARD MEMBER COMMENTS

Trustee Skelding: Question on the house by Deep Lake

Trustee Harris: Question on the Carriage Hills road meeting; garbage truck survey

Clerk Case: None

Treasurer Phillips: The Township has experienced a case of identity theft

Trustee Damerow: None

Trustee Beard: Is pleased to see the progress of the tree trimming/tree removal at the Plaza.

ANNOUNCEMENTS MADE BY CHAIRPERSON

The next regularly scheduled Township Board meeting will be November 10, 2015. The next monthly recycling weekend will be October 24th and 25th. The Township office will be closed on Wednesday, November 11th for Veterans Day.

A motion was made by Trustee Damerow and supported by Treasurer Phillips to adjourn the meeting at 7:06 PM. **Motion carried.**

Robert P. Behnke, Jr. – Supervisor

Kathleen R. Case – Clerk

ADDENDUM A – DEPARTMENT REPORTS

UTILITIES

The stats for the month of September, 2015 are as follows: 1, 200 meter reads, 6 corrective work orders and 10 Miss Diggs.

CODE ENFORCEMENT

The following was completed for the month of September, 2015:

1. Conducted property inspections for new complaints and follow up inspections of previous complaints.
2. Received 30 new complaints: 2 front yard parking, 15 grass, 2 inoperable vehicle, 10 junk/trash, 1 Township Ordinance.

ASSESSOR

There was no report submitted this month

CEMETERY

Open & closing Fees	\$1,700.00
Graves sales	\$3,000.00
Foundations	\$800.00
TOTAL:	\$5,500.00

PERMITS

8 Building	\$1,875.12
8 Electrical	\$955.00
15 Mechanical	\$1,882.00
2 Plumbing	\$300.00
3 Zoning	\$210.00
TOTAL:	\$210.00

