

**PENNFIELD CHARTER TOWNSHIP
REGULAR MEETING MINUTES
SEPTEMBER 13, 2016**

Supervisor Behnke called the meeting to order at 6:00 PM at the Pennfield Middle School cafeteria. Present were Supervisor Behnke, Clerk Case, Trustees Beard, Damerow, Harris and Skelding. Treasurer Jackson was excused. There were 11 residents present.

CITIZEN/PUBLIC COMMENT

None

ADDITIONS/DELETIONS TO THE AGENDA

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

APPROVAL OF THE CONSENT AGENDA

It was moved by Trustee Damerow 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 August 9, 2016
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
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: 292 traffic citations, 278 verbal warnings, 14 traffic crashes, 65 arrests, 45 self generated complaints, 216 dispatched complaints and 1,420 property inspections.

FIRE: Chief Smith was present from the Fire Department to give the monthly report. The stats are as follows: 7 fires, 65 rescue & medical emergencies, 9 hazardous conditions, 6 service calls and 4 good intent calls.

UNFINISHED BUSINESS

1. Pennfield Charter Township Resolution 16-48 – Discussion only.

NEW BUSINESS

1. **Adoption of Pennfield Charter Township Resolution 16-51**

**PENNFIELD CHARTER TOWNSHIP RESOLUTION #16-51
(a Resolution agreeing to pay the Barry County Road Commission \$93,000.00 for the repaving of Baseline Road between M-66 and Wing Road)**

WHEREAS, the portion of Baseline Road between M-66 and Wing Road is under the jurisdiction of the Barry County Road Commission for maintenance purposes under PA 51, and

WHEREAS, this portion of roadway was not included in the original cost estimates or the actual bid documents provided by the Calhoun County Road Department, and

WHEREAS, the Barry County Road Commission has agreed to do all of the necessary prep-work which includes drainage, tree trimming, shoulder work, inspections, testing and line painting, and

WHEREAS, the Barry County Road Commission has received a bid in the amount of \$93,000.00 from Lakeland Asphalt for the placement of 2 inches of hot mix asphalt (HMA) on Baseline Road between M-66 and Wing Road, so

THEREFORE BE IT RESOLVED that the Pennfield Charter Township Board hereby agrees to pay the Barry County Road Commission \$93,000.00 for the repaving of Baseline Road between M-66 and Wing.

Moved by: Trustee Damerow

Supported by: Trustee Skelding

Supervisor Behnke – Yes

Trustee Beard – Yes

Clerk Case – Yes

Trustee Damerow – Yes

Treasurer Jackson – Excused

Trustee Harris – Yes

Trustee Skelding – Yes

Vote shows 6 yes, -0- no and 1 excused. **Resolution 16-51 is adopted.**

2. Adoption of Pennfield Charter Township Resolution 16-52

PENNFIELD CHARTER TOWNSHIP RESOLUTION #16-52

(a Resolution authorizing the purchase of 4 self-contained breathing apparatuses [SCBA] and 2 Deltair spare facemasks from Douglas Safety Systems, LLC in the total amount of \$19,415.98)

WHEREAS, the Pennfield Fire Department was not successful this year in obtaining a FEMA grant that would have covered 95% of the purchase price of the self-contained breathing apparatuses (SCBA), and

WHEREAS, there is an immediate need to replace 4 outdated and unusable SCBA’s, and

WHEREAS, the Fire Department has provided the Township Board with the necessary 3 bids,
so

THEREFORE BE IT RESOLVED that the Pennfield Charter Township Board hereby authorizes the purchase of 4 SCBA’s and 2 Deltair spare facemasks from Douglas Safety Systems, LLC in the total amount of \$19,415.98

Moved by: Trustee Damerow

Supported by: Trustee Skelding

Supervisor Behnke – Yes

Trustee Beard – Yes

Clerk Case – Yes

Trustee Damerow – Yes

Treasurer Jackson – Excused

Trustee Harris – Yes

Trustee Skelding – Yes

Vote shows 6 yes, -0- no and 1 excused. **Resolution 16-52 is adopted.**

TREASURER’S MONTHLY REPORT

August, 2016 monthly report shows the following balances:

General Fund	\$677,055.22
Road Bond	\$2,855,714.03
Metro Act – Maint.	\$4,090.89
Parks	\$5,361.30
Public Safety	\$342.13
Sewer	\$920,407.98
Sewer – SAW Grant	(\$9,473.60)
Water	\$1,129,013.60
Trust & Agency	\$1,410.34
Tax Collection	\$631,974.72
TOTAL:	\$6,215,896.61

It was moved by Trustee Damerow and supported by Trustee Skelding to approve the Treasurer’s monthly report. **Motion carried.**

PAYMENT OF MONTHLY BILLS

It was moved by Trustee Damerow and supported by Trustee Skelding to approve the payment of the monthly bills in the amount of \$251,125.89. **Motion carried.**

EXTENDED PUBLIC COMMENTS

The following questions were asked by residents:

1. Are the reports listed under the Consent Agenda available?
2. Was there a study done on the Rental Ordinance regarding how it would affect property values?

TOWNSHIP BOARD MEMBER COMMENTS

Trustee Skelding – Asked if the new truck signs were up

Trustee Harris – None

Clerk Case – None

Trustee Damerow – None

Trustee Beard – None

ANNOUNCEMENTS BY CHAIRPERSON

Supervisor Behnke gave an updated road presentation. The next recycling weekend will be September 24th and 25th. The next monthly Board Meeting will be on Tuesday, October 11, 2016. The Township Office will be closed on Monday, October 10, 2016 for Columbus Day.

A motion was made by Trustee Damerow and supported by Trustee Skelding to adjourn the Meeting at 6:45 PM. **Motion carried.**

Robert P. Behnke – Supervisor

Kathleen R. Case – Clerk

ADDENDUM A – DEPARTMENT REPORTS

UTILITIES

The stats for the month of August, 2016 are as follows: 1,200 meter reads, 14 corrective work orders and 16 Miss Digs. Two service line breaks at 15 & 22 Park Street.

CODE ENFORCEMENT

The following was completed for the month of August, 2016:

1. Conducted property inspections for new complaints and follow up inspections of previous complaints.
2. Received 26 new complaints: 2 front yard parking, 19 grass, 1 inoperable vehicle, 2 junk/trash and 2 Township Ordinance.

ASSESSOR

1. All Homestead, Property Transfer Affidavits & Deeds are current. There were 15 transfers of property for the month. 14 were regular sales and 1 was a Sheriff foreclosure.
2. Miscellaneous phone & in person inquiries about assessment & descriptions.
3. Visited properties to update photos & information.
4. Attended a 3 day continuing education assessing short course.

CEMETERY

Burials – 3	\$1,700.00
Foundation – 1	\$200.00
Sale of grave – 3	\$500.00
TOTAL:	\$2,400.00

PERMITS

Building – 9	\$2,390.20
Electrical – 11	\$1,800.00
Mechanical – 10	\$2,939.00
Plumbing – 2	\$323.00
Zoning – 2	\$140.00
Vacant Bldg Ordinance – 14	\$2,450.00
Rental Ordinance – 175	\$34,594.00
TOTAL:	\$44,636.20

