**BENTON CHARTER TOWNSHIP**

February 8, 2021

7:00 pm

The Benton Charter Township Board meeting was held via ZOOM, at 7PM on February 8, 2021.

**PLEDGE OF ALLEGIANCE:**

Gary Suits led the board in the Pledge of Allegiance.

**CALL TO ORDER:** The meeting was called to order by Supervisor Gary Suits. Roll Call for Board Members included: Chuck Meddaugh, Scott Hoornstra, Jenna Coburn, and Chris Tennes - Trustees, Gary Suits - Supervisor, Karen Miller - Treasurer, and Eugene Shanahan - Clerk.

**APPROVAL OF AGENDA:** Gary presented the agenda adding 2 items in New Business: Budget amendments and sale of FD214. Chris moved to approve, Jenna supported. 7 ayes; 0 nays, Motion carried.

**APPROVAL OF MINUTES:**

Minutes from the November Board meeting held on January 11, 2021 were presented. Jenna moved to approve the minutes, Karen supported. 7 ayes; 0 nays, Motion carried.

**RECOGNIZE VISITORS & PUBLIC COMMENT:** 5 Visitors were on the Zoom Meeting including: Fire Chief Tim James, Michelle James, Jake and Connie Arndt, Roger Wickerham and County Commissioner Brian Droscha.

**REPORTS TO BOARD:**

**Sheriff's Report**: 76 events in January. Gary mentioned response to Loud Noise complaint, in relation to Zoning Ordinance. Sheriff's Report will be put on file.

**Fire Department Report** - Chief James gave the Fire department report. Fire Board meeting on January 26, elected Bob Bashore selected as Chair. Gil will continue as Secretary. Caught up on November, December and January bills. Significant increases in COVID 19 responses requiring additional personnel for decontamination, and increasing personnel costs. A-111 oil change and service completed. Elkhart Brass provided outdoor nozzle demonstration. Training provided on Air Bags, Ice Rescue Equipment, Truck inventories and PPE inspections. Meetings attended.

Of the 125 service runs in January 2021: 16 Benton Township fire runs: 9 City of Potterville and 4 Mutual Aid runs, the EMS runs: 19 in Benton Township, 29 City of Potterville and 48 Mutual Aid EMS runs. Meeting dates for Fire Board last Tuesday of the month. Proposal to purchase UTV vehicle approved in budget. Received quotes and decided to purchase ROXOR UTV to access hard to reach areas. The Fire Department's Report will be put on file.

**Bills for January** were paid totaling $24,562.03

Karen moved to approve bills, Scott Supported. Roll Call Vote: Gary- Yea, Karen - Yea, Gene - Yea Chris - Yea, Jenna-Yea, Scott - Yea, Charles - Yea. Motion carried 7 yeas - 0 nays.

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| **Clerk Report:** Received Grant from center for Tech and Civic Life to acquire A/V Counting Board tabulator, Computer and to pay for election support and PPE equipment. Completed quarterly and annual taxes, W-2s and 1099 NECs, completed statewide Risk Limiting Audit, attended Election Coordinator Committee meetings, and selected Joy Suits as Deputy Clerk, Carol Orlowski to stay on in Election role, Paid bills, Contractors and Staff, continuing to learn every day: Clerk report will be put on file.  **Treasurer Report:** Financial report provided for January 2021 with revenue and expenditures. Continuing to collect taxes. Treasurer report will be put on file.  **Supervisor Report:**  MDHHS mandate prohibits public meetings through March, beginning Budget work, Increase in Zoning work with DEQ & EAGLE, handling numerous complaints and doing site visits. Visiting other townships to procure budgets for review and gathering information on Nuisance and Blight Ordinances. Prepping for February Zoning meeting. Supervisor report will be put on file.  **Assessors Report** was provided by Gary Suits. 1 building permit issued in January. Question on old bank owned property staying on report for extended periods. Report will be put on file.  **Planning & Zoning Report** was provided by Gary Suits: Phone discussions and e-mail correspondence listed. 1 Zoning Compliance permit processed and 1 Application processed in January. Report will be put on file.  **Unfinished Business:**  In November, Board approved Hazard Pay for Poll Workers when Grant from Center for Tech and Civic Life received. Hazard Pay checks will now be issued as part of that grant.  **New Business:**  Several Budget Amendments for 2020-2021 fiscal year were presented by Gary including new parking lot costs and others that needed to be adjusted. Information will come from Karen and Gene to bring red flags to Gary's attention.  Motion to approve made by Chuck, supported by Scott. Roll call vote: Chuck - Yea, Scott - Yea, Jenna - Yea, Chris - Yea, Miller - Yea, gene - Yea, Karen - Yea, Gary - yea. Motion carried 7 yeas - 0 nays.  2021 Millage Proposed Projects in Benton Township informational map presented by Gary - and discussed. Windsor Highway section discussed by Brian Droscha.  Sale of FD 214, Fire Chief James reviewed the bids with Board. Motion made to accept $4,180 bid from Minneapolis by Chuck, supported by Gene. Roll call vote: Chris - Yea, Jenna - Yea, Scott - Yea, Karen - Yea, Miller - Yea, Chuck- Yea, Suits - Yea, Shanahan - Yea. Motion carried 7 yeas - 0 nays.  **Additional comments**: ZBA meeting will be held on February 16th. Discussion about Court of Appeals Hearing, 5 issues mentioned 3 in township favor, 2 remanded to circuit court.  CPA Audit Report: Chris moved to table audit, Karen supported. 7 ayes; 0 nays, Motion carried. Review was tabled until March when CPA can attend meeting to further explain the report to Board.  Meeting Adjourned at 7:47PM. | | | |
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