**BENTON CHARTER TOWNSHIP**

**BOARD MEETING MINUTES**

March 8, 2021

7:00 pm

The Benton Charter Township Board meeting was held at the township hall, 5136 Windsor Hwy., Potterville, MI 48876 at 7PM on March 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, Eugene Shanahan - Clerk, Karen Miller - Treasurer, and Gary Suits - Supervisor.

**APPROVAL OF AGENDA:** Gary presented the agenda adding 2 items in New Business: Discussion of Phone Call he received and Karen added topic of Deputy Pay. Scott moved to approve, Charles supported. 7 ayes; 0 nays, Motion carried.

**APPROVAL OF MINUTES:**

Minutes from the February Board meeting held on February 8, 2021 were presented. Karen moved to approve, Gary supported. 7 ayes; 0 nays, Motion carried.

**RECOGNIZE VISITORS & PUBLIC COMMENT:** 7 Visitors were in attendance including: Fire Chief Tim James, Deputy Don Buck, Joy Suits, Roger Wickerham, County Commissioner Brian Droscha, County Commissioner Dairus Reynnet and Dave DeHaan.

No Comments.

**REPORTS TO BOARD:**

**Sheriff's Report**: 100 events in February. Sheriff's Report will be put on file.

**Fire Department Report** - Chief James gave the Fire department report. Seeing some decreases in Covid 19 related responses. Staffing of 2nd ambulance with increased calls and personnel costs. Kitchen stove replaced. Reminder regarding smoke detectors and smoke alarms, shoveling of fire hydrants as needed and batteries replaced in A-110. Training provided on meter dose inhalers. Meetings attended. Of the service runs in February 2021: 16 Benton Township fire runs: City of Potterville and 4 Mutual Aid runs, the EMS runs: 29 in Benton Township, 34 City of Potterville and 33 Mutual Aid EMS runs. UTV vehicle -ROXOR UTV to access hard to reach areas to be delivered soon. The Fire Department's Report will be put on file.

**Bills for February** were paid totaling $40,392.84.

Charles moved to approve bills, Jenna 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: P**urchased A/V Counting Board tabulator thru grant funding for election support and PPE equipment. Attended Budget workshop and board meeting, training Joy Suits as Deputy Clerk, Paid bills, Contractors and Staff, continuing to learn programs. Clerk report will be put on file.  **Treasurer Report:** Financial report provided for February 2021 with revenue and expenditures. Winding down tax collection. Attended Zoning Board of Review, budget workshop and board meetings, reconciling with County and work on budget and adjustments. Treasurer report will be put on file.  **Supervisor Report:**  Still under MDHHS mandate prohibiting public meetings at the township hall, Budget work, Zoning issues and ordinance complaints, sent out Assessment notices, work on ordinances and preparing for February meetings. Supervisor report will be put on file.  **Assessors Report** was provided by Gary Suits. 3 building permits issued in February. Report will be put on file.  **Planning & Zoning Report** was provided by Gary Suits: Phone discussions and e-mail correspondence listed. 3 Zoning Compliance permits processed and 1 Zoning Board of Appeals Petition processed in February. Report will be put on file.  **Unfinished Business:** None.  **New Business:**  Auditors Report presented by Dave Dehaan. Financial statements free of material mis-statement. Discussion of comparative numbers vs. prior year included in audit.  Engagement letter from Walker, Fluke & Sheldon presented by Gary Suits, requiring a new shorter time frame audit after March 31st (since becoming a Charter Township).  Karen moved to approve the engagement to keep firm, Scott supported. Roll call vote: Gary-yea, Karen - Yea, Jenna - Yea, Chris - Yea, Scott - Yea, Gene - Yea, Charles - Yea. Motion carried, 7 yeas - 0 nays.  Eaton County Controller/Administrator (Assessor back-up) letter discussed. Motion to approve signing made by Gary, supported by Chris. Roll call vote: Chris - Yea, Jenna - Yea, Scott - Yea, Gene-Yea, Charles - Yea, Karen - Yea, Gary - yea. Motion carried 7 yeas - 0 nays  Several Budget Amendments for 2020-2021 fiscal year were presented. Karen moved to approve , supported by Chris. Roll call vote: Chris - Yea, Jenna - Yea, Scott - Yea, Chuck-Yea, Gene - Yea, Karen - Yea, Gary - yea. Motion carried 7 yeas - 0 nays.  Gary presented to Board information regarding call regarding possibility of settlement with Sandstone. Board discussed the issue (no details or proposal were submitted by Sandstone) and all said no to furthering discussions on a settlement.  Karen proposed increase in Deputy pay from $12 to $15/hr. Board discussed the issue and whether budget would allow for increase. Looking ahead to possibility of minimum wage increases coming. Motion made by Karen to raise deputy pay effective 3/8/21, Chuck supported. Roll call vote: Gary - yea, Karen - yea, Gene- yea, Chris - yea, Jenna- yea, Scott-yea, and Charles - yea, Jenna - Yea. Motion carried 7 yeas - 0 nays.  **Public comments**: Roger Wickerham suggested increasing Board of Review members and Election poll worker pay to $15/hr. Discussion by Board and Gary regarding this increase.  Chris moved to approve increase pay to $15/hr for Board of Review and Election poll workers, Charles supported. Roll call vote: Gene - yea, Karen - yea, Gary- yea, Chris - yea, Jenna- yea, Charles - yea, Scott-yea. Motion carried 7 yeas - 0 nays.  Brian Droscha provided a quick update on County issues, and limited discussion of Delta Township construction project at I-96 and M-43 Saginaw Hwy.  No additional comments.  Meeting Adjourned at 8:03 PM. | | | |
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