**BENTON CHARTER TOWNSHIP**

**BOARD MEETING MINUTES**

June 14, 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 June 14, 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: Gary Suits - Supervisor, Karen Miller - Treasurer, Eugene Shanahan - Clerk, Chuck Meddaugh, Scott Hoornstra, Jenna Coburn, and Chris Tennes - Trustees.

**APPROVAL OF AGENDA:** Gary presented the agenda, 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.

**APPROVAL OF MINUTES:**

Minutes from both the May Board meeting on May 10, 2021 and May Special Meeting on May 27, 2021 were presented. Jenna moved to approve, Chuck supported. Roll Call Vote: Gary- Yea, Karen - Yea, Gene -Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Charles - Yea. Motion carried 7 yeas - 0 nays.

**RECOGNIZE VISITORS & PUBLIC COMMENT:** Visitors in attendance included: Jason Arndt, Richard Alwood, and Officer Crabtree from Sheriff's department and County Commissioner Brian Droscha

No Comments.

**REPORTS TO BOARD:**

**Sheriff's Report**: 85 events in May with multiple traffic stops/violations and 6 car deer crashes. Sheriff's Report will be put on file.

**Fire Department Report** - Supervisor Gary Suits gave the Fire department report. 4 New firefighters completed Eaton County Fire School & Passed Michigan Firefighter I & II written and practical exams, staff assisted with Eaton County Fire School. Prepping for warm weather operations, cleaning structural firefighting gear, and participated in Memorial Day parade at Potterville Schools. Training and meetings listed. Fire runs in May 2021: 7 City of Potterville, 10 Benton Township and 2 mutual aid. EMS runs: 25 city of Potterville, 21 Benton Township and 24 mutual aid. The Fire Department's Report will be put on file.

**Bills for April** were paid totaling $28,195.13.

Chuck 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:** Flags placed in Cemetery, Paid bills, contractors and staff. Received notice of Special Election in August, consolidating with City of Potterville. Learning and training continue for both Clerk and Deputy Clerk, who completed online accreditation with Bureau of Elections. Still working with Total Security to repair and access security cameras. Clerk report will be put on file.  **Treasurer Report:** Provided by Karen Miller. Preparing for upcoming tax season, reviewed MTA training on Tax Prep/Collection. Treasurer report will be put on file.  **Supervisor Report:**  Ordinance development and research, Zoning issues and ordinance complaints, work on Master Plan and Community Survey, Prep work for meetings and handling all statutory duties needed. Supervisor report will be put on file.  **Assessors Report** was provided by Gary Suits. 5 building permits issued in May. Report will be put on file.  **Planning & Zoning Report** was provided by Gary Suits: Phone discussions and e-mail correspondence listed. 4 Zoning compliance permits processed in May. No Zoning Board of Appeals Petitions processed. 1 Finalized approved permit, 2 new pending review permits. Provided proposal for revising and updating Master Plan. Report will be put on file.  **Unfinished Business: Revised Cash Handling Policy** to exempt Fire Department. Scott moved, Chris supported: Roll Call Vote: Gary- Yea, Karen - Yea, Gene -Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Charles - Yea. Motion carried 7 yeas - 0 nays.  **Blight Ordinance** revisions presented. Chuck moved, Karen supported: Roll Call Vote: Gary- Yea, Karen - Yea, Gene -Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Charles - Yea. Motion carried 7 yeas - 0 nays.  **New Business:**  **Special Use Permits presented for approval:** Documents reviewed and discussed regarding SUP2021-002 Charlotte Mini Storage Development. Gary moved, Karen supported. Roll Call Vote: Gary- Yea, Karen - yea, Gene -Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Charles - Yea. Motion carried 7 yeas - 0 nays. SUP2021-003 Pond Construction. Jenna moved, Chuck supported. Roll Call Vote: Gary- Yea, Karen - yea, Gene -Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Charles - Yea. Motion carried 7 yeas - 0 nays.  **Master Plan Update** proposals presented and discussed. Chris moved to accept ZFE proposal, Chuck supported. Roll Call Vote: Gary- Yea, Karen - yea, Gene -Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Charles - Yea. Motion carried 7 yeas - 0 nays.  **Community Survey** presented for discussion. Gary moved to approve survey with modifications, 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.  **Building and Maintenance Spending Policy** was discussed giving Supervisor Authority to Spend up to $2,000 within budget and without Board approval to procure services to maintain township properties. Between $2,000 and $5,000 would require 2-3 bids supporting Supervisor's approval. Over $5,000 would require 2-3 bids and Board approval.  Chuck moved to approve, 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.  **Public comments**:  Brian Droscha provided a brief update on County issues; Broadband meeting July 7 to discuss infrastructure, concerns over losing 20 deputies to retirement in coming years and costs to county, and Parks Department looking for workers.  Meeting Adjourned at 8:41 P.M.  Eugene Shanahan - Clerk. | | | |
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