**BENTON CHARTER TOWNSHIP**

**BOARD MEETING MINUTES**

September 13, 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 September 13, 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, Gene Shanahan – Clerk, Chuck Meddaugh, Scott Hoornstra, Jenna Coburn, and Chris Tennes - Trustees.

**APPROVAL OF AGENDA:** Chris moved to accept 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 the August Board meeting on August 9, 2021 were presented. Scott 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 from Benton Township Fire Department included Chief Tim James, Assistant Chief Don Buck and Jake Arndt, County Commissioners Dairus Reynnet and Brian Droscha, Potterville City Manager Aaron Sheridan and Potterville Mayor Bruce Kring.

No Comments.

**REPORTS TO BOARD:**

**Sheriff's Report**: Scott assisted in explaining the Sheriff's report. 81 events in July with (4) suspicious situations. Sheriff's Report will be put on file.

**Fire Department Report** - Chief Tim James gave the Fire department report. IT evaluation and support report shows needed upgrades. August 11 & 12 severe weather/storms resulted in wires down and closure of Gresham Hwy temporarily, 19 calls for follow-up due to power outages.

Fire runs in August 2021: 16 City of Potterville, 19 Benton Township and 4 mutual aid. EMS runs: 23 City of Potterville, 17 Benton Township and 51 mutual aid calls.

The Fire Department's Report will be put on file.

**Bills for August** were paid totaling $23,687.56.

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:** Completed August 3 Special Election reimbursement, compiled and sent materials for Worker’s Comp Audit, publications and postings, assisted in collecting taxes, Paid bills, contractors and staff. Prep A/V applications and notices for November 2 Consolidated Election with Oneida Township. Updating Qualified Voter File. Total Security ordering server replacement for accessing security cameras. Cemetery requests for burials and monument foundations. Clerk report will be put on file.  **Treasurer Report:** Provided by Karen Miller. Collection of Summer 2021 taxes. Provided financial report. Treasurer report will be put on file.  **Supervisor Report:**  Develop resolution to appoint Ordinance Enforcement Officer. Worked on zoning issues including: applications, calls, and ordinance complaints. Worked on Master Plan, attended Township Board Meeting, Planning Commission Meeting, and Fire Board Meeting and did prep work for meetings. Township building repairs of soffits and entry doors repainted.  Supervisor report will be put on file.  **Assessors Report** was provided by Gary Suits. 4 building permits issued in August.  Report will be put on file.  **Planning & Zoning Report** was provided by Gary Suits: Phone discussions and e-mail correspondence listed. 5 Zoning Compliance Permits processed, 1 Land Division or Lot Line Adjustment Application processed, 1 Site Plan Permit application processed. Preparing materials for Master Plan Update.  Report will be put on file.  **Unfinished Business: None**  **New Business:**  Lansing Road Sidewalk Phase 2 Ownership Maintenance and Operating Agreement with City of Potterville. Aaron Sheridan, City Manager from Potterville provided an overview of the agreement and the project, which includes a portion of sidewalk within Benton Township. Chuck moved to approve the agreement, Karen supported. Roll Call Vote: Roll Call Vote: Gary- Yea, Karen - Yea, Gene-Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Chuck - Yea. Motion carried 7 yeas - 0 nays.  Resolution to Appoint Ordinance Enforcement Officer. Recommendation by Advisory Board that Bob Bashore be appointed Ordinance Enforcement Officer. Motion to approve made by Karen, supported by Gene. Scott requested to abstain from the vote, board members agreed unanimously. Roll Call Vote: Roll Call Vote: Gary- Yea, Karen - Yea, Gene-Yea, Chris - Yea, Jenna-Yea, Scott - Abstained, Chuck - Yea. Motion carried 6 yeas - 0 nays.  Budget Amendment: Moved by Karen to amend 2021-2022 fiscal year budget, moving $10,000 to Master Plan from Ordinance Enforcement. Chris supported. Roll Call Vote: Roll Call Vote: Gary- Yea, Karen - Yea, Gene-Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Chuck - Yea. Motion carried 7 yeas - 0 nays.  Disposing of Township Equipment – (Computers replaced in August). Pottervilla bid included disposal and will shred hard drives to eliminate critical Township information. Chris moved to have Pottervilla handle disposal of old computers, Scott supported. Roll Call Vote: Roll Call Vote: Gary- Yea, Karen - Yea, Gene-Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Chuck - Yea. Motion carried 7 yeas - 0 nays.  Gary alerted the Board regarding Township receiving bill for Drains in the amount of $47,249.00 which we will have to pay. Will come out in Winter Tax bills. Do we use $50,000 in contingency funds or go into reserves. Will be due in this tax year. Move to end of fiscal year if at all possible.  Additional Duties clause was revisited in relation to Zoning and Ordinance Enforcement. After a lengthy discussion, clarifications were made regarding the application of additional duties for Ordinance Enforcement.  **Public Comment:**  County Commissioner Darius Reynett discussed the Broadband Survey, and the proposed budget with 1.8 million in ARA funds filling in gaps, and County redistricting process has started. County Commissioner Brian Droscha discussed the Off-Road Vehicle ordinance.  Meeting Adjourned at 8:49 P.M.  Eugene Shanahan - Clerk. | | | |
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