**BENTON CHARTER TOWNSHIP**

**BOARD MEETING MINUTES**

November 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 November 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: Gary Suits - Supervisor, Chuck Meddaugh, Scott Hoornstra, Jenna Coburn, and Chris Tennes - Trustees. Karen Miller – Treasurer, and Gene Shanahan- Clerk were absent. Joy Suits – Deputy Clerk attended for Gene Shanahan.

**APPROVAL OF AGENDA:** Chris asked for addition to add schedule of Master Plan and Ordinance. Chuck moved to accept the agenda, Jenna supported. Roll Call VOTE: Gary- Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays.

**APPROVAL OF MINUTES:**

Minutes from the October Board meeting on October 11, 2021 were presented. Jenna moved to approve, Scott supported. Roll Call VOTE: Gary- Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays.

**RECOGNIZE VISITORS & PUBLIC COMMENT:** Visitors in attendance included: County Commissioner Brian Droscha, Chief Tim James, and Assistant Chief Don Buck from Benton Township Fire Department.

**REPORTS TO BOARD:**

**Sheriff's Report**: Gary provided report. Scott commented on three 911 Abandoned calls.

85 events in October, possible Halloween related? Sheriff's Report will be put on file.

**Fire Department Report** – Tim James gave the Fire department report. Computer and Server Upgrade project moving forward. ECCD updated radio templates. Ambulance staffing shortages around the area are making for long runs to assist where needed to cover area surrounding Benton Township. A-111 had brakes replaced, E-211 had air leak repaired, water valve replaced, Storm damage update and multiple fire reports. 1 FT Paramedic short. Covid cases continue requiring transport every day. Fire runs in October 2021: 15 City of Potterville, 12 Benton Township and 7 Mutual Aid.

EMS runs: 23 City of Potterville, 25 Benton Township and 61 Mutual Aid. Stocking stuffers will be done again by staff for Holidays. The Fire Department's Report will be put on file.

**Bills for October** were paid totaling $40,314.50. Insurance was paid to David Chapman, Ziemick Foster Engineering 2 bills reported and paid. Walker Fluke payment for Audit. Credit Card envelopes for Tax notifications and Auditor. Chris moved to approve bills, Scott supported: Roll Call Vote: Gary- Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Charles - Yea. Motion carried 5 yeas - 0 nays.

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| **Clerk Report:** Joy provided Clerk Report. Work on November 2 Consolidated Election, sent publications and postings, paid bills, contractors and staff. Monitor Inbox and Update Qualified Voter File. Hart Verity Scanner Biannual Maintenance was performed. Total Security should have server replacement for accessing security cameras as soon as this week. Replaced Furnace Filters, Water Filter – had Softener serviced – Needs replacement . Election office hour’s 8A-4P, Saturday 10/30/21. Handled Cemetery requests. Clerk report will be put on file.  **Treasurer Report:** Provided by Gary Suits along with Financial Report. Revenue for October reported including CLRF grant and balance on hand November 1, 2021.  Expenditures higher, reflecting changes to be discussed later and large check to Fire Department. Treasurer report will be put on file.  **Supervisor Report:**  Work on the Township Master Plan with Tammy. Zoning applications & calls. Worked with Bob on Ordinance complaints and letters to violators. ARPA Research and Consultation with Ross Sprague and what is allowed re: grant. Gary recommended a grant administrator with Walker Fluke, Sheldon to serve in that capacity for us. Prep work for meetings. Statutory Duties of the Office. Attended Township Board Meeting, Planning Commission Meeting, and Fire Board Meeting. Supervisor report will be put on file.  **Assessors Report** was provided by Gary Suits. 3 building permits issued in October.  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, 1 Land Division application processed, 1 Special Use Permit request. No site plan permit application processed. Working on materials for Master Plan Update.  Report will be put on file.  **Ordinance Enforcement Report** was provided by Gary. Robert Bashore met with complainants, talked to residents, performed site visits, mailed letters and seeing some changes at locations, also drafted and mailed compliance letter, one – first class mail, other certified mail. Report will be put on file.  **Correspondence:** Client Advisoryletter from Walker Fluke and Sheldon regarding ARPA Funds. Gary requested to speak with Walker Fluke Sheldon about administering grant. Chris made motion, Jenna supported. Roll Call VOTE: Gary- Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays.  Letter from Eaton County Board of Commissioners Public Safety Committee regarding whether to allow ORV’s on County Roads. Brian Droscha explained how State, County and Township roads may be approved for use by Ordinances TBD, providing background and outlining options available; what ORV’s must contain (licensing/other safety items) to utilize roads, and current laws. County to create ordinance at next meeting of Public Safety Committee based on Road Commission recommendations to come. Discussion among board members and guests regarding regulation of ORV’s and revenue opportunities for local economies. Brian recommended contacting John Fuentes to determine proper response to County and discuss the 45 day response time.  **Unfinished Business: None**  **New Business:**  Budget Amendment- County Drain Assessment Levies. Scott moved to Amend 2021-2022 budget and approve payment for Drains-At-Large in the amount of $50,000. Chris supported. Roll Call VOTE: Gary- Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays.  Water Softener Repair. Called for service, and Besco recommended replacement. After discussion regarding purchase or rental options available from Besco and costs involved, Board recommended getting another bid for Mohro Soft Water in Lansing.  Discussion regarding schedule of Master Plan and Zoning Ordinance. Update provided by Gary regarding sequential order of events to get Zoning Ordinance in place.  Chris moved to have attorneys review Zoning Ordinance and Jenna supported Roll Call VOTE: Gary- Yea, Chris - Yea, Jenna-Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays.  **Public Comment:** Brian Droscha updated on Broadband Survey being extended 2 weeks, New I.T. Director at County, movement to get new taxes on Delta Crossings Strip Mall, Public meeting on 11/13. Public Safety meeting 1st Thursday of December, 4p.m.  Meeting Adjourned at 8:50 P.M.  Joy Suits - Deputy Clerk. | | | |
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