**BENTON CHARTER TOWNSHIP**

**BOARD MEETING MINUTES**

February 14, 2022

7:00 pm

The Benton Charter Township Board meeting was held at the Township Hall, 5136 Windsor Hwy., Potterville, MI 48876 at 7PM on February 14, 2022.

**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, Chuck Meddaugh, Scott Hoornstra, and Chris Tennes - Trustees. Gene Shanahan - Clerk, and Jenna Coburn- Trustee were absent.

**APPROVAL OF AGENDA:** Chuck moved to accept the agenda with addition of New Business: First Responder Training and Recruitment Grant, Karen supported. Roll Call VOTE: Gary- Yea, Karen – Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays

**APPROVAL OF MINUTES:**

Minutes from the January Board meeting on January 10, 2022 were presented. Scott moved to approve, Chris supported. Roll Call VOTE: Gary- Yea, Karen- Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays.

**RECOGNIZE VISITORS & PUBLIC COMMENT:** Visitors in attendance included: Jack Caughey – Planning Commission, County Commissioners Brian Droscha and Darius Reynett, Benton Township Fire Chief Tim James, and Assistant Chief Don Buck, Jake Arndt and Connie Arndt. Jack Caughey reported on the process of converting Township Interim Zoning Ordinance to the new Township Zoning Ordinance, developing a committee, revising Zoning Map, Zoning districts upgraded, revised definition sections, off-street parking, revised planned unit development section, added resource conservation district, revised and adopted a new solar ordinance and dealt with wind energy. Feb 10, 2022 Planning Commission recommended the new township Zoning Ordinance be adopted by the board. Thanked Zoning Administrator Tammy Foster for help with research and comments and vast help with work in getting the Zoning Ordinance prepared. Gary thanked Jack Caughey and his team for all the hard work over the past 18 months.

Public comment section closed.

**REPORTS TO BOARD:**

**Sheriff's Report**: Deputy Everts from Eaton County Sherriff’s office provided summary of the events that were responded to totaling 52 events in January. Sheriff's Report will be put on file.

**Fire Department Report** – Tim James gave the Fire department report. Assist Eaton County Deputy with White Out accident, set up warning zone with warning lights activated, but someone slammed into back of tanker truck, at 60+ miles per hour. Driver transported to Sparrow, Tanker Truck suffered significant damage. Computer and server upgrades project completed. Discussed Ambulance staffing. Training; department and project updates. 28 Fire runs in January 2022: 13 City of Potterville, 15 Benton Township and 10 Mutual Aid.

EMS runs: 25 City of Potterville, 27 Benton Township and 87 Mutual Aid.

Attended 3 TCEMCA Board of Directors meetings.

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

**Bills for December** were paid totaling $216,270.06 with $200,000 being for investments with MSUFCU.

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| **Clerk Report:** Thanks AGAIN to Joy Suits for substituting for Board Meetings, so that I can spend time with my grandson in Grand Rapids. Paid bills, contractors and staff. Assist with Tax calls and collections. Updating QVF weekly. Still waiting on County testing tabulator modems. Sent publications to paper. Work with Jake to handle cemetery requests, updating web site as needed.  Clerk report will be put on file.  **Treasurer Report:**  Continue to collect taxes for Summer and Winter 2021, working with BS&A to set-up online access. Schedule to convert to new Chart Of Accounts. January Financial report provided. Treasurer report will be put on file.  **Supervisor Report:**  Continued work on the Township Master Plan with Tammy and informational public hearing to gather public comment for the Final Master Plan. Work with Tammy re: finalizing permanent Zoning Ordinance for presentation to Planning Commission. Zoning applications, calls and office encounters. Worked on Ordinance complaints and violation letters. Research Special Use Permits and Court Orders for Kinsel property. Continue to work with Bob re: problem properties. Conversations with Ben Miller of Comcast re: Metro Act. Prep work for planning meeting and Board meeting. Statutory Duties of the Office. Soliciting bids, work on budget, and changed batteries in Fire Alarm System. Attended Township Board Meeting, Planning Commission Meeting Soliciting bids for landscaping, sidewalks repairs and desk replacement, extension.  Supervisor report will be put on file.  **Assessors Report** was provided by Gary Suits. 3 building permits issued in January.  Report will be put on file.  **Planning & Zoning Report** was provided by Gary Suits: Phone discussions and e-mail correspondence listed. 2 Zoning Compliance Permits processed no Land Division application processed, 1 Zoning Board of Appeals Petition processed. No Special Use or Site Plan application permits processed. Continued work on Draft of Final Zoning Ordinance, Updating Master Plan and attended meeting of Planning Commission on January 6 for public comment on the update of the Master Plan. Updated Assessing, Equalization and Property Department description combination form for Tax Year 2022 for parcel combinations under the same ownership and adjacent to each other. Discussion with Township Assessor in response to the procedures for finalizing land division and lot combination applications. Discussions with Township attorney concerning a non-conforming uses. Report will be put on file.  **Ordinance Enforcement Report** was provided by Gary. Robert Bashore handled multiple complaints; reported responses and communications with problem properties and new complaints. Report will be put on file.  **Correspondence:** 2022 Road Commission Millage Program, possibly some gravel work on McConnell and Shance Hwy.  **Unfinished Business:** None  **New Business:**  **2022 Federal Poverty Exemption Guidelines:** Gary suggested changes/corrections to be made on document. Chris moved to accept resolution as amended , Karen supported: Roll Call VOTE: Gary- Yea, Karen – Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays.  **P.A. 116 Application – Tennes.**  Chris asked to be recused from the voting on this. All board members agreed. Scott moved to accept P.A. 116 application for Stephen Tennes, Chuck supported: Roll Call VOTE: Gary- Yea, Karen – Yea, Scott - Yea, Charles - Yea. Motion carried 4 Yeas - 0 Nays.  **3 Amendments to Budget presented as follows:**  Karen moved to amend 2021-2022 budget (Drains-at-large), Chris supported. Roll Call VOTE: Gary- Yea, Karen – Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays  Karen moved to amend 2021-2022 budget (Unit Share of Social Security), Scott supported. Roll Call VOTE: Gary- Yea, Karen – Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays  Karen moved to amend 2021-2022 budget (Insurance), Chuck supported. Roll Call VOTE: Gary- Yea, Karen – Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays  **Zoning Ordinance Update:** Resolution presented to the board from the Planning Commission to pass the new permanent Benton Charter Township Zoning Ordinance.  Gary Suits read the summary of proposed permanent zoning ordinance process.  After discussion of the proposed Zoning Ordinance, Scott moved to adopt the final Benton Charter Township Zoning Ordinance, Chris supported. Roll Call VOTE: Gary- Yea, Karen – Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays  **Fire Department First Responder Recruitment and Training Grant Application:** Chief James provided a packet regarding the grant application and discussed infrastructure/building needs and options that could be addressed through acquisition of the grant and what possibly monies might come from the grant and all the variables involved.  Gary moved to approve the Michigan First Responder Training and Recruitment Grant Application in the amount of $100,000 for Recruitment and $100,000 for Training, Scott supported. Roll Call VOTE: Gary- Yea, Karen – Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays. Motion carries.  **Public Comment:** County Commissioner Brian Droscha discussed the ORV Ordinance hearing at next county meeting.  Meeting Adjourned at 8.43 P.M.  Joy Suits – Deputy Clerk. | | | |
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