**BENTON CHARTER TOWNSHIP**

**BOARD MEETING MINUTES**

May 9, 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 May 9, 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, Gene Shanahan - Clerk, Jenna Coburn, Chuck Meddaugh, Scott Hoornstra, and Chris Tennes - Trustees.

**APPROVAL OF AGENDA:** Karen moved to accept the agenda, Charles 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 Board meeting on April 11, 2022 were presented. Scott moved to approve with 2 minor changes, Chris supported. Roll Call VOTE: Gary- Yea, Karen- Yea, Gene – Yea, Jenna – Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 7 Yeas - 0 Nays.

## RECOGNIZE VISITORS & PUBLIC COMMENT: Benton Township Fire Chief Tim James, Eaton County Commissioner Dairus Reynnet and Francis D’Hayvetter from Eaton County 9-1-1. Francis provided Annual Reports and information on 9-1-1 Millage.

**REPORTS TO BOARD:**

**Sheriff's Report**: Gary provided the Eaton County Sherriff’s report totaling 70 events in March. Sheriff's Report will be put on file.

**Fire Department Report** – Tim James gave the Fire department report; Breathing Air Compressor repaired, LIFEPAC 1000’s serviced, Ambulance and Stryker Power Load & Power Cot were demonstrated, 800 MHz radios serviced, A-111 was serviced, SBCA servicing and fit testing. Training on Pump Operations, Drafting and Dry Hydrants. Attended 4 meetings and continued Gizzard Fest planning. Final inspection of damaged pumper expected by Thursday, Ambulance in repair shop and update on new ambulance.

Fire runs in February 2022: 16 City of Potterville, 7 Benton Township and 4 Mutual Aid.

EMS runs: 28 City of Potterville, 15 Benton Township and 31 Mutual Aid.

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

**Bills for April were** paid totaling $19601.24. Motion to accept bills made by Chris, supported by Charles. Roll Call VOTE: Gary- Yea, Karen – Yea, Gene – Yea, Jenna – Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 7 Yeas - 0 Nays.

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| **Clerk Report:** Work on May Election: Sending A/V apps and A/V Ballots, updating QVF and documents. Assist with Tax calls, statement requests. Paid bills, contractors and staff.  Received tabulator modems from County. Public Accuracy Test 4.26.22. Prepped Election equipment, and set-up room for Election. Pre-election weekend hours. Sent publications to paper. Handled cemetery requests for plots, foundations, and burials. Updated web site as needed.  Clerk report will be put on file.  **Treasurer Report:**  Continued work with BS&A to set-up online access and Audit prep. Completed Bank Recs. Made bank deposits. April financial report provided, and continuing to review Chart of Accounts conversion. Treasurer report will be put on file.  **Supervisor Report:** Worked on Fire Department Millage for August Primary, work with Tammy on Planning and Zoning issues. Zoning applications, calls and office encounters. Worked on Ordinance complaints and violation reports with Bob regarding problem properties. Obtained bids and quotes for Electrical repairs and Upgrades, Desk for Board Meeting Room and Landscape replacement for Hall. Prep work for planning meeting and Board meeting. Statutory Duties of the Office. Attended Township Board Meeting, Planning Commission Meeting, Fire Board meeting and Ambulance Demonstration.  Supervisor report will be put on file.  **Assessors Report** was provided by Gary Suits. 10 building permits issued in April.  Report will be put on file.  **Planning & Zoning Report** was not available. Will be provided at next meeting.  **Ordinance Enforcement Report** was provided by Gary. Robert Bashore working to address complaints; Phone conversations and site visits to research and address complaints.  Report will be put on file.  **Correspondence:**  None  **Unfinished Business:** None  **New Business:**  Notice: Eugene Shanahan provided his resignation as Clerk effective 5.19.22. Motion to accept resignation made by Scott, supported by Jenna. Roll Call VOTE: Gary- Yea, Karen- Yea, Gene – Recused, Jenna – Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 6 Yeas - 0 Nays.  **Appointment of New Clerk:**  Gene provided a recommendation to the Board to appoint Deputy Clerk, Joy Suits to the position of Clerk. A call was made to confirm Joy Suits would accept the position if appointed. Motion made by Karen, supported by Jenna. Roll Call VOTE: Gary- Recused, Karen- Yea, Gene – Recused, Jenna – Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 5 Yeas - 0 Nays.  **Hiring a Payroll Service:** Discussion regarding hiring a payroll service to handle Township payroll and monthly, quarterly and annual State and Federal filings. Riverside out of Grand Ledge(Already handling BTFD) and Paychex were 2 options. Motion by Charles, supported by Jenna to hire Riverside to handle payroll and tax services.. Roll Call VOTE: Gary- Yea, Karen – Yea, Gene – Yea, Chris - Yea, Jenna – Yea ,Scott - Yea, Charles - Yea. Motion carried 7 Yeas - 0 Nays.  **Public Comment**: Dairus Reynnet discussed the Broadband issue in Eaton County; WOW! Had no plans, Home way is planning to bring broadband into the County. Also mentioned a Family Fun Day and Craft show in Dimondale on May 14, 2022.  Meeting Adjourned at 8.01 P.M.  Eugene Shanahan –Clerk. | | | |
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