**BENTON CHARTER TOWNSHIP**

**BOARD MEETING MINUTES**

July 11, 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 July 11, 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, Joy Suits - Clerk, Karen Miller, Treasurer Charles Meddaugh, Scott Hoornstra, and Chris Tennes - Trustees. Jenna Coburn was absent.

**APPROVAL OF AGENDA:** Karen moved to accept the agenda, Charles supported. Roll Call VOTE: Scott- Yea, Charles– Yea, Chris - Yea, Karen – Yea ,Gary- Yea, Joy - Yea. Motion carried 6 Yeas - 0 Nays.

**APPROVAL OF MINUTES:**

Minutes from the Board meeting on June 13, 2022 were presented. Chris moved to approve the minutes. Scott supported. Roll Call VOTE: Scott- Yea, Gary – Yea, Karen– Yea, Chris - Yea, Joy - Yea, Charles - Yea. Motion carried 6 Yeas - 0 Nays.

## RECOGNIZE VISITORS & PUBLIC COMMENT: Benton Township Fire Chief Tim James, Asst. Fire Chief Don Buck, Fire Department members Jake and Connie Arndt, Deputy Crabtree.

**REPORTS TO BOARD:**

**Sheriff's Report**: Deputy Crabtree from the Eaton County Sherriff’s gave the report which totaled 78 events in June. Sheriff's Report will be put on file.

**Fire Department Report** – Chief James gave the Fire department report; Operational Information included Fire report on the progress of Braun Ambulance and participation in the Potterville Elementary Field Day. Training and Meetings/Special Events included Gizard Fest preparation.

Fire runs in June 2022: 11 City of Potterville, 14 Benton Township and 10 Mutual Aid.

EMS runs: 23 City of Potterville, 34 Benton Township and 46 Mutual Aid.

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

**Bills for May were** paid totaling $19369.59 (includes payroll). Motion to accept bills made by Chris, supported by Scott. Roll Call VOTE: Gary- Yea, Joy– Yea, Karen – Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 6 Yeas - 0 Nays.

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| **Clerk Report:** Work included Voter Machine testing, Absent Voter Ballots-sending and receiving applications, and QVF updates, paid bills, cemetery requests for burials, foundations, and burial spaces, training, processed account payables and other duties of the clerk. Began training new Deputy Clerk Tim Bentley, Sr. Statutory Duties of the Office.  Clerk report will be put on file.  **Treasurer Report:**  Finalized the BSA access, the link is posted on our website. There is a $3.00 charge to non-residents to access tax and assessing information. Made bank deposits, Assist with zoning calls and cemetery inquiries, Mailed all payables. Started collecting tax payments as of July 1, 2022. Treasurer report will be put on file.  **Supervisor Report:** 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.. Prep work for planning meeting and Board meeting. Statutory Duties of the Office. Helped clerk with work overload due to upcoming election. Attended Township Board Meeting and Planning Commission Meeting.  Supervisor report will be put on file.  **Assessors Report** was provided by Gary Suits. 5 building permits issued in June..  Report will be put on file.  **Planning & Zoning Report** was provided by Gary Suits which included 16 phone discussions, 4 Zoning Compliance Permits, 1 application for land division/adjustment 3 email discussions. Planning and Zoning Report on file.  **Ordinance Enforcement Report** was provided by Gary. Robert Bashore working to address complaints; Phone conversations and site visits to research and address complaints. Total Hours for June was 5.85 hours.  Report will be put on file.  **Correspondence:**  none  **Unfinished Business:** None  **New Business: none**  **Public Comment**: Board member Chris Tennes inquired about the status of the Master Plan. Supervisor Gary Suits stated Tammy Foster is preparing to send to appropriate community entities for review.  Connie Arndt inquired about the cemetery on Pinch Highway between Oneida and Spartan Roads. No one present knew much about it and Gary and Joy will investigate.  Meeting Adjourned at 7:40 P.M.  Joy Suits –Clerk. | | | |
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