**BENTON CHARTER TOWNSHIP**

**BOARD MEETING MINUTES**

August 8, 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 August 8, 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, Jenna Coburn, and Chris Tennes - Trustees.

**APPROVAL OF AGENDA:** Charles moved to accept the agenda, Scott supported. Roll Call VOTE: Scott- Yea, Charles– Yea, Chris - Yea, Karen – Yea ,Gary- Yea, Joy - Yea. Jenna- Yea Motion carried 7 Yeas - 0 Nays.

**APPROVAL OF MINUTES:**

Minutes from the Board meeting on July 11, 2022 were presented. Karen moved to approve the minutes. Jenna supported. Roll Call VOTE: Scott- Yea, Gary – Yea, Karen– Yea, Chris - Yea, Joy - Yea, Jenna-Yea, Charles - Yea. Motion carried 7 Yeas - 0 Nays.

## RECOGNIZE VISITORS & PUBLIC COMMENT: Benton Township Fire Chief Tim James, Asst. Fire Chief Don Buck, Fire Department members Roy Gilbertson and Hannah Upright, Commissioners Brian Droscha and Darius Reynnet, Steve Davidson.

**REPORTS TO BOARD:**

**Sheriff's Report**: Supervisor Gary Suits gave the report as no representative was available. 66 events were listed. Sheriff's Report will be put on file.

**Fire Department Report** – Chief James gave the Fire department report; Operational Information included EMS protocol reviews and status of Tanker 215 repairs. Training and Meetings/Special Events included City of Potterville National Night Out.

Fire runs in July 2022: 13 City of Potterville, 12 Benton Township and 4 Mutual Aid.

EMS runs: 19 City of Potterville, 19 Benton Township and 54 Mutual Aid.

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

**Bills for July were** paid totaling $27,984.29 (includes payroll). Motion to accept bills made by Chris, supported by Charles. Roll Call VOTE: Jenna-Yea Gary- Yea, Joy– Yea, Karen – Yea, Chris - Yea, Scott - Yea, Charles - Yea. Motion carried 7 Yeas - 0 Nays.

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| **Clerk Report:** Work included Preparing for Primary election. 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. Continued training of new Deputy Clerk Tim Bentley, Sr. Statutory Duties of the Office.  Clerk report will be put on file.  **Treasurer Report:**  Reported on new/better investment options. . Made bank deposits, Assist with zoning calls and cemetery inquiries, Mailed all payables. Continued collecting tax payments. Treasurer report will be put on file.  **Supervisor Report:** Attended Township Board Meeting, Fire Board Meeting, Zoning board of Appeals and Planning Commission Meeting. 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 primary election. Supervisor report will be put on file.  **Assessors Report** was provided by Gary Suits. 3 building permits issued in July..  Report will be put on file.  **Planning & Zoning Report** was provided by Gary Suits which included 8 phone discussions, 2 Zoning Compliance Permits, 2 application for land division/adjustment 1 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. Report will be put on file.  **Correspondence:**  none  **Unfinished Business:** Joy gave research information on the formation of the Pinch Hwy cemetery, in response to a public inquiry.  **New Business:** Treasurer Karen Miller introduced a Credit Card Acceptance Resolution which will allow for property taxes and other financial transactions to the township to be paid online via Visa, Mastercard, Discover Card, or American Express, through online services.  Karen made the motion to pass the resolution, supported by Charles. Roll Call Vote: Joy –yea, Gary-yea, Karen-yea, Charles-yea, Scott-yea, Jenna-yea, Chris-yea. 7 yeas-0 Nays.  **Public Comment**: Commissioner Brian Droscha gave updates on current county interests including upcoming retirements for Sheriff Department, charter township concerns, etc.  Meeting Adjourned at 8:24 P.M.  Joy Suits –Clerk. | | | |
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