**BENTON CHARTER TOWNSHIP**

**BOARD MEETING MINUTES**

**February 13, 2023**

**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 13, 2023.**

**PLEDGE OF ALLEGIANCE:**

**Gary Suits, led the board in the Pledge of Allegiance.**

**CALL TO ORDER: The meeting was called to order by Gary Suits. Roll Call for Board Members included: Gary Suits, Supervisor, Karen Miller, Treasuer, Joy Suits, Clerk, Dave Falsetta, Scott Hoornstra, Charles Meddaugh, Chris Tennes - Trustees.**

**APPROVAL OF AGENDA: Chris moved to accept the agenda, Charles supported. Roll Call VOTE: 7 Yea, 0 Nay**

**APPROVAL OF MINUTES:**

**Minutes from the Board meeting on January 9, 2023 were presented. Charles moved to approve the minutes, Dave supported. Roll Call VOTE: 7 Yea, 0 Nay.**

## RECOGNIZE VISITORS & PUBLIC COMMENT: Benton Township Fire Department Chief Tim James, Asst Fire Chief Don Buck, Commissioner Brian Droscha, Jake Arndt, Darius Reynnet

**REPORTS TO BOARD:**

**Sheriff's Report: Gary Suits and Scott Hoornstra led the discussion of the Sheriff Report as no representative was available. 77 events were listed, including 15 traffic stops, 4 Traffic Hazards, and 4 Alarm responses. Sheriff's Report will be put on file.**

**Fire Department Report – Chief James gave the Fire Department Report which included an update on the minor light repairs to E-211, 2 members attending Advanced EMT training, and 2 members attending Eaton County Firefighter I & II academy. Calls for service included (Fire ) 4 City of Potterville, 9 Benton Township, 4 mutual aid and (EMS) 19 city of Potterville, 16 Benton Township, 38 mutual aid.**

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

**Bills. Bills for January were paid $6625.08, Payroll $9828.21 Motion to accept bills made by Karen, supported by Charles. Roll Call VOTE: 7 Yea**

**0 Nay**

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| **Clerk Report: Joy gave report. Work included assisted with tax calls, statement requests, zoning inquiries, etc. Paid Bills, contractors and staff. Cemetery requests for burials, foundations, and burial spaces, prepared publications, other duties of the clerk. Statutory duties of the office performed. Clerk report will be put on file.**  **Treasurer Report: Karen gave report. Collected tax payments for summer 2022 & Winter 2022, paid all taxing authorities for taxes collected through January 31, 2023 , assisted with zoning and cemetery calls, Completed bank reconciliation with the exception of General Fund, Still working to clear up bank reconciliation issues. Treasurer Report will be on file.**  **Supervisor Report: Gary gave Report. Attended Township Board Meeting, and Fire Board Meeting. Assisted with Zoning applications, calls and office encounters. Worked on Ordinance complaints and violation reports with Bob regarding problem properties. Prep work for Board meeting. Work with Tammy on Planning and Zoning issues. Performed Statutory Duties of the office. Supervisor report will be put on file.**  **Assessors Report: Report was provided by Gary. 2 building permits were issued in January. Report will be put on file.**  **Planning and Zoning: Report was provided by Gary which included 10 phone discussions, 4 new Zoning Compliance Permits processed , and the drafting of a violation letter. Planning and Zoning Report on file.**  **Ordinance Enforcement: Report was provided by Gary. Robert Bashore working to address complaints at 2 sites. Activity included 2 site visits to research possible violations. Report will be put on file.**  **Correspondence: None**  **Unfinished Business: None**  **New Business:**   * **Gary proposed a Fire and EMS Department Mutual Aid Resolution and asked Chief James to give a detailed description on how the Township would be involved. Charles supported the motion.**   **Vote was 7 Yea 0 Nay.**   * **Proposal to engage Walker, Fluke, & Sheldon, PLC.for auditing purposes Motion was made by Karen, supported by Chris. Vote was 7 yea, 0 nay** * **Proposal for a 2023 Poverty Exemption Guidelines Resolution. Motion was made by Scott, supported by Charles. Vote was 7 yeas, 0 nays.** * **Proposal for Civil Infraction Ordinance. After much discussion it was tabled for further research wit the motion to table being made by Charles, supported by Karen. Vote was 7 yea, 0 nay.** * **Proposal to allow Gary to purchase a new printer to replace the defunct printer in the office. Motion made by Chris, Supported by Karen. Vote was 7 Yea, 0 Nay.**   **Karen proposed 3 adjustments to the budget:**   1. **Move $1,005.00 from Contingencies to Election Supplies Motion was made by Karen, supported by Chris. Vote was 7 Yea 0Nay** 2. **Move $1500.00 from Contingencies to Building and Grounds Maintenance. Karen made the motion, supported by Scott. Vote was**   **7 Yea 0 Nay**   1. **Move $26,700.oo from Contingencies to Drains-at-Large. Motion was made by Karen, supported by Joy. Vote was 7 Yea, 0 Nay.**   **Public Comment Commissioner Droscha updated the activities in Eaton County including the Youth Facility Expansion and the resignation of John Fuentes as Controller.**  **Adjournment: Scott made a motion to adjourn, supported by Charles. All board members voted yea. Meeting Adjourned at 8:25 P.M.**    **Joy Suits, Clerk** | | | | |
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