**BENTON CHARTER TOWNSHIP**

**BOARD MEETING MINUTES**

**March 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 March 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, Treasurer, 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 February 13, 2023 were presented. Scott moved to approve the minutes, Karen supported. Roll Call VOTE: 7 Yea, 0 Nay.**

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

**REPORTS TO BOARD:**

**Sheriff's Report: Gary Suits led the discussion of the Sheriff Report as no representative was available. 85 events were listed, including 10 traffic stops, 9 traffic violations, and 6 Citizen assists. Sheriff's Report will be put on file.**

**Fire Department Report – Chief James gave the Fire Department Report which included an overview of the Medicare Ground Ambulance Data Collection System, Tri-County Emergency Medical Control Agency Directors meeting, and stroke training. Calls for service included (Fire ) 11 City of Potterville, 17 Benton Township, 4 mutual aid and (EMS) 20 city of Potterville, 19Benton Township, 22 mutual aid.**

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

**Bills. Bills for January were paid $32,162.86, Payroll $9871.04 Motion to accept bills made by Chris, supported by Dave. 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 Summer and Winter 2022 taxes , assisted with zoning and cemetery calls, Completed bank reconciliation with the exception of General Fund, finalized 2022 and tied out taxes with the county. Treasurer Report will be on file.****Supervisor Report: Gary gave Report. Worked with attorney regarding Civil Infraction Ordinance. 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 meetings. 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. 4 building permits were issued in February. Report will be put on file.****Planning and Zoning: Report was provided by Gary which included 13 phone/email discussions, 1 new Zoning Compliance Permits processed , and 1 Special Use Permit. Planning and Zoning Report on file.****Ordinance Enforcement: Report was provided by Gary. Robert Bashore working to address complaints at 3 sites. Activity included 2 site visits to research possible violations. Report will be put on file.****Correspondence: None****Unfinished Business:** * **The Municipal Civil Infraction was brought to the table by Gary. Scott made a motion to adopt the Civil Infraction Resolution #2023-03 and supported by Gary. Roll Call Vote: 7 yea 0 Nay**
* **Scott moved to approve Civil Infraction Ordinance #1073 supported by Charles. Roll Call Vote: 7 yea 0 Nay.**

**New Business:** * **Approval of Special Use Permit # SUP2023-001 with conditions. Motion was made to approve by Charles and supported by Dave, The Vote was unanimous Yea.**
* **Adoption of a fee schedule for Signage. Gary made the motion to adopt the fee schedule for signage, supported by Joy. Roll call vote was 7 yea 0 nay.**

**Public Comment Joy discussed the possibility of the Eaton County Historical Commission presenting a Cemetery Tour complete with costumed docents.****Adjournment: Karen made a motion to adjourn, supported by Scott. All board members voted yea. Meeting Adjourned at 8:50 P.M.** **Joy Suits, Clerk** |
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