**BENTON CHARTER TOWNSHIP**

**BOARD MEETING MINUTES**

**May 8, 2023**

**7:00 pm**

**The Benton Charter Township Board meeting was held at the Township Hall, 5136 Windsor Hwy., Potterville, MI 48876 at 7:00 PM on May 8, 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, Scott Hoornstra, Charles Meddaugh, Chris Tennes - Trustees. Dave Falsetta was absent.**

**APPROVAL OF AGENDA: Chris moved to accept the agenda, Charles supported. Roll Call Vote: 6 Yea 0Nay**

**APPROVAL OF MINUTES:**

**Minutes from the Board meeting on April 10, 2023 were presented. Charles moved to approve the minutes, Scott supported. Roll Call VOTE: 6Yea, 0 Nay.**

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

**REPORTS TO BOARD:**

**Sheriff's Report: Scott Hoornstra led the discussion of the Sheriff Report as no representative was available. 77 events were listed, including 14 traffic stops, 12 Unknown 911 calls, and 6 Suspicious Situations. Sheriff's Report will be put on file.**

**Fire Department Report – Chief James gave the Fire Department Report which included a discussion of No Burning Days and Red Flag Warnings, the Eaton County Fire Academy live burning training, and the donation of a Backpack Blower from Butler Heating and Air Conditioning. Calls for service included (Fire ) 2 City of Potterville, 7 Benton Township, 5 mutual aid and (EMS) 14 city of Potterville, 21 Benton Township, 33 mutual aid.**

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

**Bills. Bills for March were paid $6673.16, Payroll $9182.38 Motion to accept bills made by Karen, supported by Scott. Roll Call VOTE: 6 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. Made bank deposits, monitored investments, assisted with zoning and cemetery calls, completed bank reconciliations, began gathering documents for Audit., Treasurer Report will be on file.**  **Supervisor Report: Gary gave Report. Attended Township Board Meeting, Planning Commision Meeting, and Fire Board Meeting. Assisted with Zoning applications, calls and office encounters. Worked on Ordinance complaints and violation reports with OEO regarding problem properties. Prep work for Board meetings. Worked with Attorney on Civil Infraction Ordinance, Work with Tammy on Planning and Zoning issues. Performed Statutory Duties of the office. Let out bids for hay. Supervisor report will be put on file.**  **Assessors Report: 1 building permit was issued, 2 bank foreclosures, and 1 recent Mortgage Company sale.**  **Planning and Zoning: Report was provided by Gary which included 8 phone/email discussions, 5 new Zoning Compliance Permits processed , 1 Zoning Board of Appeals Petition land division and 1 zoning amendment application. Planning and Zoning Report on file.**  **Ordinance Enforcement: Report was provided by Gary. Robert Bashore working to address complaints at 3 sites. Activity included 3 site visits to research possible violations and the drafting of 1 violation letter. Report will be put on file.**  **Correspondence: None.**  **Unfinished Business:**  **None**  **New Business:**   * **Adoption of Resolution 2023-04. The resolution was offered by Karen, supported by Charles with unanimous vote Yea 6 Nay 0** * **Hay Removal Bids. Discussion of one of 4 bids returned. ;Sealed bid opened in front of the board. Chris made a motion to award the hay removal to DNA Farms, supported by Scott with unanimous yeas.** * **Post Audit Policy Addendum. The addition of a 12th category of claims, “Office Equipment and Operations Support.” Chris made the motion to adopt the addendum with Charles supporting. All voted Yea.**   **Public Comment Commissioner Droscha gave an update on County parks plan and possible grants. Also led discussion on the status of the county road patrol presently and future. Asst Fire Chief Buck invited everyone to the Fire Department fund raiser dinner on 5/9/2023.**  **Adjournment: Charles made a motion to adjourn, supported by Scott. All board members voted yea. Meeting Adjourned at 8:55 P.M.**    **Joy Suits, Clerk** | | | | |
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