**BENTON CHARTER TOWNSHIP**

**BOARD MEETING MINUTES**

**August 14, 2023**

**7:05 pm**

**The Benton Charter Township Board meeting was held at the Township Hall, 5136 Windsor Hwy., Potterville, MI 48876 at 7:00 PM on August 14, 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, Joy Suits, Clerk, Scott Hoornstra, Charles Meddaugh, Chris Tennes, Dave Falsetta - Trustees . Treasurer Karen Miller was absent.**

**APPROVAL OF AGENDA: Chris moved to accept the agenda, Scott supported. Motion was passed unanimously.**

**APPROVAL OF MINUTES:**

**Minutes from the Board meeting on July 10, 2023 were presented. Charles noted a mistake in the minutes on the third page , second point under New Business that should read The Board proposed an Ad HOC Committee… and not the Gary proposed…. Charles moved to approve the minutes with revisions, Chris supported. Roll Call VOTE: Motion was passed unanimously.**

## RECOGNIZE VISITORS & PUBLIC COMMENT: Benton Township Fire Department representatives, Asst Chief Don Buck, Chad Chambers, Jeffrey Murphy, Eaton County Commissioner Brian Droscha, Potterville Police Chief Richard Barry, Roger Wickerham

**REPORTS TO BOARD:**

**Sheriff's Report: In the absence of a member of the Sheriff’s department, Gary led the discussion of the Sheriff’s Report . 89 events were listed, including 28 traffic violations/stops, 7 traffic hazard, 4 civil complaints. Report will be put on file.**

**Fire Department Report – In the absence of Chief James, Gary gave the Fire Department Report which included garage door repair, and training for Wildland, Combine Fires & Large fire at Granger landfill. Calls for service included (Fire ) 5 City of Potterville,10 Benton Township, 6 mutual aid and (EMS) 28 city of Potterville, 28 Benton Township, 29 mutual aid. Gary made a motion to table the formation of a research committee for the improvement of the Fire Department building until a new fire chief has been hired. Charles supported. Roll call vote with all voting yea.**

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

**Bills. Bills for July were paid $109,156.71, Payroll $10,332.80 Motion to accept bills made by Chris supported by Chuck. Roll Call VOTE: 6 Yea**

**0 Nay**

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| **Clerk Report: Joy gave report. Work included continued training of new deputy clerk, and assisting with the collection of tax payments. 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: In the absence of Karen, Gary made the report. Made bank deposits, monitored investments, assisted with zoning and cemetery calls. Completed bank reconciliations. Worked on audit with CPA. Entered payroll in BSA. Working with county on back data bases. Treasurer Report will be on file.**  **Supervisor Report: Gary gave report. Attended Planning Commission Meeting, Township Board 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.. 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. 6 building permits were issued, 2 bank foreclosures, and 1 recent Mortgage Company sale.**  **Planning and Zoning: Report was provided by Gary which included 12 phone/email discussions, 2 new Zoning Compliance Permits processed , 1 Zoning Board of Appeals Petition land division, 1 Land Division Adjustment Application, 1 Site Plan Permit, 1 Appeal petition and 2 zoning amendment applications. Planning and Zoning Report on file.**  **Ordinance Enforcement: Report was provided by Gary. Robert Bashore working to address complaints at 4 sites. Activity included 3 site visits, a final violation letter, and attending the July Planning Commission meeting. Report will be put on file.**  **Correspondence: `A packet with a proposal by the Potterville Police Department to provide Law Enforcement Services for Benton Charter Township was presented to the board. Chief Barry was on hand to answer questions. After discussion Charles made the motion to table the discussion for a year for further research. Dave supported. The roll Call vote was unanimous yea.**  **Unfinished Business:**  **None**  **New Business:**   * **Discussion about policy pertaining to the reservation of graves in the cemetery. Chris made a motion to research and present a draft at near future board meeting. Charles supported and unanimous yea.** * **Discussion about needed repairs on the buildings and road at the cemetery. Chris made a motion to get repair estimates supported by Charles with a roll call vote of unanimous yea.** * **Discussion about needed improvements to the website. Additions were noted, and Joy will work with Deputy on Website.**   **Public Comment Commissioner Droscha gave an update on current County projects.**  **Roger Wickerham inquired about the status of the Eaton County Sheriff’s department in Benton Charter Township.**  **Don Buck stated Chief Tim James wants fire department improvement project to move forward.**  **Adjournment: Scott made a motion to adjourn, supported by Chuck. All board members voted yea. Meeting Adjourned at 9:01 P.M.**    **Joy Suits, Clerk** | | | | |
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