

BENTON CHARTER TOWNSHIP

BOARD MEETING MINUTES

January 8, 2024

7:00 pm

The Benton Charter Township Board meeting was held at the Township Hall, 5136 Windsor Hwy., Pottersville, MI 48876 at 7:02 PM on January 8, 2024.

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, Dave Falsetta - Trustees .

APPROVAL OF AGENDA: . Charles moved to accept the agenda with the addition of a discussion about the Fire Board Committee, Karen supported. Motion passed unanimously.

APPROVAL OF MINUTES:

Minutes from the Board meeting on December 11, 2023 were presented. Chris moved to approve the minutes supported by Dave. Motion was passed unanimously.

RECOGNIZE VISITORS & PUBLIC COMMENT: Benton Township Fire Department representatives Deputy Chief Don Buck, Jake Arndt, and Enforcement Officer Robert Bashore.

REPORTS TO BOARD:

Sheriff's Report: Report was given by Gary Suits and Scott Hoornstra. 64 events were listed, including 9 traffic violations, 6 traffic stops, and 4 civil complaints. Report will be put on file.

Fire Department Report –No report was given by the Fire Department.

Bills. Bills for December were paid \$33,712.70, Charles made the motion to approve, supported by Scott. Roll Call VOTE: 7 Yea 0 Nay

Clerk Report: Joy gave report. Update on the training of election workers. Work included continued Training a deputy clerk, and assisting with the collection of tax payments. Paid Bills, contractors and staff. Took Cemetery requests for burials, foundations, and burial spaces. Prepared publications. Preparing for 2024 election and mailed voter forms. , Statutory duties of the office performed.

Clerk report will be put on file.

Treasurer Report: Karen made the report.

Made all bank deposits for GF, Tax Fund and CI and Perp. Funds continue to monitor investments. Assisted where I could for zoning and cemetery calls and election calls. Completed bank reconciliations, Working on an issue with old uncashed checks and how we record payroll. Signed and mailed all checks for general fund and payroll.. Collected tax Payments, paid all liabilities for December. Signed Fire Dept checks. **Treasurer Report will be on file.**

Supervisor Report: Gary gave report. Attended Planning Commission Meeting, Township Board Meeting, Board of Review 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 Zoning Administrator, did research and sought legal counsel. 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, 3 bank foreclosures, and 1 recent Mortgage Company sale.

Planning and Zoning: Report was provided by Gary which included 16 phone/email discussions, 2 new Zoning Compliance Permits processed , 4 Zoning Board of Appeals Petition land division, 0 Special Use Permit, 0 Site Plan Permit, and 0 zoning amendment applications. **Planning and Zoning Report on file.**

Ordinance Enforcement: Report was provided by Gary and Robert Bashore.

Robert Bashore is working to address complaints at 3 sites. Activity included site visits and sending letters.

Report will be put on file.

Correspondence:

There was no correspondence.

Unfinished Business:

Questions and updates were shared on the status of the Fire Station Exploratory Committee, search for a new Fire Chief, and term of the current Chairperson for the fire Board.

New Business:

Karen made motion to move \$21,843 from the contingency fund to drains at large. Charles supported. Roll call vote was unanimous yeas. Karen made the motion to move \$5,000 from Drains at Large Public Benefit to Drains at Large. Scott supported. Roll call vote was unanimous yeas.

Public Comment Asst. Fire Chief Don Buck gave a report on the annual Christmas Stocking delivery. 770 stockings were prepared at a cost of \$4.05 per stocking and delivered to 100 households in the township.

Adjournment: Chris made a motion to adjourn, supported by Joy. All board members voted Yea.

Meeting Adjourned at 7:30 P.M.

Joy Suits, Clerk