

BENTON CHARTER TOWNSHIP

BOARD MEETING MINUTES

July 8, 2024 7:00 PM

The Benton Charter Township Board meeting was held at the Township Hall, 5136 Windsor Hwy, Potterville, MI 48876 at 7:05 PM on July 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, Carah Spadafore-Clerk, Karen Miller-Treasurer, Scott Hoornstra, Charles Meddaugh, Chris Tennes, Dave Fallsetta - Trustees

APPROVAL OF AGENDA Charles moved to accept the Agenda Scott supported. Motion passed unanimously.

APPROVAL OF MINUTES:

Minutes from the Board meeting on June 10, 2024 were presented. Chris moved to approve the minutes supported by Chuck. Motion passed unanimously.

RECOGNIZE VISITORS & PUBLIC COMMENT: Robert Bashore, Don Buck, Dean Butler, Chad Chambers, Jake Arndt, Jeana Rohrs, Neal Rohrs, Randy Bruce, Jan Bruce, and other unnamed visitors.

REPORTS TO BOARD:

Sheriff's Report: 91 events were listed, 15 Traffic Violations, 13 Traffic stops, 12 Traffic Hazard. **Report will be put on file.**

Fire Department Report: Fire Report was given by Don Buck and gave a report of future equipment needs. **Report will be put on file.**

Bills: Were approved, Bills for June were paid \$191,136.60 Charles made the motion to approve, supported by Karen. Roll Call VOTE: : Scott - Yea, Dave- Yea, Chris - Yea, Charles - Yea, Karen-Yea., Gary- Yea, Carah-Yea. Motion carried 7 Yeas - 0 Nays.

Clerk Report: Carah gave report.

AV Applications sent out, sent out August AV Ballots, attended the MAMC Conference for Clerk training, attended the mandatory Ingham County training for election, assisted with tax calls, tax payments, statement requests, zoning inquiries, and payroll, paid bills, contractors and staff, sent publications/postings to paper. Cemetery requests for burials, foundations, and burial spaces, prepared packets for meetings, ran errands, ordered supplies, and other statutory duties for the position.

Clerk report will be on file.

Treasurer Report: Karen gave Report,

Made all bank deposits where needed, for General Fund, Tax Fund, Trust and Agency, Capital Improvement and Perpetual Fund. Assisted, where i was able, with Zoning, Cemetery and election calls. Mailed all tax bills to residents and provided bills to mortgage companies. Invested additional funds for better interest rate. Worked and completed audit with CPA firm. Advised Gary of the auditor's recommendation to spend ARPA funds prior to the end of the year. Worked with Auditor to properly record payroll and Fire Committee expenses. Signed and mailed all checks for General Fund and Payroll. Signed Fire Department Checks Bank reconciliations completed for Trust and Agency. *WILL. BE UPDATED WHEN ENTRIES ARE COMPLETE.

Treasurer Report will be on file.

Supervisor Report: Gary gave report.

Work with Tammy on planning and zoning issues Zoning applications calls and counter encounters. worked with bob on ordinance complaints and violations prep work for meetings statutory duties of the office and more exploratory committee duties Attended: planning commission meeting- 6/6/24

Township board meeting - 6/10//24 Special with Potterville - 6/14/24 FD exploratory mtg - 6/11/24.

Supervisor report will be put on file.

Assessors Report: Report was provided by Gary.

1 bank foreclosures and 1 recent Mortgage Company sale. **Report will be put on file.**

Planning and Zoning: Report was provided by Gary.

Which included 10 phone/email discussions, 2 new Zoning Compliance Permits processed, 0 Zoning Board of Appeals Petition land division, 0 Special Use Permit, and 1 Site Plan Permit..

Report will be put on file.

Ordinance Enforcement: Report was provided by Bob Bashor. **Report will be put on file**

Reports of Special Meetings There was nothing to report.

Unfinished Business:

A motion was made by Charles and seconded by Scott to respond to Potterville's proposal with changes as determined by the Township Board. Roll Call VOTE: Scott- Yea, Dave- Yea, Chris - Yea, Charles - Yea, Karen-Yea., Gary- Yea, Carah-Yea. Motion carried 7 Yeas - 0 Nays.

New Business:

Payables and receivables was discussed and a motion to put on hold until after January was made by Chris and seconded by Dave. Roll Call VOTE: Scott- Yea, Dave- Yea, Chris - Yea, Charles - Yea, Karen-Nay., Gary- Yea, Carah-Yea. Motion carried 6 Yeas - 1 Nays.

FD Staff was discussed and a motion was made by Chris and seconded by Dave. To allow Don Buck to seek out options to fill positions and interview.

Accepting Collection Accounts as paid in full was motioned by Charles and seconded by Scott. Roll Call VOTE: Scott - Yea, Dave- Yea, Chris - Yea, Charles - Yea, Karen-Yea., Gary- Yea, Carah-Yea. Motion carried 7 Yeas - 0 Nays.

A Motion was made by Chris and seconded by Charles to give Chief permissions to use their discretion on collections account if they are paid in full. Roll Call VOTE: Scott- Yea, Dave- Yea, Chris - Yea, Charles - Yea, Karen-Yea., Gary- Yea, Carah-Yea. Motion carried 7 Yeas - 0 Nays.

A Motion was made by Charles and seconded by Scott to approve Account Changeover to new Firm for Township Accounting. Roll Call VOTE: Scott - Yea, Dave- Yea, Chris - Yea, Charles - Yea, Karen-Yea., Gary- Yea, Carah-Yea. Motion carried 7 Yeas - 0 Nays.

A motion was made by Gary and Seconded Carah to put the Engineers Estimate for Fire Department on hold for further estimates.

Election changes were discussed with the understanding that the budget will possibly need to be adjusted due to the increase in time needed for election and labor. No action taken.

A motion was made by Charles and seconded by Scott to designate the 100,000.00 that we've assigned to the fire department out of our budget ARPA funds and 63,483.05 out of ARPA Funds committed 2025/2026 to the Fire Department Budget. Roll Call VOTE: Scott- Yea, Dave- Yea, Chris - Yea, Charles - Yea, Karen-Yea., Gary- Yea, Carah-Yea. Motion carried 7 Yeas - 0 Nays.

A motion was made by Charles and seconded by Carah that we amend to using a fixed agenda. All items to be considered must be submitted by Noon on Wednesday prior to the board meeting, and the agenda emailed to the board members by the end of that day. If an item arises that can be justified as needing immediate attention it may be added to the agenda by a vote of the board. Roll Call VOTE: Scott - Yea, Dave- Yea, Chris - Yea, Charles - Yea, Karen-Yea., Gary- Yea, Carah-Yea. Motion carried 7 Yeas - 0 Nays.

Discussion on fire chief's wages- No changes made.

Roll Call VOTE: Scott- Yea, Dave- Yea, Chris - Yea, Charles - Yea, Karen-Yea., Gary- Yea, Carah-Yea. Motion carried 7 Yeas - 0 Nays.

Public Comment

Public comment was heard and concerns on noise were discussed and board is sending the ordinance enforcement officer out to address concerns.

Adjournment: Gary adjourned.

Meeting Adjourned at 10:14 P.M. Carah Spadafore, Clerk