

BENTON CHARTER TOWNSHIP

BOARD MEETING MINUTES

October 13, 2025 7:00 PM

The Benton Charter Township Board meeting was held at the Township Hall, 5136 Windsor Hwy, Potterville, MI 48876 at 7:03 PM on October 13, 2025

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: Absent, Karen Miller-Treasurer, Dave Falsetta, Neal Rohrs, Scott Hoornstra, Chris Tennes- Trustees,

RECOGNIZE VISITORS PUBLIC COMMENT

Brian Drosha, Marissa Arndt, Carol Bemis, Marlana Bernheisel, Dennis Miller and other unnamed visitors. Public comment was heard.

APPROVAL OF AGENDA CONSENT AGENDA

Karen moved to accept the Agenda Gary supported.

Roll Call: Karen - Yea, Gary - Yea, Carah - Absent, Chris - Yea, Dave - Yea, Scott - Yea, Neal - Yea. Motion carried unanimously

Chris moved to approve the Consent Agenda supported by Gary. Carah-Absent, Neal-Yea, Scott-Yea, Karen-Yea, Gary-Yea, Chris-Yea, Dave-Yea. Motion carried unanimously.

Minutes from the Board meeting on September 8, 2025 , with corrections. Motion made by Chris and supported by Scott. All Yea, Carah-Absent. Carried unanimously.

Bills for September were paid. Motion to approve made by Karen and supported by Scott. Roll Call Vote: Gary-Yea, Carah-Absent, Chris-Yea, Dave-Yea, Karen-Yea, Scott-Yea, Neal-Yea. 6-Yeas 0-Nays. Motion carried unanimously

Payroll for September were paid

FIRE DEPARTMENT REPORT:

Fire Report was given by Jake Arndt. Report will be put on file.

FIRE DEPARTMENT BILLS:

Was approved. Chris made the motion to approve supported by Scott.

Roll Call VOTE: Scott - Yea, Dave- Yea, Chris-Yea, Gary- Yea, Carah- Absent, Karen-Yea, Neal -Yea.

Motion carried 6 Yeas - 0 Nays

CONSENT AGENDA ITEMS:

CLERK REPORT:

Assisted with tax calls, tax requests to be referred to the Treasurer, zoning inquiries, and payroll, paid bills, contractors and staff, sent publications/postings to paper. Assisted with election mailings, equipment early testing, and various election duties. 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

SUPERVISOR REPORT:

Work with Tammy on planning and zoning issues. Zoning applications calls and counter encounters. Worked on ordinance complaints and violations. Prep work for meetings. Statutory duties of the office and more. Talk to applicants regarding Fire Chief position.

Attended: Planning Commission meeting 9/4/2025

Township Board meeting 9/8/25

Report will be put on file

ASSESSORS REPORT: Report was provided by Gary.

4 Building Permits issued, 0 bank foreclosures, 1 recent Mortgage Company sale.

Report will be put on file

PLANNING AND ZONING: Report was provided by Gary.

Which included 17 phone/email discussions, 3 new Zoning Compliance Permits processed, 3 Land Division / Combination or lot line adjustment applications processed, 1 Zoning Board of Appeals Petition, 1 Special Use Permit, and 0 Site Plan Permit.

Report will be put on file

TREASURER REPORT: Karen gave report.

In the process of reconciling bank accounts. Signed and mailed checks. Signed Fire Department checks. Answered calls and walk ins for zoning, cemetery inquiries and general questions. Deposited all township funds into appropriate accounts. Continue to collect tax payments. Paid out liabilities for taxes. Attended the Michigan Municipal Treasurers Association fall retreat. Report will be on file

CORRESPONDENCE: Nothing to report.

UNFINISHED BUSINESS:

Motion made by Dave and supported by Chris to upgrade the Zoning Fee Schedule. ROLL CALL VOTE: Scott - Yea, Dave- Yea, Chris-Yea, Gary- Yea, Carah- Absent, Karen-Yea, Neal -Yea.

Motion carried 6 Yeas - 0 Nays

NEW BUSINESS:

Motion made by Dave and supported by Karen to hire two employees to the Fire Department. ROLL CALL VOTE: Gary-Yea, Carah-Absent, Chris-Yea, Dave-Yea, Karen-Yea, Scott-Yea, Neal-Yea. 6-Yeas 0-Nays. Motion carried unanimously

Motion made by Gary and supported by Neal to hire Shine of Lansing to clean the township hall windows. ROLL CALL VOTE: Carah-Absent, Neal-Yea, Scott-Yea, Karen-Yea, Gary-Yea, Chris-Yea, Dave-Yea. Motion carried unanimously.

DRAFT