

BENTON CHARTER TOWNSHIP

BOARD MEETING MINUTES

August 10, 2026, 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 August 10, 2026

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

Present: Gary Suits-Supervisor, Carah Spadafore-Clerk, Robert Hipple-Treasurer, Dave Falsetta-Trustee, Scott Hoornstra-Trustee, Chris Tennes-Trustee,

Absent: Neal Rohrs-Trustee

RECOGNIZE VISITORS PUBLIC COMMENT

Kelly Coburn' Harris, Carol Bemis, Gina Hipple, Brian & Frances Hannold, Kevin Christiansen, Helen Schneider, and other unnamed visitors.

Public comment was heard.

APPROVAL OF AGENDA

Carah moved to approve the Agenda with amendments. Chris supported. Approved unanimously

REPORTS TO BOARD:

FIRE DEPARTMENT REPORT:

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

Fire Department Report and Bills.

Chris moved to approve the bills for June. Scott supported.

Roll Call: Dave-Yea, Scott-Yea, Robert -Yea, Gary-Yea, Carah-Yea, Chris-Yea, Neal -Absent

Motion carried 6 Yeas - 0 Nays.

CONSENT AGENDA

Approval of July 13, 2026 meeting minutes

Bills

Clerk's Report

Supervisors report

Planning and Zoning Report

Assessor's Report

Chris moved to approve the Consent Agenda. Scott supported. Roll Call: Scott-Yea, Robert -Yea, Gary-Yea, Carah-Yea, Chris-Yea, Dave-Yea, - Neal Absent. Motion carried 6 Yeas - 0 Nays.

CLERK REPORT:

Prepped for August Election

Worked with organizing new election workers

Received AV ballots

Updated website

FOIAs taken care of

Assisted with tax calls

New Cemetery lot and burial requests

And other required duties under the clerks position

Report will be put on File.

TREASURERS REPORT:

Implementing three new Benton Charter Township

Treasury Procedures:

Transparency

Check and Balances

Following Michigan Treasury Accounting Procedures

Received Property Tax Payments

Reconciled General Ledger with Clerk

Made General Fund, Fire Department, and Tax Fund bank deposits

Signed and mailed checks

Signed Fire Department checks

Attended Eaton County Treasurer's meeting

Answered calls and walk-ins for zoning, cemetery inquiries and general questions.

Deposited all township funds into appropriate accounts

Report will be put on File

SUPERVISOR REPORT:

Work with Tammy on Planning and Zoning issues

Zoning Application calls and counter encounters.

Received ordinance complaints and violations

Prep work for meetings

Statutory duties of the office and more

Bids for Asphalt at the office and cemetery

Report will be put on File

ASSESSORS REPORT:

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

Report will be put on file

PLANNING AND ZONING:

Which included 8 phone/email discussions, 5 new Zoning Compliance Permits processed 1

Land Division, Combination or Lot Line Adjustment Applications, 0 Zoning Board of Appeals

Petitions, 0 Special Use Permit, and 1 Site Plan Permit, 1 sign permit.

CORRESPONDENCE: Letter from Karen Miller

UNFINISHED BUSINESS: Nothing to report.

NEW BUSINESS:

**Dave Motioned to approve the Moratorium Extension seconded by Scott
Motion carried Unanimously.**

**Carah moved to appoint Chris Tennes to the Election Commission seconded by Robert
Motion carried Unanimously.**

Carah moved to approve Eric Rogers Asphalt for maintenance to the Township hall parking seconded by Scott.

**Roll Call: Scott-Yea, Robert -Yea, Gary-Yea, Carah-Yea, Chris-Yea, Chris-Yea, Dave-Yea. Neal -absent.
Motion carried 4 Yeas - 2 Nays.**

Gary motioned to move \$7,000 from contingencies, 101-890-955.000 and to add \$7,000 to building and grounds maintenance 101-265-775.000. Robert supported. Roll Call: Scott-Yea, Robert -Yea, Gary-Yea, Carah-Yea, Chris-Yea, Chris-Yea, Dave-Yea. Neal -absent. Motion carried 6 Yeas - 0 Nays.

**Carah motioned to authorize Benton Charter Township to evaluate available credit card options and select the credit card and financial institution that provide the most favorable terms and best serve the interests of the Township. The new credit card account shall be established in the Township's name with a total credit limit of \$20,000.00. Robert Hipple is designated as the primary cardholder and authorized signer. Kevin Christiansen, Jason Arndt, Robert Hipple, and Carah Spadafore are authorized cardholders, with an individual credit limit of \$5,000.00 per card. Upon activation of the new credit card account, the Township is authorized to close its existing credit card account with Elan Financial. Chris supported.
Roll Call: Scott-Yea, Robert -Yea, Gary-Yea, Carah-Yea, Chris-Yea, Chris-Yea, Dave-Yea. Neal -absent . Motion carried 6 Yeas - 0 Nays.**

Chris moved to approve ACH Policy and Resolution. Gary supported.

Roll Call: Scott-Yea, Robert -Yea, Gary-Yea, Carah-Yea, Chris-Yea, Chris-Yea, Dave-Yea. Neal -absent . Motion carried 6 Yeas - 0 Nays.

PUBLIC COMMENT

Public comment was heard.

MEETING ADJOURNED at 8:43 P.M.

Carah Spadafore, Clerk