

BENZONIA TOWNSHIP BOARD MEETING
REGULAR MEETING
OCTOBER 10, 2012

Unapproved Minutes

Meeting called to order by Supervisor Sheets at 7:30 p.m.

Present: Sheets, Heller, Burns, Delonnay.
Absent: Rice.
Staff: Fernelius.
Guests: 6 guests in attendance, A. Damm, Comm. & S. Haugen.

Supervisor led the Pledge of Allegiance.

Motion by Delonnay to approve the agenda as presented. Supported by Burns. Voice Vote: All ayes. Motion carried.

Motion by Burns to approve the minutes for the Regular Meeting of September 12, 2012 as presented. Supported by Delonnay. Voice Vote: All ayes. Motion carried.

TREASURER'S REPORT:

Treasurer presented a financial report for the month of September from the General and Fire Funds. (Copy of report attached to minutes in the Record Book)

Discussion.

Motion by Heller to approve the Treasurer's report for the month of September as presented. Supported by Delonnay. Voice Vote: All ayes. Motion carried.

CLERK'S REPORT

(A) Approval of bills
Discussion.

Clerk presented vouchers for the month of September from the General Fund in the amount of \$22,614.10. Vouchers #21722 thru #21759.

Clerk presented vouchers for the month of September from the Fire Fund in the amount of \$3,265.47. Vouchers #7541 thru #7571.

Clerk presented bills for the month of October.

Clerk presented to the board for their review, an end of the month Trial Balance.

Motion by Delonnay that bills be allowed as presented by the Clerk. Supported by Burns. Roll Call Vote: Delonnay, yes. Sheets, yes. Burns, yes. Heller, yes. Motion carried.

SUPERVISOR'S REPORT:

Supervisor updated the board on several items.

*Reported on a letter from Mary Peters that she is happy to be appointed as a Trustee to the Benzonian Library Board.

*Reported the name of Nicole Olney to be confirmed as a Township Representative to the Darcy Library Board, agreeing to another 2 year term.

Motion by Delonnay that we appoint Nicole Olney to another 2 year term on the Darcy Library Board. Supported by Heller. Roll Call Vote: Delonnay, yes. Burns, yes. Heller, yes. Sheets, yes. Motion carried.

Steve Haugen:

Mr. Haugen presented information for contracting for Township inspections.

STAFF REPORTS:

- (A) Fire Chief: Chief not present. No report.
- (B) Cemetery Sexton: Report received.
- (C) Township Attorney: No report.
- (D) Commissioner Report: Report received.
- (E) Zoning Administrator: Not present. No report.

BRIEF PUBLIC COMMENT:

None.

COMMUNICATIONS:

- I. Michigan Assessing Services – Announcement that Gunnar Brow has acquired his (MCAT) - Michigan Certified Assessing Technician requirements.

ACTION ON COMMUNICATION ITEMS:

None.

PENDING BUSINESS:

- (A) Committee reports were received.

Finance:

Burns reported on bids for purchasing a new accounting software system – BS&A or Quick Books. Discussion followed.

Motion by Sheets to proceed with purchasing the Quick Books Software. Supported by Delonay. Discussion. Roll Call Vote: Sheets, yes. Heller, yes. Burns, yes. Delonay, yes. Motion carried.

Burns reported on information about printing of the tax rolls. Michigan Assessing Services presented an estimate at a savings of approximately \$1800 over the costs from the County doing it. Treasurer also proposed not printing tax receipts which are very costly, with a notice to taxpayers being sent with this year's receipts for taxes. Discussion.

Motion by Burns to contract with Michigan Assessing Services for printing all of our taxes, tax rolls, and cards etc., at a cost of \$5580.75 per year, and it will begin with the Personal Property notices in December. Supported by Heller. Roll Call Vote: Delonay, yes. Sheets, yes. Heller, yes. Burns, yes. Motion carried.

Motion by Burns that we discontinue sending out receipts, effective with the 2013 summer taxes, but that we put a note in the 2012 winter tax bills indicating what our intentions are, and that we check into the BS&A Software and report back next month. Supported by Delonay. Discussion. Roll Call Vote: Burns, yes. Sheets, yes. Heller, yes. Delonay, yes. Motion carried.

NEW BUSINESS:

None.

EXTENDED PUBLIC COMMENT:

Comment was received regarding painting of the handicapped parking area.

Supervisor adjourned the meeting at 8:30 pm.

The full proceedings of these minutes are on tape in the Clerk's office for thirty days after approval of them.

Submitted by:

Judy Herban
Recording Secretary

Diana L. Heller
Township Clerk

