

BENZONIA TOWNSHIP BOARD MEETING  
REGULAR MEETING  
NOVEMBER 14, 2012

Unapproved Minutes

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

Present: Sheets, Burns, Delonnay, Rice.  
Absent: Heller.  
Staff: Hanmer, Fernelius.  
Guests: 2 guests in attendance.

Supervisor led the Pledge of Allegiance.

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

Motion by Burns to approve the minutes for Regular Meeting of October 10, 2012, and Special Meeting of October 31, 2012 as presented. Supported by Rice. Voice Vote: All ayes. Motion carried.

TREASURER'S REPORT:

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

Discussion.

Motion by Burns to approve the Treasurer's report for the month of October as presented. Supported by Rice. Voice Vote: All ayes. Motion carried.

**\*Treasurer presented information for printing tax receipts – 4 options – connected to the Web Site.**

**\*Treasurer also proposed having a policy for overage and shortages of tax money. Discussion. Treasurer will get verbage regarding this so the board can review it.**

CLERK'S REPORT

(A) Approval of bills

Clerk presented vouchers for the month of October from the General Fund in the amount of \$17,320.42. Vouchers # 21760 thru # 21811.

Clerk presented vouchers for the month of October from the Fire Fund in the amount of \$1,944.27. Vouchers #7572 thru #7585.

Clerk presented bills for the month of November.

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

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

SUPERVISOR'S REPORT:

Supervisor updated the board on several items.

**\*Supervisor will schedule a Special Meeting for Wednesday, November 21<sup>st</sup> at 11:00 a.m. to receive bids on selecting a new Maintenance Person for the cemetery.**

Presented 2 requests for applying for the 2% grants from the G.T. Band for the Benzie County Special Olympics, a \$5,000 grant, and for BACN, a \$15,000 grant.. To be handled under New Business.

Reported on a request from Tom Longanbach, Equalization, for a written notice from the township regarding change of service for the printing of tax notices and assessment change notices.

Reported on a request from Relay For Life to use Benzonia Township Memorial Park next summer for their relay.

Noted that the Supervisor will be sending out information regarding an MTA Chapter Meeting on Tuesday, November 27<sup>th</sup> to be held here at 7:00 p.m.

STAFF REPORTS:

- |     |                              |  |
|-----|------------------------------|--|
| (A) | <u>Fire Chief:</u>           | Reported for the month of October:<br>4 fire runs; 16 medical runs.<br><br>Chief updated the board on several items. |
| (B) | <u>Cemetery Sexton:</u>      | Report received.   |
| (C) | <u>Township Attorney:</u>    | No report.   |
| (D) | <u>Commissioner Report:</u>  | Not present. No report.  |
| (E) | <u>Zoning Administrator:</u> | Not present. No report.  |

BRIEF PUBLIC COMMENT:

None.

COMMUNICATIONS:

1. Accucomp Computers – Quotation - Support System.  
Discussion.

ACTION ON COMMUNICATION ITEMS:

Motion by Burns that we get the server from Accucomp Computers for \$2,500. Supported by Delonnay. Roll Call Vote: Burns, yes. Sheets, yes. Rice, yes. Delonnay, yes. Motion carried.

PENDING BUSINESS:

- (A) Committee reports were received.

Community Activities:

Rice will schedule a date for the Township Clean Up Day.

Finance:

Burns requested the Supervisor send a letter to Equalization regarding the change of service for printing tax notices and assessment change notices.

NEW BUSINESS:

- 1) 2% Grant requests from G.T. Band for Benzie County Special Olympics and BACN.**

Motion by Rice to approve the requests from BACN and Benzie County Special Olympics to apply for the grants from G.T. Band. Supported by Delonnay. Roll Call Vote: Delonnay, yes. Sheets, yes. Rice, yes. Burns, yes. Motion carried.

- 2) Request from Relay For Life – Using Memorial Park.**

Motion by Burns to approve Relay For Life using Memorial Park, regarding they have an insurance rider, and it will be limited to camping for tents only. Supported by Delonnay. Roll Call Vote: Burns, yes. Delonnay, yes. Rice, yes. Sheets, yes. Motion carried.

EXTENDED PUBLIC COMMENT:

None.

Supervisor adjourned the meeting at 8:19 p.m.

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

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Diana L. Heller  
Township Clerk