

BENZONIA TOWNSHIP BOARD

Approved:

REGULAR MEETING

October 13th, 2021

Meeting called to order by Supervisor Barnard at 7:00 PM.

Present: Barnard, Priest, Sheets, Burns and Heller

Absent: None.

Staff: Nye, Haase, Adams, Wilkinson

Absent: Hahn

Guests: 1

Supervisor led the Pledge of Allegiance.

Motion by Sheets to approve agenda, Priest second. All ayes, motion carried.

Motion by Burns to approve the minutes from the regular meeting September 8th 2021.

Supported by Sheets, all ayes, motion carried.

TREASURERS REPORT: Burns gave report. Burns made a motion to accept the report with Sheets supporting, all ayes, motion carried.

CLERKS'S REPORT:

The Clerk presented a Profit and Loss statement for both the General and Fire Funds for the month of September 2021 along with payables. Motion by Sheets to accept report and pay the bills, seconded by Priest. Roll call vote, all ayes, motion carried.

SUPERVISOR'S REPORT:

Supervisor Barnard presented his report for September. Redistricting for county commissioner territory has affects a small area in South East corner of the township. ½ ARPA funds received.

STAFF REPORTS:

1. FIRE CHIEF: Chief Adams submitted his report for August. There were 11 fire and 45 medical. YTD 383. New truck est completion is Oct 31st. Fire Dept will be holding a Trunk or Treat the 31st from 5-8pm. Says looking at alternative incident reporting software.
2. Cemetery Sexton: No report.

3. Township Attorney: No report.
4. Commissioners Report: Rhonda Nye reported that The Maples has 11 new hires and at 83% occupancy, Broadband survey moving forward, Local businesses have been awarded Venture North Loans, Courthouse held the first jury trial in 2 years, A resident addressed the commission on domestic violence awareness, Sheriffs dept looking to change the structure of the Animal Shelter and the role the AWL has with assisting.
5. Zoning Administrator: 47 permits approved to date, continued work on the Crystal Lake Watershed overlay district.

BRIEF PUBLIC COMMENT: None

COMMUNICATION: None

PENDING BUSINESS: Website updates, BS&A, FOIA rates

COMMITTEE REPORTS:

- Cemetery: Porta Potty to be removed, Sexton would like to continue with burials as long as weather allows.
- Parks: Wed Oct. 20th Barry, Ken Blair, Jim Gillison & Jason are meeting to review park closing procedure. Plan to put a booklet together so it is available for whomever shuts down park in future. Walking trail estimates on hold until spring in hopes of pricing more relevant to time frame of work being done. A client of Jim Gillison has dirt he would like to donate for a berm at the park on Grace Rd side.
- Building and Grounds: No report
- Fire Department: No report
- Township Roads: No report
- Community Activities: No report
- Finance: **Attached budget amendments were presented, #1 Sheets made motion, Priest Supported, Roll call taken, all ayes, motion passed. #2 Priest made motion, Sheets supported, Roll call taken, all ayes, motion passed.**
- Personnel: No report
- Policy: No report
- ZBA: No report
- Blight: new letters going in mail. No word from attorney on status of Hill property.

NEW BUSINESS: Clerk named the workers for the upcoming general election, Nov. 2, 2021.

EXTENDED PUBLIC COMMENT: A resident talked about a landscaping plan that was given to Roeloffs for the Veterans Memorial park. The landscaping at the Mills community house and the post office are now certified Monarch beds.

Motion to adjourn made by Burns, Supported by Sheets
Supervisor adjourned the meeting at 8:07 P.M.

Submitted by:

Diana L. Heller, Oct 14th, 2021

MEETING HIGHLIGHTS:

- ❖ Redistricting of County Commissioner territory.
- ❖ New fire truck near completion.
- ❖ Motions passed to make 2 budget ammendments.
- ❖ Park shutdown process being put to paper.

Submitted by:

Diana L. Heller, Clerk

Amend 2021 budget

Motion by Burns to amend the 2021 – 2022 FIRE FUND BUDGET as follows:

1. Increase INCOME 206-674 REFUNDS AND REIMBURSEMENTS by 6,000 from 1,000 to 7,000.00
2. Increase INCOME 206-673 FIRE RECOVERY by 9,000 from 1,000 to 10,000.00
3. Increase INCOME 206-678 TRANSFER IN FROM GENERAL by 100,000 from 150,000 to 250,000
4. Increase EXPENSE 206-960 EDUCATION AND TRAINING by 6,000 from 2,000 to 8,000
5. Increase EXPENSE 206-980 CONTINGENCY by 9,000 from 45,100 to 54,100
6. Increase EXPENSE 206-977 CAPITAL OUTLAY EQUIPMENT by 100,000 from 400,000 to 500,000.

Motion by Burns to amend the 2021-2022 GENERAL FUND BUDGET as follows:

UNDER INCOME:

1. Increase 101-401 CURRENT TAXES by 50,000 from 190,000.00 to 240,000.00
2. Increase 101-441 PPT REIMBURSEMENT by 1,000 from 2,000 to 3,000
3. CREATE LINE ITEM 101-578 AMERICAN RESCUE PLAN
4. Increase 101-578 AMERICAN RESCUE PLAN by 100,000 from 0.00 to 100,000
5. Increase 101-643 CEMETERY LOT PURCHASE by 10,000 from 6,000 to 16,000
6. Increase 101-676 REFUNDS AND REIMBURSEMENTS by 4,000 from 5,000 to 9,000
7. Increase 101-999 MISCELLANEOUS INCOME by 1,000 from 500 to 1,500
8. TOTAL INCREASE \$166,000.00

UNDER EXPENSE:

1. Increase 253-956 TREASURER MISCELLANEOUS by 500 from 200 to 700
2. Increase 265-956 BUILDING AND GROUNDS MISCELLANEOUS by 500 from 100 to 600
3. Increase 751-930 PARKS & RECREATION REPAIRS AND MAINTENANCE by 15,000 from 3,000 to 18,000
4. Increase 101-967 TRANSFER OUT loan to fire department by 100,000.00 from 0.00 to 100,000.00
5. Increase 101-980 CONTINGENCY with the remaining 50,000.00
6. TOTAL INCREASE \$166,000.00