

BENZONIA TOWNSHIP BOARD

Approved:

REGULAR MEETING

January 12th, 2022

Meeting called to order by Supervisor Barnard at 3:00 PM.

Present: Barnard, Burns, Sheets, Priest and Heller

Absent: none

Staff: Haase, Adams

Absent: Hahn, Wilkinson, Nye

Guests: 0

Supervisor led the Pledge of Allegiance.

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

Motion by Burns to approve the minutes from regular meeting December 8th, 2021. Supported by Sheets, all ayes, motion carried.

TREASURERS REPORT: Report submitted by Burns. Sheets made a motion to accept the report with Priest 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 December 2021 along with payables. Motion by Priest to accept report and pay the bills, seconded by Burns. Roll call vote, all ayes, motion carried.

SUPERVISOR'S REPORT:

Supervisor Barnard presented his report for December there was no new activity. A formal invoice/contract was supplied by Sara Ross for her fee to assist with the Master Plan update. **Burns made a motion to pay up to \$14,110 to SRP Designs for the master plan update. Priest supported. Roll call vote: all ayes, motion carried.** Jason is awaiting the bid package for the fire barn to review. Jason stated he attended a webinar regarding the ARPA funds and how they can be used and the reporting of the funds. He also has a webinar to attend for the new flood plain revisions. **Motion made by Heller to forming Fire Barn Committee by appointing: Jim Sheets,**

Jason Barnard, Thor Goff and Chief Adams as the committee members. Priest seconded. Roll call vote: 4 ayes -Sheets, Heller, Priest, Burns, Barnard abstained, motion passed.

STAFF REPORTS:

1. FIRE CHIEF: Chief Adams submitted his report for December 2021. There were 21 fire and 26 medical runs making the YTD total 532 runs. The retired engine is in storage. New engine now has 12 sets of gear and is the primary jaws truck. For 2021 of the missed calls, 56 were medical.
2. Cemetery Sexton: Clerk asked if any questions or concerns with giving a key to the sexton so he can drop off documents and checks more often. No objection noted.
3. Township Attorney: No report.
4. Commissioners Report: No report/absent.
5. Zoning Administrator: 58 permits approved for 2021. Of those only 5 were Platte Twp. 1 ZBA request in process.

BRIEF PUBLIC COMMENT: None

COMMUNICATION: Clerk received a letter from the Secretary of State in regards to the population report from the last census. Our population is such that we can become a charter township. **Sheets made motion to reject the offer to become a charter township at this time. Burns supported. Roll call vote: all ayes, motion passed.**

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

COMMITTEE REPORTS:

- Cemetery: Flag to be replaced by Sheets and Barnard as weather allows.
- Parks: Metal roof sheets on 2 of the dugouts came off during last wind event. Maintenance worker and Barnard stacked in dugout until decision can be made as to reinstall or replace them.
- Building and Grounds: No report
- Fire Department: No report
- Township Roads: No report
- Community Activities: No report
- Finance: Budget meeting set for Jan 18th 11am 2022.
- Personnel: Will need to place ad for cemetery and park maintenance bids. Sheets and Burns are presently on committee. Heller to replace Burns for bid selection only.
- Policy: No report
- ZBA: No report
- Blight: Mr. Hunt, owner of the Narrow Gauge Road property has received the letter and reached out to Mr. Sheets. They will be communicating more in the upcoming weeks.

NEW BUSINESS: none

EXTENDED PUBLIC COMMENT: none

Motion to adjourn made by Sheets, Supported by Burns.
Supervisor adjourned the meeting at 3:59 P.M.

Submitted by:

Diana L. Heller, Clerk

MEETING HIGHLIGHTS:

- ❖ **Motion passed to accept contract from Sara Ross for the master plan update.**
- ❖ **Motion passed for appointing the Fire Barn Committee.**
- ❖ **Motion passed to reject offer to become a charter township.**

Submitted by:

Diana L. Heller, Clerk