

BENZONIA TOWNSHIP BOARD

Approved:

REGULAR MEETING

May 8th, 2024

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

Present: Barnard, Burns, Gardner, Rose and Heller

Absent: none

Staff: Haase, Nye

Absent: Adams, Hahn, Wilkinson

Guests: 4

Supervisor led the Pledge of Allegiance.

Motion by Gardner to approve the agenda as amended, Burns seconded. All ayes, motion carried.

Motion by Burns to approve the minutes from the regular meeting April 10th, 2024 as presented. Supported by Gardner. All ayes, motion carried.

TREASURERS REPORT: Report submitted by Burns. Burns made a motion to accept the report with Rose supporting. All ayes, motion carried.

CLERKS'S REPORT: The Clerk presented a Profit and Loss statement for both the General and Fire Funds and new this month a list of payables for the new building out of our bond money delivered May 1st for the month of April 2024 along with payables. Motion by Burns to accept report and pay the bills, seconded by Gardner. Roll call vote, all ayes, motion carried.

SUPERVISOR'S REPORT:

Supervisor Barnard presented his report. Barnard presented the Hazard Mitigation Plan for review. Website proposals were received from Revize and Munibit. Chief asked to have discussion regarding a stipend for volunteers using their cell phones for responding to calls. The volunteer hiring process wasn't followed correctly with last recruit. It has been requested the he be removed from duty. **Barnard made motion to release Taylor Makowski from the department effective immediately, Burns second. Roll call vote, all ayes, motion carried.**
Spring clean-up day is May 11th 7:30-11am.

STAFF REPORTS:

1. FIRE CHIEF: Chief was at a Homeland Security Conference. Clerk presented his report. In April there were 12 Fire and 27 medical calls, for a YTD total of 145. In 2022 YTD of 159.
2. Cemetery Sexton: No report.
3. Township Attorney: No report.
4. Commissioners Report: Nye said the county had their annual audit and there were no red flags. Benzie Senior resources update with 165 volunteers, The road commission has commenced demolition of the Platte River School. Expect a millage proposal on the ballot in August or November. Headlee Rollback committee recommendation forthcoming. NMC annexation is not a County created initiative.
5. Zoning Administrator: 27 permits issued to date, 3 pending. The permit for Wild Things Farm has been denied. Planning commission meets next on July 11th 6pm. The planning Commission tasked Mary and Jason with getting contacts for firms to assist with Zoning ordinance updates.

BRIEF PUBLIC COMMENT: None

COMMUNICATION: None

PENDING BUSINESS: Website updates- 2 quotes received. FOIA policy update – draft policy was presented for review. **Gardner made a motion to accept new FOIA policy with a correction adding the amount that can be billed for legal counsel assistance. Burns supports. Roll call vote, all ayes, motion carried.** An article from a township resident was read concerning several issues.

COMMITTEE REPORTS:

- Cemetery: Cemetery is open, clean up in progress, water should be on before Memorial Weekend.
- Parks: Tentatively water turn on the week of the 13th.
- Building and Grounds: No report
- Fire Department: No report
- Township Roads: Brining contract was received for review. Cost up from last year, will do second brine this year in anticipation of not needed the 2nd next year.
- Community Activities: Spring clean-up day May 11th 2024
- Finance: The treasurer shared that the funds from the bond sales have been received and reimbursements for previous purchases will need made. **Burns made a motion to transfer funds for building costs thus far and property purchase. Gardner seconded. Roll call vote, all ayes, motion carried.** Written motion attached.
- Personnel: Our current grant writer has stepped down. Jessica Gardner was recommended. Burns and Heller interviewed Jessica and she comes with an impressive resume with some good performance statistics. **Burns made a motion to hire Jessica**

Gardner as township grant writer, Rose seconded. Roll call vote, Gardner abstained, Burns Yes, Barnard Yes, Heller Yes, Rose Yes, motion carried.

- Policy: No report
- ZBA: No report
- Blight: Mary Pitcher states that next step for Platte Rd is to have a title search done. There is a discrepancy on who actually owns the property. **Burns made motion to authorize Bell Title to do a title search not to exceed \$500. Gardner Seconded. Roll call vote, all ayes, motion carried.**

NEW BUSINESS: Brining contract - **Gardner made a motion to accept the 2024 Brining contract with the BCRC, Rose supported. Roll call vote, all ayes, motion carried.** Benzie County Hazard Mitigation Plan – **Burns made motion to adopt the Benzie County Hazard Mitigation Plan, Gardner supported. Roll call vote, all ayes, motion carried.**

EXTENDED PUBLIC COMMENT: None

Motion to adjourn made by Burns, Supported by Gardner.

Supervisor adjourned the meeting at 4:12 P.M.

Submitted by:

Diana L. Heller, Clerk

MEETING HIGHLIGHTS:

- ❖ **Motion passed to release Taylor Makowski from the fire department effective immediately.**
- ❖ **Motion passed to adopt new FOIA policy as corrected.**
- ❖ **Motion passed hire Jessica Gardner as township grant writer.**
- ❖ **Motion passed to authorize Bell Title to do a title search on Platte Rd blight property.**
- ❖ **Motion passed to approve the 2024 Brining contract with the BCRC.**
- ❖ **Motion passed to adopt the Benzie County Hazard Mitigation Plan.**
- ❖ **Motion passed to allow treasurer to transfer funds and reimburse for building costs and property purchase.**