



AGENDA
REGULAR TOWNSHIP BOARD MEETING
TUESDAY, DECEMBER 19, 2023
5:30 P.M.

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF MINUTES

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AGENDA AMENDMENT

UNFINISHED BUSINESS

NEW BUSINESS

1. 2024 Federal Poverty Income Guideline and Asset Test Resolution	Page 6
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4. 2024 Expenditure of Township Funds Resolution	Page 20
5. 2024 Property Receipt and Disposal Resolution	Page 21
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8. Kalin Construction Special Use Permit Request – 2860 M-139	Page 24
9. Planning Commission Recommendation – Restaurant Site Plan 1917 Pipestone Rd.	Page 28
10. Committee Appointments	Page 40
11. Authorization to Pay the Bills	Page 41

PUBLIC COMMENT: * Any questions should be put in writing and presented to the Clerk's Office. *

ADJOURNMENT

Next Regular Board Meeting – Tuesday, January 2, 2023

TOWNSHIP OFFICES WILL BE CLOSED
FRIDAY, MONDAY & TUESDAY, DECEMBER 22, 25 & 26, 2023 FOR XMAS
FRIDAY, DECEMBER 29, 2023 & MONDAY, JANUARY 1, 2024 FOR NEW YEARS



**MINUTES OF THE REGULAR MEETING OF THE BENTON CHARTER
TOWNSHIP BOARD HELD DECEMBER 5, 2023 AT 5:30 P.M.**
www.bentonchartertwp.org

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Supervisor Cathy Yates	None
Clerk Carolyn Phillips	ALSO PRESENT
Treasurer Debbie Boothby	Rob Harper - Fire Chief
Trustee Janice Avery	Rachel Frisch - Rehmann
Trustee Lemont Betts	Tammy Taylor - Recording Secretary
Trustee Rosie Hudson	
Trustee Linda Scarbrough	

The meeting was called to order at 5:30 p.m. by Supervisor Yates followed by a silent invocation and the Pledge of Allegiance.

There being no changes or corrections, motion by Trustee Scarbrough; seconded by Trustee Hudson to approve the minutes of the regular meeting held November 21, 2023. Motion carried unanimously by roll call vote.

Under Agenda Amendments: At the request of Comptroller Ben Brewer removal of agenda items #6-Police & Fire Reciprocal Retirement Act Resolution and #7-Resolution for one-time exception to age requirement for Police & Fire Retirees.

There was no Unfinished Business.

First Under New Business:

Public Hearing on the 2024 proposed budget and the Fire and Police Services Special Assessment District and the amount to be assessed in 2024 for Fire and Police services. Motion by Clerk Phillips; seconded by Treasurer Boothby to recess the regular meeting at 5:32 p.m. to go into the public hearing. Motion carried unanimously by roll call vote.

Rachel Frisch from Rehmann presented the budget hearing information due to the absence of Comptroller Ben Brewer due to illness (who was available by phone). Key changes from 2023:

Revenue Growth (property tax growth larger than usual due to housing market impact and general growth in the area; trash collection program fees-increase in usage)

Staffing (Police Dept.-budgeted for one (1) additional officer to total eighteen (18); Fire Dept.-updated budget to include part-time firefighter positions; Twp. Superintendent position added)

Equipment (IT-replacement of 12 computers, software updates including BS&A Cloud; Police Dept.-upgraded camera systems and radios, new firearms, and mobile equipment: fingerprint systems, data terminals and printers; Fire Dept.-smaller equipment: fire hoses, nozzles, ventilation fan; Trash Dept.-new garbage truck; Park-new dump trailer; storage building for equipment)

GENERAL FUND	2024	2023	% Change
Revenues	\$4,051,771	\$3,960,600	2.3% increase
Expenditures	(\$3,940,481)	(\$3,385,505)	16.4% increase
Transfers Out	(\$111,290)*	(\$575,095)*	80.6% decrease
PUBLIC SAFETY	2024	2023	% Change
Revenues	\$4,352,694	\$4,083,000	6.61% increase
Expenditures	(\$91,800)	(\$90,000)	2.0% increase
Transfers Out	(\$4,260,894)*	(\$3,993,000)*	6.7% increase
FIRE FUND	2024	2023	% Change
Revenues	\$1,115,915	\$930,750	19.9% increase
Expenditures	\$1,529,952*	\$1,403,750*	9.0% increase
Transfers Out	(\$2,645,867)	(\$2,334,500)	13.3% increase
POLICE FUND	2024	2023	% Change
Revenues	\$1,575,620	\$1,343,400	17.3% increase
Expenditures	2,730,942*	\$2,685,000*	1.7% increase
Transfers Out	(\$4,306,562)	(\$4,028,200)	6.9% increase

*includes transfers in or out to funds not listed or budgeted; therefore, transfers will not net zero.

Schedule of water and sewer funds indebtedness was also provided to Board Members.

Public comments/questions: Mike Poluhanycz (2932 E. Napier) requested copy of the proposed 2024 budget which was provided to him. No comments/questions from Board Members. Public hearing closed at 5:37 p.m. and the regular meeting reconvened on a motion by Treasurer Boothby; seconded by Trustee Hudson. Motion was carried unanimously by roll call vote.

Motion by Treasurer Boothby; seconded by Trustees Avery & Betts to adopt a resolution approving the 2024 proposed budget as presented. Motion carried unanimously by roll call vote.

Motion by Clerk Phillips; seconded by Treasurer Boothby to adopt the resolution approving the 3.5 mills (\$1.5 million estimated) assessment amount for the Fire and Police Services Special Assessment District for 2024 police and fire protection. Motion carried unanimously by roll call vote.

Next Rachel Frisch presented the 2022 Audit Report, prepared by Plante Moran, reporting that the Township received a clean audit opinion, was filed timely and everything is in good order, however, there were three (3) audit findings in the report that have already been corrected or are in the process of being corrected:

- (1) bank reconciliations (material weakness) - timely review of bank reconciliations not being performed, a repeat finding from the 2021 audit report;
- (2) journal entries (material weakness) - year end journal entries necessary to present the financial statements in accordance with GAAP not performed timely, a repeat finding from the 2021 audit report;
- (3) utility billing for water service (significant deficiency) - adjustments to customer under billings of approximately \$13,000 were required in order to appropriately reflect the balances that should have been charged to utility billing customers;

Rachel Frisch also reported that in addition to the regular audit Plante Moran also prepared a single audit, which is required when federal monies over \$700,000 are being used. There were no audit findings in the Single Audit report.

Motion by Treasurer Boothby; seconded by Trustee Hudson to accept the 2022 Regular and Single Audit reports prepared by Plante Moran. Motion carried unanimously by roll call vote.

Rachel Frisch presented 2023 budget amendments for all Township Depts./Funds for the period 1/1/2023 thru 10/20/23:

Department	2023 Amended Budget	2023 Activity 10/20/23	Adjusted Amount
Township Board	\$423,300	\$444,623	(\$21,323)
Supervisor	\$81,600	\$65,353	\$16,247
Election	\$119,800	\$105,267	\$14,533
Clerk	\$250,300	\$216,234	\$34,066
Assessor	\$235,500	\$186,802	\$48,698
Treasurer	\$130,600	\$105,191	\$25,409
Twp Hall & Grounds	\$169,600	\$180,695	(\$11,095)
Building	\$461,700	\$386,562	\$75,138
Planning Commission	\$3,900	\$14,297	(\$10,397)
Garage	\$66,900	\$102,018	(\$35,118)
Trash & Rubbish	\$899,500	\$509,461	\$390,039
Park	\$89,700	\$58,626	\$31,074
Ordinance Enforcement	\$179,305	\$107,968	\$71,337
Fire	\$2,334,500	\$1,858,355	\$476,145
Police	\$4,028,200	\$2,623,500	\$1,404,545
Sewer	\$2,742,451	\$3,648,818	(\$906,367)
Water Filtration	\$788,135	\$649,738	\$138,397
Water Distribution	\$501,863	\$623,404	(\$121,541)
Water Administration	\$1,696,294	\$853,850	\$842,444
Appropriations	\$2,986,292	\$2,126,992	\$859,300

There may be additional 2023 budget amendments for Board approval after year end.

Motion by Clerk Phillips; seconded by Trustee Avery to approve the 2023 budget amendments as presented. Motion carried unanimously by roll call vote.

Rachel Frisch presented a proposed Twp. Purchasing Policy, prepared by Comptroller Ben Brewer, to establish procedures for the purchase of all supplies, equipment, vehicles, and all construction or altering of Township facilities for any department of the Township in a manner that maximizes the purchasing value of public funds in procurement, comply with federal funding expenditures, and streamline process for larger purchases.

Motion by Clerk Phillips; seconded by Treasurer to adopt the Twp. Purchasing/Procurement Policy as prepared/recommended by Comptroller Ben Brewer. Motion carried unanimously by roll call vote.

Fire Dept. Ladder Truck Purchase Agreement: Fire Chief Rob Harper presented a request for approval of a bid/purchase agreement from Emergency Vehicles Plus/Rosenbauer for replacement of the 40 year old ladder truck, in the amount of \$2,199,212 based on bid specifications prepared and compiled by the Fire Dept. Only one bid was received. Per Chief Harper the bid price/purchase agreement expires 12/31/2023 and that he's received notification from the manufacturer of a 6% cost increase 1/1/2024. Estimated delivery of the vehicle would be 660 calendar days from approved production specifications. There are some prepayment options available that could provide some cost savings. Chief Rob Harper reported on the time and effort he and other Fire Dept. employees spent putting together the spec information and obtaining the bid and purchase agreement being presented tonight for Board consideration then responded to questions. The Township plans to use approximately \$1.5 million dollars of ARPA funds to cover part of the truck purchase. After questions and discussion regarding financing options being explored for the approximately \$800,000 not covered by the ARPA funds, motion by Treasurer Boothby; seconded by Trustee Avery to approve the Ladder Truck purchase agreement, not to exceed \$2.2 million dollars, obtained by Fire Chief Harper and approved by Comptroller Ben Brewer. Motion carried unanimously by roll call vote.

Supervisor Yates request for reimbursement of legal costs incurred of approximately \$3,000, due to a backpay issue, which was removed from the 11/21/23 agenda at her request to address and bring attention to the Lange Investigation Security Proposal/Contract for providing security assistance in the Township business district during the upcoming holiday shopping season, was presented for Board action. No comments, questions or discussion by Board members. No action taken.

Payment of the bills: Motion by Treasurer Boothby; seconded by Trustee Scarbrough to approve payment of the bill listing totaling \$888,240.87 as follows: General Fund-\$33,955.84; Fire Fund-\$7,133.15; Police Fund-\$19,196.63; Sewer-\$742,225.97; Water Fund-\$85,729.28. Motion carried unanimously by roll call vote.

Under Public Comment: George McManus-3825 E. Britain Ave; Sheriff Goslin Roofing.

Meeting was adjourned at 6:15 p.m.

**MINUTES OF THE SPECIAL MEETING OF THE BENTON CHARTER
TOWNSHIP BOARD HELD DECEMBER 13, 2023 AT 11:30 A.M.
www.bentonchartertwp.org**

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Supervisor Cathy Yates	None
Clerk Carolyn Phillips	ALSO PRESENT
Treasurer Debbie Boothby	Atty. Richard Cherry - MillerJohnson
Trustee Janice Avery	Tammy Taylor - Recording Secretary
Trustee Lemont Betts	
Trustee Rosie Hudson	
Trustee Linda Scarbrough	

The special meeting was called to order at 11:30 a.m. by Supervisor Yates followed by a silent invocation and the Pledge of Allegiance.

Under New Business: Supervisor Yates explained that the purpose of the special meeting was to consider approval of a Resolution, prepared by Atty. Rich Cherry-MillerJohnson, for adoption of the Reciprocal Retirement Act for Twp. Retirement Plans, which has also been approved by the Police and Fire Pension Board, for the purposes of vesting service towards eligible retirement, which could include military service, employment in another government agency, etc. The law has specific eligibility requirements that would be considered for each request that may be received. Atty. Richard Cherry was in attendance to answer any questions. There were no Board member questions.

Motion by Treasurer Boothby; seconded by Clerk Phillips to adopt the resolution to adopt the Reciprocal Retirement Act for Township Retirement Plans for the purposes of vesting service towards eligible retirement, at the recommendation of the Police & Fire Pension Board. Motion carried unanimously by roll call vote.

There was no public comment.

Special meeting was adjourned at 11:34 a.m.

**BENTON CHARTER TOWNSHIP, COUNTY OF BERRIEN, STATE OF MICHIGAN RESOLUTION TO
ADOPT 2024 FEDERAL POVERTY EXEMPTION INCOME GUIDELINE AND ASSET TEST
RESOLUTION #12192023**

Minutes of a regular meeting of the Benton charter Township Board held on December 19, 2023.

The following preamble and resolution were offered by _____; seconded by _____:

WHEREAS, the homestead of persons who, in judgment of the supervisor and board of review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the township board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to adopt guidelines for poverty exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that Benton Charter Township, Berrien County, adopts the following guidelines for the supervisor and board of review to implement.

The guidelines shall include but not limited to the specific income and asset levels of the claimant and all personal residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy, as a homestead, the property for which an exemption is requested.
- 2) File a claim with the supervisor or board of review, accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year.
- 3) File the claim after January 1 but before the day prior to the last day of the board of review.
- 4) Produce a valid drivers' license or other form of identification if requested.
- 5) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United State Office of Management and Budget.
- 7) Meet any additional eligibility requirements as determined by the township board.

BE IT ALSO RESOLVED, that the board of review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the board of review determines there are substantial and compelling reasons why there should be a

deviation from the policy and federal guidelines and these are communicated in writing to the claimant.

AYES:

NAYS:

RESOLUTION ADOPTED.

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Benton Charter Township, County of Berrien, State of Michigan, at a regular meeting held on December 19, 2023, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Carolyn Phillips, Township Clerk

Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

To be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.				
Petitioner's Name			Daytime Phone Number	
Age of Petitioner	Marital Status	Age of Spouse	Number of Legal Dependents	
Property Address of Principal Residence		City		State ZIP Code
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit		Amount of Homestead Property Tax Credit		
PART 2: REAL ESTATE INFORMATION				
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.				
Property Parcel Code Number		Name of Mortgage Company		
Unpaid Balance Owed on Principal Residence	Monthly Payment		Length of Time at this Residence	
Property Description				
PART 3: ADDITIONAL PROPERTY INFORMATION				
List information related to any other property owned by you or any member residing in the household.				
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.			Amount of Income Earned from other Property	
1	Property Address	City		State ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid Amount of Taxes Paid	
2	Property Address	City		State ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid Amount of Taxes Paid	

PART 4: EMPLOYMENT INFORMATION — List your current employment information.

Name of Employer			
Address of Employer		City	State
Contact Person		Employer Telephone Number	

PART 5: INCOME SOURCES

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.

Source of Income	Monthly or Annual Income (indicate which)

PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION

List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

PART 7: LIFE INSURANCE — List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

PART 8: MOTOR VEHICLE INFORMATION

All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

PART 9: HOUSEHOLD OCCUPANTS — List all persons living in the household.

First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

PART 10: PERSONAL DEBT — List all personal debt for all household members.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

PART 11: MONTHLY EXPENSE INFORMATION

The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare		Car Expense (gas, repair, etc.)
Other (type and amount)	Other (type and amount)		Other (type and amount)
Other (type and amount)	Other (type and amount)		Other (type and amount)

NOTICE: Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

PART 12: CERTIFICATION

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date
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This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.

Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.

Michigan Tax Tribunal
PO Box 30232
Lansing MI 48909

Phone: 517-335-9760
E-mail: taxtrib@michigan.gov

Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty

This form is issued under the authority of Public Act 253 of 2020.

This form is to be used to affirm ownership, occupancy, and income status. MCL 211.7u(2) provides that, to be eligible for exemption under this section, a person shall, subject to subsection (6) and (8), annually affirm that the applicant owns and occupies, as a principal residence, the property for which an exemption is requested.

PART 1: OWNER INFORMATION — Enter information for the person owning and occupying the residence.			
Owner Name		Owner Telephone Number	
Mailing Address		City	State ZIP Code
PART 2: LEGAL DESIGNEE INFORMATION (Complete if applicable.)			
Legal Designee Name		Daytime Telephone Number	
Mailing Address		City	State ZIP Code
PART 3: HOMESTEAD PROPERTY INFORMATION — Enter information for property in which the exemption is being claimed.			
City or Township (check the appropriate box and enter name)		County	
<input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village			
Name of Local School District			
Parcel Identification Number		Year(s) Exemption Previously Granted by Board of Review	
Homestead Property Address		City	State ZIP Code
PART 4: AFFIRMATION OF OWNERSHIP, OCCUPANCY, AND INCOME STATUS (Check all boxes that apply.)			
<input type="checkbox"/> I own the property in which the exemption is being claimed.			
<input type="checkbox"/> The property in which the exemption is being claimed is used as my homestead. Homestead is generally defined as any dwelling with its land and buildings where a family makes its home.			
<input type="checkbox"/> After establishing initial eligibility for the exemption, my income and asset status has remained unchanged and/or I receive a fixed income solely from public assistance that is not subject to significant annual increases beyond the rate of inflation, such as federal Supplemental Security Income or Social Security disability or retirement benefits.			
PART 5: CERTIFICATION			
I hereby certify to the best of my knowledge that the information provided on this form is true and I am eligible to receive an exemption from property taxes by reason of poverty pursuant to Michigan Compiled Law, Section 211.7u.			
Owner or Legal Designee Name (print)		Signature of Owner or Legal Designee	Date
Designee must attach a letter of authority.			
LOCAL GOVERNMENT USE ONLY (DO NOT WRITE BELOW THIS LINE)			
<input type="checkbox"/> Approved <input type="checkbox"/> Denied (Attach appeal instructions and provide to owner.)		Tax Year(s) exemption will be posted to tax roll	
CERTIFICATION — I certify that, to the best of my knowledge, the information contained in this form is complete and accurate.			
Assessor Signature		Date Certified by Assessor	

Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

INSTRUCTIONS: When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, _____, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: _____

Signature of Person Making Affidavit

Date

Federal Poverty Income Standards For 2024 Assessments

The following are the federal poverty income standards as of December 31, 2023 for use in setting poverty exemption guidelines for 2024 assessments. Please see STC Bulletin No. 6 of 2017 for additional information regarding the use of these standards.

Size of Family Unit	Poverty Guidelines
1	\$ 14,580
2	\$ 19,720
3	\$ 24,860
4	\$ 30,000
5	\$ 35,140
6	\$ 40,280
7	\$ 45,420
8	\$ 50,560
For each additional person, add	\$ 5,140

IMPORTANT NOTE PA 390 of 1994 states that the poverty exemption guidelines established by the governing body of local assessing unit **SHALL** also include an asset level test. An asset level test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test should calculate a maximum amount permitted and all other assets above that amount should be considered as available.

NOTE: MCL 211.7u allows an affidavit (Treasury form 4988) to be filed for all persons residing the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year. This does include the owner of the property who is filing the exemption.

A person who files a claim to the Board to Review for a poverty exemption may also appeal the assessment of the property to the Board of Review in the same year.

**Benton Charter Township
Poverty Exemption Policy
Under 211.7u M.C.L.**

This is the policy for property owners to receive consideration by the Benton Charter Township of Review during its meeting. The policy is as follows:

DEFINITIONS

Homeowner's Principal Residence Exemptions are the only properties considered.

A Homeowner's Principal Residence Exemption means that portion of a dwelling or unit in a multiple-unit dwelling that is subject to ad valorem taxes and is owned and occupied as a principal residence by an owner of the dwelling or unit. Homeowner's Principal Residence Exemption also includes all of an owner's unoccupied property classified as residential that is adjoining or contiguous to the dwelling subject to ad valorem taxes and that is owned and occupied as a principal residence by the owner. Contiguity is not broken by a road or a right-of-way. Homeowner's Principal Residence Exemption also includes any portion of principal residence of an owner that is rented or leased to another person as a residence as long as that portion of the principal residence that is rented or leased is less than 50% of the total square footage of living space in that principal residence. Homeowner's Principal Residence Exemption also includes a life care facility registered under the living care disclosure act, Act No.440 of the Public Acts of 1976, being sections 554.801 to 554.844 of the

Michigan Compiled Laws. Homeowner's Principal Residence Exemption also includes property owned by a cooperative housing corporation and occupied as a principal residence by tenant stockholders.

“Qualified agricultural property” means unoccupied property and related buildings classified as agricultural, or other unoccupied property and related buildings located on that property devoted primarily to agricultural use as defined in section 2 of the farmland and open space preservation act, Act No. 116 of the Public Acts of 1974, being section 554.702 of the Michigan Compiled Laws. Related buildings include a residence occupied by a person employed in or actively involved in the agricultural use and who has not claimed a homeowner's principal residence exemption on other property. Property used for commercial storage, commercial processing, commercial distribution, commercial marketing, or commercial shipping operations or other commercial or industrial purposes is not qualified agricultural property. A parcel of property is devoted primarily to agricultural use only if more than 50% of the parcel's acreage is devoted to agricultural use. An owner shall not receive an exemption for that portion of the total state equalized valuation of the property that is used for a commercial or industrial purpose of that is a residence that is not a related building.

PARTIAL POVERTY EXEMPTION

Act 390 of the Public Acts of 1994 authorizes partial poverty exemptions. A partial poverty exemption is an exemption of only a part of the taxable value of the property rather than the entire taxable value.

FILLING FOR THE POVERTY EXEMPTION

In order to be eligible for the poverty exemption, the claimant must do all of the following on an annual basis:

- a) **Be an owner of and occupy, as a homestead, the property for which an exemption is requested.** Homeowner's Primary Residence is defined in part 1.
- b) **File a claim with the supervisor, assessor, or the board of review** after January 1 but before the day prior to the last day of the board of review, **Form 5737 Application for MCL 211.7u Poverty Exemption.**
Note: The filing of this claim constitutes an appearance before the board of review for the purpose of preserving the right to appeal to the Michigan Tax Tribunal.
- c) **Provide federal and state income tax returns for all persons residing in the homestead including any property tax credit returns.** These income tax returns may be those filed in the current year or in the immediately preceding year.
- d) **IF YOU ARE NOT REQUIRED to file a State or Federal income tax,** MCL 211.7u allows an affidavit (**Treasury Form 4988**) to be filed for all persons residing in the residence who were NOT required to file federal or state income tax returns in the current year or in the immediately preceding year. This includes the owner of the property who is filing for the exemption.
- e) Complete and file with the supervisor, assessor, or board of review after January 1 but before the day prior to the last day of the board of review, **Form 5739 Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty.**
- f) Produce a **valid driver's license or other form of identification.**
- g) Produce a **deed, land contract, or other evidence of ownership** of the property for which an exemption is being requested.
- h) **Meet the federal poverty income standards** as defined and determined annually by the United States Office of Management and Budget under the heading "Federal Poverty Income Standard's".
- i) **Meet or be below the following asset level** set by Benton Charter Township:

The applicant shall not have or own:

- a) Cash or savings above \$ 2,000.00.
- b) Cash surrender value of life insurance or annuity policies owned by the applicant above \$ 1,500.00
- c) Other real property owned by applicant.

- d) Stocks, bonds, and other securities.
- e) Rare and collectible items (not household goods).
- f) Motor Vehicle(s) worth more than \$ 15,000.00 collectively.
- g) Non-income producing farm animals or livestock valued at more than \$ 1,000.00

A person may apply for a poverty exemption at the July or December Board of Review. A person may only appeal the exemption decision to the Michigan Tax Tribunal if the application was submitted at the July or December Board of Review.

FEDERAL POVERTY INCOME STANDARDS

The following are the federal poverty income standards, which the United State Office of Management and Budget recommends that federal departments and agencies use. Shall be indexed annually per Federal Income Guidelines.

The standards are actually compiled and published by the Bureau of the Census, which refers to them as “Poverty Thresholds.”

**BENTON CHARTER TOWNSHIP
COUNTY OF BERRIEN, STATE OF MICHIGAN
RESOLUTION 12192023.**

Delegating Authority to Assign Fund Balance Under GASB Statement #54, Fund Balance Reporting and Governmental Fund Type Definitions.

The following preamble and resolution were offered by _____; and supported by _____.

WHEREAS, the Governmental Accounting Standards Board (GASB) has issued Statement No. 54 - Fund Balance Reporting and Governmental Fund Type Definitions, which changes terminology used for fund balance reporting on the balance sheets of Governmental Funds; and

WHEREAS, the GASB Statement No. 54 creates the category of “assigned” fund balance, which is used to report amounts constrained by the Benton Charter Township’s intent to use the amounts for a specific purpose, but which are neither restricted nor committed as defined by GASB Statement No. 54; and

WHEREAS, GASB Statement No. 54 allows governmental entities to designate and official to assign portion of fund balance for specific uses; and

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Benton Charter Township Board hereby authorizes their Comptroller to indicate the Township’s intent to assign fund balance for a specific purpose for financial reporting purposes.

Ayes:

Nays:

Resolution Adopted.

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Benton Charter Township, County of Berrien, State of Michigan, at a regular meeting held on December 19, 2023, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Carolyn Phillips, Township Clerk

**BENTON CHARTER TOWNSHIP
RESOLUTION #12192023.
2024 BANK DEPOSITORIES**

WHEREAS, under provisions of law and statute provided, the following resolution is hereby adopted by the Benton Charter Township Board, County of Berrien, State of Michigan, at a regular meeting held the 19th day of December, 2023, at the Benton Charter Township Municipal Building, 1725 Territorial Road, Benton Harbor, Michigan.

WHEREAS, that the Benton Charter Township Board does hereby designate the following depositories for the Township funds for the year **January 1, 2024 through December 31, 2024**:

Chase Bank Benton Harbor, MI	Huntington Bank Benton Harbor, MI
United Federal Credit Union Benton Harbor, MI	Horizon Bank Benton Harbor, MI
Honor Federal Credit Union Benton Harbor, MI	

WHEREAS, any Township official taking daily transactions for deposit shall use banks located in the Township only.

THEREFORE, BE IT RESOLVED, that this resolution shall become effective immediately upon adoption.

Motion by:			
Supported by:			
YES VOTES	NO VOTES	MOTION CARRIED	MOTION FAILED

Resolution Adopted

CLERK'S CERTIFICATION

As the duly elected Clerk of Benton Charter Township, Berrien County, State of Michigan, I do hereby certify that the above 2024 Bank Depositories Resolution is a true and exact copy of a resolution passed by the Township Board of the Charter Township of Benton at a regular meeting held December 19, 2023.

Carolyn Phillips, Township Clerk

**BENTON CHARTER TOWNSHIP
RESOLUTION #12192023.
2024 EXPENDITURE OF TOWNSHIP FUNDS**

WHEREAS, the Benton Charter Township Board desires to establish an authorization procedure for the expenditure of Township funds;

NOW, THEREFORE, BE IT RESOLVED that the following procedures shall be followed for expenditure of Township funds for Township purposes:

- A. Expenditures of up to four thousand dollars (\$4,000.00) may be made with the prior written approval of any two (2) of the Township Supervisor, Township Clerk, Township Treasurer. However, Township Department Heads may approve expenditures up to \$500.00 without prior written approval.
- B. Expenditures in excess of four thousand dollars (\$4,000.00) must be approved by the Township Board, except in the event of an emergency. Then, the expenditure may be made with the prior written approval of any two (2) of the Township Supervisor, Township Clerk, Township Treasurer.

BE IT FURTHER RESOLVED, that this resolution shall become effective immediately upon adoption.

Motion by:			
Supported by:			
YES VOTES	NO VOTES	MOTION CARRIED	MOTION FAILED

Resolution Adopted

CLERK'S CERTIFICATION

As the duly elected Clerk of Benton Charter Township, Berrien County, State of Michigan, I do hereby certify that the above 2024 Expenditure of Township Funds Resolution is a true and exact copy of a resolution passed by the Township Board of the Charter Township of Benton at a regular meeting held December 19, 2023.

Carolyn Phillips, Township Clerk

**BENTON CHARTER TOWNSHIP
RESOLUTION #12192023.
2024 PROPERTY RECEIPT AND DISPOSAL**

WHEREAS, under provisions of law and statute provided, the following resolution is hereby adopted by the Benton Charter Township Board, County of Berrien, State of Michigan, at a meeting held the 19th day of December, 2023, at the Benton Charter Township Municipal Building, 1725 Territorial Road, Benton Harbor, Michigan.

BE IT RESOLVED, that the Benton Charter Township Board hereby authorize the Supervisor, Clerk and/or Treasurer to receive and dispose of property by Board action on behalf of Benton Charter Township during the year 2024.

BE IT FURTHER RESOLVED, that this resolution shall become effective immediately upon adoption.

Motion by:			
Supported by:			
YES VOTES	NO VOTES	MOTION CARRIED	MOTION FAILED

Resolution Adopted

CLERK'S CERTIFICATION

As the duly elected Clerk of Benton Charter Township, Berrien County, State of Michigan, I do hereby certify that the above 2024 Property Receipt and Disposal Resolution is a true and exact copy of a resolution passed by the Township Board of the Charter Township of Benton at a regular meeting held December 19, 2023.

Carolyn Phillips, Township Clerk

**BENTON CHARTER TOWNSHIP
RESOLUTION #12192023.
TO ADOPT HEALTH INSURANCE CONTRIBUTION**

The following preamble and resolution were offered by and supported by.

WHEREAS, 2011 Public Act 152 (the “Act”) was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) “Hard Caps” Option - limits a public employer’s total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) “80%/20%” Option - limits a public employer’s share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) “Exemption” Option - a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the GOVERNING BODY has decided to adopt the 80%/20% option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED, THAT: the Benton Charter Township Board elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the 80%/20% option for the medical benefit plan coverage year January 1, 2024 through December 31, 2024.

Ayes:

Nays:

RESOLUTION ADOPTED.

CLERK’S CERTIFICATION

I, Carolyn Phillips, duly elected Clerk of Benton Charter Township, Berrien County, Michigan, do hereby certify that the above is a true and exact copy of a resolution adopted by the Benton Charter Township Board at a regular meeting held on the December 19, 2023.

Carolyn Phillips, Township Clerk

Health Insurance Contribution Resolution 2024

**BENTON CHARTER TOWNSHIP
2024 SALARY/COMPENSATION/PER DIEM
RESOLUTION #12192023.**

WHEREAS, M.S.A. 5.82 provides that in Charter Townships the salary for officers composing the Township Board shall be determined by the Township Board; and,

NOW, THEREFORE, BE IT RESOLVED, that the Benton Charter Township Board hereby approves a 4% increase in the current salary for officers, Clerk additional election compensation, per diem for the Township Board and other Township Committee appointments for the 2024 calendar year as provided to all regular municipal employees:

	2022	2023	2024
Supervisor	\$62,593	\$64,471	\$67,050
Clerk	\$61,532	\$63,378	\$65,913
Clerk*	\$ 6,759	\$ 2,321	\$ 7,242
Treasurer	\$58,349	\$60,099	\$62,503
Trustees**	\$ 109	\$ 112	\$ 116

*Additional election compensation, divided per election

**Per diem

Motion by:			
Supported by:			
YES VOTES	NO VOTES	MOTION CARRIED	MOTION FAILED

Resolution Adopted.

CLERK'S CERTIFICATION

As the duly elected Clerk of Benton Charter Township, Berrien County, State of Michigan, I do hereby certify that the above 2024 Salary/Compensation/Per Diem Resolution is a true and exact copy of a resolution passed by the Township Board of the Charter Township of Benton at a regular meeting held December 19, 2023.

Carolyn Phillips, Township Clerk



PLANNING COMMISSION
Trina Rodez, *Planning Commission ChairPerson*
Carolyn Phillips, *Board of Trustee representative member*
Matt Davis, *Planning Commission member*
Marletta Seats, *Planning Commission member*
Jean Smith, *Planning Commission member*

1725 Territorial Road
Benton Harbor, MI
49022

Tel: (269) 925-7284
Fax: (269) 925-7156

DEPARTMENT OF BUILDING, PLANNING AND ZONING

Recommendation

Planning Commission meeting of November 13, 2023

December 2, 2023

Carolyn Phillips, Benton Charter Township Clerk
Benton Charter Township Board of Trustees
1725 Territorial Rd.
Benton Harbor, MI 49022

Re: 2860 M 139 (former site of Holiday Inn) Special Use Permit request, parcel further described as Property ID#: 11-03-0106-0013-03-4.

Dear Ms. Yates, Ms. Phillips, Ms. Boothby and Members of the Township Board,

On November 13, 2023 the Planning Commission considered the following:

New Business:

Special use permit request from JW Kalin, of Kalin Construction Co, Inc of 2663 Yore Ave Sodus, seeking a special use permit to use the property zoned D-1 Commercial, at 2860 M 139 (former site of Holiday Inn), as a staging (construction) yard for the large I-94 Construction project for a period approximating 3 years toward raising as the site is being developed for restaurant use. Further described as Property ID#: 11-03-0106-0013-03-4. (Public hearing).

With some discussion, the Planning Commission is forwarding this item to you with a (3 - 0) recommendation to approve it subject to the conditions as follows:

1. No stockpiling of materials beyond proposed grading plan.
2. Only construction related equipment and materials can be stored on site.
3. Hours of operation limited 7am to 7pm.
4. All vehicle access with county road approval.
5. None of the following operations will be allowed on the site: crushing, concrete or asphalt, production.
6. Submittal of a proposed grading plans with provisions for stormwater management with county drain office approvals (permits include county road approval)
7. Fill specifications shall meet engineered fill requirements.
8. All fill work and fill-in restoration to be completed within 3 yrs of township board approval.

Thank you for your consideration of this matter. Minutes are attached.

Very Truly Yours,
Benton Charter Township Planning Commission

TR/cf

'CALL TO ORDER'

The special meeting held Monday, November 13, 2023 of the Benton Charter Township Planning Commission was called to order by Carolyn Phillips at 6.00 pm and a moment of silent invocation was observed.

Members Present: Carolyn Phillips (acting chair), Matt Davis, Marletta Seats
Members Absent: Chairperson Trina Rodez, Jean Smith
Staff Present: Chris Fuchs, Andy Dean, Stephanie Turney
Also present: Applicant Mr. Kalin; JW (junior), Matt Kalin.

SILENT INVOCATION:

After a moment of silent invocation, Stephanie Turney called the roll (as indicated above).

APPROVAL OF MINUTES (October October 30 1455 E Napier church Sp Use / Dollar General site plan).
Unanimous

AGENDA AMENDMENTS: None

NEW BUSINESS:

JW Kalin, of Kalin Construction Co, Inc of 2663 Yore Ave Sodus, is seeking a special use permit to use the property zoned D-1 Commercial, at 2860 M 139 (former site of Holiday Inn), as a staging (construction) yard for the large I-94 Construction project for a period approximating 3 years toward raising as the site is being developed for restaurant use. Further described as Property ID#: 11-03-0106-0013-03-4. (Public hearing).

Mr. Fuchs introduced the location, identifying it as the former Holiday Inn location. The Holidome was in decline for a number of years. The Township bought the property, took care of the asbestos and razed the building at significant cost to the Township. It was sold to a car dealer in Kalamazoo who has had it for sale for a long time, now sold to Kalin Construction.

As explanation, there is a section of the ordinance that requires a permit to 'move dirt' in excess of 400 yards. The requested use is significantly more than that. Because of the impact on that community, a special use request requires notice to 'neighbors'. Also because of the nature of the use, not normally allowed in the D-1 Commercial zoning district, it was only appropriate to consider the request as a special use. Mr. Kalin is seeking to incorporate the highway project and work concurrently to raise the grade, with intent to develop the property for commercial use, not for a specific building project. The re-development is intended for "a" conforming commercial use. While doing so, they wish to store equipment and materials that will be used for the project and in the process, to develop the property for sale. Currently some barrier wall temporarily stored there. That will go out in the spring.

Mr. Kalin (TJ, Jr) explained there is excess dirt being generated as part of the road project they recently were contracted for. The topography of the lot puts it below the road, and most of the parcel lies in such a way that it is not visible from I-94. The parcel will be raised using the excess dirt from the road project, verified appropriately by engineers. Some equipment will also be stored on the property as well as some of the barrier wall and other construction components.

Ms. Seats asked if Kalin will develop the property or if someone else will. Mr. Kalin said his intent was to make it more viable for commercial use, but that someone else may actually build out the property. Mr. Davis asked if concrete crushing or processing will occur on the property. The response was that none of that will happen. If fuel storage in a 1000 gallon tank was stored on the property it would be of double wall construction. He also said that they were talking to the Road Department about the use of Old Pipestone which circles around the property. Mr Davis went on to ask about lighting, fencing, and if the slopes will be safe. Response was the piles would have safe slopes, be professionally managed. Density tests, 1 foot lifts with documentation to make it buildable would all be completed as the site proceeds. Matt Kalin passed out topographical information showing intent for before and after elevations and what that would look like.

Benton Charter Township Planning Commission
Special Meeting
Monday, November 13, 2023 at 6pm

Mr. Davis asked if the Township had received any written public comment? No written comment had been received. No public attended the meeting to comment.

Ms. Phillips commented briefly about what could happen in a 3 year period of time and the words 'proposed' and 'intent' have ways of changing in that long a time period. Mr. Kalin guaranteed that the site will be filled, engineered, will be buildable and will be beautiful. He can't guarantee the type of commercial establishment. Ms. Seats asked specifically about a restaurant, with the building department striking the word from the application, restaurant. The intent of the request is to establish a conforming D-1 Commercial use on the property.

Discussion also followed about what might happen in a down economy in three years. Concrete barrier on the property (which brought attention to get to the request) was apologized for.

Mr. Davis asked about night time work and what the hours of operation might be. Mr. Kalin said they would be amenable to restricting the hours to daytime use, or from 7am to 8pm.

Storing asphalt grindings on site? Mr. Kalin said some millings would be used to move equipment on, but that the product is valuable and Kalin would want all of them for the project. Ms. Phillips explained the Township Board makes the decision at a Township Board meeting (likely the 2nd mtg in December). The public hearing closed in 6.23pm.

Ms. Seats asked about conditions that may be imposed. Mr. Davis started potential conditions listed as: No stockpiling of materials beyond proposed grading plan. Only construction related equipment and materials can be stored on site. Hours of operation limited 7am to 7pm. All vehicle access only by county road approval. None of the following operations will be allowed on the site: crushing, concrete or asphalt, production. Submittal of a proposed grading plans with provisions for stormwater management with county drain office approvals (permits include county road approval) Fill specifications shall meet engineered fill requirements. All fill work and fill-in restoration to be completed within 3 yrs of township board approval.

Mr. Kalin was asked if there were any concerns on Kalin's part as to the conditions discussed? Motion to approve was made subject to fulfilling the conditions discussed. Mr. Davis moved to approve. Ms. Seats seconded. YYY. Motion to recommend approval subject to the conditions passed 3-0.

REPORT OF THE BOARD OF TRUSTEES REPRESENTATIVE:

REPORT OF THE ZONING BOARD OF APPEALS REPRESENTATIVE:

BOARD COMMENTS: None.

STAFF COMMENTS: None.

ADJOURNMENT: There being no further business before the PC, the meeting was adjourned at 6.32 pm:
Minutes: Chris Fuchs for the Secretary of the Planning Commission.



Planning Commission

Benton Charter Twp.

1725 Territorial

Benton Harbor, MI

49022

RECEIVED

OCT 13 2023

Tel: (269) 925-7284

Fax: (269) 925-7156

Application to meet with the Planning Commission
Site plan approval, Special Land Use, Rezoning, Subdivisions

DEPARTMENT OF BUILDING, INSPECTION, AND ZONING

BENTON CHARTER TWP

Application shall be submitted at the Township Hall with all supporting documentation. When received, this application will be forwarded to the Zoning Official. The zoning official will review the application to see if it is complete. His determination may require additional supporting documentation. All noticing and legal guidelines begin after determining all items are in place for consideration.

Zoning of Property at time of application: 01 - Commercial	Property ID #: 11-03-0106-0013-03-4	Completion of application is necessary to schedule hearing.	
Circle one: Site plan approval: Special (land) use permit application Rezoning Other:	Size of property: (if applicable) 9.51 Acres	Date application received: 10/10/23	Fees on rear of form: \$600.00
Township Zoning Official acceptance (date):	(Twp use): \$600.00	Date application is Completed:	Paid receipt number: 558531

I. PROPERTY ADDRESS: Bldg Dept should attach county sheet to app: please **ATTACH LEGAL OWNERSHIP AFFIDAVIT**.

Address of property in question: PROVIDE LEGAL DESCRIPTION 2860 M-139	Is a drawing available for this project? □ Yes not yet □ No □ Not required
------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------

Name and Address of owner with phone number please:

Kalin Construction Co Inc. 2663 Yore Ave Sodus MI

II. APPLICANT INFORMATION:

Check one below: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Other	Name of Applicant: Gerald W Kalin	Title: Director of Ops	Interest in property: Owner or Land Contract, purchaser:
Address (St No. and Name) of applicant: 2663 Yore Ave	City Sodus	State Mi	Zip Code 49126
Telephone number: 269-925-2746	Cell number: 269-208-4204	Fax number: 269-925-4920	

III. ACTION REQUESTED: or Circle one: Site plan approval; Special use permit; Rezoning; PUD; Home occupation permit.

Please state action requested: Use the space below and the reverse side of this form if necessary. Pictures and site plan may be required. If special use application, identify the special use of the property in detail:

we would like to use it as a construction yard develop it
2023 - 2027

IV. PRIOR ZONING ACTION

What action has been requested for this property previously? none	What was the result of that action?
--------------------------------------------------------------------------	-------------------------------------

V. IMPACT ON ADJACENT PROPERTIES

What impact will the action have upon adjacent properties and neighborhood? none
What steps will be taken to mitigate that impact? none needed

VI. SIGNATURE. Please sign 2x, here and below.

The undersigned acknowledges that if a request is granted or other decision favorable to the undersigned is rendered upon this application, said decision does not relieve the undersigned from compliance with all other provisions of applicable Township Ordinances, and the undersigned affirms that the answer and statements herein contained and the information herewith submitted are in all respects true and correct, to the best of his/her knowledge.

Signature of Applicant X <i>[Signature]</i>	Date 10/13/23
----------------------------------------------------	----------------------

VII. ALLOWANCE TO ENTER PROPERTY: Please sign 2x, here and above.

I grant permission for Benton Charter Township employees and or agents to enter my property for the purpose to gather site information relative to the above request.	
Signature of Applicant X <i>[Signature]</i>	Date 10/13/23

JWKalin@Kalininc.com



PLANNING COMMISSION
Trina Rodez, *Planning Commission ChairPerson*
Carolyn Phillips, *Board of Trustee representative member*
Matt Davis, *Planning Commission member*
Marletta Seats, *Planning Commission member*
Jean Smith, *Planning Commission member*

1725 Territorial Road
Benton Harbor, MI
49022

Tel: (269) 925-7284
Fax: (269) 925-7156

DEPARTMENT OF BUILDING, PLANNING AND ZONING

Recommendation

Planning Commission meeting of December 11, 2023

December 14, 2023

Carolyn Phillips, Benton Charter Township Clerk
Benton Charter Township Board of Trustees
1725 Territorial Rd.
Benton Harbor, MI 49022

Re: Site Plan approval for a new restaurant at 1917 Pipestone

Dear Ms. Yates, Ms. Phillips, Ms. Boothby and Members of the Township Board,

On December 11, 2023 the Planning Commission considered the following:

New Business:

1. **Leslie Accardo of Pea Group, 1849 Pond Run, Auburn Hills, MI 48326 is seeking site plan approval for a new restaurant with drive through and outdoor patio at 1917 Pipestone (property ID: 11-03-6010-0005-01-0 and part of 11-03-6010-0006-01-6).**

We are excited to send this to the Township Board with a unanimous recommendation to approve the site plan as presented subject to the assumed submittal of proof of access rights

Thank you for your consideration of this matter. Minutes are attached.

Very Truly Yours,
Benton Charter Township Planning Commission

Trina Rodez, Chairperson

TR/cf

CALL TO ORDER

The special meeting held Monday, December 11, 2023 of the Benton Charter Township Planning Commission was called to order by Trina Rodez at 6.00 pm and a moment of silent invocation was observed.

Members Present: Chairperson Trina Rodez, Carolyn Phillips, Matt Davis, Marletta Seats, Joe Taylor
Members Absent: Jean Smith
Staff Present: Chris Fuchs, Andy Dean, Loyall Bennett, Stephanie Turney
Also present: Cathy Yates, Lelie Accardo (Chik-Fil-A), Charlie Binger, Rob Andrew with Merritt Engineering.

SILENT INVOCATION:

After a moment of silent invocation, Stephanie Turney called the roll (as indicated above).

APPROVAL OF MINUTES unanimous

AGENDA AMENDMENTS: None

NEW BUSINESS:

- 1. Leslie Accardo of Pea Group, 1849 Pond Run, Auburn Hills, MI 48326 is seeking site plan approval for a new restaurant with drive through and outdoor patio at 1917 Pipestone (property ID: 11-03-6010-0005-01-0 and part of 11-03-6010-0006-01-6).**

Mr. Fuchs introduced and welcomed Joe Taylor sitting in for Jean Smith as alternate member (and forgot to welcome Loyall Bennett to the Building Department). Steak and Shake has been an eyesore and vacant for a long time. Allrig Development (Sherwin Williams) has been in conversation for this site with us for some time. The Steak N Shake parcel will increase in size by adding part of the Chrysler Dealership property to give the parking and queue space for vehicles into the site.

The Chik-Fil-A Brand is privately owned, known to be closed Sundays. They partner with local non-profits. Have 3000 locations. Unique special sauce; is an owner operated model. Owners train for a time, are chosen (franchisees) and the owners chosen operate one location only generally and work in the franchise. They are in the store 6 days a week; owners have only one job. The stores offer flexible work hours and leadership growth along with scholarships. Great stewards in the community donating \$25,000 to a local food bank when they open; work with non-profits.

Leslie continued: The old Steak and Shake doesn't look real good. Expanding into the dealership site, can enter either entrance. Went thru the queue and entrance / ordering / pick up. The site plan was shown showing where the members walk out to the car and give you the food. Dumpster enclosure is brick as well. Can accommodate 39 cars on site.

Ms. Phillips commented that Pipestone is busy, asking if the traffic here with a busy location will work? There is a light at the location to regulate traffic. Ms Seats asked about anticipated opening (Nov 2024) and employee count? 80 – 100 employees (mostly part time). Ms. Rodez asked about how many can dine in: 70ish. Ms. Phillips asked about hours of operation: 5.30am – 11.30pm: 8am-10pm? Mr. Davis asked if the developer had access rights to the private street to the south and about the repair / replacement or maintenance operating agreement of the road. Ms. Accardo said they believe they do (Steak and Shake has two entrances off that road which are generally the same curb cuts there now) and that they were working with Home Depot make sure it is OK. Mr. Davis also asked about the signage sq footage and the total signage.

Ms Seats moved to recommend approval as applied for Ms. Phillips support. Mr Davis offered a condition amendment: conditioned upon submittal of proof of access rights ... (accepted by Ms Seats and Ms Phillips).

- 2. Bruce Binger (Milburg Equipment Co), owner, 1171 Milton St, Benton Harbor, MI 49022 is seeking a special land use permit to build vacation cabins on the property located at 4545 Territorial as shown on his submitted site plan (property ID#: 11-03-0013-0032-03-5; 11-03-0013-0031-04-7; 11-03-0013-018-08-3) (public hearing).**

Mr. Fuchs referred to the Master Plan's division of the Township into Interest Areas. The area east of I-94 is referred to as the Agri-Tourism interest area. It includes wineries, world-class golf courses, barn wedding venues, farm stands, and so on. Blue Dress Barn and its sister wedding venue in Millburg, as well as the Hillandale wedding venue often have large gatherings for family events and weddings that brings catering and ancillary businesses for those events. However there is no available housing or hotel in that area close to the venues. Focus then was on the presented site plan to re-purpose the Mining Pit and lake by Bruce Binger and his son Charlie asking for special use approval to build approximately 25 rental cabins on the lake on the approximately 30 acres as shown on the plan. Property is zoned E-Restricted Industrial currently. The land use committee was discussed. In the past (and directed by Ordinances) an applicant could make presentation of proposals Charlie Binger (B & Z Excavating) and Rob Andrew (Merritt Midwest Engineering) were introduced.

Mr. Binger started his presentation by saying the project had changed a little bit. He showed a fly-over presentation video of the property showing proposed houses and property, describing the view seen on the screen, lasting a couple minutes or more. He described the 30Acre property with a 5 acre lake. After showing concept video of the site and use he identified the location and named local hot spots.

He stated he is hoping to build a luxury resort up to 25 cabins. A small lodge for small gatherings for people staying there is shown with arcade and billiards. B&Z will do the site work. Pantellaria Construction doing the house building.

Mr. Davis asked if the entire site will be under single ownership. No site condominium is planned or intended. Mr. Binger responded he envisions it working like an AirBNB renting out the cabins. The site will be short term rentals. Ms Phillips asked if there were drain issues on that property. Drain issues in Millburg are nowhere near this site. Mr. Andrew offered that the pit drains entirely to the lake which is why the lake is there. The cabins will be approximately 1000 sq ft for each unit. The existing building was talked about in terms of potential future development into a restaurant (would require future approvals). Parking was questioned, the gravel pit operation will cease as will mining. The pond stops at the corner and he intends to mine the corner to help build the site. There will be a change in access to the site. Mr. Taylor asked about the sewer which is planned to be on site with the county health department moving thru the design and permitting.

Public hearing was set for the 18th of December. Land Use committee members Trina Rodez and Matt Davis will meet Thursday afternoon after 1.30 to discuss the project.

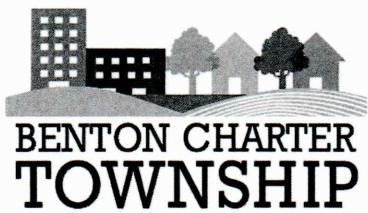
REPORT OF THE BOARD OF TRUSTEES REPRESENTATIVE: The Township Board on November 21 approved the Holy Ground Special use permit, as well as the site plan for Dollar General.

REPORT OF THE ZONING BOARD OF APPEALS REPRESENTATIVE: No meetings.

BOARD COMMENTS: Mr. Taylor: thanks for letting me sit in.

STAFF COMMENTS: None.

ADJOURNMENT: There being no further business before the PC, the meeting was adjourned at 6.38 pm:
Minutes: Chris Fuchs for the Secretary of the Planning Commission.



Planning Commission

Permit application instructions on reverse side

Application to meet with the Planning Commission
Site plan approval, Special Land Use, Rezoning, Subdivisions

Benton Charter Twp.

1725 Territorial

Benton Harbor, MI

49022

Tel: (269) 925-7284

Fax: (269) 925-7156

DEPARTMENT OF BUILDING, INSPECTION, AND ZONING

Application shall be submitted at the Township Hall with all supporting documentation. When received, this application will be forwarded to the Zoning Official. The zoning official will review the application to see if it is complete. His determination may require additional supporting documentation. All noticing and legal guidelines begin after determining all items are in place for consideration.

Zoning of Property at time of application: D-1	Property ID #: 11-03-11-03-6010-0005-01-0	Completion of application is necessary to schedule hearing.	
Circle one: <input checked="" type="checkbox"/> Site plan approval: Special (land) use permit application Rezoning Other:	Size of property: (if applicable) +/- (1.45 + 0.30) = +/- 1.75 acres	Date application received:	Fees on rear of form:
Township Zoning Official acceptance (date):	(Twp use):	Date application is Completed:	Paid receipt number:

I. PROPERTY ADDRESS: Bldg Dept should attach county sheet to app: please **ATTACH LEGAL OWNERSHIP AFFIDAVIT**.

Address of property in question: PROVIDE LEGAL DESCRIPTION 1917 Pipestone Road	Is a drawing available for this project? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required
Name and Address of owner with phone number please: Mill Grove Investments, LLC / Brookfield Chrysler Dodge Ram	

II. APPLICANT INFORMATION:

Check one below: <input type="checkbox"/> Owner <input checked="" type="checkbox"/> Other Civil Engineer	Name of Applicant: PEA Group - Leslie Accardo	Title: Sr. Project Manager	Interest in property: Owner or Land Contract, purchaser:
Address (St No. and Name) of applicant: 1849 Pond Run	City Auburn Hills	State MI	Zip Code 48326
Telephone number: 248-376-7920	Cell number: same	Fax number:	

III. ACTION REQUESTED: or Circle one: Site plan approval; Special use permit; Rezoning; PUD; Home occupation permit.

Please state action requested: Use the space below and the reverse side of this form if necessary. Pictures and site plan may be required. If special use application, identify the special use of the property in detail:

Site Plan Approval for restaurant with drive through and outdoor patio

IV. PRIOR ZONING ACTION

What action has been requested for this property previously?	What was the result of that action?
--------------------------------------------------------------	-------------------------------------

V. IMPACT ON ADJACENT PROPERTIES

What impact will the action have upon adjacent properties and neighborhood?

Positive impact related to bringing more customers to the area / update to site which has been vacant

What steps will be taken to mitigate that impact?

VI. SIGNATURE. Please sign 2x, here and below.

The undersigned acknowledges that if a request is granted or other decision favorable to the undersigned is rendered upon this application, said decision does not relieve the undersigned from compliance with all other provisions of applicable Township Ordinances, and the undersigned affirms that the answer and statements herein contained and the information Herewith submitted are in all respects true and correct, to the best of his/her knowledge.

Signature of Applicant X	Date 11/15/2023
---------------------------------	--------------------

VII. ALLOWANCE TO ENTER PROPERTY: Please sign 2x, here and above.

I grant permission for Benton Charter Township employees and or agents to enter my property for the purpose to gather site information relative to the above request.

Signature of Applicant X	Date
---------------------------------	------



STANDARD SITE FEATURES / OPERATIONS

Introduction to Chick-fil-A

- Family-owned and privately-held.
- Devoted to serving the local communities in which we operate, while offering great-tasting food made with high-quality ingredients — including the Original Chick-fil-A® Chicken Sandwich.
- Closed on Sundays, a tradition honored as a day of rest by the founder, S. Truett Cathy.
- Partner with local nonprofits to improve the lives of people in our communities who need help most.
- Chick-fil-A restaurants located in more than 3,000 locations in 48 states, Washington D.C., Puerto Rico and Canada.

Local Ownership / Team Member Experience

- Our business model is built on local owners who come from a variety of backgrounds and work experiences. Most Chick-fil-A franchise owners have only one restaurant, and they live in the community where their restaurant is located.
- Working at Chick-fil-A restaurant means flexible work hours and leadership growth opportunities, competitive wages and benefits, hands-on training and mentoring and the chance to apply for scholarships to support their continuing education
- Since 1973, Chick-fil-A, Inc. has awarded more than \$162 million in scholarships to more than 93,000 Team Members.

Giving Back:

- Food Donation - Each time a franchised Chick-fil-A restaurant opens, Chick-fil-A, Inc. donates \$25,000 to a LOCAL food bank. In addition, through its Shared Table program, participating Chick-fil-A restaurants donate their surplus food to local shelters, soup kitchens and charities. In just the last few years, our Operators have donated approximately ten million meals.
- Community and People - Through the True Inspiration Awards program, Chick-fil-A, Inc. awards grants to local nonprofit organization working in the areas of education, hunger & environmental stewardship. Many winning organizations are nominated by a local Chick-fil-A restaurant Operator. Since the program began in 2015, \$12 million has been awarded to 171 community organizations!

Hours of Operation:

- Monday through Saturday – 5:30am to 11:00pm. Hours of operation are determined by the Owner/Operator based on demand and volume.
- Sunday – Closed

Number of Employees (Typical Shift): 15-20 employees



Number of Company Vehicles: One (1) catering van may be utilized if the owner/operator chooses to use this service

Deliveries / Loading Areas:

- After hours key drop deliveries with WB-62 truck are typically made between 12:00am and 5:00am. Deliveries are dropped inside the building.
- During the normal business day (typically scheduled for off-peak hours) a box truck delivery of fresh bread, produce, etc. will be made.

Parking:

- Parking Space – 9'-0" x 18'-0" typ. min.
- Parking – Typically would like 70+ space for a 5,000 sf building. Parking space count is based on experience at various locations and to allow customers with maximum flexibility and ease of navigation.

Refuse:

- Dumpster Enclosure provides space for two trash containers –Pickup day/time is based on vendor schedule by intended to be completed during off-peak hours.
- Hose bibb provided in the dumpster enclosure to allow for regular cleaning / maintenance
- Enclosed room at dumpster enclosure is locked and utilized to store site related maintenance equipment (ie. Shovels, blower, salt, brooms, extra traffic cones, etc)

Building

- 100% brick in light and dark brown
- Building canopy, columns, dumpster enclosure doors and building trim are dark bronze

Drive-through lane circulation

- Chick-fil-A continues to evolve the way fast food is delivered efficiently to their customers by providing the best customer experience and speed of service. The dual flex drive-through lanes allow for flexibility throughout the day by the restaurant operator based on volume, staffing, weather conditions, etc.
- Volume
 - During COVID: Many of the Michigan locations opened during COVID and thus experienced a huge burden on the drive-through.
 - Today: In-store vs drive-through orders (typical of most locations in Michigan):
 - 40-45% dine-in / third-party (Doordash, Grubhub, etc) / order pickup
 - 55-60% drive-through orders
- Drive-through orders may be taken and fulfilled in a variety of ways:



- Both lanes may be utilized to allow customers to enter either lane and stay in the same lane from the order canopy to pickup canopy
- Either lane may be used for mobile / third-party meal delivery orders only
- Both lanes may be utilized for ordering and funneled down to one lane for order pickup
- Single lane only may be utilized
- Etc.
- Employees deliver orders to both lanes via the meal delivery door.
- The drive-through canopies have been designed to keep the customers and employees sheltered from Michigan's various weather conditions.

Drive-through in Emergency:

- In the event of an emergency in the drive-through lane, employees will direct traffic to empty the lane to allow the vehicle to exit.

Site Lighting:

- 25' light poles are standard height
- Building mounted sconces on either side of entry doors
- Spotlight for flag/flagpole (ground or roof mounted depending on location)

PRELIMINARY SITE PLANS

CHICK-FIL-A BENTON HARBOR

1917 PIPESTONE ROAD
BENTON HARBOR, MI 49022

BENTON CHARTER TOWNSHIP

FSU # 05680



Chick-fil-A
5200 Buffington Road
Atlanta, Georgia 30349-2998

PERMIT / APPROVAL SUMMARY		
DATE SUBMITTED	DATE APPROVED	PERMIT / APPROVAL

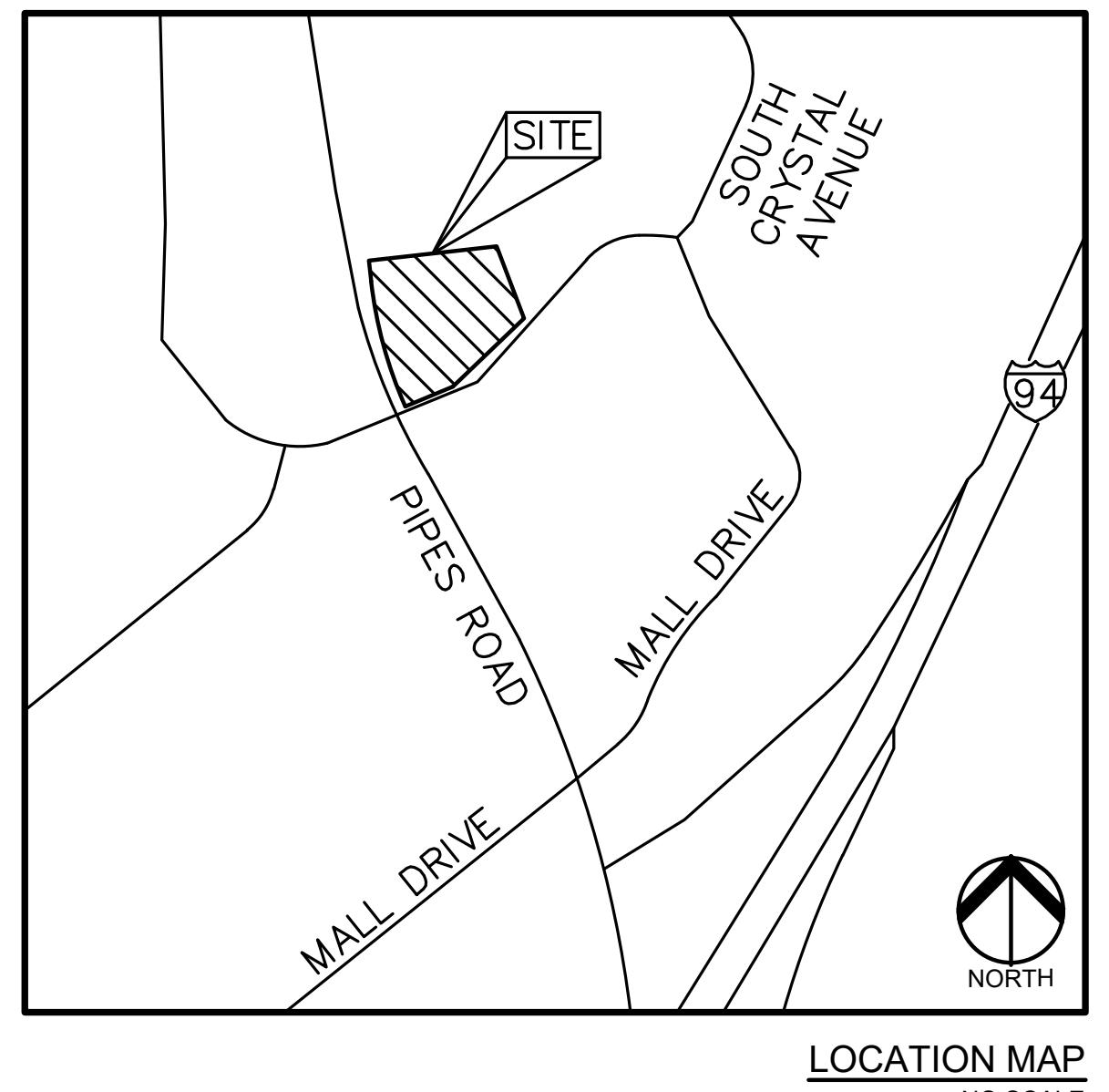
DESIGN TEAM

OWNER/APPLICANT CIVIL ENGINEER
CHICK-FIL-A PEAGROUP
5200 BUFFINGTON ROAD 1849 POND RUN
ATLANTA, GA 30349-2998 AUBURN HILLS, MI 48326
CONTACT: JUSTIN LURK CONTACT: LESLIE ACCARDO
PHONE: 573.268.0957 PHONE: 844.813.2949
EMAIL: JUSTIN.LURK@CFACORP.COM EMAIL: LACARDO@PEAGROUP.COM

ARCHITECT LANDSCAPE ARCHITECT
GPD GROUP PEAGROUP
1117 PERIMETER CENTER WEST, STE. W306 7927 NEMCO WAY, STE. 115
ATLANTA, GA 30338 BRIGHTON, MI 48116
CONTACT: ERIK RIOS CONTACT: JANET EVANS, PLA
PHONE: 678.781.5075 PHONE: 844.813.2949
EMAIL: ERIOS@GPDGROUP.COM EMAIL: JEVANS@PEAGROUP.COM

UTILITY CONTACTS

ELECTRICAL SERVICE	SANITARY SEWER SERVICE	WATER SERVICE
INDIANA-MICHIGAN POWER (AEP) 110 WEST MICHIGAN SUITE 350 LANSING, MI 48933-1603 PHONE: 800-311-4634	BENTON CHARTER TOWNSHIP WATER DEPT. 1725 TERRITORIAL ROAD BENTON HARBOR, MI 49022 CONTACT: ANDY JORDAN PHONE: 269.925.0616	BENTON CHARTER TOWNSHIP WATER DEPT. 1725 TERRITORIAL ROAD BENTON HARBOR, MI 49022 CONTACT: MIKE BALDWIN PHONE: 269.944.9805
GAS SERVICE	STORM SEWER SERVICE	COMMUNICATION SERVICE
MICHIGAN GAS UTILITIES 899 SOUTH TELEGRAPH ROAD MONROE, MI 48161 PHONE: 800.401.6402 EXT. 5042	BERRIEN COUNTY DRAIN COMMISSION 701 MAIN STREET ST. JOSEPH, MI 49085 CONTACT: CHRISTOPHER J QUATTRIN PHONE: 269.983.7111 EMAIL: DRAINCOMMISSIONER@BERRIENCOUNTY.ORG	AT&T PHONE: 833-399-3236 PHONE: 800-331-0500 (DISCONNECT)



**PEA
GROUP**

INDEX OF DRAWINGS	
NUMBER	TITLE
C-000	COVER SHEET
C-100	TOPOGRAPHIC SURVEY
C-101	DEMOLITION PLAN
C-200	PRELIMINARY SITE PLAN
C-201	WB-62 TRUCK TURNING PLAN
C-202	FIRE TRUCK TURNING PLAN
C-203	GARBAGE TRUCK TURNING PLAN
C-300	PRELIMINARY GRADING PLAN
C-301	PRELIMINARY STORM SEWER PLAN
PS-100	PRELIMINARY PLUMBING SITE PLAN
C-400	CHICK-FIL-A STANDARD CONSTRUCTION DETAILS
C-401	CHICK-FIL-A STANDARD CONSTRUCTION DETAILS
C-402	CHICK-FIL-A STANDARD CONSTRUCTION DETAILS
C-403	CHICK-FIL-A STANDARD CONSTRUCTION DETAILS
	LANDSCAPE PLANS
L-100	PRELIMINARY LANDSCAPE PLAN
L-101	LANDSCAPE DETAILS
	ARCHITECTURAL PLANS
A-201	FLOOR PLAN
X-900	DESIGN OVERVIEW / RENDERING

**CHICK-FIL-A
BENTON HARBOR
1917 PIPESTONE RD.
BENTON HARBOR, MI 49022**

FSU# 05680

BUILDING TYPE / SIZE: P14 LS BS / 5,109 SF
RELEASE: 23.09

REVISION SCHEDULE

NO.	DATE	DESCRIPTION
CONSULTANT PROJECT #	23-0719	
PRINTED FOR	PCR	
DATE	NOVEMBER 17, 2023	
DRAWN BY	BV	
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SHEET		
COVER SHEET		
SHEET NUMBER		

NOT FOR CONSTRUCTION

C-000



Chick-fil-A

5200 Buffington Road
Atlanta, Georgia 30349-2998

PEA
GROUP

t: 844.813.2949
www.peagroup.com



0 10 20 40

SCALE: 1" = 20'



NOT FOR
CONSTRUCTION

CHICK-FIL-A BENTON HARBOR

1917 PIPESTONE RD.
BENTON HARBOR, MI 49022

FSU# 05680

BUILDING TYPE / SIZE: P14 LS BS / 5,109 SF
RELEASE: 23.09

REVISION SCHEDULE
NO. DATE DESCRIPTION

CONSULTANT PROJECT # 23-0719

PRINTED FOR PCR

DATE NOVEMBER 17, 2023

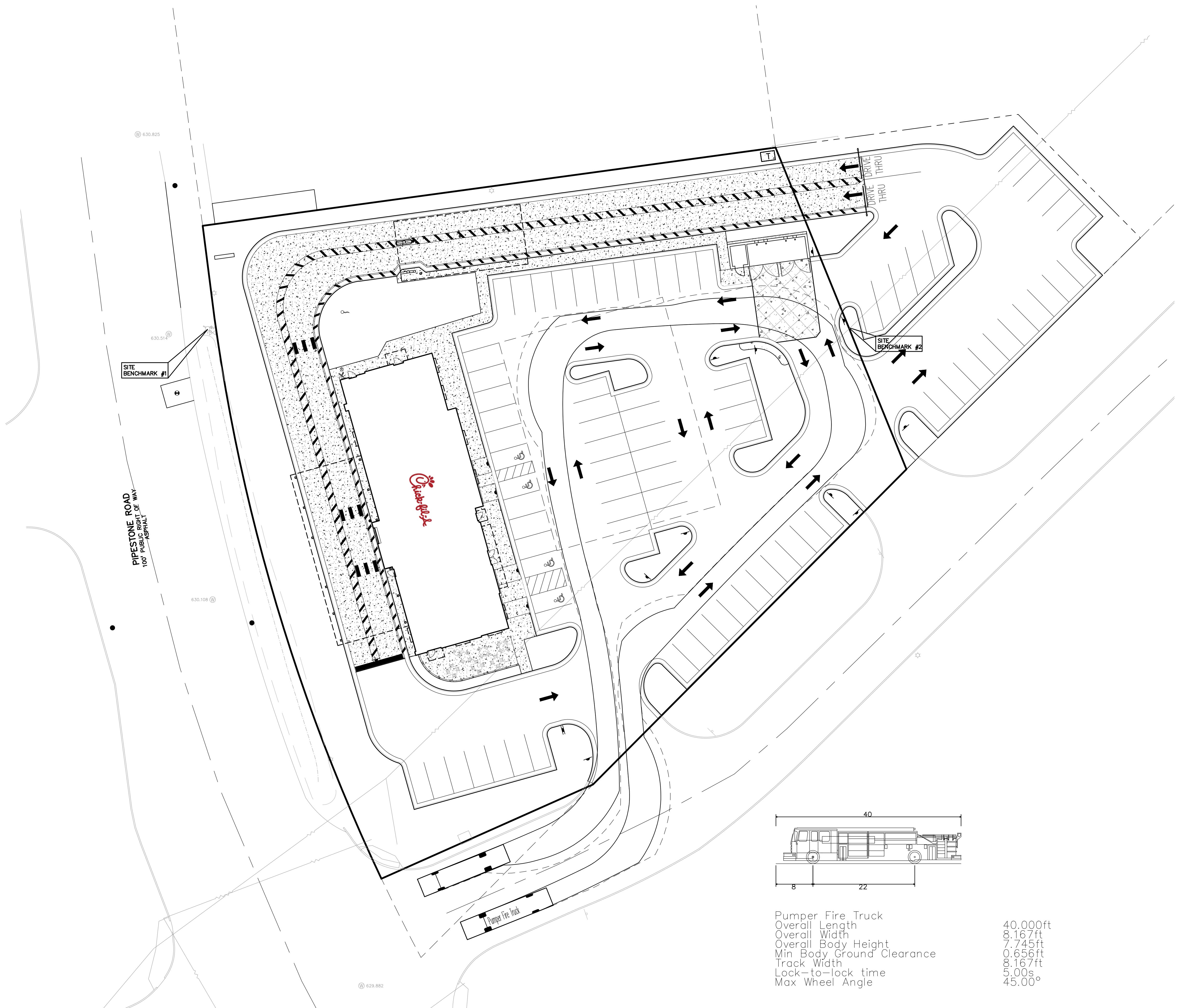
DRAWN BY BV

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SHEET FIRE TRUCK TURNING PLAN

SHEET NUMBER

C-202





Chick-fil-A
5200 Buffington Road
Atlanta, Georgia
30349-2998

SITE
ADAPT
LOGO
AND
ADDRESS

NOT FOR
REGULATORY
APPROVAL,
BIDDING, OR
CONSTRUCTION

CHICK-FIL-A

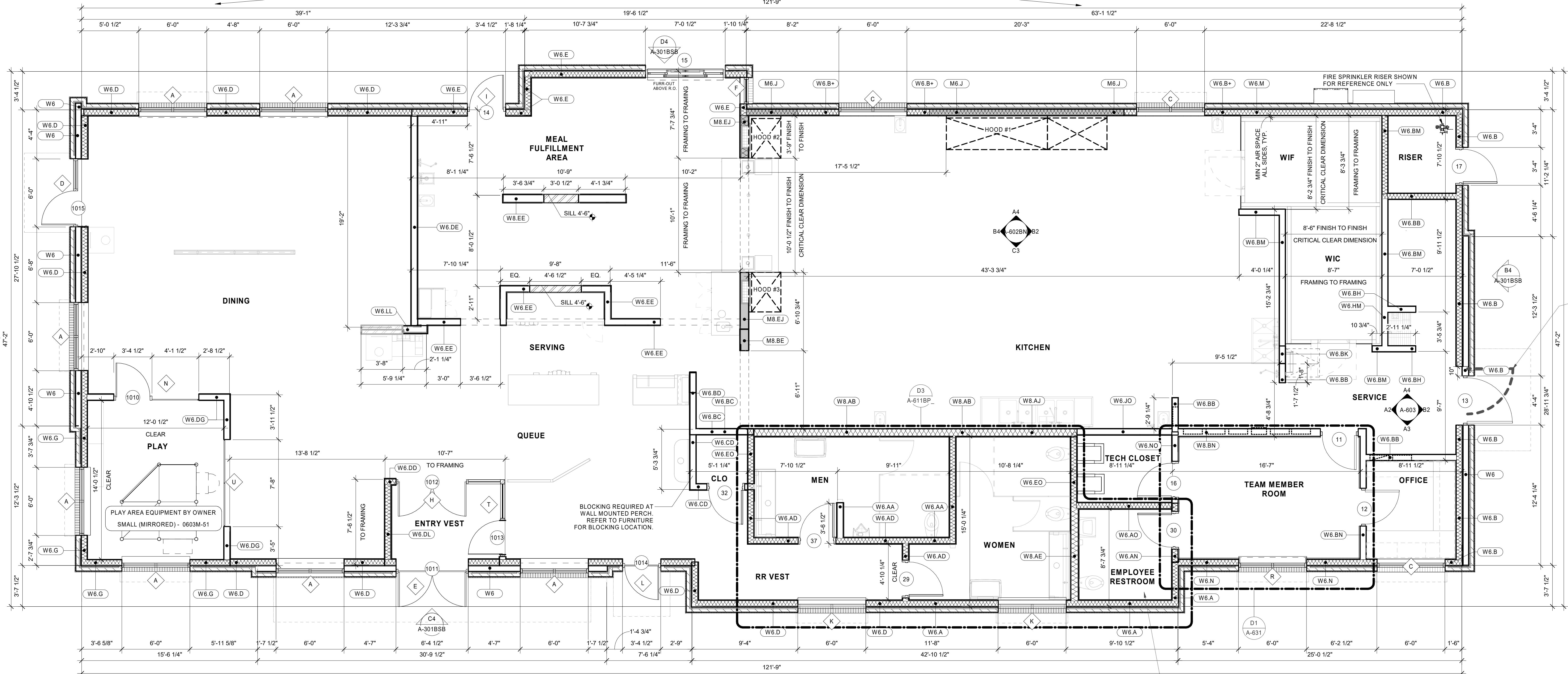
Project Name
Street Address
City, ST 00000

P14_LS_BS

FSR#00000

BUILDING TYPE / SIZE: P14 LS BN
RELEASE: 23.09
PRINTED FOR: PROJECT STATUS

REVISION SCHEDULE
NO. DATE DESCRIPTION



C4 FLOOR PLAN

1/4" = 1'-0"

REFER TO LEGEND BELOW FOR WALL CAVITY FRAMING AND INSULATION
REFER TO WALL TYPES ON THE RIGHT FOR SHEATHING AND MATERIALS ON EXPOSED SIDE(S) OF WALL (REFER TO ROOM LABELS FOR ORIENTATION)
PLUS SIGN INDICATES ADDITIONAL LAYER OF SHEATHING

BRACE INTERIOR PARTITIONS AS REQUIRED FOR COMPLIANCE WITH LOCAL BUILDING CODE. REFER TO REFLECTED CEILING PLAN FOR DRAFSHOTTING PARTITION LOCATIONS THAT EXTEND TO DECK.

WOOD STUD WALL
W4
W6
W8
2x4 WOOD STUDS
2x6 WOOD STUDS
2x8 WOOD STUDS

METAL STUD WALL
M4
M6
M8
3 5/8" METAL STUDS
6" METAL STUDS
8" METAL STUDS

BATT INSULATION

NOTE 1: WALL BLOCKING SHALL BE THE GENERAL CONTRACTOR'S RESPONSIBILITY. BLOCKING SHALL INCLUDE, BUT IS NOT LIMITED TO: AREAS INDICATED ON INTERIOR ELEVATIONS FOR GRAB BARS, SHELVING BRACKETS, MONITORS, FIXTURES, ETC. AS WELL AS BLOCKING FOR WINDOWS, CANOPIES, ROOF FRAMING, ROOF TOP UNITS, ETC.

NOTE 2: REFER TO STRUCTURAL DRAWINGS AND WALL SECTIONS FOR EXTERIOR WALL CONSTRUCTION.

NOTE 3: REFER TO FINISH PLAN FOR WALL FINISH INFO AND SPECIFICATIONS FOR WALL SHEATHING INFO. DIMENSIONS SHOWN ARE FROM FLOOR FINISH, TYP.

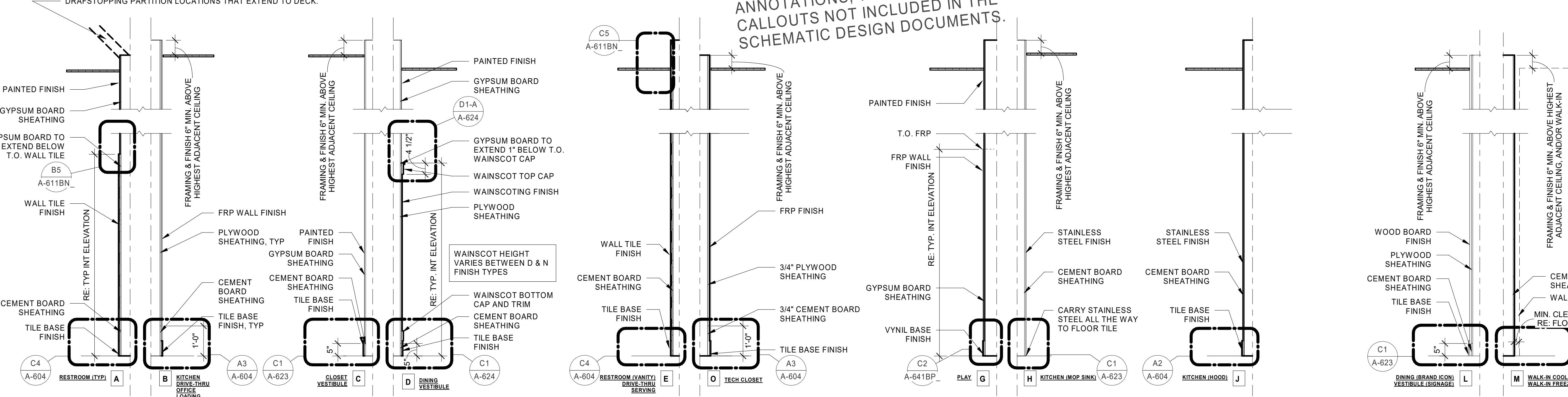
NOTE 4: GENERAL CONTRACTOR TO PROVIDE AND/OR VERIFY FIRE BLOCKING AT 10' MAX VERTICAL SPACING AND AT CEILING HEIGHT IN ALL COMBUSTIBLE WALL TYPES LEGEND LOCAL CODE REQUIREMENTS.

N.T.S.

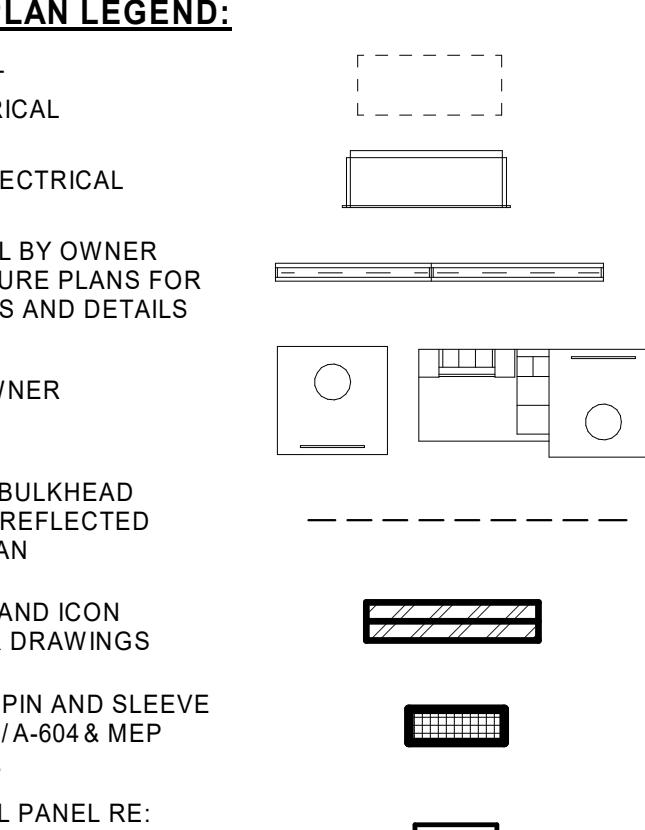
FOR PROJECTS NEEDING EXTERIOR METAL FRAMING AT ENTIRE PERIMETER, DOWNLOAD THE GENIUS LOCI PACKAGE FROM DYNAMO AND THE SWAPWALLTYPES SCRIPT FROM UNIFI FOR A QUICKER WAY TO ACCOMPLISH THIS CHANGE

UPDATE THE R-VALUE AND THICKNESS INFORMATION IN THE INSULATION SCHEDULE PER LOCATION/JURISDICTION REQUIREMENTS.

PLEASE REFER TO THE COMPLETE ARCHITECTURAL SET FOR ALL ANNOTATIONS, TAGS, AND REFERENCE CALLOUTS NOT INCLUDED IN THE SCHEMATIC DESIGN DOCUMENTS.



FLOOR PLAN LEGEND:



INSULATION SCHEDULE

LOCATION	R-VALUE	THICKNESS
ROOF	R-29	5" RIGID
WALL (CONTINUOUS)	R-5	1" RIGID
WALL (CAVITY)	R-19	6" BATT
SLAB	R-10	2" RIGID

FLOOR PLAN GENERAL NOTES

- ALL DIMENSIONS SHOWN ARE FRAMING DIMENSIONS (FACE OF STUD/JAMB) UNLESS OTHERWISE NOTED.
- FASTENERS, HANGERS, CLIPS, STRAPS, ETC WHICH ARE IN CONTACT WITH PRESERVATIVE AND/OR FIRE TREATED WOOD SHALL BE OF G-185 HOT DIPPED ZINC-COATED GALVANIZED STEEL, STAINLESS STEEL, OR AN APPROVED EQUAL.
- REFER TO INTERIOR ELEVATIONS FOR LOCATIONS AND TYPES OF CORNER GUARDS. CONTRACTOR TO COORDINATE LOCATION OF POLE MOUNTED EXTERIOR CAMERA WITH STRONG SYSTEMS AND INSTALL UNDERGROUND CONDUIT AS REQUIRED. RE: ELECTRICAL CONTRACTOR TO PROVIDE AND/OR VERIFY FIRE BLOCKING.
- REFER TO ACCESSIBILITY PLAN AND FURNITURE DRAWINGS FOR SEATING LAYOUT & SPECIFICATIONS. CONTACT: OWNER.
- REFER TO FLOOR PLAN AND OWNER DRAWINGS FOR CONCEMNT COUNTERS AND TRASH RECEPTACLES.
- REFER TO MILLWORK USER GUIDE FOR WALLBOARD INSTALLATION, IF APPLICABLE. REFER TO MILLWORK PLAN FOR RAISED CONCRETE CURB LOCATIONS.
- FREEZER AND COOLER DOORS AND HARDWARE SUPPLIED BY FREEZER/COOLER MANUFACTURER.

CONSULTANT PROJECT # ####
DATE MM/DD/YY
DRAWN BY Author
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FLOOR PLAN

SHEET NUMBER

A-201BS

Letter of Resignation

Ronald Ferguson
1934 Territorial Rd Apt 8
Benton Harbor, Michigan 49022

December 8, 2023

Benton Township Housing Commission
Attn: Supervisor Yates
1216 Blossom Ln
Benton Harbor, Michigan 49022

Dear Mrs. Supervisor Yates,

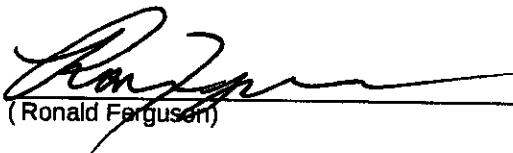
Please accept this as formal notice of my resignation from the position of President Housing Commission at Benton Township Housing Commission, effective three(3) weeks from today, making my last day of employment December 31, 2023.

After careful consideration, I have made the decision to resign. I am leaving in order to pursue another career opportunity that will help me in my personal and professional growth. Working for Benton Township Housing Commission has been a wonderful experience that has afforded me many valuable opportunities to learn and grow, and I am very grateful to have been part of this organization.

I will do all in my power to minimize any inconvenience caused to anyone at Benton Township Housing Commission by my resignation. I will put forth every effort to facilitate a smooth transition, during my remaining three weeks.

I wish you and Benton Township Housing Commission continued growth and success in the future.

Sincerely,



(Ronald Ferguson)



BILL LISTING

DECEMBER 19, 2023

FUND	#	AMOUNT
GENERAL FUND	101	\$ 78,037.77
PUBLIC SAFETY FUND	205	\$ 61.78
FIRE FUND	206	\$ 5,473.11
POLICE FUND	207	\$ 18,773.23
EQUIPMENT & REPLACEMENT	210	\$ 9,900.00
SEWER FUND	590	\$ 722,232.60
WATER FUND	591	\$ 25,282.80
RENTAL ORDINANCE FUND	883	\$ 2.29
TOTAL BILL LISTING		\$ 859,763.58

12/13/2023 03:24 PM

User: ADETTMANN

DB: Benton Township

CHECK REGISTER FOR BENTON CHARTER TOWNSHIP

CHECK DATE FROM 12/01/2023 - 12/14/2023

Page: 1/3

Check Date	Check	Vendor Name	Description	Amount
Bank GEN2 GENERAL FUND				
12/04/2023	57267	BEST-ONE FLEET SERVICE	TIRES FOR TRASH TRUCKS	1,236.66
12/04/2023	57268	COMCAST CABLE	INTERNET & CABLE	335.85
12/04/2023	57269	KEYONE SERVICES	NOV 2023 PLUMBING INSPECTIONS	1,006.00
12/04/2023	57270	MICHIGAN GAS UTILITIES	NATURAL GAS SERVICE	1,027.38
12/04/2023	57271	SBF ENTERPRISES	NOV 2023 UTILITY BILLING	2,289.42
12/05/2023	57328	KEN SIMPSON	NOV 2023 ELECTRICAL INSPECTIONS	5,366.40
12/05/2023	57329	WILDER INSPECTIONS, LLC	NOV 2023 MECHANICAL INSPECTIONS	1,612.00
12/06/2023	57330	FISHER AUTO BODY	UNIT 52 DAMAGE ASSESSMENT, TOWING & STORA	2,295.00
12/06/2023	57331	VERIZON WIRELESS	VERIZON WIRELESS	142.57
12/08/2023	57333	GREG ABRAMS	DONATION MONEY FOR XMAS BASKETS	500.00
12/14/2023	57334	ADAM SCHMIDT	REIMBURSE FOR CDL MEDICAL EXAM	122.00
12/14/2023	57335	ARAMARK UNIFORM SERVICES	NOVEMBER 2023 RENTALS	2,945.72
12/14/2023	57336	B & Z COMPANY, INC.	2210560 M139/PIPESTONE/CARLTON SEWER IM 2210560 M139/PIPESTONE/CARLTON SEWER IM	325,533.43 189,097.23 514,630.66
12/14/2023	57337	BENTON CHARTER TOWNSHIP	NOVEMBER 2023 UTILITY BILLS	2,170.51
12/14/2023	57338	BENTON CHARTER TOWNSHIP	2023 WINTER PROPERTY TAXES	1,280.51
12/14/2023	57339	BENTON CHARTER TOWNSHIP	2023 WINTER TAX BILL	598.50
12/14/2023	57340	BENTON HARBOR-ST. JOSEPH	NOVEMBER 2023 TREATMENT FEES	105,784.61
12/14/2023	57341	BERRIEN COUNTY FIRE CHIEF'S ASSOCIA	2024 MEMBERSHIP DUES	50.00
12/14/2023	57342	BERRIEN COUNTY TREASURER	2021-2022 PROPERTY TAX CHARGEBACKS	173.43
12/14/2023	57343	BLOOM SLUGGETT, PC	NOV 2023 LEGAL FEES - GENERAL NOV 2023 LEGAL FEES - LABOR/EMPL NOV 2023 LEGAL FEES - PLANNING/ZONING NOV 2023 LEGAL FEES - EMINENT DOMAIN NOV 2023 LEGAL FEES - ORDINANCE ENFORC	8,112.00 4,563.00 2,167.50 286.50 2,474.00 17,603.00
12/14/2023	57344	BSB COMMUNICATIONS, INC.	SWAPPED EXT 131 & 149	175.00
12/14/2023	57345	CAROLYN PHILLIPS	GAS CARDS FOR POLICE CHIEF INTERVIEWERS	150.00
12/14/2023	57346	CINTAS	MOP & MAT RENTAL	125.41
12/14/2023	57347	CINTAS	FIRST AID CABINET TWP DPW FIRST AID CABINET TWP OFFICE BREAKROOM	144.69 92.82 237.51
12/14/2023	57348	COMCAST CABLE	INTERNET & CABLE	126.85
12/14/2023	57349	DINGES FIRE COMPANY	STANDPIPE EQUIPMENT GRIPPER HOSE SYS & ROPE BAG	1,503.48 278.66 1,782.14
12/14/2023	57350	DOUBLE K ENTERPRISES INC	NOVEMBER 2023 IT SERVICES	3,420.85
12/14/2023	57351	FAMILY FARM & HOME	SUPPLIES FOR PARK	15.98
12/14/2023	57352	FERGUSON WATERWORKS #3386	AIR RELEASE VALVE & PARTS	530.00
12/14/2023	57353	FISHER AUTO PARTS	WASHER SOLVENT USED OIL RECEIVER BRAKE CLEAN HEADLIGHT BULB RADIATOR COOLANT HOSE FILTERS WHEEL SPEED SENSOR	46.92 349.99 52.56 7.92 38.09 250.48 35.63 42.3

12/13/2023 03:24 PM

User: ADETTMANN

DB: Benton Township

CHECK REGISTER FOR BENTON CHARTER TOWNSHIP

CHECK DATE FROM 12/01/2023 - 12/14/2023

Page: 2/3

Check Date	Check	Vendor Name	Description	Amount
			AUTOMOTIVE BATTERY CAR 58	189.88
			BATTERY CAR 58	<u>194.80</u>
				1,166.27
12/14/2023	57354	HAMLETT ENVIRONMENTAL TECHNOLOGIES	LAB SUPPLIES	588.00
12/14/2023	57355	HANSON BEVERAGE SERVICE	NOVEMBER 2023 WATER SERVICE	129.23
12/14/2023	57356	HD HEALTH INSURANCE	NOVEMBER 2023 HD HEALTH REIMBURSEMENT	995.61
12/14/2023	57357	HOME DEPOT CREDIT SERVICES	NOVEMBER 2023 CHARGE PURCHASES	108.06
12/14/2023	57358	INDIANA MICHIGAN POWER	ELECTRIC SERVICE	8,595.94
12/14/2023	57359	JONES & BARTLETT LEARNING, LLC	FIRE/EMERGENCY SERVICE INSTRUCTIONS	77.21
12/14/2023	57360	JORDAN AUTOMOTIVE GROUP	BATTERY CAR 43	158.18
			ALTERNATOR CAR 40	<u>662.78</u>
				820.96
12/14/2023	57361	KENDALL ELECTRIC, INC	TAPE ROLLS & BULBS	147.17
12/14/2023	57362	KALAMAZOO SANITARY SUPPLY, LLC	WHITE ROLL TOWELS	126.82
12/14/2023	57363	LAKESHORE PETROLEUM INC	NOVEMBER 2023 CAR WASHES	107.25
12/14/2023	57364	LANGE INVESTIGATIONS AND CONSUL LLC	SECURITY PATROL 11/23-12/2/2023	3,412.50
12/14/2023	57365	LAZER GRAPHICS	FIRE DEPT TEES	231.48
12/14/2023	57366	LEXIPOL, LLC	POLICE ONE ANNUAL ACADEMY RATE	2,141.16
12/14/2023	57367	MICHIANA SUPPLY INC	SEWER PARTS	10.09
12/14/2023	57368	MICHIGAN GAS UTILITIES	NATURAL GAS SERVICE	48.92
12/14/2023	57369	MICHIGAN OFFICE SOLUTIONS INC.	CONTRACT BASE RATE PLUS OVERAGES	944.04
12/14/2023	57370	MML WORKERS' COMPENSATION FUND	PAYROLL AUDIT 7/1/22-7/1/2023	2,580.00
12/14/2023	57371	NYE UNIFORM COMPANY	UNIFORM PANTS	535.99
			SLEEVE PATCHES	<u>590.00</u>
			CREDIT INVOICE ADJUSTMENT	(2.00)
				1,123.99
12/14/2023	57372	ORCHARD HILL LANDFILL	NOVEMBER 2023 LANDFILL FEES	20,296.50
12/14/2023	57373	OTIS ELEVATOR COMPANY	DWNPMT REPLACE OBSOLETE 211 CONTROL BOAR	9,900.00
12/14/2023	57374	PAYROLL FORMS COM	TIME & PAY RECORD FORMS	50.55
12/14/2023	57375	PERFORMANCE PLUS QUICK OIL CHANGE	NOVEMBER 2023 CAR WASHES	27.00
12/14/2023	57376	PLANTE & MORAN PLLC	RESEARCH INTERNAL RATES FOR BORROWINGS	525.00
12/14/2023	57377	PREIN & NEWHOF	2190688 EUCLID WATER & SEWER IMPROVEMEN	796.50
			2200549 ST JOE RIVER CROSSING	<u>20,497.50</u>
			2200561 PIPESTONE/PILOT/GREENLY LS CONS	35,273.25
			2210460 PIPESTONE/M139/FAIRPLAIN SEWER	12,238.60
			2200790 DRINKING WATER ASSET MGT GRANT	5,195.60
			2200791 DIXIE DRIVE WATER & SEWER IMPRO	5,840.25
			2210498 FRANCIS/EASTMAN/BRITAIN/CRYSTAL	3,085.25
			2220245 GENERAL ENGINEERING	1,685.00
			2220760 S EUCLID WATER MAIN LOOP	501.50
			2230831 BROADWAY/WILLOW CREEK SEWER IMR	15,469.80
			2230889 SEWER CAPACITY MASTERPLAN	6,100.50
			2230923 N FAIR & NICKERSON WATER MAIN	3,594.50
			2210563 LAKE MI COLLEGE LIFT STATION	713.60
			2220759 BRITAIN AVE WATER MAIN REPLACEM	151.50
				111,143.35
12/14/2023	57378	RAPID PRINT INC	GARAGE SALE PERMITS	493.70
12/14/2023	57379	REHMANN ROBSON	NOV 2023 CONTROLLERSHIP SERVICES	14,729.66
12/14/2023	57380	SPENCER MANUFACTURING INC	REPAIRS TO TRK #326	246.25
12/14/2023	57381	STAPLES ADVANTAGE	OFFICE SUPPLIES	1,129.09
			OFFICE SUPPLIES	<u>647.91</u>

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CHECK REGISTER FOR BENTON CHARTER TOWNSHIP

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Check Date	Check	Vendor Name	Description	Amount
				1,777.00
12/14/2023	57382	STAR UNIFORM	UNIFORMS FOR ROSS CLARE UNIFORMS FOR D FLEENOR UNIFORMS FOR P CORTEVILLE UNIFORMS FOR B DWAN CREDIT FOR OVERCHARGE CREDIT FOR OVERCHARGE	226.00 226.00 162.00 248.00 (79.95) (29.00)
				753.05
12/14/2023	57383	STATE INDUSTRIAL PRODUCTS	DISINFECTANT CLEANER	358.30
12/14/2023	57384	STATE OF MICHIGAN	ANNUAL NPDES PERMIT FEE	400.00
12/14/2023	57385	STATE OF MICHIGAN	WHITEHEAD - CHLORINATION & FLUORIDATION	45.00
12/14/2023	57386	THE UPS STORE	SHIPPING CHARGES	5.87
12/14/2023	57387	TRUCK CENTERS INC.	FUEL PUMP	628.40
12/14/2023	57388	UNITED FEDERAL CREDIT UNION	NOVEMBER 2023 CREDIT CARD PURCHASES	410.63
12/14/2023	57389	VERIZON	GPS BILLING	727.20
12/14/2023	57390	VITAL RECORDS CONTROL DEPT 5874	NOVEMBER 2023 SHREDDING SERVICE	137.76
12/14/2023	57391	VWR INTERNATIONAL LLC	LAB SUPPLIES LAB SUPPLIES LAB SUPPLIES LAB SUPPLIES	46.17 212.68 134.07 61.16
				454.08
12/14/2023	57392	WEST MICHIGAN INTERNATIONAL LLC	WIPER MOTOR & DRUM OF DEF	295.32
12/14/2023	57393	WILSON CHEMICAL SOLUTIONS	2000 GAL BLEACH	5,270.30

GEN2 TOTALS:

Total of 70 Disbursements: 859,763.58

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CHECK DISBURSEMENT REPORT FOR BENTON CHARTER TOWNSHIP

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
Department: 000							
12/14/2023	GEN2	57342*#	BERRIEN COUNTY TREASURER	DUE TO FROM AIRPORT	045.000	000	0.78
12/14/2023	GEN2	57356*	HD HEALTH INSURANCE	HIGH DEDUCTIBLE POOLED CASH- UFCU	005.000	000	367.03
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	OTHER INCOME	694.000	000	(0.55)
Total for department 000:							
Department: 101 TOWNSHIP BOARD							
12/06/2023	GEN2	57331	VERIZON WIRELESS	TELEPHONE & INTERNET	853.000	101	142.57
12/14/2023	GEN2	57338#	BENTON CHARTER TOWNSHIP	DRAINS AT LARGE	960.000	101	552.66
12/14/2023	GEN2	57342*#	BERRIEN COUNTY TREASURER	BOR & MTT TAX ADJUSTMENTS	957.000	101	102.55
12/14/2023	GEN2	57343*#	BLOOM SLUGGETT, PC	LEGAL FEES	826.000	101	2,165.00
				LEGAL FEES	826.000	101	4,563.00
CHECK GEN2 57343 TOTAL FOR FUND 101:							
							6,728.00
12/14/2023	GEN2	57350*#	DOUBLE K ENTERPRISES INC	COMPUTER EXPENSE	814.000	101	332.50
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	101	0.32
12/14/2023	GEN2	57377*#	PREIN & NEWHOF	CONTRACTUAL SERVICES	818.000	101	1,685.00
Total for department 101:							
Department: 171 SUPERVISOR							
12/14/2023	GEN2	57350*#	DOUBLE K ENTERPRISES INC	COMPUTER EXPENSE	814.000	171	237.50
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	171	2.29
12/14/2023	GEN2	57381#	STAPLES ADVANTAGE	OFFICE SUPPLIES	727.000	171	381.36
				OPERATING SUPPLIES	757.000	171	38.41
CHECK GEN2 57381 TOTAL FOR FUND 101:							
Total for department 171:							
Department: 191 ELECTION							

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Fund: 101 GENERAL FUND							
Department: 191 ELECTION							
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	191	2.29
12/14/2023	GEN2	57381#	STAPLES ADVANTAGE	OPERATING SUPPLIES	757.000	191	23.29
12/14/2023	GEN2	57390#	VITAL RECORDS CONTROL DEPT 5874	OPERATING SUPPLIES	757.000	191	47.62
Total for department 191:							73.20
Department: 209 ASSESSOR							
12/14/2023	GEN2	57350*#	DOUBLE K ENTERPRISES INC	COMPUTER EXPENSE	814.000	209	95.00
12/14/2023	GEN2	57369#	MICHIGAN OFFICE SOLUTIONS INC.	CONTRACTUAL SERVICES	818.000	209	291.72
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	209	5.72
				WORKERS' COMPENSATION	723.000	209	18.80
CHECK GEN2 57370 TOTAL FOR FUND 101:							24.52
Total for department 209:							411.24
Department: 215 CLERK							
12/14/2023	GEN2	57343*#	BLOOM SLUGGETT, PC	LEGAL FEES	826.000	215	1,326.00
12/14/2023	GEN2	57350*#	DOUBLE K ENTERPRISES INC	COMPUTER EXPENSE	814.000	215	190.00
12/14/2023	GEN2	57369#	MICHIGAN OFFICE SOLUTIONS INC.	CONTRACTUAL SERVICES	818.000	215	360.60
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	215	6.87
				WORKERS' COMPENSATION	723.000	215	11.57
				WORKERS' COMPENSATION	723.000	215	2.47
CHECK GEN2 57370 TOTAL FOR FUND 101:							20.91
12/14/2023	GEN2	57379	REHMANN ROBSON	CONTRACTUAL SERVICES	818.000	215	14,729.66
Total for department 215:							16,627.17
Department: 247 BOARD OF REVIEW							
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	247	0.72
Total for department 247:							0.72
Department: 253 TREASURER							

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
Department: 253 TREASURER							
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	253	2.14
12/14/2023	GEN2	57376	PLANTE & MORAN PLLC	CONTRACTUAL SERVICES	818.000	253	525.00
Total for department 253:							527.14
Department: 265 TWP. HALL AND GROUNDS							
12/14/2023	GEN2	57335*#	ARAMARK UNIFORM SERVICES	RENTAL	940.000	265	1,298.04
12/14/2023	GEN2	57337*#	BENTON CHARTER TOWNSHIP	SEWER WATER	924.000 927.000	265 265	261.53 226.80
CHECK GEN2 57337 TOTAL FOR FUND 101:							488.33
12/14/2023	GEN2	57347#	CINTAS	OPERATING SUPPLIES	757.000	265	92.82
12/14/2023	GEN2	57355*#	HANSON BEVERAGE SERVICE	OPERATING SUPPLIES	757.000	265	41.65
12/14/2023	GEN2	57361	KENDALL ELECTRIC, INC	REPAIR & MAINTENANCE (BLDG & EQUIP)	931.000	265	147.17
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	265	5.06
12/14/2023	GEN2	57381#	STAPLES ADVANTAGE	OFFICE SUPPLIES OPERATING SUPPLIES OPERATING SUPPLIES	727.000 757.000 757.000	265 265 265	209.24 221.93 17.78
CHECK GEN2 57381 TOTAL FOR FUND 101:							448.95
12/14/2023	GEN2	57383	STATE INDUSTRIAL PRODUCTS	OPERATING SUPPLIES	757.000	265	358.30
12/14/2023	GEN2	57390#	VITAL RECORDS CONTROL DEPT 5874	OPERATING SUPPLIES	757.000	265	90.14
Total for department 265:							2,970.46
Department: 299 GARAGE							
12/14/2023	GEN2	57335*#	ARAMARK UNIFORM SERVICES	OPERATING SUPPLIES UNIFORMS/CLOTHING	757.000 759.000	299 299	452.08 60.12
CHECK GEN2 57335 TOTAL FOR FUND 101:							512.20
12/14/2023	GEN2	57347#	CINTAS	OPERATING SUPPLIES	757.000	299	144.69
12/14/2023	GEN2	57353*#	FISHER AUTO PARTS	OPERATING SUPPLIES	757.000	299	46.92

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Fund: 101 GENERAL FUND							
Department: 299 GARAGE							
				OPERATING SUPPLIES	757.000	299	349.99
				OPERATING SUPPLIES	757.000	299	52.56
				CHECK GEN2 57353 TOTAL FOR FUND 101:			449.47
12/14/2023	GEN2	57362	KALAMAZOO SANITARY SUPPLY, LLC	OPERATING SUPPLIES	757.000	299	126.82
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	299	51.51
Department: 302 ORDINANCE ENF. OFFICER							
12/14/2023	GEN2	57381#	STAPLES ADVANTAGE	OFFICE SUPPLIES	727.000	302	96.89
				OFFICE SUPPLIES	727.000	302	292.06
				CHECK GEN2 57381 TOTAL FOR FUND 101:			388.95
12/14/2023	GEN2	57389*#	VERIZON	CONTRACTUAL SERVICES	818.000	302	91.80
Department: 380 BUILDING							
12/04/2023	GEN2	57269	KEYONE SERVICES	CONTRACTUAL SERVICES	818.000	380	1,006.00
12/05/2023	GEN2	57328	KEN SIMPSON	CONTRACTUAL SERVICES	818.000	380	5,366.40
12/05/2023	GEN2	57329	WILDER INSPECTIONS, LLC	CONTRACTUAL SERVICES	818.000	380	1,612.00
12/14/2023	GEN2	57343*#	BLOOM SLUGGETT, PC	LEGAL FEES	826.000	380	2,028.00
				LEGAL FEES	826.000	380	2,167.50
				CHECK GEN2 57343 TOTAL FOR FUND 101:			4,195.50
12/14/2023	GEN2	57344	BSB COMMUNICATIONS, INC.	TELEPHONE & INTERNET	853.000	380	175.00
12/14/2023	GEN2	57350*#	DOUBLE K ENTERPRISES INC	COMPUTER EXPENSE	814.000	380	190.00
12/14/2023	GEN2	57369#	MICHIGAN OFFICE SOLUTIONS INC.	CONTRACTUAL SERVICES	818.000	380	291.72
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	380	132.77
				WORKERS' COMPENSATION	723.000	380	12.29
				CHECK GEN2 57370 TOTAL FOR FUND 101:			145.06
12/14/2023	GEN2	57378	RAPID PRINT INC	OPERATING SUPPLIES	757.000	380	493.70

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
Department: 380 BUILDING							
12/14/2023	GEN2	57381#	STAPLES ADVANTAGE	OFFICE SUPPLIES	727.000	380	381.36
				OPERATING SUPPLIES	757.000	380	47.55
				OPERATING SUPPLIES	757.000	380	67.13
				CHECK GEN2 57381 TOTAL FOR FUND 101:			496.04
12/14/2023	GEN2	57389*#	VERIZON	CONTRACTUAL SERVICES	818.000	380	18.95
				Total for department 380:			13,990.37
Department: 400 PLANNING COMISSION							
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	400	0.72
				Total for department 400:			0.72
Department: 410 ZONING BOARD OF APPEALS							
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	410	0.72
				Total for department 410:			0.72
Department: 448 STREET LIGHTING							
12/14/2023	GEN2	57338#	BENTON CHARTER TOWNSHIP	PUBLIC UTILITIES	920.000	448	727.85
12/14/2023	GEN2	57358*#	INDIANA MICHIGAN POWER	PUBLIC UTILITIES	920.000	448	6,671.57
				Total for department 448:			7,399.42
Department: 528 TRASH & RUBBISH							
12/04/2023	GEN2	57267	BEST-ONE FLEET SERVICE	VEHICLE MAINTENANCE	863.000	528	1,236.66
12/04/2023	GEN2	57271*#	SBF ENTERPRISES	POSTAGE	730.000	528	628.32
				PRINTING AND PUBLISHING	900.000	528	134.82
				CHECK GEN2 57271 TOTAL FOR FUND 101:			763.14
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	528	4.01
				WORKERS' COMPENSATION	723.000	528	250.27
				CHECK GEN2 57370 TOTAL FOR FUND 101:			254.28
12/14/2023	GEN2	57372	ORCHARD HILL LANDFILL	LANDFILL DUMPING FEES	820.000	528	20,296.50
12/14/2023	GEN2	57387	TRUCK CENTERS INC.	VEHICLE MAINTENANCE	863.000	528	628.40
12/14/2023	GEN2	57389*#	VERIZON	CONTRACTUAL SERVICES	818.000	528	183.60

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
Department: 528 TRASH & RUBBISH							
12/14/2023	GEN2	57392	WEST MICHIGAN INTERNATIONAL LLC	VEHICLE MAINTENANCE	863.000	528	295.32
				Total for department 528:			23,657.90
Department: 751 PARKS							
12/14/2023	GEN2	57351	FAMILY FARM & HOME	OPERATING SUPPLIES	757.000	751	15.98
12/14/2023	GEN2	57353*#	FISHER AUTO PARTS	REPAIRS TO EQUIPMENT	933.000	751	7.92
12/14/2023	GEN2	57389*#	VERIZON	CONTRACTUAL SERVICES	818.000	751	18.95
				Total for department 751:			42.85
				Total for fund 101 GENERAL FUND			78,037.77
Fund: 205 PUBLIC SAFETY FUND							
Department: 000							
12/14/2023	GEN2	57342*#	BERRIEN COUNTY TREASURER	BOR & MTT TAX ADJUSTMENTS	957.000	000	61.78
				Total for department 000:			61.78
				Total for fund 205 PUBLIC SAFETY FUND			61.78
Fund: 206 FIRE FUND							
Department: 000							
12/04/2023	GEN2	57268	COMCAST CABLE	TELEPHONE & INTERNET	853.000	000	335.85
12/04/2023	GEN2	57270*#	MICHIGAN GAS UTILITIES	NATURAL GAS	923.000	000	225.17
12/14/2023	GEN2	57337*#	BENTON CHARTER TOWNSHIP	SEWER	924.000	000	204.72
				WATER	927.000	000	261.98
				CHECK GEN2 57337 TOTAL FOR FUND 206:			466.70
12/14/2023	GEN2	57341	BERRIEN COUNTY FIRE CHIEF'S	MEMBERSHIP AND DUES	958.000	000	50.00
12/14/2023	GEN2	57342*#	BERRIEN COUNTY TREASURER	BOR & MTT TAX ADJUSTMENTS	957.000	000	4.03
12/14/2023	GEN2	57346	CINTAS	RENTAL	940.000	000	125.41
12/14/2023	GEN2	57349	DINGES FIRE COMPANY	OPERATING SUPPLIES	757.000	000	1,503.48
				OPERATING SUPPLIES	757.000	000	278.66
				CHECK GEN2 57349 TOTAL FOR FUND 206:			1,782.14
12/14/2023	GEN2	57356*	HD HEALTH INSURANCE	HIGH DEDUCTIBLE POOLED CASH- UFCU	005.000	000	192.85

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Fund: 206 FIRE FUND							
Department: 000							
12/14/2023	GEN2	57357*#	HOME DEPOT CREDIT SERVICES	REPAIRS TO BUILDING	931.000	000	54.98
12/14/2023	GEN2	57359	JONES & BARTLETT LEARNING, LLC	INSTRUCTION FEES	824.000	000	77.21
12/14/2023	GEN2	57365	LAZER GRAPHICS	UNIFORMS/CLOTHING	759.000	000	231.48
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	OTHER INCOME WORKERS' COMPENSATION	694.000 723.000	000 000	0.38 877.06
				CHECK GEN2 57370 TOTAL FOR FUND 206:			877.44
12/14/2023	GEN2	57374	PAYROLL FORMS COM	OPERATING SUPPLIES	757.000	000	50.55
12/14/2023	GEN2	57380	SPENCER MANUFACTURING INC	VEHICLE MAINTENANCE	863.000	000	246.25
12/14/2023	GEN2	57382	STAR UNIFORM	UNIFORMS/CLOTHING UNIFORMS/CLOTHING UNIFORMS/CLOTHING UNIFORMS/CLOTHING UNIFORMS/CLOTHING UNIFORMS/CLOTHING	759.000 759.000 759.000 759.000 759.000 759.000	000 000 000 000 000 000	226.00 226.00 162.00 248.00 (79.95) (29.00)
				CHECK GEN2 57382 TOTAL FOR FUND 206:			753.05
				Total for department 000:			5,473.11
				Total for fund 206 FIRE FUND			5,473.11
Fund: 207 POLICE FUND							
Department: 000							
12/06/2023	GEN2	57330	FISHER AUTO BODY	VEHICLE MAINTENANCE	863.000	000	2,295.00
12/08/2023	GEN2	57333	GREG ABRAMS	OPERATING SUPPLIES	757.000	000	500.00
12/14/2023	GEN2	57335*#	ARAMARK UNIFORM SERVICES	RENTAL	940.000	000	1,135.48
12/14/2023	GEN2	57337*#	BENTON CHARTER TOWNSHIP	SEWER WATER	924.000 927.000	000 000	261.52 119.08
				CHECK GEN2 57337 TOTAL FOR FUND 207:			380.60
12/14/2023	GEN2	57342*#	BERRIEN COUNTY TREASURER	BOR & MTT TAX ADJUSTMENTS	957.000	000	4.29
12/14/2023	GEN2	57343*#	BLOOM SLUGGETT, PC	LEGAL FEES LEGAL FEES	826.000 826.000	000 000	507.00 51 2,474.00

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Fund: 207 POLICE FUND							
Department: 000							
				CHECK GEN2 57343 TOTAL FOR FUND 207:			2,981.00
12/14/2023	GEN2	57345	CAROLYN PHILLIPS	VEHICLE MAINTENANCE	863.000	000	150.00
12/14/2023	GEN2	57350*#	DOUBLE K ENTERPRISES INC	COMPUTER EXPENSE	814.000	000	2,185.85
12/14/2023	GEN2	57353*#	FISHER AUTO PARTS	VEHICLE MAINTENANCE	863.000	000	38.09
				VEHICLE MAINTENANCE	863.000	000	189.88
				VEHICLE MAINTENANCE	863.000	000	194.80
				CHECK GEN2 57353 TOTAL FOR FUND 207:			422.77
12/14/2023	GEN2	57355*#	HANSON BEVERAGE SERVICE	OPERATING SUPPLIES	757.000	000	87.58
12/14/2023	GEN2	57356*	HD HEALTH INSURANCE	HIGH DEDUCTIBLE POOLED CASH-UFCU	005.000	000	28.99
12/14/2023	GEN2	57360	JORDAN AUTOMOTIVE GROUP	VEHICLE MAINTENANCE	863.000	000	158.18
				VEHICLE MAINTENANCE	863.000	000	662.78
				CHECK GEN2 57360 TOTAL FOR FUND 207:			820.96
12/14/2023	GEN2	57363	LAKESHORE PETROLEUM INC	VEHICLE MAINTENANCE	863.000	000	107.25
12/14/2023	GEN2	57364	LANGE INVESTIGATIONS AND CONSUL	CONTRACTUAL SERVICES	818.000	000	3,412.50
12/14/2023	GEN2	57366	LEXIPOL, LLC	INSTRUCTION FEES	824.000	000	2,141.16
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	OTHER INCOME	694.000	000	0.12
				WORKERS' COMPENSATION	723.000	000	792.27
				CHECK GEN2 57370 TOTAL FOR FUND 207:			792.39
12/14/2023	GEN2	57371	NYE UNIFORM COMPANY	UNIFORMS/CLOTHING	759.000	000	535.99
				UNIFORMS/CLOTHING	759.000	000	590.00
				UNIFORMS/CLOTHING	759.000	000	(2.00)
				CHECK GEN2 57371 TOTAL FOR FUND 207:			1,123.99
12/14/2023	GEN2	57375	PERFORMANCE PLUS QUICK OIL CHANGE	VEHICLE MAINTENANCE	863.000	000	27.00
12/14/2023	GEN2	57386	THE UPS STORE	POSTAGE	730.000	000	5.87
12/14/2023	GEN2	57389*#	VERIZON	CONTRACTUAL SERVICES	818.000	000	170.55

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 207 POLICE FUND							
Department: 000				Total for department 000:			18,773.23
				Total for fund 207 POLICE FUND			18,773.23
Fund: 210 EQUIPMENT & REPLACEMENT							
Department: 000							
12/14/2023	GEN2	57373	OTIS ELEVATOR COMPANY	EQUIPMENT- GEN GOVT	977.000	000	9,900.00
				Total for department 000:			9,900.00
				Total for fund 210 EQUIPMENT & REPLACEMENT			9,900.00
Fund: 590 SEWER FUND							
Department: 000							
12/14/2023	GEN2	57356*	HD HEALTH INSURANCE	HIGH DEDUCTIBLE POOLED CASH- UFCU	005.000	000	126.94
12/14/2023	GEN2	57377*#	PREIN & NEWHOF	CIP	156.000	000	20,497.50
				CIP	156.000	000	3,397.27
				CIP	156.000	000	15,469.80
				CHECK GEN2 57377 TOTAL FOR FUND 590:			39,364.57
				Total for department 000:			39,491.51
Department: 537 SEWER							
12/04/2023	GEN2	57271*#	SBF ENTERPRISES	POSTAGE	730.000	537	628.32
				PRINTING AND PUBLISHING	900.000	537	134.82
				CHECK GEN2 57271 TOTAL FOR FUND 590:			763.14
12/14/2023	GEN2	57334	ADAM SCHMIDT	OPERATING SUPPLIES	757.000	537	122.00
12/14/2023	GEN2	57336	B & Z COMPANY, INC.	2022 CWSRF CONSTRUCTION FEES	822.001	537	325,533.43
				2022 CWSRF CONSTRUCTION FEES	822.001	537	189,097.23
				CHECK GEN2 57336 TOTAL FOR FUND 590:			514,630.66
12/14/2023	GEN2	57340	BENTON HARBOR-ST. JOSEPH	TRANSMISSION AND PROCESS	802.000	537	105,784.61
12/14/2023	GEN2	57343*#	BLOOM SLUGGETT, PC	LEGAL FEES	826.000	537	1,969.00
				LEGAL FEES	826.000	537	286.50
				CHECK GEN2 57343 TOTAL FOR FUND 590:			2,255.50
12/14/2023	GEN2	57350*#	DOUBLE K ENTERPRISES INC	COMPUTER EXPENSE	814.000	537	95.00
12/14/2023	GEN2	57353*#	FISHER AUTO PARTS	VEHICLE MAINTENANCE	863.000	537	53 35.63

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 591 WATER CAPITAL FUND							
			Department: 000				
				CHECK GEN2 57377 TOTAL FOR FUND 591:			7,160.42
Department: 538 WATER FILTRATION							
12/04/2023	GEN2	57270*#	MICHIGAN GAS UTILITIES	NATURAL GAS- WATERPLANT	923.100	538	610.97
				NATURAL GAS- WATERPLANT	923.100	538	17.57
				NATURAL GAS- RAW WATER PUMP STAT	923.200	538	90.37
				NATURAL GAS- RAW WATER PUMP STAT	923.200	538	83.30
				CHECK GEN2 57270 TOTAL FOR FUND 591:			802.21
12/14/2023	GEN2	57337*#	BENTON CHARTER TOWNSHIP	SEWER	924.000	538	154.48
				WATER	927.000	538	494.16
				CHECK GEN2 57337 TOTAL FOR FUND 591:			648.64
12/14/2023	GEN2	57339	BENTON CHARTER TOWNSHIP	MISCELLANEOUS	956.000	538	598.50
12/14/2023	GEN2	57352	FERGUSON WATERWORKS #3386	REPAIR AND MAINTENANCE	936.300	538	530.00
12/14/2023	GEN2	57354	HAMLETT ENVIRONMENTAL TECHNOLOGIES LAB SUPPLIES		775.200	538	588.00
12/14/2023	GEN2	57357*#	HOME DEPOT CREDIT SERVICES	REPAIR AND MAINTENANCE	936.300	538	3.79
12/14/2023	GEN2	57358*#	INDIANA MICHIGAN POWER	ELECTRIC- NORTH PUMPING STATION	921.400	538	1,181.38
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	OTHER INCOME	694.000	538	(0.05)
12/14/2023	GEN2	57384	STATE OF MICHIGAN	LICENSES AND PERMITS	956.200	538	400.00
12/14/2023	GEN2	57385	STATE OF MICHIGAN	TRAINING/EDUCATIONAL	801.000	538	45.00
12/14/2023	GEN2	57388#	UNITED FEDERAL CREDIT UNION	REPAIR AND MAINTENANCE	936.300	538	(119.90)
12/14/2023	GEN2	57391	VWR INTERNATIONAL LLC	LAB SUPPLIES	775.200	538	46.17
				LAB SUPPLIES	775.200	538	212.68
				LAB SUPPLIES	775.200	538	134.07
				LAB SUPPLIES	775.200	538	61.16
				CHECK GEN2 57391 TOTAL FOR FUND 591:			454.08
12/14/2023	GEN2	57393	WILSON CHEMICAL SOLUTIONS	CHEMICALS	775.100	538	5,270.30
				Total for department 538:			5510,401.95

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 591 WATER CAPITAL FUND							
Department: 539 WATER DISTRIBUTION							
12/14/2023	GEN2	57337*#	BENTON CHARTER TOWNSHIP	WATER	927.000	539	186.24
12/14/2023	GEN2	57348	COMCAST CABLE	TELEPHONE & INTERNET	853.000	539	126.85
12/14/2023	GEN2	57350*#	DOUBLE K ENTERPRISES INC	COMPUTER EXPENSE	814.000	539	95.00
12/14/2023	GEN2	57388#	UNITED FEDERAL CREDIT UNION	EQUIPMENT REPAIR AND MAINTENANCE	936.300	539	530.53
Total for department 539:							938.62
Department: 540 WATER ADMINISTRATION							
12/04/2023	GEN2	57271*#	SBF ENTERPRISES	POSTAGE	730.000	540	628.32
				PRINTING AND PUBLISHING	900.000	540	134.82
				CHECK GEN2 57271 TOTAL FOR FUND 591:			763.14
12/14/2023	GEN2	57343*#	BLOOM SLUGGETT, PC	LEGAL FEES	826.000	540	117.00
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	540	331.52
12/14/2023	GEN2	57377*#	PREIN & NEWHOF	CONTRACTUAL SERVICES	818.000	540	5,195.60
12/14/2023	GEN2	57389*#	VERIZON	CONTRACTUAL SERVICES	818.000	540	94.75
Total for department 540:							6,502.01
Total for fund 591 WATER CAPITAL FUND							25,282.80
Fund: 883 RENTAL ORDINANCE							
Department: 000							
12/14/2023	GEN2	57370*#	MML WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	723.000	000	2.29
				Total for department 000:			2.29
				Total for fund 883 RENTAL ORDINANCE			2.29
				TOTAL - ALL FUNDS			859,763.58

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT