

**CALL TO ORDER**

The February 02, 2017 meeting of the Buchanan Township Board of Trustees was called to order by Supervisor, Malinda Cole-Crocker at 6:30 pm

Members Present: Malinda Cole-Crocker, Supervisor; Jill Roberts, Clerk, and Lynn Ferris, Trustee

Members Absent: Janet Dehring, Treasurer and Tom VanAntwerp, Trustee

Others Present: Mario Palmisano of ZBA, Abby Pifer of the Berrien County Sheriff Dept.

Those in attendance recited the *Pledge of Allegiance*.

**APPROVAL OF MINUTES**

The minutes of the January 19, 2017 Buchanan Township Board regular meeting were approved as presented. .

**ADDITIONS / CHANGES TO AGENDA - None**

**PUBLIC COMMENT-NON AGENDA ITEMS- None**

**CORRESPONDANCE - None**

**TREASURER'S REPORT**

**Motion by Roberts and second by Ferris to approve the following checks:**

<b>GEN Check</b>	#10211 through #10220 & DD465 through DD481	\$19,332.67
<b>FIRE Check</b>	#6250 through #6259 & DD482 through DD492	\$ 7,425.41

**Roll call vote showed unanimous approval (3-0)**

**REPORTS -**

**FIRE - Malinda Cole-Crocker**

Cole-Crocker reports that Jesswein requests to reappoint Jim Kubisiak as a firefighter.

**Motion by Cole-Crocker and second by Ferris to approve reappointment of Jim Kubisiak.**

**Voice vote showed unanimous approval (3-0)**

**PLANNING COMMISSION -**

Planning Commission report moved to February 16, meeting.

**BERRIEN COUNTY SHERIFF -Abby Pifer**

Pifer reports that some arrests have been made and there are some more potential suspects in the recent break in situation, in and around the Warren Woods area

**UNFINISHED BUSINESS -**

**Building Security**

An e-mail presented from VanAntwerp stating that there is an option from SimpliSafe, that he is willing to install, the system is approximately \$500.00. This is an internet based monitoring system. The e-mail also states that he can also install a camera system for approximately \$500.00.

**Motion by Cole-Crocker and second by Roberts to allow installation at a cost not to exceed \$1,000.00**

**Roll call vote showed unanimous approval (3-0)**

**NEW BUSINESS**

**1. Resolution #2017-01 Amending Budget for General Fund (101)**

**Motion by Cole-Crocker and second by Roberts to approve amendment as presented.**

**A roll call vote showed unanimous approval (3-0)**

**2. Resolution #2017-02 Amending Budget for Fire Fund (206)**

**Motion by Cole-Crocker and second by Roberts to approve amendment as presented.**

**A roll call vote showed unanimous approval (3-0)**

**3. Resolution #2017-03 Establish Township Supervisor Salary**

**Motion by Cole-Crocker and second by Ferris to approve salary increase as presented**

**A roll call vote showed unanimous approval (3-0)**

**4. Resolution #2017-04 Establish Township Clerk Salary**

**Motion by Cole-Crocker and second by Ferris to approve salary increase as presented**

**A roll call vote showed unanimous approval (3-0)**

**5. Resolution #2017-05 Establish Township Treasurer Salary**

**Motion by Cole-Crocker and second by Ferris to approve salary increase as presented**

**A roll call vote showed unanimous approval (3-0)**

**6. Resolution #2017-06 Establish Township Trustees Salary**

**Motion by Cole-Crocker and second by Roberts to approve salary increase as presented**

**A roll call vote showed unanimous approval (3-0)**

**NEW BUSINESS CONT.**

**7. Summer School Tax Collection**

**Motion by Cole-Crocker and second by Ferris to approve School Tax Collection with negotiation that the Township receives payment for administration fees.**

**A roll call vote showed unanimous approval (3-0)**

**8. Clerk Resignation**

A letter of resignation was present by Roberts, due to a new position taken with full benefits and a competitive wage. Roberts stated that she will hold the Clerk title until February 28, 2017 and that she will stay on as administrative assistant to aid in the training of the newly appointed Clerk, at an hourly rate not exceed budgeted amount.

**Motion by Cole-Crocker and second by Ferris to accept Clerk resignation and administrative help.**

**Voice vote showed unanimous approval.**

**9. Meeting Telecommunication**

Ferris requested that the board contact Mike Homier (lawyer) to discuss how to adopt this type of meeting procedure. Township will revisit after the lawyer has researched.

**ANNOUNCEMENTS**

**CITIZEN COMMENTS-NON AGENDA ITEMS**

Upon discussion of building security, Ferris proposed that the subject of a new building structure be revisited. Ferris state that it can start to get expensive to add the many security measures needed to secure the current building, and that this is a need that has been on going as to a new structure. Ferris suggests hiring and architect to begin advise on placement of a new structure.

Palmisano questioned the law as to public posting of a Township Board position, Cole-Crocker stated that she did check into this and that there is no law stating that posting is required.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 7:24 pm.

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Jill M. Roberts  
Buchanan Township Clerk

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Malinda Cole-Crocker  
Buchanan Township Supervisor