

Buchanan Township Board of Trustees
Regular Meeting
April 13, 2017

CALL TO ORDER

The regular April 13, 2017 meeting of the Buchanan Township Board of Trustees was called to order by Supervisor Malinda Cole-Crocker at 6:30 p.m.

Members Present: Malinda Cole-Crocker, Supervisor; Sheila Reitz, Clerk; Janet Dehring, Treasurer; Lynn Ferris, Trustee

Members Absent: Thomas VanAntwerp, Trustee

Others Present: Tim Jesswein, Buchanan Township Fire Chief; Reginald Curtis, PC Consultants; Chris Quatron, Berrien County Drain Commission; Mac Sims, Fernwood; James Pistilli, JP Pistilli Engineering

APPROVAL OF MINUTES

The minutes of the March 24, 2017 regular meeting were approved as presented.

ADDITIONS / CORRECTIONS TO AGENDA

None

BRIEF PUBLIC COMMENT- AGENDA ITEMS

None

CORRESPONDENCE

None

TREASURER'S REPORT

Motion by Dehring, second by Reitz, to approve General Fund check #10257 through #10279 and DD #527 through #540 totaling \$21,469.45 as well as Fire Fund check #6291 through #6313 and DD #519 through #526 totaling \$12,739.95. Roll call vote showed unanimous approval, motion carried (4-0) with VanAntwerp absent.

REPORTS

BS&A Training- Sheila Reitz

Reitz thanked Board for approving the training which was conducted on April 10-11, 2017. Training was extremely beneficial. BS&A also cleaned up the system to function more clearly during the training session.

UNFINISHED BUSINESS

SEMCO

Cole-Crocker presented the attorney's recommendations to the Board for the 30 year agreement with SEMCO. Ferris asked if there would be any monetary benefit to renewing the agreement. Cole-Crocker is to contact attorney regarding this matter.

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Lawn Mowing Bids-

Motion made by Ferris, second by Dehring to award Byrdak Lawn Care a three year contract for the mowing of River Park, Mud Lake Bog Nature Area, Buchanan Township Hall, and Buchanan Township Fire Department. Roll call vote showed unanimous support, motion carried (4-0) with VanAntwerp absent.

NEW BUSINESS

PC Consultants- Reginald Curtis

Curtis presented proposal to Board for installation of a NAS system for computer file sharing and backup. Ferris inquired about cyber security. Curtis explained that a hardware firewall could be installed and could be added to current proposal if the Board desired. **A motion made by Reitz, second by Dehring, to accept proposal in the amount of \$1,758.00 as presented, along with addition for firewall, and installation of the NAS system. Roll call vote showed unanimous approval, motion carried (4-0) with VanAntwerp absent.**

Coveney Lake Drain- Chris Quatron, Drain Commissioner

A motion by Dehring, second by Cole-Crocker, to approve Resolution presented by Quatron to replace the collapsed drain with the stipulations not to exceed \$25,000.00 and to be assessed over a 3 year period. Roll call vote showed unanimous support, motion carried (4-0) with VanAntwerp absent.

Fernwood- James Pistilli, JP Pistilli Engineering

The Planning Commission recommended the site plan for Fernwood be presented to Board. A motion by Ferris, second by Reitz, to approve site plan and special use permit with stipulations 1-10 from the Planning Commission as presented. Roll call vote showed unanimous approval, motion carried (4-0) with VanAntwerp absent.

Wells Road- Mindy Cole-Crocker

Resident contacted Board regarding condition of Wells Road. There was a discussion amongst the Board as to the condition and cost of repairing several gravel roads in the area.

Madron Lake Boat Dock

A motion by Dehring, second by Ferris, to approve the hiring of Mike Payne, Sr. to place the dock back in the water. Voice vote showed Unanimous approval, motion carried (4-0) with VanAntwerp absent.

Eastern Massasauga Rattlesnake

Cole-Crocker presented email from Roshelle Hall to request permission to do research at Mud Lake Bog on the Eastern Massasauga Rattlesnake. Consensus from Board members was to allow research to proceed.

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Administrative Support

Cole-Crocker informed Board of the amount of hours the clerk is putting in above and beyond the stated hours originally calculated. Cole-Crocker asked if there was anything that could be done to compensate for the extra time the clerk is putting in to catch up the work that wasn't previously done. Ferris stated he didn't think there was anything that could be done since it was a salary position. Cole-Crocker is going to check with MTA to see what if anything can be done.

Custodial Duties

Cole-Crocker informed the Board that Tina Darnell has resigned her custodial position. Reitz and Cole-Crocker are to update job description before posting.

Hills Road and Warren Woods Road

Road Commission will begin to grind and gravel Hills Road followed by Warren Woods Road on Monday, April 12, 2017. Prime and Seal will be applied in late summer.

ANNOUNCEMENTS

Tim Jesswein announced that the Township Fire Department would be hosting a Fish Fry on May 6, 2017, from 3:00-8:00 p.m.

Cole-Crocker announced that she was recently elected to serve as District Representative on the MTA Board for our Region for the next 4 years.

CITIZEN COMMENTS- NON AGENDA ITEMS

Fire Chief Jesswein suggested that the Board consider removal of the large pine tree in front of the building by parking area. Limbs are falling off the tree.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 8:05 p.m.

Sheila Reitz
Buchanan Township Clerk

Malinda Cole-Crocker
Buchanan Township Supervisor