

## **CALL TO ORDER**

The May 05, 2016 meeting of the Buchanan Township Board of Trustees was called to order by Supervisor Malinda Cole-Crocker at 7:00 p.m.

Members Present: Malinda Cole-Crocker, Supervisor; Jill Roberts, Clerk; Janet Dehring, Treasurer; and Lynn Ferris and Thomas VanAntwerp, Trustees.

Members Absent: None.

Others Present: One (1) township resident; Brian Dougherty, Flatwater Farms; and no members of the press.

## **PLEDGE OF ALLEGIANCE**

Those in attendance recited the *Pledge of Allegiance*.

## **APPROVAL OF MINUTES**

The minutes of the April 21, 2016 meeting was approved as presented.

## **ADDITIONS / CHANGES TO AGENDA**

Sheriff's report.

**BRIEF PUBLIC COMMENT – AGENDA ITEMS – None.**

## **SHERIFF'S REPORT – March, 2016**

For the month of March, 2016, the Berrien County Sheriff's Department handled 39 complaints, issued zero (0) ticket, and made one (1) arrest within Buchanan Township. As of March 31, 2016, the Berrien County Sheriff's Department Narcotics Unit has made 44 arrests within Berrien County for narcotics-related offenses.

## **TREASURER'S REPORT**

**Motion by Dehring, second by Roberts, to approve General Fund check # DD243 to and including check # DD253 plus check #9960 to and including check#9971 totaling \$16421.43 as well as Fire Fund DD 254 to and including check DD 262 as well as check # 6096 to and including check # 6105 totaling \$4014.19. Roll call vote showed unanimous approval, motion carried (5-0).**

## **REPORTS**

*Fire Report – Tim Jesswein*

Fire Chief Tim Jesswein asked for Buchanan Township permission and assistance in obtaining option information for purchasing a new fire truck. It was stated that the truck in need of replacement is 27 years old (1989). Jesswein also stated that the NFPA suggests replacement upon a 20 year old age. Jesswein also stated the truck in question is not up to NFPA standards and is grandfathered in from time of purchase. VanAntwerp asked that Jesswein look at options for refurbishing the 1989 truck.

Jesswein stated that the fish fry in April was the biggest to date. Jesswein thanked Mindy Cole-Crocker and Craig Crocker for their trash and cleanup efforts at the April 23<sup>rd</sup> Fish Fry.

## **UNFINISHED BUSINESS**

### *Buchanan Township Employee Policy Handbook Draft*

There were many points discussed in the handbook. Cole-Crocker will edit the handbook and bring it back to the Board.

## **NEW BUSINESS**

### *Resolution # 2016-10 – Communications Policy*

The communications policy was discussed. There was a decision to have the attorney look at the sample policy and adjust. The Board will then revisit the policy and make changes.

### *Resolution # 2016-11 – Bank Signature Updates*

Dehring stated that a new signature card is needed for all of the Buchanan Township banking centers to reflect the new Township Clerks position of Jill Roberts

**Motion by Dehring, second by VanAntwerp, to update the signature cards on file at the Buchanan Township banking centers to reflect the new signer, Jill Roberts as Township Clerk. Roll call vote showed unanimous approval, motion carried (5-0).**

### *Buchanan Craft LLC (Flatwater Farms) Request for Local Government Approval (Michigan Liquor License)*

**Motion by Cole-Crocker, second by Dehring, to approve the request for local government approval (Michigan Liquor License) by Buchanan Craft, LLC. Voice vote showed unanimous approval, motion carried (5-0).**

### *Joint Water/Sewer Board Township Representative Reappointment – Thomas Gordon*

**Motion by VanAntwerp, second by Cole Crocker, to reappoint Thomas Gordon as the Buchanan Township representative to the Joint Water/Sewer Board for a three year term. Voice vote showed unanimous approval, motion carried (5-0).**

**ANNOUNCEMENTS – None.**

## **CITIZENS COMMENTS – NON-AGENDA ITEMS**

Bill Mears of Pride Care Ambulance Service introduced himself on behalf of the ambulance service to make Buchanan Township aware of options regarding EMS.

Township resident Dan Carson expressed that Fedore Road is in disrepair. Carson also stated that at times the school bus and mail delivery refused to travel the road. He went on to state that he has not been able to use the road while riding his motor cycle. Carson stated that he would donate \$5,000 to aid in the repair of this road. Cole Crocker will call the Berrien County Road Commission to discuss this matter.

## **ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 8:19 p.m.

Jill M. Roberts  
Buchanan Township Clerk