

## **CALL TO ORDER**

The July 21, 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; Tom VanAntwerp Trustee and Lynn Ferris Trustee

Members Absent: None

Others Present: Brian Wisneski of Gerbil & Company P.C. for Township Audit Report

Those in attendance recited the *Pledge of Allegiance*.

## **APPROVAL OF MINUTES**

The minutes of the July 07, 2016, it was recommended by VanAntwerp to add Clear Lake conversation notes. Recommended by Dehring to remove tardy note from her arrival time and add "not to exceed amount to fire hose cover request from Tim Jesswein. Minutes stand approved with changes. All noted were added by Roberts to July 07, 2016 minutes.

## **ADDITIONS / CHANGES TO AGENDA -**

*Land Fill Report-Malinda Cole-Crocker*

*SMCAS Report-Lynn Ferris*

## **BRIEF PUBLIC COMMENT - AGENDA ITEMS -**

Dehring said that Mr. Rice, of East River Road, called to thank the board for addition of chloride to the road.

## **CORRESPONDENCE.**

## **TREASURER'S REPORT**

**Motion by Dehring and second by Cole-Crocker to approve General Fund Checks totaling \$18,832.35 AND Fire Fund Checks totaling \$676.00. Roll Call Vote showed unanimous approval (5-0).**

## **REPORTS**

### *2016 Audit Report*

Brian Wisneski of Gerbil & Co., P.C. presented audit reports for fiscal year ending March 31, 2016. Mr. Wisneski reports that the Buchanan Township is in excellent financial condition. Wisneski made reference to Special Assessment District Fund. Action for Special Assessment District Fund was recommended but not mandatory. This subject to be added to next meeting's agenda.

**Motion by Dehring and second by VanAntwerp, to approve budget as presented by Wisneski. Roll call vote showed unanimous approval, motion carried (5-0)**

*Landfill Report*

Cole-Crocker noted that two new members, Derek Gordon and Dave Kuhn, were appointed. Cole-Crocker also reports a 3% wage increase for 2017 was approved. The increase is 3% of total current wages. Cole-Crocker also reports that a new compactor was approved along with the repair of the existing compactor during the waiting period of the new purchase.

*SMCAS*

Ferris reports that money is tight. Also stated two new trucks are needed but there is no approval for them. Ferris stated a need for gun safety training for on call situations.

**UNFINISHED BUSINESS**

1. *Employee Handbook*

**Motion by VanAntwerp and second by Roberts to approve final revisions, to date, in the Buchanan Township Handbook. Handbook can be printed. Motion carried by unanimous approval (5-0)**

2. *Padnos*

Cole-Crocker reports that the matter of Padnos past due balance due to Buchanan Township, has been paid in Full for permit of a building with poured walls.

3. *Fedore Road*

Cole-Crocker reports that a partial repair is not possible due to the amount and placement of homes on Fedore Road. The Township is still trying to get Fedore Road repair moved from 2018 to 2017. Cole-Crocker has been in touch with Mr. Carson of Fedore Road.

**NEW BUSINESS**

1. *Office Security*

Roberts stated that the office has no security and wishes to have more protection, especially during tax seasons. VanAntwerp and Roberts are starting research on options.

2. *Mowing behind Buchanan Township Fire Dept.*

Mike Jesswein would like to mow the area behind the fire department for free in exchange for the hay it produces. Roll call showed unanimous approval. Roberts to draw a letter confirming.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 8:15 p.m.

Jill M. Roberts  
Buchanan Township Clerk