

CALL TO ORDER

The regular September 17, 2015 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; Cathy Ganus, Clerk; Janet Dehring, Treasurer; Lynn Ferris and Thomas VanAntwerp, Trustees.

Members Absent: None.

Others Present: Joseph and Alice Kring; one (1) township resident; two (2) staff; and Debbie Haight with the *Berrien County Record*.

PLEDGE OF ALLEGIANCE

The *Pledge of Allegiance* was recited by those in attendance.

APPROVAL OF MINUTES

The minutes of the regular September 3, 2015 meeting were approved as presented.

ADDITIONS / CORRECTIONS TO AGENDA

None.

BRIEF PUBLIC COMMENT – AGENDA ITEM

None.

CORRESPONDENCE

Michigan Townships Association Seminars – November 17-18, 2015

The *Michigan Townships Association* is hosting three classes on November 17-18, 2015 in Mount Pleasant, MI. The courses include Township Finances (\$125 per person), Creating a Vision for Your Township (\$89 per person), and Linking with the Community (\$89 per person). By attending all three classes the total is \$303 per person.

[Dehring arrives at 7:02 p.m.]

Motion by Cole-Crocker, second by Ferris, to approve the attendance of any Township Board member to the Michigan Townships Associations seminars held November 17-18, 2015 in Mt. Pleasant, MI at the costs presented to include mileage and hotel accommodations. Roll call vote showed unanimous approval, motion carried (5-0)

City of Buchanan Uptown Neighborhood Revitalization Plan

The City of Buchanan has provided the Township with a copy of their Uptown Neighborhood Revitalization Plan. This is a sub-plan of the Buchanan City Master Plan, which they are now starting to review and update.

The plan was conducted by the owners of Metea Court. Metea Court owners are applying to MSHDA for tax credits which they will sell. The proceeds from the sale will be used to fund improvements at Metea Court – energy improvements first, then an overall overhaul of the building and grounds with no changes to the

CORRESPONDENCE (continued)

City of Buchanan Uptown Neighborhood Revitalization Plan (continued)

footprint. The owners have made verbal commitments that they will improve the walkability and connectivity of the Metea Court property to the Senior Center and Front Street commercial areas.

TREASURER'S REPORT

Motion by Dehring, second by Ganus, to approve General Fund check # 9762 to and including check # 9771 totaling \$3,351.56 as well as Fire Fund check # 5956 to and including check # 5962 totaling \$1,054.39. Roll call vote showed unanimous approval, motion carried (5-0).

REPORTS

Landfill Report – Mindy Cole-Crocker

Cole-Crocker reported that the Operations Committee is in the process of obtaining quotations for a new dozer. The Landfill has also begun using Posi-Shell for hydro-seeding and they are beginning to see new grass growth. The methane issue at Crescentview is still being monitored. The levels are well below a normal/acceptable level. A sample has been taken and submitted for testing to ascertain the source (i.e., swamp gas, sewer gas, or landfill gas). At this point it is not believed to be from the Landfill as none of the surrounding landfill areas indicate methane. Cole-Crocker also reported that a full-time CPA has been hired and will start on September 24, 2015. Based on recent audit reports it was apparent that the Landfill was in need of more day-today financial guidance.

SMCAS Report – Cathy Ganus – on file

Ganus provided the Board with a sample document from the City of Niles regarding an Inter-fund Loan Policy. This policy is something SMCAS is looking to utilize as opposed to borrowing money in the event of a cash flow shortage as a result of the ICD-10 code implementation in October, 2015.

UNFINISHED BUSINESS

Rynearson Road Booster Station Alarm Panel Update

Craig Miller with the City of Buchanan Water Department advised that the alarm panel is up and running. He has tested the system to simulate a problem and the alarm panel is functioning as it should.

Dusk to Dawn Light – Rynearson Road Booster Station

Craig Miller with the City of Buchanan Water Department has requested that the Township install a dusk-to-dawn light at the Rynearson Road Booster Station for safety reasons. Contact was made with the DEQ to ascertain whether a certain type of light would be required for water and/or sewer areas; there were no requirements. The City is in the process of installing a couple of dusk-to-dawn lights at their facilities and Ganus inquired as to whether the Township could partner with them to cost share. Miller will research and provide an update.

Rynearson Road Booster Station Pump Update

Ganus advised that she had requested a status update from Curtis Kent from Peerless-Midwest, Inc. regarding the Rynearson Road Booster Station Pump # 2. Kent advised that the impeller was scheduled to arrive later this week; however, he would possibly have a crew out today to pull the old pump. Craig Miller from the City

UNFINISHED BUSINESS (continued)

Rynearson Road Booster Station Pump Update (continued)

Water department advised that the Peerless crew arrived at 10:00 a.m. today and began the removal of the old pump.

NEW BUSINESS

Recognition of Joseph Kring, Ordinance Enforcement Officer

In honor of Joseph Kring's retirement, Township employees provided Kring with a gift and card for his dedication and service to the residents of Buchanan Township from 2001-2015.

ANNOUNCEMENTS

- Apple Festival Parade – October 3, 2015 - 1:00 p.m.
- Buchanan Township Firefighters Fish Fry – October 24, 2015
- Zoning Board of Appeals variance requests set for September 21, 2015 – 7:30 p.m. (Variance requests
- Buchanan Township Planning Commission will meet on Wednesday, September 30, 2015 – 7:00 p.m.

CITIZEN COMMENTS – NON-AGENDA ITEMS

None.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 7:16 p.m.

Cathy A. Ganus
Buchanan Township Clerk