

Buchanan Township Board of Trustees  
Regular Meeting  
October 5, 2017  
Held at the Buchanan Township Hall

## CALL TO ORDER

The regular October 5, 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: Mario Palmisano, ZBA; 1 resident

## APPROVAL OF MINUTES

The minutes of the September 21, 2017 regular meeting were approved.

**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 #10456 through #10473 and direct deposit 716 through 726 totaling \$48,573.75 as well as Fire Fund check #6415 through #6278 and payroll direct deposit 703 through 715 and 727 totaling \$6,724.96. Roll call vote showed unanimous approval, motion carried (4-0) with VanAntwerp absent.**

## REPORTS

*Planning Commission- J. Dehring*

Dehring stated that she did not have any updates at this time.

## UNFINISHED BUSINESS

### NEW BUSINESS

*Planning Commission Appointment*

Dehring submitted her resignation from the Planning Commission Board. **Motion by Cole-Crocker, second by Ferris to accept with regret the resignation of Janet Dehring from the Planning Commission Board. Voice vote showed motion passed by majority, (3-0) with Dehring abstaining and VanAntwerp absent.**

**Motion by Cole-Crocker, second by Ferris to appoint Sheila Reitz to the Planning Commission Board. Voice vote showed motion passed by majority, (3-0) with Reitz abstaining and VanAntwerp absent.**

*Building Facility Proposal from Barker/Nestor*

Reitz stated that Kevin Barker was licensed in several states and more than qualified for a renovation or new building project for the Township facility. The Board was presented with a written proposal from Barker/Nestor, Inc. to include preliminary floor plans for a remodel or a new facility build at the cost of \$1,500. Cole-Crocker stated that she thought by accepting a second proposal it would show that the Board did their due diligence in seeking the correct architect/engineer for a building

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project should the Board decide to move forward. **Motion by Dehring, second by Reitz to accept proposal in the amount of \$1500 from Barker/Nestor. Roll call vote unanimous approval, motion carried (4-0) with VanAntwerp absent.**

#### *October Landfill Vouchers*

**Motion by Cole-Crocker, second by Dehring to approve the October landfill vouchers as presented. Voice vote showed motion passed (4-0), with VanAntwerp absent.**

#### *2<sup>nd</sup> Look Laptop Proposal*

Reitz explained the process needed to burn or activate voting key cards for the new ICX election equipment from the state. The current laptop used for the e-pollbook for elections does not have an IOS system that would support the software needed for the new election equipment. Reitz present Board with quote totaling \$899.95 from 2<sup>nd</sup> Look Laptops for purchasing a laptop to be used during elections and also at the front counter in the Clerk's office for the purpose of accessing parcel information, etc. for residents. **Motion by Reitz, second by Ferris to accept quote proposal to purchase a laptop from 2nd Look Laptops for the price of \$899.95 to be used for elections and at the front counter. Roll call vote showed unanimous approval, motion carried (4-0) with VanAntwerp absent.**

#### **ANNOUNCEMENTS**

Fish Fry is to be held October 14<sup>th</sup>.  
SEBCL is having a recycling event on Saturday, October 14, 2017.

#### **CITIZEN COMMENTS- NON AGENDA ITEMS**

David Mann introduced himself to the Board.  
Resident inquired as to whether or not the Fish Fry and Landfill Voucher information could be found on the township website.

#### **ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 6:47 p.m.

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Sheila Reitz  
Buchanan Township Clerk

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Malinda Cole-Crocker  
Buchanan Township Supervisor