

CALL TO ORDER

The regular February 2, 2012 meeting of the Buchanan Township Board of Trustees was called to order by Supervisor Jane Mitchell at 7:00 pm.

Members Present: Jane Mitchell, Supervisor; Cathy Ganus, Clerk; Janet Dehring, Treasurer; and Lynn Ferris and Thomas VanAntwerp, Trustees.

Members Absent: None.

Others Present: Three (3) residents; no staff; and no members of the press.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF MINUTES

The minutes of the January 19, 2012 regular meeting was approved as presented.

ADDITIONS / CORRECTIONS TO AGENDA

Under New Business, item two (2) was struck from the agenda and Budget Amendment was added in its place.

BRIEF PUBLIC COMMENT – AGENDA ITEMS

None.

SHERIFF'S REPORT

None.

CORRESPONDENCE

Berrien County Health Department On-Site Sewage Evaluation
Southwest Michigan Planning Commission Workshops
- *Low Impact Development – 03.01.2012 – Harbert Community Church, Sawyer*
- *Landscaping & Gardening – 03.03.2012 – New Troy Community Center, New Troy*

TREASURER'S REPORT

Motion by Dehring, second by Mitchell, to approve General Fund check # 7995 to and including check # 8020 totaling \$95,841.26 as well as Fire Fund check # 4873 to and including check # 4887 totaling \$3,631.04. Roll call vote showed unanimous approval, motion carried (5-0).

REPORTS

Fire Report – Tim Jesswein

Jesswein was unable to attend the meeting due to a conflict in his work schedule. Ganus advised that Probationary Firefighter Carl Duis has not completed Firefighter I training; therefore, Jesswein requested that the probationary period for Duis be extended an additional six (6) months.

REPORTS (continued)

Fire Report – Tim Jesswein (continued)

Motion by Ganus, second by Ferris, to extend the probationary period for Probationary Firefighter Carl Duis by six (6) months to allow for completion of the required Firefighter I training. Voice vote showed unanimous approval, motion carried (5-0).

SEBCL Recycling Events – on file

UNFINISHED BUSINESS

None.

NEW BUSINESS

Summer Tax Collection

Dehring has received the Summer School Tax Collection agreements from Lake Michigan College, Berrien RESA, as well as Buchanan Community Schools. The schools are once again requesting that Buchanan Township collect the summer school taxes for these entities.

Motion by Ganus, second by Mitchell, to approve the collection of Summer school taxes for Lake Michigan College, Berrien RESA, and Buchanan Community Schools as well as allowing Dehring to negotiate the fee per parcel. Voice vote showed unanimous approval, motion carried (5-0).

Budget Amendment

Per the audit for fiscal year ending 03.31.2011, the budget center for Planning & Zoning had to be split. This necessitated the following budget amendment.

Motion by Mitchell, second by Ganus, to transfer \$4,000 from the 101-721 Planning Budget Center to the 101-722 Zoning Budget center. Roll call vote showed unanimous approval, motion carried (5-0).

Annual Meeting Date Change

Ganus will be out of town for the regularly scheduled Annual Meeting of the Electors of Buchanan Township, which was scheduled for March 15, 2012. Ganus requested that the meeting be pushed back one week. General consensus is that this is feasible.

Motion by Ganus, second by Dehring, to move the regularly scheduled March 15, 2012 Annual Meeting of the Electors of Buchanan Township to March 22, 2012 at 7:00 pm. Voice vote showed unanimous approval, motion carried (5-0).

Berrien County Road Commission - Slag

The Berrien County Road Commission has received a request from residents along W. Clear Lake Road between Galien-Buchanan Road and Elm Valley Road for the placement of gravel on the dirt portion of the roadway.

Motion by Mitchell, second by Ferris, to allocate \$2,000 to the Berrien County Road Commission for slag application for Township road upkeep. Roll call vote showed unanimous approval, motion carried (5-0).

ANNOUNCEMENTS

Presidential Primary and Buchanan School Bond Proposal Election on February 28, 2012. Taxes are due February 14, 2012.

Mitchell advised she had made contact with Planner Jay Kilpatrick regarding signage within Buchanan Township and Kilpatrick advised that the signs that were in place at the time of the new ordinance adoption would be non-conforming (grandfathered).

Dehring questioned the status of the new floor for the township hall meeting room as well as new chairs for same.

CITIZEN COMMENTS - NON-AGENDA ITEMS

None.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 7:18 pm.

Cathy A. Ganus
Buchanan Township Clerk