

### **CALL TO ORDER**

The regular February 5, 2013 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: One (1) resident, one (1) 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 22, 2013 regular meeting was approved as presented.

### **ADDITIONS / CORRECTIONS TO AGENDA**

Add Custodial replacement to Unfinished Business.

### **BRIEF PUBLIC COMMENT – AGENDA ITEMS**

None.

### **CORRESPONDENCE**

*Southwest Michigan Planning Commission "Community Conversation on Climate"*

### **TREASURER'S REPORT**

**Motion by Dehring, second by Ganus, to approve General Fund check # 8520 to and including check # 8544 totaling \$16,327.71 as well as Fire Fund check # 5180 to and including check # 5188 totaling \$2,720.35. Roll call vote showed unanimous approval, motion carried (4-0).**

### **REPORTS**

*Fire Report – Tim Jesswein – on file*

*Berrien County Road Commission Annual Meeting – Jane Mitchell*

Mitchell provided an update on the Annual Township Meeting with the Berrien County Road Commission. Buchanan Township currently has a balance with the Road Commission of \$42,988.55, which can be used toward road projects (the Township provides \$5,000 per year and the BCRC matches \$5,000 per year). Mitchell also provided the Board with the 2013 Sealcoat Proposal. It should be noted that the 1.19 miles on E. Clear Lake Road has been removed from the list as this has been completed within the last year or two.

*[Ferris arrives at 7:10 pm]*

## **SHERIFF'S REPORT**

Deputy Chad Frantz presented the December, 2012 Sheriff's Report. During this time, 45 complaints were handled, seven (7) tickets were issued, and one (1) arrest was made within Buchanan Township. As of January 31, 2013, the Berrien County Sheriff's Department Narcotics Unit has made 26 arrests within Berrien County.

## **UNFINISHED BUSINESS**

### *Custodian Replacement*

Mitchell advised the Board that a replacement is being sought for Township custodian and asked Board members to spread the word.

## **NEW BUSINESS**

### *Berrien County Road Commissioner Jess Minks Presentation*

Berrien County Road Commissioner Jess Minks requested that since the County road millage request had been defeated, the Road Commission is requesting that Buchanan Township propose a millage for the roads within Buchanan Township. The amount received as a result of the millage would be used only in Buchanan Township. Minks explained the millage request is in the preliminary stages and would be forthcoming.

### *Quotation for Buchanan Township Master Land Use Plan Printing*

Ganus has secured two (2) quotes for the printing 50 comb-bound color copies of the recently updated Buchanan Township Master Land Use Plan: Berrien County Printing & Bindery (\$278.94) and Rapid Print (\$323.33).

**Motion by VanAntwerp, second by Mitchell, to approve the quotation provided by Berrien County Printing & Bindery for 50 comb-bound color copies of the Buchanan Township Master Land Use Plan at a cost of \$278.94. Roll call vote showed unanimous approval, motion carried (5-0).**

### *Resolution # 2013 -01 – Accepting Letters of Protest from Township Residents for March, 2013 Board of Review*

**Motion by Ganus, second by VanAntwerp, to adopt Resolution # 2013-01 – Accepting Letters of Protest from Township Residents for March, 2013 Board of Review as presented. Roll call vote showed unanimous approval, motion carried (5-0).**

### *Resolution # 2013 -02 – Alternate Meeting Date of the 2013 March Board of Review*

**Motion by Mitchell, second by Ganus, to adopt Resolution # 2013-02 – Alternate Meeting Date of the 2013 March Board of Review as presented. Roll call vote showed unanimous approval, motion carried (5-0).**

### *Resolution # 2013 -03 – Adopt Poverty Exemption Income Guidelines and Asset Test*

**Motion by Ganus, second by Ferris, to adopt Resolution # 2013-03 – Adopt Poverty Exemption Income Guidelines and Asset Test as presented. Roll call vote showed unanimous approval, motion carried (5-0).**

**NEW BUSINESS (continued)**

*Planning Commission Resignation / Appointment (term ending 03.19.2015)*

**Motion by Mitchell, second by Dehring, to accept the resignation of Thomas Pressey from the Planning Commission with regret. Voice vote showed unanimous approval, motion carried (5-0).**

**Motion by Mitchell, second by Ferris, to appoint Eric Hageman to the Planning Commission to fulfill the remainder of Thomas Pressey's term expiring 03.19.2015. Voice vote showed unanimous approval, motion carried (5-0).**

*Wage Increases*

Wage increases were discussed and the resolutions for Township Board member salaries will be introduced at the February 19, 2013 meeting. Mitchell to obtain a salary comparison from the MTA of surrounding communities.

**ANNOUNCEMENTS**

None.

**CITIZEN COMMENTS – NON-AGENDA ITEMS**

None.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 8:44 pm.

Cathy A. Ganus  
Buchanan Township Clerk