

### **CALL TO ORDER**

The regular February 16, 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: Five (5) township residents, 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 February 2, 2012 regular meeting was approved as presented.

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

**Motion by Mitchell, second by Ferris, to approve the agenda as presented. Voice vote showed unanimous approval, motion carried (4-0).**

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

Christopher Quattrin introduced himself and advised he is running for the office of Berrien County Drain Commissioner.

### **SHERIFF'S REPORT**

None.

### **CORRESPONDENCE**

None.

[Dehring arrives at 7:05 pm.]

### **TREASURER'S REPORT**

**Motion by Dehring, second by Ganus, to approve General Fund check # 8021 to and including check # 8032 totaling \$2,696.79 as well as Fire Fund check # 4888 to and including check # 4898 totaling \$2,492.88. Roll call vote showed unanimous approval, motion carried (5-0).**

### **REPORTS**

*Fire Report – Tim Jesswein*

**Motion by Ganus, second by Mitchell, to send four (4) firefighters to a School Bus Extrication training seminar with cost not to exceed \$400. Roll call vote showed unanimous approval, motion carried (5-0).**

**REPORTS (continued)**

*Fire Report – Tim Jesswein (continued)*

The next Buchanan Township Firefighters Fish Fry will be held on Saturday, April 14, 2012 from 4 to 8 pm.

Jesswein reported that a mechanical contractor needs to be hired to install piping and fitting for the air compressor purchased last year for the fire department. He obtained two (2) quotations.

**Motion by Mitchell, second by Ferris, to approve the installation of black piping and fittings for the air compressor at the Fire Station per the bid submitted by Wenzlaff Mechanical Contractors with costs not to exceed \$1,850. Roll call vote showed unanimous approval, motion carried (5-0).**

*SMCAS Report – Lynn Ferris – on file*

*SEBCL Report - Jane Mitchell – on file*

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

*Resolution # 2012-01 – Accepting Letters of Protest from Township Residents*

**Motion by Ganus, second by Mitchell, to approve Resolution # 2012-01 – Accepting Letters of Protest from Township Residents as presented. Roll call vote showed unanimous approval, motion carried (5-0).**

*Resolution # 2012-02 – Alternate Meeting Date of the 2012 March Board of Review*

**Motion by Mitchell, second by Ganus, to approve Resolution # 2012-02 – Alternate Meeting Date of the 2012 March Board of Review as presented. Roll call vote showed unanimous approval, motion carried (5-0).**

*Resolution # 2012-03 – Poverty Exemption Income Guidelines and Asset Test*

**Motion by Mitchell, second by Ferris, to approve Resolution # 2012-03 – Poverty Exemption Income Guidelines and Asset Test as presented. Roll call vote showed unanimous approval, motion carried (5-0).**

*Resolution # 2012-04 – Township Supervisor Salary Establishment*

**Motion by Ganus, second by Dehring, to approve Resolution # 2012-04 – Township Supervisor Salary Establishment as presented. Roll call vote showed unanimous approval, motion carried (5-0).**

*Resolution # 2012-05 – Township Clerk Salary Establishment*

**Motion by Mitchell, second by VanAntwerp, to approve Resolution # 2012-05 – Township Clerk Salary Establishment as presented. Roll call vote showed unanimous approval, motion carried (5-0).**

**NEW BUSINESS (continued)**

*Resolution # 2012-06 – Township Treasurer Salary Establishment*

**Motion by Ganus, second by Mitchell, to approve Resolution # 2012-06 – Township Treasurer Salary Establishment as presented. Roll call vote showed unanimous approval, motion carried (5-0).**

*Resolution # 2012-07 – Township Trustee Salary Establishment*

**Motion by Mitchell, second by Dehring, to approve Resolution # 2012-07 – Township Trustee Salary Establishment as presented. Roll call vote showed unanimous approval, motion carried (5-0).**

*Appointments*

*Board of Review Alternate*

Mitchell recently attended Board of Review training and found that an alternate can be appointed to serve on the Board of Review and that the alternate does not have to be a resident of the township (can be property owner).

**Motion by Mitchell, second by Ferris, to appoint Brian Dinneen to the Board of Review as an alternate member for a one (1) year term expiring December 31, 2012. Roll call vote showed unanimous approval, motion carried (5-0).**

*Zoning Board of Appeals Appointments*

**Motion by Mitchell, second by VanAntwerp, to appoint Jeff Lea to the Zoning Board of Appeals for a three (3) year term expiring February 16, 2015. Roll call vote showed unanimous approval, motion carried (5-0).**

**Motion by Mitchell, second by Ferris, to appoint Kereen Albright to the Zoning Board of Appeals as an alternate to fulfill Mario Palmisano's term expiring 10.21.2013 and appoint Mario Palmisano to the Zoning Board of Appeals as a regular member with term expiring 02.16.2015. Roll call vote showed unanimous approval, motion carried (5-0).**

*Preliminary Budgets – General & Fire Funds – FY 04.01.2012 – 03.31.2013*

Mitchell reviewed the General Fund and Fire Fund draft budget figures. Board members were asked to review these figures for the next meeting.

*Drains*

Mitchell advised that Berrien County Drain Commissioner Roger Zilke contacted her regarding the Ott & Krieger Drain # 385. The Drain Commission office expended \$8,560.29 over the \$5,000 per one mile per year spending limit for a total cost to repair the drain at \$13,560.29.

Mitchell made a motion to approve the resolution for the Ott & Krieger Drain # 385 as presented by the Berrien County Drain Commission; however, the motion died due to lack of support.

General consensus of the Board was that the resolution needed to include the exact dollar amount for approval. Mitchell to contact Zilke and advise.

**NEW BUSINESS (continued)**

*Approval of Election Inspectors – February 28, 2012 Presidential Primary Election*

Ganus advised the Buchanan Township Election Commission (comprised of the township supervisor, clerk, and treasurer) met this date and approved the listing of precinct election inspectors for the February 28, 2012 Presidential Primary Election.

**Motion by Ganus, second by Dehring, to approve the listing of precinct election inspectors for the January 28, 2012 Presidential Primary Election as presented. Voice vote showed unanimous approval, motion carried (5-0)**

**ANNOUNCEMENTS**

Presidential Primary and Buchanan School Bond Proposal Election on February 28, 2012.

**CITIZEN COMMENTS – NON-AGENDA ITEMS**

None.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 8:20 pm.

Cathy A. Ganus  
Buchanan Township Clerk