

CALL TO ORDER

The regular March 19, 2015 meeting of the Buchanan Township Board of Trustees was called to order by Supervisor Malinda Cole-Crocker at 7:25 p.m.

Members Present: Malinda Cole-Crocker, Supervisor; Cathy Ganus, Clerk; Janet Dehring, Treasurer; and Lynn Ferris and Thomas VanAntwerp, Trustees.

Members Absent: None.

Others Present: Two (2) township residents; one (1) staff; and no members of the press.

APPROVAL OF MINUTES

The minutes of the March 5, 2015 regular meeting was approved as presented.

ADDITIONS / CORRECTIONS TO AGENDA

None.

BRIEF PUBLIC COMMENT – AGENDA ITEMS

None.

SHERIFF'S REPORT – No one present.

BUDGET PUBLIC HEARING

Resolution # 2015-10 – General Appropriations Act – Fire Fund

Motion by VanAntwerp, second by Ganus, to approve Resolution # 2015-10 – General Appropriations Act – Fire Fund as presented. Roll call vote showed unanimous approval, motion carried (5-0).

Resolution # 2015-11 – General Appropriations Act – General Fund

Motion by VanAntwerp, second by Dehring, to approve Resolution # 2015-11 – General Appropriations Act – General Fund as presented. Roll call vote showed unanimous approval, motion carried (5-0).

CORRESPONDENCE

Berrien County Planning Commission Master Plan Update (DRAFT)

TREASURER'S REPORT

Motion by Dehring, second by Ganus, to approve General Fund check # 9538 to and including check # 9547 totaling \$2,819.06 as well as Fire Fund check # 5808 to and including check # 5819 totaling \$6,319.61. Roll call vote showed unanimous approval, motion carried (5-0).

REPORTS

SEBCL Report – Mindy Cole-Crocker

Cole-Crocker reported that the Landfill has approved the purchase of a mini excavator as well as used compactor wheels. Buchanan City representative Bud van der Laan has stepped down and JT Adkerson has been appointed to serve in his place as the City representative.

SMCAS Report – Cathy Ganus – on file

Fire Report

Motion by Ganus, second by Ferris, to approve the purchase of a broken intake valve not to exceed \$1,700 for truck # 630. Roll call vote showed unanimous approval, motion carried (5-0).

UNFINISHED BUSINESS

None.

NEW BUSINESS

Approval of Landfill Vouchers – April & October

Motion by Ganus, second by VanAntwerp, to approve landfill vouchers for April and October as in years past. Roll call vote showed unanimous approval, motion carried (5-0).

Reinsertion of the Madron Lake Boat Dock

Motion by Cole-Crocker, second by VanAntwerp, to approve the reinsertion of the Madron Lake Boat Dock by Mike Payne Sand & Gravel with costs not to exceed \$160. Roll call vote showed unanimous approval, motion carried (5-0).

Contracted Lawnmowing Services

Ganus advised that somehow this item, which was on the March 5, 2015 agenda, was missed. Ganus inquired as to whether the Board would like an RFP placed in the newspaper. Discussion ensued with Ganus advising that Adam Byrdak (who currently holds the contract) submitted a sealed bid prior to the Board deciding whether to request an RFP; however, Ganus had not opened the bid and it was sealed on her desk. Byrdak advised that his rates remained the same as last year but he did increase the spring and fall clean-up by \$5. Ganus also advised that Byrdak had noticed that there were small trees starting to grow in or near the parking area at the Madron Lake Boat Launch and the price for initial launch clean-up would be \$475.

Motion by VanAntwerp, second by Cole-Crocker, to approve a three-year contract with Byrdak Lawn Care to include the Madron Lake Boat Launch clean-up per price sheet submitted. Roll call vote showed unanimous approval, motion carried (5-0).

Rynearson Road Booster Station (Water) Quotation for Omni Site Monitoring (Underground Pipe & Valve, Inc.)

A quotation has been received from Underground Pipe & Valve, Inc. regarding the installation of monitoring equipment at the Rynearson Road Booster Station. The equipment that is currently in place is defective. This quoted price includes one year of Omni Site monitoring (valued at approximately \$243).

NEW BUSINESS (continued)

Rynearson Road Booster Station (Water) Quotation for Omni Site Monitoring (Underground Pipe & Valve, Inc.) cont'd

Motion by VanAntwerp, second by Cole-Crocker, to approve the quotation submitted by Underground Pipe & Valve, Inc. in the amount of \$1,765.80 for the installation of Omni Site monitoring equipment for the Rynearson Road Booster Station. Roll call vote showed unanimous approval, motion carried (5-0).

Approval of Township Board Meeting Dates / Holidays

Motion by Cole-Crocker, second by Ganus, to approve the Township meeting schedule for fiscal year 2015-2016 as presented. Voice vote showed unanimous approval, motion carried (5-0).

Approval of Appointed Hourly Staff Rates / Mileage Reimbursement

Motion by Ganus, second by Dehring, to approve the appointed hourly staff rates as well as mileage reimbursement amount. Roll call vote showed unanimous approval, motion carried (5-0).

Township employee Tina Darnell requested that the Board consider adding a three percent (3%) raise to the deputy treasurer and deputy clerk as well as the addition of two extra paid vacation days for the deputy treasurer and three extra paid vacation days for the deputy clerk. In addition, she also requested that the deputy treasurer receive two paid sick days and the deputy clerk receive three paid sick days. Cole-Crocker advised that the deputies' wages were at the pleasure of the Clerk and Treasurer. Darnell also requested that the Township install a security system.

Resolution # 2015-12 – Township Investment and Depository Designation

Motion by VanAntwerp, second by Ferris, to approved Resolution # 2015-12 – Township Investment and Depository Designation as presented. Roll call vote showed unanimous approval, motion carried (5-0).

ANNOUNCEMENTS

- Buchanan Township Firefighters Fish Fry – April 11, 2015 3:00 p.m. – 8:00 p.m.

CITIZEN COMMENTS – NON-AGENDA ITEMS

Dehring commented on the fact that the Berrien County Road Commission was filling potholes on N. Main Street at the top of the hill and they did not have a person directing traffic. She advised she filed a complaint with the Berrien County Road Commission.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 8:52 p.m.

Cathy A. Ganus
Buchanan Township Clerk