

## **CALL TO ORDER**

The regular April 9, 2015 meeting of the Buchanan Township Board of Trustees was called to order by Supervisor Malinda Cole-Crocker at 7:00 p.m.

Members Present: Malinda Cole-Crocker, Supervisor; Cathy Ganus, Clerk; and Lynn Ferris, Trustee.

Members Absent: Janet Dehring, Treasurer and Thomas VanAntwerp, Trustee.

Others Present: Christopher Brayak (Wightman & Associates); one (1) township resident; two (2) staff; and no members of the press.

## **APPROVAL OF MINUTES**

The minutes of the March 19, 2015 regular meeting was approved as presented.

## **ADDITIONS / CORRECTIONS TO AGENDA**

None.

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

None.

**SHERIFF'S REPORT – January, 2015** – No one present.

## **CORRESPONDENCE**

*Michigan Townships Association "MTA on the Road"*

The Michigan Townships Association is holding the "MTA on the Road" (district) meeting on Thursday, June 18, 2015 at the Fetzer Center at Western Michigan University in Kalamazoo, MI. Cost to attend this conference is \$99 per person.

**Motion by Ganus, second by Ferris, to approve the attendance of any Township Board member to the MTA "On the Road" seminar to be held on Thursday, June 18, 2015 at the Fetzer Center at Western Michigan University in Kalamazoo, MI at a cost of \$99 per person to include mileage reimbursement. Roll call vote showed unanimous approval, motion carried (3-0).**

*Michigan Townships Association "Managing Your Township Team"*

The Michigan Townships Association is holding the "Managing Your Township Team" seminar on Friday, June 12, 2015 at the Holiday Inn West in Kalamazoo, MI. Cost to attend this conference is \$129 per person.

**Motion by Ganus, second by Cole-Crocker, to approve the attendance of any Township Board member to the MTA "Managing Your Township Team" seminar to be held on Friday, June 12, 2015 at the Holiday Inn West in Kalamazoo, MI at a cost of \$129 per person to include mileage reimbursement. Roll call vote showed unanimous approval, motion carried (3-0).**

## **TREASURER'S REPORT**

**Motion by Ganus, second by Cole-Crocker, to approve General Fund check # 9548 to and including check # 9584 totaling \$18,785.45 as well as Fire Fund check # 5820 to and including check # 5848 totaling \$14,701.78. Roll call vote showed unanimous approval, motion carried (3-0).**

## REPORTS

*Fire Report - Tim Jesswein - on file*

## UNFINISHED BUSINESS

*Lawn Mowing Contract*

Ganus contacted the Michigan Townships Association regarding the three-year contract awarded to Adam Byrdak of Byrdak Lawn Care. The MTA has advised that since there is only two (2) years remaining on the current Board of Trustees terms, the term of the contract can only be that long as well (the current Board cannot inure the future Board with contractual obligations).

**Motion by Ganus, second by Cole-Crocker, to amend the contract for lawn mowing services extended to Adam Byrdak of Byrdak Lawn Care to a two-year term. Roll call vote showed unanimous approval, motion carried (3-0).**

## NEW BUSINESS

*Berrien County Road Commission Estimates*

Cole-Crocker has received estimates for grind and gravel E. River Road from gravel section to Mead Road (0.8 miles at a Township cost of \$10,600 (\$8,100 Road Commission); ditching work with Township to re-gravel road on E. Lake Chapin Road from Range Line west (approximately 0.75 miles) at Township cost of \$10,000 (\$4,200 Road Commission); and prime and double seal Reed Road from Broceus School Road to N. Main Street (0.5 miles) at Township cost of \$21,300 (\$14,700 Road Commission).

**Motion by Cole-Crocker, second by Ganus, to approve the estimate of cost for E. River Road to grind and gravel the gravel section to Mead Road (0.8 miles) at a Township cost not to exceed \$10,600 on an Accounts Receivable basis. Roll call voted showed unanimous approval, motion carried (3-0).**

**Motion by Cole-Crocker, second by Ganus, to approve the estimate of cost for E. Lake Chapin Road to add ditching where applicable and re-gravel road (0.75 miles) at a Township cost not to exceed \$10,000 on an Accounts Receivable basis. Roll call voted showed unanimous approval, motion carried (3-0).**

**Motion by Cole-Crocker, second by Ganus, to approve the estimate of cost for Reed Road to prime and double seal the road (0.5 miles) at a Township cost not to exceed \$21,300 on an Accounts Receivable basis. Roll call voted showed unanimous approval, motion carried (3-0).**

*Buchanan Township Hall Building Assessment / Facility Assessment (Wightman & Associates)*

Chris Brayak from Wightman & Associates presented a proposal for a building assessment as well as a facility assessment for the Township Hall. Ganus has provided Brayak with a listing of the capital improvements the Board has been working on over the last two (2) years. The building assessment focuses on improving the building. The facility assessment is higher level and addresses big picture items such as expanding, renovating, repairing, relocating, or simply doing nothing at all.

**Motion by Ferris, second by Cole-Crocker, to authorize Wightman & Associates, Inc. to proceed with a building assessment and facility assessment per the scope of work described in the letter to the Board dated April 2, 2015 at a fixed cost not to exceed \$2,000 for the building assessment and an additional \$1,000 for the facility assessment. Roll call vote showed unanimous approval, motion carried (3-0).**

**NEW BUSINESS (continued)**

*Hall Rental Comparisons*

Deputy Treasurer Tina Darnell has compiled a listing of hall rental comparisons with neighboring communities. It appears as though Buchanan Township is in line with the fees it charges for hall rentals.

*Complaint Regarding 1290 Pleasant Street*

Cole-Crocker advised that she has received a complaint from John Ringlein (President of the Clear Lake Woods Property Owners Association) regarding Dale Mori's residence at 1290 Pleasant Street. Ringlein stated that the home in question is in a state of disrepair and there has been no one residing in the home for the last six (6) years. Ringlein stated that he has attempted to purchase the home from Mori and Mori is not interested in selling.

Ferris and Cole-Crocker stated they have driven by the home and the home is in a state of disrepair; however, there are other homes within the Clear Lake Woods subdivision that are just as bad if not worse. It should be noted that in 2013 the Board requested that the Building Department provide a listing of the top ten unsafe structures within the Township and the Mori residence was listed at number four (4). Ganus expressed concern over forcing Mr. Mori to demolish his home if it could be saved. Building Inspector Chris Fuchs has stated that he has made contact with Mr. Mori on several occasions and Mr. Mori is residing in Florida and has been experiencing health concerns.

**Motion by Ferris, second by Cole-Crocker, to direct Building Inspector Chris Fuchs to complete an assessment of 1290 Pleasant Street and if warranted move forward with the condemnation process. Voice vote showed unanimous approval, motion carried (3-0).**

*Summer 2015 School Tax Collection Agreements (Buchanan Schools, Berrien RESA, Lake Michigan College)*

Agreements were received from Berrien RESA, Buchanan Community Schools, and Lake Michigan College for the collection of the 2015 summer taxes.

**Motion by Ganus, second by Cole-Crocker, to approve the collection of the 2015 summer taxes at \$1.35 per parcel for Berrien RESA, Buchanan Community Schools, and Lake Michigan College. Roll call vote showed unanimous approval, motion carried (3-0).**

**ANNOUNCEMENTS**

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

**CITIZEN COMMENTS – NON-AGENDA ITEMS**

Township resident Mario Palmisano commented on the 1290 Pleasant Street complaint.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 8:00 p.m.

Cathy A. Ganus  
Buchanan Township Clerk