

## **CALL TO ORDER**

The regular April 24, 2014 meeting of the Buchanan Township Board of Trustees was called to order by Clerk Cathy Ganus at 7:05 p.m.

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

Members Absent: Janet Dehring, Treasurer.

Others Present: No township residents; no staff; and no members of the press.

## **PLEDGE OF ALLEGIANCE**

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

## **CHAIRMAN**

In the absence of Supervisor Jane Mitchell, Ganus appointed Trustee Lynn Ferris to serve as chairman.

## **APPROVAL OF MINUTES**

The minutes of the April 10, 2014 meeting was approved as presented.

## **ADDITIONS / CORRECTIONS TO AGENDA**

None.

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

None.

## **CORRESPONDENCE**

*MTA On the Road – June 11 – Fetzer Center, Western Michigan University, Kalamazoo - \$99 per person*

**Motion by Ganus, second by VanAntwerp, to approve the attendance of any Township Board member to the Michigan Townships Association “MTA On the Road” seminar to be held on June 11, 2014 in Kalamazoo, MI at a cost of \$99 per person to include mileage reimbursement. Roll call vote showed unanimous approval, motion carried (3-0).**

## **TREASURER’S REPORT**

**Motion by Ganus, second by VanAntwerp, to approve General Fund check # 9098 to and including check # 9105 totaling \$1,355.00 as well as Fire Fund check # 5533 to and including check # 5537 totaling \$972.39. Roll call vote showed unanimous approval, motion carried (3-0).**

## **REPORTS**

*Fire Report – Tim Jesswein*

Ganus advised that Jesswein had two action items for the Board; however, due to his work schedule he was unable to attend the meeting this evening.

## REPORTS

*Fire Report – Tim Jesswein - continued*

**Motion by Ganus, second by VanAntwerp, to approve the purchase of nine (9) pails of Class A firefighting foam at a cost of \$89 per pail to include shipping. Roll call vote showed unanimous approval, motion carried (3-0).**

**Motion by Ganus, second by VanAntwerp, to approve the invoice from Bever Construction for the fire overhaul at the fire located at 2237 Madron Lake Road in the amount of \$200. Roll call vote showed unanimous approval, motion carried (3-0).**

*SMCAS Report – Lynn Ferris*

Ferris stated there were 25 applications received for the SMCAS executive director position. Ferris went on to state that the SMCAS board has reviewed the amended Articles of Incorporation and they are going to be resubmitted to all member municipalities in May for a revote.

*SEBCL Report – Jane Mitchell – no report*

## UNFINISHED BUSINESS

*SMCAS Grant Status*

Ferris stated that \$25,000 has been awarded for the Fire/EMS consolidation feasibility study. Originally \$100,000 had been requested. The SMCAS board approved going forward with the feasibility study. The City of Niles has been designated as the grant recipient and will pay the invoices and submit them for reimbursement on behalf of the member municipalities. Ganus brought up the fact that SMCAS Executive Director Tim Gray had initially stated at the preliminary meeting last year that he thought the study would cost approximately \$1 per person with a population of 65,000 which reflects \$65,000; however, Ferris stated this may be an inflated number. Ganus asked who would pay the feasibility study overage if it went over the \$25,000. Ferris stated that the \$25,000 may cover the feasibility study in its entirety.

[Mitchell arrives at 7:15 p.m.]

Ganus inquired about the article in the *Niles Daily Star* regarding Niles Charter Township potentially leaving SMCAS. Ferris stated that the Niles Charter Township rep to the SMCAS board (Vella) apologized for the article, stating she had no idea where the information came from.

## NEW BUSINESS

*Payne Fire – 2237 Madron Lake Road*

Mitchell advised that there was a fire at 2237 Madron Lake Road in which items that had been removed from wooden pallets were being burned near a pole barn at the residence. This fire was unattended and the fire grew in intensity which resulted in the Fire Department being called to extinguish the blaze. The fire was near approximately 25 barrels of used cooking oil and miscellaneous piles from the dismantling of the pallets. Color photographs were provided by Ordinance Officer Joe Kring which shows piles of debris along with miscellaneous vehicles, boats, tires, and a dismantled travel trailer. Kring is following up with enforcement action to clean the property and bring it into compliance.

**NEW BUSINESS (continued)**

*Boat Dock Reinsertion*

**Motion by Mitchell, second by Ferris, to approve the Spring reinsertion and Fall removal of the Madron Lake Boat Launch boat dock by Mike Payne Sand & Gravel at a cost of \$300 total. Roll call vote showed unanimous approval, motion carried (4-0).**

*Tax Forfeiture – 16882 Rynearson Road*

**Motion by Mitchell, second by Ferris, to decline the offer of tax foreclosure purchase of property located at 16882 Rynearson Road by the Berrien County Treasurer. Voice vote showed unanimous approval, motion carried (4-0).**

*Purchase of Adobe Dreamweaver for Website Maintenance*

Ganus provided a quotation for Adobe Dreamweaver CS6 to allow Ganus to perform website maintenance. At this time Williams & Works has been doing this at a cost per month. Andy Moore from Williams & Works will come down from Grand Rapids and train Ganus on how to use the software.

**Motion by Mitchell, second by Ferris, to approve the purchase of Adobe Dreamweaver CS6 for website maintenance at a cost of \$223.85. Roll call vote showed unanimous approval, motion carried (4-0).**

*Approval of Election Inspectors and Receiving Board for the Buchanan School Election May 6, 2014*

**Motion by Ganus, second by Ferris, to approve the Rachel Plank (R), Carl Keefer (R), Tina Darnell (D), and Christine Cloud (D) as election inspectors and Rachel Plank (R) and Laurea McBain (D) as the receiving board for the Buchanan School Election to be held on May 6, 2014 as presented. Voice vote showed unanimous approval, motion carried (4-0).**

*Spring Road Break-Ups Estimate – Berrien County Road Commission*

Mitchell reported on the E. Lake Chapin Road ditching issue. The Berrien County Road Commission has agreed to complete the ditching for free with the stipulation that Buchanan Township approve monies for gravel for next year. The BCRC will complete part of the ditching now and then remainder after the harvest.

Mitchell advised she met with the foremen from the Buchanan and Eau Claire garages of the BCRC and they anticipate needing approximately 325 tons of hot mix for this season, which was estimated at \$50-\$60 per ton (approximately \$22,000). Elm Valley Road was chosen as the road for the 1.5 mile sealcoating.

**Motion by VanAntwerp, second by Ferris, to approve the suggested roads / tonnage hot mix list as presented. Roll call vote showed unanimous approval, motion carried (4-0).**

*Mowing Field Behind Fire Station*

**Motion by Mitchell, second by Ganus, to allow Norma Ruggless to mow the field behind the fire station as in years past. Voice vote showed unanimous approval, motion carried (4-0).**

**ANNOUNCEMENTS**

- Buchanan Township Firefighters Fish Fry – April 26, 2014 – 3:00 p.m. – 8:00 p.m.

**CITIZEN COMMENTS – NON-AGENDA ITEMS**

Mitchell advised that she met with Tom VanAntwerp, Tom Gordon, and Scott Dienes regarding the water service agreement and the sewer service agreement between Buchanan City and Buchanan Township. Dienes will revise the document and submit for review.

VanAntwerp suggested that the Township pursue an RFP for Capital Assets for Township-owned water and sewer lines.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 7:52 p.m.

Cathy A. Ganus  
Buchanan Township Clerk