

CALL TO ORDER

The regular May 15, 2014 meeting of the Buchanan Township Board of Trustees was called to order by Supervisor Jane Mitchell at 7:00 p.m.

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

Members Absent: None.

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.

APPROVAL OF MINUTES

The minutes of the May 1, 2014 meeting was approved as presented.

ADDITIONS / CORRECTIONS TO AGENDA

Under New Business, item six (6) "Wheatberry Proposal" was added.

BRIEF PUBLIC COMMENT – AGENDA ITEMS

None.

SHERIFF'S REPORT

The Sheriff's Report for March, 2014 was presented. During that time, 54 complaints were handled, two (2) tickets were issued, and five (5) arrests were made within Buchanan Township. As of April 30, 2014, the Berrien County Sheriff's Department Narcotics Unit has made 31 arrests within Berrien County.

CORRESPONDENCE

None.

TREASURER'S REPORT

Motion by Dehring, second by Ganus, to approve General Fund check # 9123 to and including check # 9137 totaling \$5,680.90 as well as Fire Fund check # 5545 to and including check # 5552 totaling \$1,425.08. Roll call vote showed unanimous approval, motion carried (5-0).

REPORTS

Fire Report – Tim Jesswein – on file

Due to his conflicting work schedule, Jesswein was unable to attend the meeting.

Motion by Mitchell, second by Ferris, to appoint Tyler Ganus, John Bennett, Taylor Davidson, and Levi Fisher as probationary firefighters for a one (1) year period. Voice vote showed unanimous approval, motion carried (5-0).

UNFINISHED BUSINESS

Agreement for Water Service – Agreement for Sewer Service

Mitchell reported that Township counsel has reviewed the Water Service Agreement and has provided a one-page report of suggestions to the documents.

Motion by VanAntwerp, second by Dehring, to accept the suggested changes provided by Township counsel in relation to the Agreement for Water Service and Agreement for Sewer Service and submit same to the Joint Water and Sewer Board for further action. Roll call vote showed unanimous approval, motion carried (5-0).

Ganus went over the spreadsheet for the Sewer Replacement Fund. Dehring questioned why the attorney fees for the agreements come out of the Sewer Replacement Fund. She disagrees and will bring this up during the audit.

RFP for Capital Asset Management Plan

VanAntwerp will research an RFP as no information has been received from his contact prior to the Board meeting. VanAntwerp will also check in to whether a professional should draft the RFP.

NEW BUSINESS

Purchase Computer Tower for Assessor - Purchase Antivirus and Microsoft Word for Assessor New Computer

Motion by VanAntwerp, second by Ganus, to approve the purchase of a tower computer for the Assessor at a cost of \$899.50 plus NOD32 antivirus and Microsoft Office at a cost of \$225.45 as presented. Roll call vote showed unanimous approval, motion carried (5-0).

Firefighter Medical Expense

Ganus provided background on medical expenses incurred on behalf of the Buchanan Township Fire Department fire personnel during a fire call.

Motion by VanAntwerp, second by Mitchell, to approve the payment of \$1,135.04 due to Lakeland Hospital for Ivan Sierra-Vargas' transport regarding the Rehmel fire on Coveney Road on April 20, 2014. Roll call vote showed unanimous approval, motion carried (5-0).

Clarification of March 31, 2014 Minutes Regarding Fire Fund Motion

During the March 31, 2014 meeting, discussion ensued regarding amending the Fire Fund budget to reflect the addition of revenues and expenditures regarding payment for a FEMA grant in which the Buchanan Township Fire Department was the facilitator as well as the additional expense of the Fire Protection Agreement between Buchanan Township and Red Bud Track and Trail regarding the Traxxas race. At the time the minutes were drafted and subsequently approved, only one part of the transaction had been approved. Per discussion with the auditor, the following motion is intended to clarify the amendment to include revenues and expenditures on the March 31, 2014 regular Buchanan Township Board meeting minutes.

Motion by Ganus, second by Mitchell, to amend the Fire Fund Budget from the March 31, 2014 meeting minutes to include the amendment of both revenues and expenditures regarding the FEMA grant and the Fire Protection Agreement. Roll call vote showed unanimous approval, motion carried (5-0).

NEW BUSINES (continued)

Appointed Board Reappointments - SEBCL

Motion by Ganus, second by Mitchell, to re-appoint Brad Reitz to the Southeast Berrien County Landfill Authority (SEBCLA) Board for a one (1) year term expiring May 31, 2015. Voice vote showed unanimous approval, motion carried (5-0).

Mitchell advised she did not wish to remain on the SEBCL Board as the Township Board representative; however, there were no volunteers to accept the position so this item will be placed on the table.

Appointed Board Reappointments - SMCAS

Mitchell inquired as to whether Ferris had an update on the Fire/EMS Feasibility Study as the Board had previously expressed concern regarding the submission of minutes/resolutions and the deadline for same. No update was provided.

Motion by Mitchell, second by Ganus, to appoint Cathy Ganus to the Southwestern Michigan Community Ambulance Service (SMCAS) Board for a one (1) year term expiring May 31, 2015. Roll call vote showed the following: Mitchell, yes; Ganus, yes; Ferris, no; Dehring, yes; and VanAntwerp, yes. Motion carried (4-1).

Motion by Mitchell, second by VanAntwerp, to appoint Lynn Ferris as the alternate to the Southwestern Michigan Community Ambulance Service (SMCAS) Board for a one (1) year term expiring May 31, 2015. Voice vote showed unanimous approval, motion carried (5-0).

Wheatberry Proposal

Mitchell advised that she had received a call from Kevin Barker regarding Wheatberry Tavern wishing to hook in to the City sewer system due to their septic system failing. Mitchell advised that she has notified Barker that the Township engineer needs to review the plans and the Township escrow policy needs to be met. Ganus has provided the Township engineer with all the water and/or sewer ordinances currently in effect within Buchanan Township.

ANNOUNCEMENTS

- Special SMCAS Public Hearing, June 5, 2014 – 6:50 p.m.

CITIZEN COMMENTS – NON-AGENDA ITEMS

None.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 8:04 p.m.

Cathy A. Ganus
Buchanan Township Clerk