

CALL TO ORDER

The regular May 3, 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: Dennis Gaul, Life Action Ministries; three (3) township residents, no staff members, and no members of the press.

PLEDGE OF ALLEGIANCE

The *Pledge of Allegiance* was led by Township resident Mario Palmisano.

APPROVAL OF MINUTES

The minutes of the April 19, 2012 regular meeting was approved as presented.

ADDITIONS / CORRECTIONS TO AGENDA

New Business item 5 was moved to item 1 under new business.

BRIEF PUBLIC COMMENT – AGENDA ITEMS

None.

SHERIFF'S REPORT

None.

CORRESPONDENCE

None.

TREASURER'S REPORT

Motion by Dehring, second by Mitchell , to approve General Fund check # 8123 to and including check # 8149 totaling \$16,625.90 as well as Fire Fund check # 4969 to and including check # 4979 totaling \$87,332.03. Roll call vote showed unanimous approval, motion carried (5-0).

REPORTS

SWMPC Report – Jess Minks

Township resident Jess Minks is the member at large citizen's representative to the Southwest Michigan Planning Commission. SWMPC meets on a quarterly basis. Minks provided an update on the happenings at SWMPC throughout the Berrien County area.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Joint Water / Sewer Board Reappointment

Motion by Mitchell, second by Dehring, to reappoint Brian Dinneen as member at large to the Buchanan City / Buchanan Township Joint Water / Sewer Board for a three (3) year term. Voice vote showed unanimous approval, motion carried (5-0).

Motion by VanAntwerp, second by Ferris, to reappoint Jane Mitchell as Buchanan Township representative to the Buchanan City / Buchanan Township Joint Water / Sewer Board for a three (3) year term. Voice vote showed unanimous approval, motion carried (5-0).

Life Action Ministries SLUP Amendment – Buchanan Township Planning Commission Recommendation

The Buchanan Township Planning Commission held a public hearing on April 25, 2012 regarding the revised master plan and phasing plan for Life Action Ministries SLUP, which was dated March 24, 2012 to convert the former 'bike barn' to a meeting / training suite.

Discussion ensued regarding occupancy for fire code, size of the structure, parking, and restrooms. Facilities manager Dennis Gaul was present to answer any questions posed by the Board.

Motion by Mitchell, second by Ganus, to approve the revised Life Action Ministries master plan and phasing plan revised to convert the former 'bike barn' to a meeting / training suite as presented on the site plan dated March 24, 2012. Voice vote showed unanimous approval, motion carried (5-0).

Master Plan Update Cost Review – Buchanan Township Planning Commission Recommendation

According to the Michigan Planning Enabling Act (Act 33 of 2008, as amended) (MCL 125.3845) township planning commissions shall review their master plans and determine whether to commence the procedure to amend the master plan or adopt a new master plan. Buchanan Township's current Master Plan was adopted December, 2002. It was the recommendation of the Buchanan Township Planning Commission at their meeting on April 25, 2012 to recommend that the Township Board review the costs involved in updating the Buchanan Township Master Plan.

Motion by VanAntwerp, second by Ferris, to allocate funds to update the Buchanan Township Master Plan. Roll call vote showed unanimous approval, motion carried (5-0).

*Zoning Ordinance Amendment to Allow Minor Changes to be Approved Administratively
Buchanan Township Planning Commission Recommendation*

The Buchanan Township Planning Commission made the recommendation at their regular April 25, 2012 meeting that the Township Board expend resources to develop an amendment to the Buchanan Township Zoning Ordinance to enable minor changes to the site plans to be approved administratively. Discussion ensued with this item being placed on the table to allow for further investigation into this issue.

NEW BUSINESS (continued)

Berrien County Road Commission Tree Removal Request

Mitchell advised she has been contacted by the Berrien County Road Commission regarding the removal of a large tree in the Elm Valley Road / Madron Lake Road area at a cost of \$750. This tree is located in the road right-of-way.

Motion by Mitchell, second by Ganus, to approve the tree removal request by the Berrien County Road Commission regarding the removal of a tree in the road right-of-way near Elm Valley Road / Madron Lake Road at a cost of \$750. Roll call vote showed unanimous approval, motion carried (5-0).

SMCAS (Member & Alternate) Reappointment

Motion by VanAntwerp, second by Dehring, to re-appoint Lynn Ferris as a member of the Southwest Michigan Community Ambulance Service (SMCAS) board for a one-year term expiring 05.31.2013 and appoint Jane Mitchell as an alternate member of the Southwest Michigan Community Ambulance Service (SMCAS) board for a one-year term expiring 05.31.2013. Voice vote showed unanimous approval, motion carried (5-0).

Southeast Berrien County Landfill Authority Reappointment

Motion by VanAntwerp, second by Dehring, to re-appoint Cathy Ganus and Jane Mitchell to the Southeast Berrien County Landfill Authority (SEBCL) Board for a one year term expiring 05.31.2013. Voice vote showed unanimous approval, motion carried (5-0).

ANNOUNCEMENTS

Buchanan Township Board candidate paperwork and Buchanan Township Precinct Delegate paperwork due to the Buchanan Township Clerk by 4:00 pm on May 15, 2012.

Buchanan Township Board of Trustees will be holding a special meeting at the Buchanan Township Hall to receive comments from the public regarding the distribution of the fiscal year 2012-2013 Southwestern Michigan Community Ambulance Service (SMCAS) special assessment levy and proposed SMCAS budget for fiscal year 2012-2013, which includes the special assessment in the amount of \$20 per unit.

The Southeast Berrien County Landfill is holding a free Household Hazardous Waste disposal, electronics recycling, and certified document destruction event on Saturday, May 19, 2012 from 8 am to 12 pm.

CITIZEN COMMENTS – NON-AGENDA ITEMS

None.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 7:50 pm.

Cathy A. Ganus
Buchanan Township Clerk