

### **CALL TO ORDER**

The regular September 4, 2014 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; Janet Dehring, Treasurer; and Lynn Ferris, Trustee.

Members Absent: Thomas VanAntwerp, Trustee.

Others Present: Three (3) township residents; one (1) 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 August 21, 2014 regular meeting was approved as presented.

### **ADDITIONS / CORRECTIONS TO AGENDA**

None.

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

None.

**SHERIFF'S REPORT** – No representative present.

### **CORRESPONDENCE**

*Buchanan District Library "Open Doors, Open Books, Open Minds" Building Fund Campaign Kickoff 09.15.2014*

### **TREASURER'S REPORT**

**Motion by Dehring, second by Ganus, to approve General Fund check # 9275 to and including check # 9301 totaling \$16,905.25 as well as Fire Fund check # 5643 to and including check # 5654 totaling \$2,881.93. Roll call vote showed unanimous approval, motion carried (4-0).**

### **REPORTS**

*Fire Report – Tim Jesswein – on file*

**Motion by Ganus, second by Ferris, to approve the installation of two (2) back-up cameras on tankers at a cost not to exceed \$200. Roll call vote showed unanimous approval, motion carried (4-0).**

### **UNFINISHED BUSINESS**

None.

## **NEW BUSINESS**

### *Township Hall Lock Repinning*

In light of the fact that there are numerous Township Hall master keys missing, a quotation was provided by Marv's Lockshop for the repinning of the doors within the Township Hall.

**Motion by Ganus, second by Dehring, to approve the quotation submitted by Marv's Lockshop for the repinning of the Buchanan Township Hall doors at a cost not to exceed \$337.50. Roll call vote showed unanimous approval, motion carried (4-0).**

### *Toshiba Copier Maintenance Agreement*

Ganus advised it is time to renew the Toshiba copier maintenance agreement. Costs for annual maintenance are \$1,053.12, which include labor, trip, parts, drum, and supplies (excluding paper). Contract costs have risen by \$144 from the previous year.

**Motion by Ganus, second by Cole-Crocker, to approve the Adams Remco annual Toshiba copier maintenance/time or usage contract at a cost of \$1,053.12 which includes labor, trip, parts, drum and supplies (excluding paper). Roll call vote showed unanimous approval, motion carried (4-0).**

## **ANNOUNCEMENTS**

- 9/11 Memorial Service to be held at the Buchanan Commons – 7:00 p.m.

## **CITIZEN COMMENTS – NON-AGENDA ITEMS**

Township resident Scott Albright questioned when the Township would receive the July, 2014 Berrien County Sheriff's Department Sheriff's Report. Ganus advised that in the event the deputies are tied up and are unable to attend the meeting, the Sheriff's secretary faxes the report and it will be presented at the next Buchanan Township Board of Trustees meeting.

## **ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 7:12 p.m.

Cathy A. Ganus  
Buchanan Township Clerk