

### **CALL TO ORDER**

The regular November 15, 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; Lynn Ferris and Thomas VanAntwerp, Trustees.

Members Absent: None.

Others Present: Three (3) 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 November 1, 2012 regular meeting were approved as presented.

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

Added to New Business was item 3 website and item 4 meeting change. Removed from the agenda was the SEBCL Report by Jane Mitchell due to no SEBCL meeting yet this month.

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

None.

### **CORRESPONDENCE**

*MTA New Officials Training*

### **TREASURER'S REPORT**

**Motion by Ganus, second by Mitchell, to approve General Fund check # 8415 to and including check # 8431 totaling \$3,330.11 as well as Fire Fund check # 5117 to and including check # 5126 totaling \$2,112.69. Roll call vote showed unanimous approval, motion carried (4-0).**

### **REPORTS**

*Fire Report – 2211e Groundwater Discharge Permit*

Mitchell advised she and Jesswein have been working with Jim Rozema from Williams & Works in the preparation of a site plan and application for a 2211e Groundwater Discharge Permit with the MDNRE. This is necessary to discharge the water from washing the fire trucks. This Groundwater Discharge Permit is an annual permit which costs \$200 per year to maintain. A site plan is necessary as well as GIS mapping documentation. Ganus advised that the Township has GIS capabilities and we could provide this without going to the County for same.

[Janet Dehring arrives at 7:05 pm.]

## **REPORTS (continued)**

*Fire Report – 2211e Groundwater Discharge Permit (continued)*

**Motion by Mitchell, second by Ferris, to contract with Williams & Works to assist the Buchanan Township Fire Department with the 2211e Groundwater Discharge Permit application for a fee of \$600 with a potential \$230 in additional costs relative to GIS mapping. Roll call vote showed unanimous approval, motion carried (5-0).**

*SMCAS Report – Lynn Ferris – on file*

## **UNFINISHED BUSINESS**

None.

## **NEW BUSINESS**

*Swearing In of Township Board Members for New 4-Year Term  
Appointment of Deputy Clerk and Deputy Treasurer*

**Motion by Dehring, second by Ganus, to appoint Laurea McBain as deputy clerk and Tina Darnell as deputy treasurer. Voice vote showed unanimous approval, motion carried (5-0).**

*Website*

Mitchell advised that Andy Moore from Williams & Works (who has been uploading the monthly minutes to the Buchanan Township website) will be coming to the township on December 6, 2012 at 1:00 pm to brainstorm changes to the Buchanan Township website.

*Meeting Change*

Mitchell requested to change the day of the Township Board meetings from the first and third Thursdays to the first and third Tuesdays for work reasons.

**Motion by Mitchell, second by Dehring, to change the Buchanan Township Board of Trustees meeting dates from the first and third Thursdays to the first and third Tuesdays for the months of January, February, March, and April, 2013. Voice vote showed unanimous approval, motion carried (5-0).**

## **ANNOUNCEMENTS**

The Buchanan Township Firefighters Food Drive begins this week. Berrien County Emergency Management Captain Corey Burks advised Chief Jesswein that the Buchanan Township-sponsored CERT team participated in a nuclear drill at the Palisades Nuclear Plant in South Haven as part of a FEMA requirement. Burks advised that the CERT team did an awesome job and the drill went very well.

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

Township resident Mario Palmisano questioned the white markings on the pavement on Miller Road and Bakertown Road. It was determined that they may be for bicycle routes.

## **ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 7:45 pm.

Cathy A. Ganus  
Buchanan Township Clerk