

CALL TO ORDER

The regular April 16, 2013 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: One (1) township resident, no staff, and no members of the press.

APPROVAL OF MINUTES

The minutes of the April 2, 2013 regular meeting was approved as presented.

ADDITIONS / CORRECTIONS TO AGENDA

None.

BRIEF PUBLIC COMMENT – AGENDA ITEMS

None.

SHERIFF'S REPORT – FEBRUARY, 2013

The Sheriff's Report for February, 2013 was presented. During that time, 37 complaints were handled, four tickets were issued, and no arrests were made within Buchanan Township. As of March 31, 2013, the Berrien County Sheriff's Department Narcotics Unit has made 54 arrests for narcotic offenses within Berrien County.

CORRESPONDENCE

Disaster Preparedness 101 Workshop – May 22, 2013 – Berrien County Emergency Management Office

TREASURER'S REPORT

Motion by Dehring, second by Ganus , to approve General Fund check # 8614 to and including check # 8624 totaling \$1,576.04 as well as Fire Fund check # 5246 to and including check # 5250 totaling \$888.18. Roll call vote showed unanimous approval, motion carried (5-0).

REPORTS

Fire Report – on file

UNFINISHED BUSINESS

Approval of Township Meeting Dates

Motion by Mitchell, second by Ganus, to adopt the Buchanan Township Board, Buchanan Township Planning Commission, Buchanan Township Zoning Board of Appeals, and Township holiday meeting schedules for 2013-2014 as presented. Voice vote showed unanimous approval, motion carried (5-0).

NEW BUSINESS

Resolution # 2013-11 – Resolution of Adoption – Berrien County Hazard Mitigation Plan

Berrien County (in conjunction with the Southwest Michigan Planning Commission) began working on the Berrien County Hazard Mitigation Plan in 2004. The Plan was amended in 2010. The County has now received the final stamp of approval from FEMA and Berrien County must now obtain a resolution of approval from each municipality within Berrien County. This item was placed on the table to allow for review of the updated Hazard Mitigation Plan.

BS & A .Net Upgrade

A quotation has been received for the upgrade of the General Ledger (GL), Accounts Payable (AP), and Payroll (PR) fund accounting suite.

Motion by VanAntwerp, second by Ferris, to approve the BS & A quotation for the upgrade of the General Ledger (GL), Accounts Payable (AP), and Payroll (PR) fund accounting suite at a cost not to exceed \$4,475. Roll call vote showed unanimous approval, motion carried (5-0).

It should be noted that annual services fees are as follows: GL - \$660; AP - \$560; and PR - \$760 and they are billed during the 3rd quarter.

Approval of Election Inspectors and Receiving Board for May 7, 2013 Buchanan Schools Special Election

Motion by Ganus, second by VanAntwerp, to appoint Janet Ganus (D), Christine Cloud (D), Carl Keefer (R), and Rachel Plank (R) as election inspectors and Carl Keefer (R) and Laurea McBain (D) as Receiving Board for the May 7, 2013 Buchanan Schools Special Election. Voice vote showed unanimous approval, motion carried (5-0).

ANNOUNCEMENTS

- Buchanan Township Planning Commission – Public Hearing – Zoning Ordinance Amendment (Agri-Tourism) to be held on Wednesday, April 24, 2013 at 7:00 pm

CITIZEN COMMENTS – NON-AGENDA ITEMS

Township resident Mario Palmisano advised that he felt the Buchanan Township Zoning Ordinance was overbearing regarding signage within the commercial zoning district and requested that the Township Board review this section of the ordinance. Palmisano (who owns a sign business) advised that he has a client that would like him to construct signage for a pizza business and Palmisano felt it was unfair that his client should have to go through the variance process and pay \$900 for a \$500 sign per current zoning ordinance requirements. Current ordinance regulations regarding signage state that wall signage has a maximum sign area of 10 percent of wall surface area but no more than 32 square feet. Palmisano is proposing the installation of a sign involving individual letters that spans 18 feet by four feet. Palmisano was advised that the Planning Commission is charged with reviewing the zoning ordinance and recommending changes.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 7:25 pm.

Cathy A. Ganus
Buchanan Township Clerk