

CALL TO ORDER

The regular June 20, 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: District Representative Adam Mensinger (Senator John Proos, 21st District), no township residents, no staff, and no members of the press.

APPROVAL OF MINUTES

The minutes of the June 6, 2013 meeting was approved as presented.

ADDITIONS / CORRECTIONS TO AGENDA

None.

BRIEF PUBLIC COMMENT – AGENDA ITEMS

Adam Mensinger, District Representative to Senator John Proos, gave the Board an update on the happenings at the Senate level recently.

CORRESPONDENCE

Michigan Townships Association (MTA) "Accounting & Payroll" Seminar – July 23, 2013 – Kalamazoo (Fetzer)

Motion by Mitchell, second by Ferris, to approve the attendance of any Board member who wishes to attend the Michigan Townships Association "Accounting & Payroll" seminar to be held on July 23, 2013 at the Fetzer Center at Western Michigan University at a cost of \$99 per person plus mileage reimbursement. Roll call vote showed unanimous approval, motion carried (5-0).

TREASURER'S REPORT

Motion by Dehring, second by Ganus, to approve General Fund check # 8713 to and including check # 8725 totaling \$30,520.83 as well as Fire Fund check # 5277 to and including check # 5285 totaling \$1,030.96. Roll call vote showed unanimous approval, motion carried (5-0).

REPORTS

SMCAS Report – Lynn Ferris – on file

Ferris inquired as to whether the Board would like SMCAS Director Tim Gray to come and speak with the Board regarding the consolidation of services. Ferris to invite Gray to a Board meeting.

SEBCL Report – Jane Mitchell/Cathy Ganus – on file

REPORTS (continued)

Fire Report

Motion by Mitchell, second by Ferris, to approve the purchase of two (2) firefighting nozzles at a cost of \$875 a piece plus shipping. Roll call vote showed unanimous approval, motion carried (5-0).

UNFINISHED BUSINESS

Demolition of Unsafe Structures Update – Jane Mitchell

Mitchell advised she has spoken with Township counsel regarding the process for demolition of unsafe structures. Township counsel advised that as long as the Township has adopted the most recent version of the ICC Building Code, nothing further was needed. Consensus of the Board was to invite the building inspector to a board meeting to speak with him regarding this issue.

NEW BUSINESS

Redbud Recreation Fireworks Application

Red Bud Recreation is requesting a display fireworks permit for July 5 & 6, 2013 during their Annual Motocross Nationals dirt bike race. Jesswein has reviewed the application and has met with Red Bud and has completed a new pre-plan. It should be noted that the pyrotechnic operator for this year's event is Mad Bomber Fireworks Productions.

Motion by Mitchell, second by Ganus, to approve the display fireworks application as submitted by Red Bud Recreation for July 5 & 6, 2013. Voice vote showed unanimous approval, motion carried (5-0).

Planning Commission Note Taker

Due to the potential for a quorum of the Township Board to be present at the Buchanan Township Planning Commission meetings, Ganus has decided to step away from the note taking at the meetings. Ganus will still prepare correspondence and board packets, etc. Deputy Treasurer Tina Darnell has expressed interest in assuming the duty of notetaker. It should be noted that the Planning Commission agenda for this month includes the appointment of a secretary who would ultimately be responsible for the minutes. The notetaker compiles the minutes and submits them to the secretary for the final disposition.

Motion by Ganus, second by Mitchell, to appoint Tina Darnell as the Planning Commission notetaker at a wage equivalent to the Planning Commission secretary. Roll call vote showed unanimous approval, motion carried (5-0).

AT & T Michigan – METRO Right of Way Permit Extension

In 2003, Buchanan Township signed a Right-of-Way Telecommunications Permit with AT&T. This permit expires every five (5) years and has been extended several times in the past.

Motion by Ganus, second by Dehring, to approve the METRO Act Right-of-Way Permit Extension as submitted. Voice vote showed unanimous approval, motion carried (5-0).

NEW BUSINESS (continued)

Invoice from City of Buchanan – Lift Station Repairs

Ganus advised of being in receipt of an invoice from the City of Buchanan in the amount of \$5,600.90 for the Rivershores and Crescentview lift station repairs. It should be noted that there were no invoices attached, only a summary of the date of service, contractor, amount of repair, and location of the repair. Ganus has contact the City of Buchanan to obtain the original invoices. It should be noted that the dates of service range from September 11, 2012 through March 19, 2013. Discussion ensued with the Board expressing displeasure that there is no communication between the City and Township as the Township did not authorize these charges, nor were we aware of them until recently.

It should also be noted that the repairs are from the prior fiscal year and the oldest invoice is approximately 9 months old. Buchanan Township owns the lines and lift stations and Buchanan City charges our residents for their water and/or sewer service. The Township receives 1.7% from Buchanan City revenues (this year \$1,300 was received) for the repair of the lines and lift stations.

The Board felt there should be a policy in place wherein the City should contact the Township when work needs to be done. Previously when work needed to be completed, the City contacted the Township and then the original invoice was sent to the Township by the contractor for payment. Since the Township owns the lines, the City should not have expended funds.

Ganus has previously requested (approximately a month and a half to two months ago) a listing of all Buchanan Township residents who are hooked in to the water and sewer service with Buchanan City; however, still has not received the listing. Mitchell will contact City Manager William Marx.

ANNOUNCEMENTS

**** NEXT MEETING OF THE BOARD OF TRUSTEES WILL BE THURSDAY, JULY 11, 2013 – 7:00 PM ****

- Buchanan Township Planning Commission meeting – June 26, 2013 – 7:00 pm
- Berrien County Board of Commissioners Meeting – Buchanan Senior Center – July 11, 2013 – 7 pm
- Buchanan Township Financial Report Presentation FYE 03.31.2013 – July 11, 2013 Meeting
- Boater’s Safety – Buchanan Township Fire Department – July 13, 2013

CITIZEN COMMENTS – NON-AGENDA ITEMS

None.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 7:48 pm.

Cathy A. Ganus
Buchanan Township Clerk