

Buchanan Township Board of Trustees  
Regular Meeting February 15, 2018  
Held at Buchanan Township Hall

## **CALL TO ORDER**

The regular February 15, 2018 meeting of the Buchanan Township Board of Trustees was called to order by Supervisor, Malinda Cole-Crocker at 6:31 p.m.

Members Present: Malinda Cole-Crocker, Supervisor; Janet Dehring, Treasurer Sheila Reitz, Clerk; Lynn Ferris, Trustee; Thomas VanAntwerp, Trustee

Members Absent:

Others Present: Mario Palmisano, ZBA; Jenna Balos, Deputy Clerk; Ramona Balos, Custodian; Gerald DiPietro, Planning Commission; Scott Albright, ZBA; and one resident

## **APPROVAL OF MINUTES**

The minutes of the February 1, 2018 regular meeting were approved.

## **ADDITIONS / CORRECTIONS TO AGENDA**

Added Fire Report and SMCAS Report under reports

**BRIEF PUBLIC COMMENT- AGENDA ITEMS-** None

**CORRESPONDENCE-** None

## **TREASURER'S REPORT**

**Motion by Dehring, second by Reitz to approve General Fund checks #10577 through #10592 totaling \$5,677.00 along with Fire Fund checks #6498 through #6508 totaling \$352,932.03. Roll call vote showed unanimous approval, motion carried (5-0)**

## **REPORTS**

*SMCAS- L. Ferris*

Report on File. New wheel chair van has been delivered. SMCAS Board approved the purchase of a new ambulance with delivery time to be approximately 4 months.

*Fire Report- T. Jesswein*

Jesswein submitted report for January 2018 to Board. Announced next Fish Fry would be May 5, 2018.

## **UNFINISHED BUSINESS**

*Barker/Nestor Proposal for Minimum Renovation- K. Barker*

Board heard presentation/proposal for minimum renovation of current township facility. Next steps are to put out mailers to residents, add information to website, place on Agenda for the first meeting of the month for March through June.

## **NEW BUSINESS**

*Buchanan Township Meeting Schedule for 2018-2019*

New schedule was presented to Board as information. Will see again at the Annual Meeting.

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*SMCAS Representative/Employee*

Reitz brought it to the Board's attention that Ferris is now an employee of SMCAS and is currently serving as the Township Board Representative to SMCAS. Reitz voiced that in her opinion this is a conflict of interest. Ferris presented memo from attorney that pertained to the situation when former Clerk Ganus accepted a position with SMCAS. It was noted that as soon as former Clerk Ganus accepted employment at SMCAS she immediately stepped down as the Township Board liaison to SMCAS. Reitz commented just because something is legal doesn't always make it right. Board discussed the ethics of the situation.

**Motion made by Reitz to replace Ferris as the liaison to SMCAS as long as he remains an employee. No other board member would second the motion. Motion died.**

*Resolution 2018-10 General Fund Budget Amendment*

**Motion by VanAntwerp, second by Cole-Crocker to approve Resolution 2018-10 Resolution to amend General Fund Budget. Roll call vote unanimous, motion carried (5-0).**

*Resolution 2018-11 Fire Fund Budget Amendment*

**Motion by VanAntwerp, second by Ferris to approve Resolution 2018-11 Resolution to amend Fire Fund Budget. Roll call vote showed unanimous approval, motion carried (5-0).**

*Statutory Duties/Extra Duties*

Board member VanAntwerp had asked for a list of statutory duties and extra duties at the last meeting from the Supervisor, Clerk, and Treasurer. Supervisor and Clerk presented both lists to the Board. Treasurer presented statutory duty list but did not have her list of extra duties. VanAntwerp stated that the Board needs to develop a job description for the Supervisor, Clerk, and Treasurer positions that include the extra duties of each office to perform. Reitz agreed and stated that there should also be an alternate for each duty in case someone leaves office.

**ANNOUNCEMENTS**

Fire Department Fish Fry to be held May 5, 2018

**CITIZEN COMMENTS- NON-AGENDA ITEMS**

Citizen commented that the idea of developing job descriptions is a good idea. Citizen comment that the structure that Reitz is trying to bring to the Township is a good thing, even if it may come off as abrasive at times. Citizen comment that tonight's meeting debates that took place were a good thing and were healthy for the township.

**ADJOURNMENT**

There being no further business the meeting was adjourned at 8:03 pm.

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Sheila Reitz, Clerk

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Malinda Cole-Crocker, Supervisor