

Buchanan Township Board of Trustees
Regular Meeting February 21, 2019
Held at Buchanan Township Hall

CALL TO ORDER

The regular February 21, 2019, meeting of the Buchanan Township Board of Trustees was called to order by Supervisor, Malinda Cole-Crocker at 6:30 p.m.

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

Members Absent: None

Others Present: Mario Palmisano, ZBA; Rachel Plank, Administrative Assistant; 2 residents

APPROVAL OF MINUTES

The minutes of the February 7, 2019, regular meeting were approved.

ADDITIONS / CORRECTIONS TO AGENDA- None

BRIEF PUBLIC COMMENT - None

CORRESPONDENCE- None

PAYMENT OF BILLS

Motion by Dehring, second by Reitz to approve General Fund expenditures totaling \$7,195.57 and Fire Fund expenditures totaling \$1,423.40. Roll call vote showed unanimous approval, motion carried (5-0).

REPORTS-

SEBCLA-M. Cole-Crocker

Informed Board that the landfill has adopted a new rate structure beginning March 4, 2019. Report on file.

SMCAS- J. Dehring

Dehring informed Board that the SMCAS Board felt the audit for SMCAS went well. Flyers for membership are being updated and residents can register at www.smcas.org. Ferris inquired as to how residents will know when their membership has expired. Dehring will ask at the next SMCAS meeting.

UNFINISHED BUSINESS-

Unsafe Structures- Report and photos on file.

Building Facility Update-

Cole-Crocker informed Board that attorney has determined that the township does own the sewer main that once connected the old community hospital to the Buchanan City sewer system since it is in the road right of way. The township would need to construct a lift station on the township property. Cole-Crocker is to reach out to architect Kevin Barker and get an update on the bidding process for the new facility.

NEW BUSINESS

FOIA Additions and Changes- S. Reitz

Motion by Reitz, second by Ferris, to incorporate additional verbiage as presented to the Buchanan Township FOIA Procedures and Guidelines and the FOIA Public Summary Procedures and Guidelines. Voice vote showed unanimous approval, motion carried (5-0).

Resolution #2019-8 General Fund Budget Amendment

Motion by Dehring, second by Huebner to approve Resolution #2019-8 General Fund Budget Amendment. Roll call vote showed unanimous approval, motion carried (5-0).

Water/Sewer Asset Management Study- M. Cole-Crocker

Cole-Crocker informed Board that Tom Gordon is working on developing an asset study for the township water & sewer assets. The cost is going to be approximately \$5,000.00.

Deputy Treasurer's Resignation

Motion by Cole-Crocker, second by Reitz, to acknowledge and accept the Deputy Treasurer's resignation as presented. Voice vote showed unanimous approval, motion carried (5-0).

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BS&A Cash Receipting- S. Reitz

Motion by Huebner, second by Reitz, to approve the purchase of BS&A Cash Receipting module totaling \$5,060.00 along with the purchase of a receipt printer not to exceed \$750.00. Roll call vote showed unanimous approval, motion carried (5-0).

Fedore Road Abandonment- S. Reitz

Reitz informed Board that the County Road Department Weighmaster dropped off paperwork for the abandonment of Fedore Road. Reitz asked chairperson if Board could hear statement prepared by residents Rachel and Wade Plank, who live near the area of road to be vacated. Statement was heard. See attachment.

Motion by Huebner, second by Ferris to vacate Fedore Road South. Roll call vote showed unanimous approval, motion carried (5-0).

ANNOUNCEMENTS-

Clerk will be attending Clerk Institute the week of March 10, 2019.

ADJOURNMENT

There being no further business the meeting was adjourned at 7:15 pm.

Sheila Reitz, Clerk

Malinda Cole-Crocker, Supervisor