

Buchanan Township Board of Trustees
Regular Meeting March 7, 2019
Held at Buchanan Township Hall

CALL TO ORDER

The regular March 7, 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; Tim Jesswein, Fire Chief

APPROVAL OF MINUTES

The minutes of the February 21, 2019, regular meeting were approved.

ADDITIONS / CORRECTIONS TO AGENDA- Fire Report; Sheriff's Report; SMCAS Report

BRIEF PUBLIC COMMENT - None

CORRESPONDENCE- None

PAYMENT OF BILLS

Motion by Dehring, second by Reitz to approve General Fund checks and distributions totaling \$36,744.46 and Fire Fund checks and distributions totaling \$9,080.35. Roll call vote showed unanimous approval, motion carried (5-0).

REPORTS-

Fire Report- T. Jesswein

Report on file. Ricky Pickens, Jr. resigned from Fire Department effective March 1, 2019. On March 11, 2019 at 7:00 pm Bertrand Township is hosting their attorney to discuss cannabis oil and drug testing now that marijuana is legal in Michigan. Buchanan Township Board members were invited to attend.

Motion by Ferris, seconded by Huebner to appoint Mason Bainbridge as a probationary firefighter for one year. Voice vote showed unanimous approval, motion carried (5-0).

Motion by Reitz, seconded by Ferris to approve the purchase of replacement gas detector with the cost not to exceed \$2,600.00. Roll call vote showed unanimous approval, motion carried (5-0).

Sheriff's Report- Deputy Ashley

Report on file.

SMCAS- J. Dehring

Dehring informed Board that the SMCAS memberships are good for one year from the date the resident has signed up. Residents will receive either a letter or email from SMCAS reminding them that they need to renew their membership when it is due.

UNFINISHED BUSINESS-

Building Facility Update-

Architect Kevin Barker supplied new drawing sheets to the Board members and answered questions. Barker stated that his work is approximately 95% done at this time. He is scheduling a meeting with Berrien County to discuss the sewer lift station and force main work to be done in the road right of way. County seems favorable with the idea. Barker would like to put the job out to bid by March 18, 2019 to a couple of general contractors. The bid will include the cost of demolition for the current township hall facility. Barker also stated that he has sent the site plan to the Buchanan Township Zoning Administrator to make sure that everything is in order and ready to go. Cole-Crocker mentioned she has meetings with security companies scheduled to discuss security needs for the new facility.

NEW BUSINESS

Resolution #2019-9 General Fund Budget Amendment

Motion by Dehring, second by Huebner to approve Resolution #2019-9 General Fund Budget Amendment. Roll call vote showed unanimous approval, motion carried (5-0).

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Resolution #2019-10 Bank Signatures

Dehring mentioned that she thought we would wait on this resolution removing Deputy Treasurer, Sarah Quijano, from the bank accounts until she had hired a replacement deputy because it would be easier to do everything all at once. Cole-Crocker stated that she felt it was appropriate to remove employees from the bank accounts as soon as they resigned. Ferris agreed that it should be taken care of right away. Reitz suggested that the Township Board adopt a policy requiring background checks on employees as currently there isn't any. Reitz stated the deputy clerk did not have to have a background check before her name was added to the Township bank accounts. Reitz also stated that it showed the Board doing their due diligence to protect the Township.

Motion by Cole-Crocker, second by Huebner to approve Resolution #2019-10 Bank Signatures Amendment. Roll call vote showed unanimous approval, motion carried (5-0).

ANNOUNCEMENTS-

Clerk will be attending Clerk Institute the week of March 10, 2019. Fire Department Fish Fry is scheduled for May 4, 2019, from 3:00-8:00 pm.

Resident commented that the old hospital is not secured, windows and doors are broken out and missing.

ADJOURNMENT

There being no further business the meeting was adjourned at 7:30 pm.

Sheila Reitz, Clerk

Malinda Cole-Crocker, Supervisor