

Buchanan Township Board of Trustees
Regular Meeting September 5, 2019
Held at Buchanan Township Hall

CALL TO ORDER

The regular September 5, 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; Rachel Plank, Treasurer

Members Absent: None

Others Present: Tim Jesswein, Fire Chief; Jenna Balos, Deputy Clerk; Ramona Balos, Custodian; 2 residents

APPROVAL OF MINUTES

The minutes of the August 22, 2019, regular meeting were approved as amended.

ADDITIONS / CORRECTIONS TO AGENDA- Addition of Sheriff Report, Fire Report, and American Chestnut Tree Project

BRIEF PUBLIC COMMENT – None

CORRESPONDENCE- None

PAYMENT OF BILLS

Motion by Plank, second by Ferris to approve General Fund checks #11141-11156 totaling \$153,654.99, Fire Fund checks #6846-6851 totaling \$891.59, and Mud Lake Bog check #1060 totaling \$90.00. Roll call vote showed unanimous approval, motion carried (5-0).

REPORTS-

Sheriff Report- Deputy A. Baggett
Report on file

Fire Report- T. Jesswein

Report on file. Jesswein requested approval for hiring Grace Rydwelski as a probationary firefighter. **Motion by Cole-Crocker, second by Ferris to hire Grace Rydwelski as a probationary firefighter. Roll call vote showed unanimous approval, motion carried (5-0).**

UNFINISHED BUSINESS-

Township Owned Property

Walton Road property update was given. Ferris stated he would like the township attorney to be contacted for clarification regarding whether or not this property can be sold. **Motion by Plank, second by Ferris to have Cole-Crocker contact the township attorney to determine what if anything can be done with the Township owned property on Walton Road. Voice vote showed unanimous approval, motion carried (5-0).**

Cole-Crocker, Ferris, and Plank had further discussion regarding other Township owned properties. Reitz stated she was abstaining from all discussion regarding Township owned properties due to conflict of interest and because too many hard feelings have been caused over the matter.

AMAR Corrective Action Plan- M. Cole-Crocker

Board was presented with the letter that was mailed to the State. Township is just waiting for a response from the State.

American Chestnut Tree Project

Eagle Scout Mills presented project outline and site plan for planting a grove of American Chestnut Trees on the Township Hall property to the Board. Questions were raised regarding AEP setbacks, easements, and vicinity of retention pond for the new Township Hall in relation to the suggested site plan. Mills is to work to find out answers and attend the September 19th Township Board of Trustees meeting to present answers.

NEW BUSINESS

Personal Property Delinquency- R. Plank

Motion by Plank, second by Ferris to have the Township Board of Trustees write off the personal property delinquent account for Petals and Blooms totaling \$22.90. Roll call vote showed unanimous approval, motion carried (5-0).

October Landfill Voucher

Motion by Cole-Crocker, second by Ferris to approve a landfill voucher good for a one-time dump at the Southeast Berrien County Landfill located at 1540 Mayflower Road, Niles, Michigan. Voucher is to be good for one level pickup load with a maximum credit of \$30.00 for each parcel owned in Buchanan Township. Roll call vote showed unanimous approval, motion carried (5-0).

Township Board of Trustees Board Packet Discussion

Reitz stated she felt that there were items being added to the Board packets at the last minute and being added as additions to the agenda that did not allow enough time for Board members to thoroughly review the material at the meetings. Reitz stated she would either like a motion or a “gentlemen’s handshake agreement”, whichever the Board was most comfortable with, that clearly defined the deadline for submitting items to the agenda and placement in the board packets.

Board decided that the deadline for submitting items to the agenda and board packets would be 8 days prior to the next board meeting. Reitz will send an email to all board members informing them of the decision. Reitz will date stamp items as they come into her office. Board agreed that there are going to be exceptions for items that have a deadline, and these items will be handled as they come in.

MTA Flyer- M. Cole-Crocker

Cole-Crocker supplied Board members with the brochure from MTA offering the MTA On the Road Training opportunities.

ANNOUNCEMENTS-

Fire Chief Jesswein informed Board that the next Fish Fry is scheduled for October 19.

Reitz informed Board she will be in Lansing working on the AV Focus Group the week of September 15-19th and will be unable to attend the September 19th board meeting.

Reitz informed Board that Deputy Clerk Jenna Balos’ hours will be 10:00 a.m. – 4:00 pm starting immediately and will resume the normal 9:00 a.m. – 5:00 pm at the beginning of the next fiscal year.

ADJOURNMENT

There being no further business the meeting was adjourned at 7:40 pm.

Sheila Reitz, Clerk

Malinda Cole-Crocker, Supervisor