

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

CALL TO ORDER

The regular November 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

Members Absent: Rachel Plank, Treasurer

Others Present: Drain Commissioner; 1 resident

APPROVAL OF MINUTES

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

ADDITIONS / CORRECTIONS TO AGENDA- Deletion of SMCAS report.

BRIEF PUBLIC COMMENT – None

CORRESPONDENCE- None

PAYMENT OF BILLS

Motion by Cole-Crocker, second by Huebner to approve General Fund checks #11207-11220 totaling \$6,244.16, Fire Fund checks #6891-6893 totaling \$479.84, and Mud Lake Bog check #1163 totaling \$60.00. Roll call vote:

Ayes: Cole-Crocker, Reitz, Huebner, Ferris

Nays: None

Absent: Plank

Abstain: None

Motion carried unanimously (4-0)

REPORTS-

Joint Water/Sewer- S. Reitz

Report on file

SEBCLA- M. Cole-Crocker

Feasibility study still ongoing. Report on file.

NATS- L. Ferris

October meeting covered the 2020 Census. Report on file.

UNFINISHED BUSINESS- None

NEW BUSINESS

Madron Lake Drain

Motion by Huebner, second by Cole-Crocker to approve the Madron Lake No. 4 Drain #310 Resolution presented by the Berrien County Drain Commission with total cost not to exceed \$87,646.00 paid over a period of 4 years. Roll call vote:

Ayes: Cole-Crocker, Reitz, Ferris, Huebner

Nays: None

Absent: Plank

Abstain: None

Motion carried unanimously (4-0)

Election Source

Discussion among Board members regarding the payment of maintenance fees for the ICP and ICX election equipment. Reitz will gather more information and report back to the Board.

FOIA Procedures and Guidelines

Motion by Huebner, second by Reitz to approve the FOIA Procedures and Guidelines and the Summary of FOIA Procedures and Guidelines as amended by the Board. Roll call vote:

Ayes: Ferris, Huebner, Cole-Crocker, Reitz

Nays: None

Absent: Plank

Abstain: None

Motion carried unanimously (4-0)

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Avaya Phones

Motion by Cole-Crocker, second by Huebner to approve the purchase of three Avaya phones from Amazon at a cost of \$64.75 each. Roll call vote:

Ayes: Huebner, Cole-Crocker, Reitz, Ferris

Nays: None

Absent: Plank

Abstain: None

Motion carried unanimously (4-0)

ANNOUNCEMENTS- None

ADJOURNMENT

There being no further business the meeting was adjourned at 7:50 pm.

Sheila Reitz, Clerk

Malinda Cole-Crocker, Supervisor