

Buchanan Township Board of Trustees
Regular Meeting January 9, 2020
Held at Buchanan Township Hall

CALL TO ORDER

The regular January 9, 2020, 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; Rachel Plank, Treasurer; Lynn Ferris, Trustee; Brad Huebner, Trustee

Members Absent: None

Others Present: E. Glick, Zoning Admin; J. Reitz, ZBA; N. Williams, Assessor; D. Cole, Indiana Electronics; J. Latham, Berrien County Road Department; 3 residents

APPROVAL OF MINUTES

The minutes of the December 19, 2019, regular meeting were approved as presented.

ADDITIONS / CORRECTIONS TO AGENDA- Addition: Building Security under New Business

BRIEF PUBLIC COMMENT –

Klug (Resident on E. Chapin Road) inquired as to next steps regarding neighboring property in possible violation of junk ordinance; Smith (Resident on E. Chapin Road) updated Board on steps taken to be in compliance with junk ordinance and asked for clarification on what constitutes a violation of the specific ordinance. Supervisor Cole-Crocker will reach out to Township Attorney as to next steps and possible citation tickets to be issued.

CORRESPONDENCE- None

PAYMENT OF BILLS

Motion by Plank, second by Huebner to approve General Fund checks #11244-11262 totaling \$90,930.08 along with General Fund Labor Distribution Report, and Fire Fund checks #6909-6928 totaling \$7,254.34 along with Fire Fund Labor Distribution Report. Roll call vote:

Ayes: Cole-Crocker, Reitz, Plank, Ferris, Huebner

Nays: None

Absent: None

Abstain: None

Motion carried unanimously (5-0)

REPORTS- None

UNFINISHED BUSINESS-

Berrien County Road Department-

Jason Latham from the Berrien County Road Department answered questions from Board members regarding upcoming road projects. Updates were given on road conditions and clarification was given for possible upcoming work on Walnut Road. Ferris asked Latham to look into failing retaining wall on Red Bud north of city limits.

NEW BUSINESS

Mitel Phone Quotes- Indiana Electronics

Motion by Reitz, second by Plank, to approve the New Mitel phone system quote from Indiana Electronics & Communications totaling \$7,500.00 plus applicable taxes. Roll call vote:

Ayes: Cole-Crocker, Reitz, Plank, Ferris, Huebner

Nays: None

Absent: None

Abstain: None

Motion carried unanimously (5-0)

Advanced Alarms Inc-

Board solidified the security work to be done by Advanced Alarms, Inc. Network interface connection and programming hours were not to exceed 9 hours total. Reitz would inform contractor.

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Building Security-

Board discussed security options. Motion by Huebner, second by Reitz to approve the installation of bullet proof glass with pass through in reception area window with cost not to exceed an additional \$1,500.00 in construction costs. **Roll call vote:**

Ayes: Cole-Crocker, Reitz, Ferris, Huebner

Nays: Plank

Absent: None

Abstain: None

Motion carried by majority (4-1)

New Year's Eve Pay-

Motion by Huebner, second by Plank to approve New Year's Eve holiday pay to employees regularly scheduled to work on that day. Roll call vote:

Ayes: Ferris, Huebner, Cole-Crocker, Plank, Reitz

Nays: None

Absent: None

Abstain: None

Motion carried unanimously (5-0)

Elected Offices Salary Discussion-

Board had discussion regarding the setting of salaries for the offices of the elected officials.

ANNOUNCEMENTS- None

ADJOURNMENT

There being no further business the meeting was adjourned at 8:31pm.

Sheila Reitz, Clerk

Malinda Cole-Crocker, Supervisor