

Buchanan Township Board of Trustees
Regular Meeting May 7, 2020
Held at Buchanan Township Hall

CALL TO ORDER

The regular May 7, 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: W. Heyliger, Administrative Assistant

APPROVAL OF MINUTES- The minutes of the March 26, 2020, regular meeting were approved as presented.

ADDITIONS / CORRECTIONS TO AGENDA- None

BRIEF PUBLIC COMMENT – None

CORRESPONDENCE- Received Sheriff's report; Report on file

PAYMENT OF BILLS

Motion by Plank, second by Huebner to approve General Fund checks #11337-11372 totaling \$108,830.08 along with the General Fund Labor Distribution and Fire Fund checks #6991-7020 totaling \$8,990.99 along with Fire Fund Labor Distribution. Roll call vote:

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

Nays: None

Absent: None

Abstain: None

Motion carried unanimously (5-0)

REPORTS-

Fire Report-

Fire Chief Jesswein was unable to attend, however, he sent an email to Supervisor with request to hire Jacob Hosler as a firefighter on a probationary basis for one year. **Motion by Plank, second by Ferris to approve the hiring of Jacob Hosler as a fire fighter on a probationary basis for one year. Voice Vote showed unanimous approval, motion carried (5-0).**

SEBCLA- M. Cole-Crocker

Cole-Crocker informed Board that the landfill feasibility study is still ongoing at this time. The General Manager will plan on attending a future board meeting to speak with the Board members.

UNFINISHED BUSINESS-

Property at 15198 Main Street (Hospital)-

Cole-Crocker stated that the building inspector sent a letter asking owners to secure the facility. No response was given to the first letter. A second letter has been sent. The owner responded that they would secure the building. Deadline to complete this project is May 27, 2020.

NEW BUSINESS

Landfill Vouchers

Motion by Huebner, second by Ferris to approve the extension of the April landfill vouchers deadline date until June 30, 2020.

Roll call vote:

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

Nays: None

Absent: None

Abstain: None

Motion carried unanimously (5-0)

Berrien County Road Agreement-

Motion by Ferris, second by Huebner to approve the Berrien County Road Agreement for fiscal year 2020-2021 as presented.

Roll call vote:

Ayes: Cole-Crocker, Reitz, Ferris, Huebner

Nays: Plank

Absent: None

Abstain: None

Motion carried by majority (4-1)

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Resolution 2020-13 Township Investment and Depositor Designation- R. Plank

Motion by Plank, second by Reitz to approve Resolution 2020-13 Township Investment and Depositor Designation as presented. Roll call vote:

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

Nays: None

Absent: None

Abstain: None

Motion carried unanimously (5-0)

Resolution 2020-14 Bank Signature Updates

Motion by Plank, second by Reitz to approve Resolution #2020-14 Bank Signature Updates as presented.

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

Nays: None

Absent: None

Abstain: None

Motion carried unanimously (5-0)

Infectious Disease Preparedness and Response Plan

Motion by Plank, second by Ferris to approve the Infectious Disease Preparedness and Response Plan as amended with the understanding that changes may need to be made in the future for compliance with Federal and State Guidelines. Voice Vote showed unanimous approval, motion carried (5-0).

Midwest Glass Quote- S. Reitz

Reitz presented Board with quote for bullet proof glass window for new township hall to Board members. Board members agreed that quote was more than expected. Reitz will reach out to Murdock's Glass in Buchanan for another quote.

Collection of School Property Tax- R. Plank

Motion by Plank, second by Cole-Crocker to approve collection of summer school property taxes for the collection year of 2020, and ongoing, at a rate of \$1.37 per parcel for Buchanan Community Schools, Lake Michigan College, and Berrien RESA. Roll call vote:

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

Nays: None

Absent: None

Abstain: None

Motion carried unanimously (5-0)

MMTA Conference- R. Plank

Board had discussion regarding possible loss of revenue sharing from the State and how that will affect upcoming training for board members. **Motion by Cole-Crocker, second by Reitz to refuse funding for MMTA Basic Institute based on reduced funds per projected revenue sharing. Voice vote showed unanimous approval, motion carried (5-0).**

Revenue Sharing- M. Cole-Crocker

Cole-Crocker informed Board that revenue sharing may be less than what was expected to come in and the budget could be affected with revenue loss.

Paperless Board Packets- S. Reitz

Reitz mentioned the possibility of doing away with the paper board packets and just using electronic devices in order to save money and time. Suggestion was met with resistance from board members at this time.

ANNOUNCEMENTS-

Reitz announced that Jodi Mattner has been hired as the new deputy clerk.

ADJOURNMENT

There being no further business the meeting was adjourned at 7:49 pm.

Sheila Reitz, Clerk

Malinda Cole-Crocker, Supervisor