

Buchanan Township Board of Trustees
Regular Meeting May 17, 2018
Held at Buchanan Township Hall

CALL TO ORDER

The regular May 17, 2018 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; Janet Dehring, Treasurer Sheila Reitz, Clerk; Lynn Ferris, Trustee;
Thomas VanAntwerp, Trustee

Others Present: Jenna Balos, Deputy Clerk; Ramona Balos, Custodian; Mario Palmisano, ZBA

APPROVAL OF MINUTES

The minutes of the May 3, 2018 regular meeting were approved as amended.

ADDITIONS / CORRECTIONS TO AGENDA- Move M. Elliot to top of order; add ordinance enforcement

BRIEF PUBLIC COMMENT- AGENDA ITEMS- None

CORRESPONDENCE- None

TREASURER'S REPORT

Motion by Dehring, second by Reitz to approve General Fund distributions totaling \$18,089.31 along with Fire Fund distributions totaling \$723.26. Roll call vote showed unanimous approval, motion carried (5-0).

REPORTS

Joint Water/Sewer- T. VanAntwerp.

Update given to Board. Report on file.

SMCAS- J. Dehring

Update given to Board. Dehring handed out Director's report. Report on file.

SEBCL- M. Cole-Crocker

Board update given. Roll off truck will be purchased with cash. SBR walls are up, project is running on schedule.

UNFINISHED BUSINESS

Unsafe Structures- C. Fuchs

House on Warren Woods Road has been removed per Cole-Crocker. Fuchs was not in attendance, will be in attendance on June 21, 2018.

Administrative Assistant Position

Job description presented. Discussion followed. **Motion by VanAntwerp, second by Reitz to hire administrative assistant position as submitted. Roll call showed unanimous support, motion carried (5-0).**

NEW BUSINESS

Roads- M. Elliot

Presentation made by Mac Elliot. Walton Road bridge does not meet safety standards, weight load signs will be put in place.

2nd Look Laptops Quote

Motion by VanAntwerp second by Reitz to approve computer system for Township Administrative Assistant and monitor for the Assessor totaling \$1,320.60. Roll call vote showed unanimous support, motion carried (5-0).

Ordinance 113/2018- Rezone Hildebrand Property Parcel 11-06-0011-0006-01-5

Motion by VanAntwerp second by Ferris to adopt Ordinance 113/2018 rezoning of Hildebrand Property parcel 11-06-0011-0006-01-5 to recreational. Voice vote showed unanimous support, motion carried (5-0).

Ordinance 114/2018- Rezone Buchanan Township Hall and Fire Department parcels

Motion by VanAntwerp second by Ferris to adopt Ordinance 114/2018 rezoning of Buchanan Township Hall and Fire Department parcels to municipal. Voice vote showed unanimous support, motion carried (5-0)

RKM Fireworks Company Permit

Motion by VanAntwerp second by Dehring to approve the RKM Fireworks Company Permit for Redbud Track and Trail for the dates of July 6 & 7, 2018 and October 6 & 7, 2018 as presented. Voice vote showed unanimous support, motion carried (5-0).

Workmen's Compensation Insurance

Motion by VanAntwerp second by Reitz to approve signing of new contract with Ted Hartleb Agency for Workmen's Compensation Insurance as submitted. Voice vote showed unanimous support, motion carried (5-0).

Building Department Clerk Resignation

Motion by Cole-Crocker second by Reitz to accept with regret Jenna Balos' resignation as the Building Department Clerk effective June 1, 2018. Voice vote showed unanimous support, motion carried (5-0).

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Appointment to Zoning Board of Appeals

Motion by Cole-Crocker second by VanAntwerp to appoint Mario Palmisano to the Zoning Board of Appeals with a term ending May 17, 2021. Voice vote showed unanimous support, motion carried (5-0).

Ordinance Enforcement

Dehring would like Ordinance Officer to update Board members through email or copies of the written letters to residents so that they are informed of these issues. VanAntwerp supports idea. Cole-Crocker will inform Ordinance Officer.

ANNOUNCEMENTS

How to access Register of Deeds information given to Board by Cole-Crocker
HHW at SEBCL this weekend.

CITIZEN COMMENTS- NON-AGENDA ITEMS- None

ADJOURNMENT

There being no further business the meeting was adjourned at 7:36 pm.

Sheila Reitz
Buchanan Township Clerk

Malinda Cole-Crocker,
Buchanan Township Supervisor