

Buchanan Township Board of Trustees
Regular Meeting June 7, 2018
Held at Buchanan Township Hall

CALL TO ORDER

The regular June 7, 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; Jerry DiPietro, PC & ZBA; Other residents

APPROVAL OF MINUTES- The minutes of the May17, 2018 regular meeting were approved as amended.

ADDITIONS / CORRECTIONS TO AGENDA- Move City Water/Sewer Budget to top; Add Sheriff's report

BRIEF PUBLIC COMMENT

SUPERVISOR'S ANNOUNCEMENT- Podium was built and donated by an anonymous resident

TREASURER'S REPORT- Motion by Dehring, second by Reitz to approve General Fund distributions totaling \$29,135.43 along with Fire Fund distributions totaling \$6,453.04. Roll call vote showed unanimous approval, motion carried (5-0).

REPORTS

Sheriff's Report- Report on file.

Fire Report- Report on file.

UNFINISHED BUSINESS

Building Facility Discussion- Heard residents comments

Administrative Assistant Position- Recommendation from Cole-Crocker to hire Rachel Plank as the new administrative assistant. Board supported decision.

Water/Sewer Replacement Fund- **Motion by VanAntwerp, second by Ferris to collect a \$50 fee from residents who are hooked up to water and sewer to be deposited in Replacement fund until such time an assessment has been done to assets in the Township. Roll call vote showed unanimous approval, motion carried (5-0).** Cole-Crocker to contact attorney for verbiage on bill and suggested wording on agreement.

NEW BUSINESS

2018-2019 Water/ Sewer Budget- **Motion by VanAntwerp, second by Reitz to approve the 2018-2019 Water/Sewer Budget as submitted. Roll call vote showed unanimous approval, motion carried (5-0).**

Ordinance 112/2018 Municipal Civil Infraction- **Motion by VanAntwerp, second by Dehring to approve Ordinance 112/2018 as presented. Roll call vote showed unanimous approval, motion carried (5-0).**

Resolution 2018-17 Fire Fund Budget Amendment- **Motion by VanAntwerp, second by Reitz to approve Resolution 2018-17 Fire Fund Budget Amendment. Roll call vote showed unanimous approval, motion carried (5-0).**

PC Consultants Service Agreement- **Motion by VanAntwerp, second by Ferris to approve 30-hour service agreement totaling \$3,450. Roll call vote showed unanimous approval, motion carried (5-0).**

Temporary Use Permit- **Motion by VanAntwerp, second by Ferris to approve Temporary Use Permit as amended for up to 60 days. Roll call vote showed unanimous approval, motion carried (5-0).**

Tax Administration Fees- **Motion by Dehring, second by VanAntwerp to allow the Treasurer to add up to 1 percent for property tax administration fees on all taxes paid before February 15 and an additional 3 percent of the tax may be added for any taxes paid on or after February 15. Roll call vote passed by majority, motion carried (4-1) with Reitz voting no.** Reason for no vote was because Reitz did not believe pass a simple motion in the minutes was the correct way to handle this since the documentation clearly stated that it had to be by a resolution.

Madron Lake Boat Launch- **Motion by Cole-Crocker, second by Ferris to allow Craig Bever to grade and gravel the boat launch at a cost not to exceed \$1,550. Roll call vote showed unanimous approval, motion carried (5-0).**

ANNOUNCEMENTS- Reitz reminded Board that the Deputy Clerk and Clerk would be at the MAMC Clerk's Conference during the week of June 18-22, 2018.

ADJOURNMENT

There being no further business the meeting was adjourned at 7:53 pm.

Sheila Reitz
Buchanan Township Clerk

Malinda Cole-Crocker,
Buchanan Township Supervisor