

Buchanan Township Board of Trustees
Regular Meeting December 5, 2019
Held at Buchanan Township Hall

CALL TO ORDER

The regular December 5, 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; Rachel Plank, Treasurer; Lynn Ferris, Trustee
Members Absent: Brad Huebner, Trustee
Others Present: None

APPROVAL OF MINUTES

The minutes of the November 21, 2019, regular meeting were approved presented.

ADDITIONS / CORRECTIONS TO AGENDA- Addition: Fire Report, Sheriff Report, NATS Report, Election Source Update

BRIEF PUBLIC COMMENT – None

CORRESPONDENCE- None

PAYMENT OF BILLS

Motion by Plank, second by Ferris to approve General Fund checks #11221-11232 totaling \$120,950.09 along with General Fund Labor Distribution Report, and Fire Fund checks #6895-6898 totaling \$682.46 along with Fire Fund Labor Distribution Report. Roll call vote:

Ayes: Cole-Crocker, Reitz, Plank, Ferris

Nays: None

Absent: Huebner

Abstain: None

Motion carried unanimously (4-0)

REPORTS-

Fire Report- T. Jesswein
Report on file

NATS- L. Ferris
Meeting was held on November 26, 2019. Road project updates were given. Report on file.

Sheriff Report- Deputy Cluster
Report on file.

UNFINISHED BUSINESS-

Township Owned Properties-

Walton Road Property: Deed restriction applies; if sold the property must be used for public park purposes at this time. There may be a possibility the Berrien County Road Department would lift the deed restriction if pursued. Board discussion as to whether or not the Board should continue to pursue the sale of the property.

Ferris asked for an update on the Bachelor Island property owned by the Township. Cole-Crocker stated that she has not received any other interest other than the offer letter from Treasurer Plank. She also stated that no other interest has been received regarding the Madron Lake Road Township property other than the offer letter received from Adam Molica. Board agreed to address these properties at the December 19, 2019, Board of Trustees meeting.

Election Source Maintenance Agreement- S. Reitz

Reitz updated Board that if the Board chose not to start making payments now on the last five years of the maintenance agreement for the election equipment the annual cost to the Board would be approximately \$1,000.00. Reitz also stated there is no cost savings by making the smaller payments now and paying through 2026. Board agreed to wait and just pay the annual fee when it comes due.

NEW BUSINESS

PC Consultants and BS&A Assessing Software Errors

Motion by Cole-Crocker, second by Reitz, to pull the BS&A assessing program from the server and install on the assessor's stand-alone computer with the understanding that the program will be moved back to the server once issues are resolved. Voice vote showed unanimous approval, motion carried (4-0).

ANNOUNCEMENTS-

Reitz gave an election preparation update. Fire Chief Jesswein informed Board that the DEQ groundwater discharge permit inspection received an excellent evaluation with no violations.

ADJOURNMENT

There being no further business the meeting was adjourned at 7:12 pm.

Sheila Reitz, Clerk

Malinda Cole-Crocker, Supervisor