

Buchanan Township Board of Trustees
Regular Meeting May 21, 2020
Held at Buchanan Township Hall

CALL TO ORDER

The regular May 21, 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: None

APPROVAL OF MINUTES- The minutes of the May 7, 2020, regular meeting were approved as presented.

ADDITIONS / CORRECTIONS TO AGENDA- New building window update and asbestos test added to Unfinished Business

BRIEF PUBLIC COMMENT – None

CORRESPONDENCE- None

PAYMENT OF BILLS

Motion by Plank, second by Huebner to approve General Fund checks #11373-11388 totaling \$8,426.28 and Fire Fund checks #7021-7025 totaling \$3,158.90 Roll call vote:

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

Nays: None

Absent: None

Abstain: None

Motion carried unanimously (5-0)

REPORTS-

Fire Report- On file

SEBCLA- M. Cole-Crocker

Cole-Crocker informed Board that the landfill approved the budget and had business as usual on their zoom meeting held on May 20, 2020. The Board of Directors granted a cost of living allowance for employees. Recycling opened on May 18, 2020. Report of file.

SMCAS- B. Huebner

Huebner reported that he did not attend the meeting via zoom siting poor internet connection from residence. No report on file.

UNFINISHED BUSINESS-

Asset Study- T. Gordon

Gordon presented a preliminary report to the board on the asset study for the water and sewer replacement fund. Gordon surveyed all as built documents and found that the township records were very good. The study involved two components: above ground assets and below ground assets. Report categorized three things in order to get a rating for the assets: 1) Criticality 2) Condition and 3) Performance. These were combined and weighted to indicate the at-risk number. Gordon's report shows that at this time nothing is in the high-risk category, however, the township does need to plan now for the future. Gordon recommended that the Board have the sewers flushed and televised to check for corrosion. Cost for this maintenance would be approximately \$30,000-\$40,000 and should be done within the next 4 years.

Revenue Sharing- R. Plank

Plank informed Board that estimated loss of revenue sharing at this time is approximately \$14,000.

Hospital Update- M. Cole-Crocker

Cole-Crocker reported that she had a quote from RMC Quality Construction for \$10,000 to board up and secure the facility as it currently has 93 opening. Board members felt it is the responsibility of the property owner to secure the facility.

Cole-Crocker received correspondence from current owner of hospital property inquiring if the Township would be interested in purchasing it. Board members discussed the issue and decided that Cole-Crocker would reach out to property owner to just see what they were thinking at this point. Board members stressed the fact that the Township is not interested in the property in its current condition.

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New Building Window & Asbestos Update- S. Reitz

Reitz informed Board members that the reception window in the new building would be a solid piece of glass with a pass-through underneath with no bulletproofing. This cost would not add anything extra to the construction cost.

Reitz also informed Board members that the cost of having the old township hall demolished did not include an asbestos abatement test. Reitz will reach out to current building inspector to see if he knows of a local contractor that could provide a quote.

NEW BUSINESS

MTA Dues-S. Reitz

Reitz shared MTA dues invoice with Board members. Board discussed whether or not they should include a subscription to online learning modules with the dues at this time. Board decided to just pay the dues with no online learning.

Election Update- S. Reitz

Reitz updated Board on several issues surrounding the upcoming August and November 2020 elections. Reitz showed board a prototype for a sneeze guard to protect election workers. Reitz informed the Board that the current SOS has declared that the State would be mailing ALL registered voters an absentee voter ballot application if the local jurisdictions did not want to do it. Reitz informed Board that there was no guarantee when our residents would receive their applications if the State were to handle it. Reitz spoke with Mike Homier the Township attorney and he provided a legal memo stating he felt it would be fine for the township to handle the mailing. **Motion by Reitz, second by Ferris to approve the mailing of the Absentee Voter Ballot Applications to all registered voter in the Township of Buchanan who are not on the permanent absentee voter list rather than have the State do it based on the legal memo provided by Foster Swift Attorneys. Roll call vote:**

Ayes: Ferris, Cole-Crocker, Reitz

Nays: Huebner, Plank

Absent: None

Abstain: None

Motion carried by majority (3-2)

ANNOUNCEMENTS-

Plank announced she received the scholarship to attend MMTA Institute. Cole-Crocker mentioned that the current building inspector would like the Board to consider adding a fine to residents who get caught not pulling a permit.

ADJOURNMENT

There being no further business the meeting was adjourned at 8:09 pm.

Sheila Reitz, Clerk

Malinda Cole-Crocker, Supervisor