

Buchanan Township Board of Trustees
Regular Meeting October 15, 2020
Held at Buchanan Township Hall

CALL TO ORDER

The regular October 15, 2020, meeting of the Buchanan Township Board of Trustees was called to order by Supervisor, Malinda Cole-Crocker at 6:30 p.m.

ROLL CALL:

Members Present: Malinda Cole-Crocker, Supervisor; Wendi Heyliger, Clerk; Rachel Plank, Treasurer; Brad Huebner, Trustee; Lynn Ferris, Trustee

Members Absent: Lynn Ferris, Trustee

Others Present: J. Mattner, Deputy Clerk

APPROVAL OF MINUTES

The minutes of the October 1, 2020, regular meeting was approved as amended.

ADDITIONS / CORRECTIONS TO AGENDA- Add under New Business – Payroll Clarification

BRIEF PUBLIC COMMENT –

CORRESPONDENCE- *Letter from Mr. Jason Latham, Berrien County Road Department – Cole-Crocker*

Cole-Crocker read a letter from Mr. Latham in response to her letter to him September 16, 2020. He stated he apologized if his response to our resident came across as negative toward the Township. Reiterated that we are a team and work well together.

PAYMENT OF BILLS

Motion by Plank, second by Huebner, to approve General Fund checks #11534-11548 totaling \$6,041.45. Fire Fund checks #7088-7096 totaling \$2,061.34. Roll call vote:

Ayes: Cole-Crocker, Heyliger, Plank, Huebner

Nays: None

Absent: Ferris

Abstain: None

Motion carried unanimously (4-0)

REPORTS-

Clerk Update – Heyliger

Wendi Heyliger stated she has been training online and should get QVF access soon.

SMCAS – Huebner – Report on file

UNFINISHED BUSINESS-

Election Training – Cole-Crocker

Cole-Crocker stated we have hired Gerald DiPietro to answer phones and file and to help temporarily until the election is over. His hours are Tuesday – Friday, 9 AM to 1 PM. We plan to use the grant money we received for elections to cover his payroll since it is election related.

We will be closed Monday, October 12th, October 19th, and October 26th, for the Clerk and Deputy Clerk to continue election training.

NEW BUSINESS

Ordinance for Rezoning Buchanan Scarecrows#120-2020 – Cole-Crocker

Motion by Plank, second by Huebner, to adopt Rezoning Ordinance #120-2020. Voice vote showed unanimous approval, (4-0)

Indiana Michigan Power – Heyliger

AEP wants to change mercury and sodium vapor streetlights to LED with no cost to the Township. **Motion by Huebner, second by Cole-Crocker, to approve AEP contracts as written as long as it does not cost Township money. Roll call vote:**

Ayes: Heyliger, Huebner, Cole-Crocker, Plank

Nays: None

Absent: Ferris

Abstain: None

Motion carried unanimously (4-0)

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Bank Signature Resolution – Plank

Motion by Plank, second by Huebner, to adopt resolution 2020-15 as presented. Voice vote showed unanimous approval, motion carried (4-0)

Payroll clarification – Plank

Previous clerk Reitz will be paid until October 2, 2020 as board accepted resignation.

Wendi Heyliger became the official Township Clerk on October 2, 2020 at 5:01 PM.

Treasurer will not take over payroll despite her conversation with past clerk. MTA guidelines state it is Clerk responsibility.

ANNOUNCEMENTS-

ADJOURNMENT

There being no further business the meeting was adjourned at 7:03 pm.

Jodi Mattner, Deputy Clerk

Malinda Cole-Crocker, Supervisor