

Buchanan Charter Township Board of Trustees
Regular Meeting January 19, 2023
Held at Buchanan Charter Township Hall

CALL TO ORDER

The Regular Meeting January 19, 2023, meeting of the Buchanan Charter 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; Adan Byrdak, Trustee; Lynn Ferris, Trustee; Brad Huebner, Trustee, Tom Gordon, Trustee

Members Absent:

Others Present: Mike Balos, Jerie Balos, Tim Jesswein, Mark Heyliger, Chris Quattrin, Anne Hendrix, Dave Hess

APPROVAL OF MINUTES

The regular meeting minutes of the December 22, 2022, meeting as amended.

ADDITIONS / CHANGES TO AGENDA –

Moved Drain Commission up to after Public Comment

BRIEF PUBLIC COMMENT –

TJ Sater commented on how nice it is to work with our Building Inspector, Rich Kubsch and that Kubsch is knowledgeable and very helpful.

Resolution #2023-09

Motion by Huebner, second by Plank to approve Resolution #2023-09 Clear Lake Drain #738 Maintenance as presented.

Roll Call Vote:

Ayes: Cole-Crocker, Byrdak, Plank, Gordon, Ferris, Huebner, Heyliger

Nays:

Absent:

Abstain:

Motion carried unanimously (7-0)

CORRESPONDENCE - None

PAYMENT OF BILLS

Motion by Plank, second by Gordon to approve General Fund- Payment of Bills Check #12779-12809 Totaling- \$22,288.60, Fire Fund- Payment of Bills Check #7907-7926 Totaling- \$8069.30, Replacement Fund- Payment of Bills Check #1060 Totaling- \$870.00

Roll Call Vote:

Ayes: Cole-Crocker, Byrdak, Plank, Gordon, Heyliger, Ferris, Huebner

Nays:

Absent:

Abstain:

Motion carried unanimously (7-0)

REPORTS

Sheriff Report- On File

SEBCLA- Updated by Cole-Crocker

SMCAS- Updated by Heyliger

BARB and BCTA- Updated by Plank

JWS- Updated by Gordon

UNFINISHED BUSINESS

County ARPA Funds-

County has currently deferred a decision on grant money for internet expansion and will update information at a later date.

NEW BUSINESS

Resolution#2023-05

Motion by Heyliger, second by Ferris to approve Resolution #2023-05 Accepting Letters of Protest from Township Residents for March 2023 Board of Review as presented.

Voice Vote:

Motion carried unanimously (7-0)

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Resolution #2023-06

Motion by Huebner, second by Plank to approve Resolution #2023-06 Alternate Meeting Date of the 2023 March Board of Review

Voice Vote: Motion carried unanimously (7-0)

Ayes: Cole-Crocker, Byrdak, Gordon, Plank, Heyliger, Ferris, Huebner

Resolution #2023-07

Motion by Huebner, second by Ferris to approve Resolution #2023-07 Resolution to Adopt Poverty Exemption Income Guidelines and Asset Test

Voice Vote Motion carried unanimously (7-0)

Ayes: Ferris, Byrdak, Heyliger, Huebner, Cole-Crocker, Plank, Gordon

Resolution #2023-01

Motion by Huebner, second by Gordon to approve Resolution #2023-01 Establish Officers Salary- Treasurer of \$33,721.00 for the 2023-2024 fiscal year.

Roll Call Vote:

Ayes: Huebner, Gordon, Plank, Heyliger, Cole-Crocker, Byrdak, Ferris

Nays:

Absent:

Abstains:

Motion carried unanimously (7-0)

Resolution #2023-02

Motion by Gordon, second by Plank to approve Resolution #2023-02 to establish Township Officer Supervisor Salary of \$33,721.00 (not directly performing assessing) \$72,785.00 salary if properly certified as assessor and directly performing assessing for the 2023-2024 fiscal year.

Roll Call Vote:

Ayes: Byrdak, Huebner, Cole-Crocker, Gordon, Plank, Heyliger, Ferris

Nays: None

Absent: None

Abstains: None

Motion carried unanimously (7-0)

Resolution #2023-03

Motion by Huebner, second by Ferris to approve Resolution #2023-03 to establish Township Officer Clerk Salary of \$33,721.00 for the 2023-2024 fiscal year.

Roll Call Vote:

Ayes: Cole-Crocker, Byrdak, Gordon, Plank, Heyliger, Ferris, Huebner

Nays: None

Absent: None

Abstains: None

Motion carried unanimously (7-0)

Resolution #2023-04

Motion by Plank, second by Heyliger to approve Resolution #2023-04 to establish Township Officer Trustee Salary of \$5039.00 for the 2023-2024 fiscal year.

Roll Call Vote:

Ayes: Plank, Gordon, Heyliger, Ferris, Byrdak, Huebner, Cole-Crocker

Nays: None

Absent: None

Abstains: None

Motion carried unanimously (7-0)

Resolution #2023-10

Motion by Plank, second by Huebner to approve Resolution #2023-10 Resolution to adopt Berrien County Hazard Mitigation Plan as presented.

Voice Vote

Motion carried unanimously (7-0)

Ayes: Ferris, Byrdak, Heyliger, Huebner, Cole-Crocker, Plank, Gordon

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Resolution #2023-08

Motion By Huebner, second by Plank to approve Resolution #2023-08 Resolution to appoint Berrien County Hazard Mitigation Coordinator Tim Jesswein with the Per DIEM pay same as all other board members for 1 (one) year.

Roll Call Vote:

Ayes: Byrdak, Huebner, Cole-Crocker, Plank, Gordon, Heyliger, Ferris,

Nays: None

Absent: None

Abstains: None

Motion carried unanimously (7-0)

New Server for Township Hall

Waiting on Dell to come back with price per PC Consultants. No Vote needed.

PC Consultants-

Motion by Huebner, second by Ferris to approve quote Time Option #3 Extended Service 75 hours @\$135.00 per hour with a 24 hour Response and Support.

Roll Call Vote:

Ayes: Ferris, Byrdak, Heyliger, Huebner, Cole-Crocker, Plank, Gordon

Nays: None

Absent: None

Abstains: None

Motion carried unanimously (7-0)

County Project

Motion by Heyliger, second by Huebner to approve letter of permission for Berrien County to enter property to conduct surveys for possible construction site.

Voice Vote

Motion carried unanimously (7-0)

2023 Road Projects

Email approval requested for Summer 2023 Road Projects. No vote needed.

MTA Annual Conference

*MTA Annual Conference will be held April 17-20 in Traverse City. Cole-Crocker and Plank planning to attend, Heyliger trying to schedule, if not Heyliger and Vance will be virtually attending. Would like to have front staff attend if possible.
No Vote needed.*

Rose Pest Solutions Agreement

Motion By Heyliger, second by Huebner to approve Rose Pest yearly service agreement as presented.

Roll Call Vote:

Ayes: Ferris, Huebner, Cole-Crocker, Byrdak, Heyliger, Plank, Gordon

Nays: None

Absent: None

Abstains: None

Motion carried unanimously (7-0)

ANNOUNCEMENTS

Fire Department Fish Fry May 6th

Cole-Crocker handed out a 2023-2024 Budget Draft for review.

ADJOURNMENT

There being no further business the meeting was adjourned at 8:35 pm.

Wendi Heyliger, Clerk

Malinda Cole-Crocker, Supervisor