

**Bertrand Township Board  
Regular Meeting  
Thursday, August 13, 2015**

Bertrand Township Hall  
3835 Buffalo Rd., Buchanan, MI 49107

Supervisor Hicks called the meeting to order at 7:02 p.m. and Vite led the Pledge of Allegiance.

Members Present: Hicks, Kuhn, LeClaire, Vite, Zelmer  
Special Guests: Attorney Sara Bell, reporter Craig Hauptert

**Motion** made by Hicks, seconded by Zelmer to amend the Agenda by moving item #5 in the Consent Calendar – Fire Department Adjusted Invoice to Unfinished Business as item #3.

Voice vote: **carried unanimously**

**Consent Calendar (see attachments)**

**Motion** made by Hicks seconded by Zelmer to approve Consent Calendar as amended:

- Township Board Meeting Minutes from July 9, 2015
- Treasurer’s Report
- Budget Amendment – move \$2,000 from 264.967 Township Hall & Grounds Capital Improvements and \$2,000 from 265.967 Community Hall Capital Improvements (total of \$4,000) to 266.801 Attorney Legal Fees.
- Special Meeting August 29, 2015 at 9:00 a.m. for the purpose of review and decisions regarding Board & Administrative Policies (Chapters 4-8)
- Bills presented for payment:

Total General Fund Expenses	\$67,042.92
Total Fire Dept. Fund Expenses	\$12,301.17
Total WRT Fund Expenses	\$85.66
<b>Total Expenses</b>	<b><u>\$79,344.09</u></b>

Roll call vote: **Motion carried unanimously**

**Reports (see attachments)**

Fire Department

Chief Knisely submitted the August, 2015, Monthly Business Report. He also invited the trustees to attend their training night the fourth Monday of the month. Finally, Chief nominated high school student Jason Hackenrider to be a cadet candidate through his high school class.

Sheriff’s Department

Sheriff Bailey presented his report with June stats.

Treasurer’s Report

Treasurer Kuhn submitted his report for July, 2015.

### Sexton's Report

Jean Wolf presented under New Business her recommendations for immediate consideration. See #1 under New Business for further details.

### Public Comments

One resident made comments. Assistant Fire Chief Remmo reminded residents that due to how dry conditions are to be very careful with fire and to alert 911 for fires of any size anywhere.

### Unfinished Business

#### 1. Closed Session to Discuss Attorney-Client Material Exempt from Disclosure

**Motion** made by Hicks seconded by Zelmer to enter into closed session to discuss Attorney-Client Material Exempt from Discussion

Voice vote: **carried unanimously**

At 7:20 p.m., the Board entered a Closed Session. At 8:00 p.m., the Board ended the Closed Session.

**Motion** made by Hicks, seconded by Zelmer to make public the Confidential Attorney-Client Communication from Attorney Bell re: Updates/Pending UIA Appeal/Notice from PAR Plan on Asbestos Claim and allow Attorney Bell to read the letter to the board and the public.

Voice vote: **carried unanimously**

{Attorney Bell read aloud the letter}

#### 2. Report From Wightman Environmental

Supervisor Hicks summarized the findings of the Wightman Environmental Asbestos Survey/Test for both the Community Hall and the Township Hall

- The present condition of the ACM's in the buildings is not a present health threat.
- The township should develop a basic RACM plan.
- No demolition or renovation operation of either building can commence without first addressing the items in this report.
- The report should be presented to any contractor doing work in either building.

**Motion** made by Kuhn, seconded by LeClaire to allow Supervisor Hicks to pursue bids for abatement of items HM-1, HM-2, and HM-3 on page 2-13 of the (Project Summary) of the Asbestos Survey for the Township Hall.

Roll call vote: **carried unanimously**

#### 3. Fire Department Adjusted Invoice

The Fire Chief and township board were previously given an estimate for new firehose that was for \$3,635.55 plus Shipping and the board approved this amount in the July 9, 2015 meeting. Clerk Vite cut a check for \$3,797.55 which included \$160 in shipping. When Chief received the

bill, it was for \$5,112.40 because the First Due bid 50' lengths instead of the specified 100' requirement.

**Motion** made by Hicks, seconded by Vite to allow Clerk Vite to call First Due and negotiate the remaining \$1,316.85 balance on the bill due and report back to the board on August 29 the amount negotiated.

Roll call vote: **carried unanimously**

### **New Business**

#### 1. Cemetery tree removal

Sexton Jean Wolf presented the board with proposals (attached) from two tree contractors for tree and stump removal to all three cemeteries (Howe, Bakertown, and Mt. Zion). Jean said her priority is first Howe cemetery and then the two trees in Bsakertown cemetery. Cleaning up Mt. Zion can be postponed due to the size of the estimates.

**Motion** made by Hicks, seconded by Vite to make a budget amendment as follows: move \$1,000 from 289.955, \$1,000 from 289.967, and \$450 from 265.930 into 276.930 Cemetery Repairs and Maintenance.

Roll call vote: **Motion carried unanimously**

**Motion** made by Hicks, seconded by Vite to accept Kachur Tree Service bids for Howe Cemetery (\$2,100) and Bakertown Cemetery (\$1,600).

**Discussion:** Ensure Supervisor confirms we have Kachur's Certificate of Liability on file.

Roll call vote: **Motion carried unanimously**

#### 2. BTFD Emergency Spending

**Motion** made by Kuhn, seconded by LeClaire to authorize the Bertrand Township Fire Chief an emergency spending limit of \$2,500.

Roll call vote: **Motion carried unanimously**

### **Communications**

None

### **Public Comments**

Six residents made comments, including Alice Kring, who reminded the board no official notification of leak of personal information was ever acknowledged by the board to the former board members and residents whose private information was compromised in 2014, nor was there any offer for ID Theft Protection.

### **Board Member Comments**

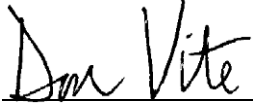
Steve LeClaire and Don Vite commented on various issues.

### **Miscellaneous / Announcements / Schedule**

The next township board meeting will be Thursday, September 10, 2015 at 7:00 p.m.

**Motion** made by Hicks to adjourn at 9:11 p.m.

Respectfully submitted,



August 14, 2015

Don Vite  
Bertrand Township Clerk

Dated