

**Bertrand Township Board
Regular Meeting
Thursday, April 14, 2016**

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

Supervisor Hicks called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

Members Present: Hicks, Kuhn, LeClaire, Vite, Zelmer

Special Guests: Mr. Barkley Garrett, Executive Director SMEGA; Mark North, General Manager, AACOA Extrusions, Inc.; Rob Dunlap, JA Wagner (AACOA builder); Mark Polomczak, Salesman, US Business Systems; Deputy Thad Chartrand, Berrien County Sheriff

Consent Agenda *(see attachments)*

Motion made by Zelmer supported by Kuhn to approve Consent Agenda as presented:

- Township Board Meeting Minutes from March 10, 2016
- Accounts Payable for the period 03/11-04/14 presented:

Total General Fund Expenses	\$47,754.35
Total Fire Dept. Fund Expenses	\$15,458.36
Total WRT Fund Expenses	\$86.59
Total Expenses	<u>\$63,299.30</u>

- Treasurer's Report – on March 31, 2016:

General Fund	\$1,456,864.61
Total Fire Dept. Fund	\$285,264.83
Total WRT Fund	\$3,519.86
Total Fund Current Assets	<u>\$1,745,649.30</u>

- Budget Amendment

Roll call vote: **Motion carried unanimously**

Reports *(see attachments)*

Sheriff's Department

Deputy Thad Chartrand presented the March, 2016, report.

Fire Department

Chief Knisely submitted the April, 2016, monthly Fire Department report. They are actively recruiting Certified Firefighters; candidate recruiting ended April 1 with one interested person who hasn't followed up. In spite of the 4" of snow last Saturday, they had a record attendance for the pancake breakfast with 136 in attendance. Finally, Chief presented Treasurer Kuhn with a \$7,000 Grant Award check from the Canadian Pipeline for the purpose of purchasing another thermo-imaging camera.

SMCAS

Chief Knisely submitted the monthly report.

Public Comments

None

At 7:15 p.m., the public hearing for the Bauer Better Water Systems IFT Revocation Hearing was called to order.

(Refer to separate Bauer hearing minutes)

At 7:20 p.m., the Bauer public hearing was closed.

At 7:20 p.m., the public hearing for the AACOA IFT application was called to order.

(Refer to separate AACOA minutes)

The AACOA public hearing was closed at 7:32 p.m.

Unfinished Business

None

New Business

1. U.S. Business Systems Purchase Agreement for new printer

Motion made by Hicks, supported by Zelmer to accept US Business Systems proposal totaling \$6,090.00 to purchase a new Kyocera T/A 3501 Multi-Function Printer (MFP) and an new Kyocera 4100dn to replace the current Gestetner and HP printers. Additionally, accepting the five year service agreement covering scans at \$0.0020/pg and copies at \$0.0080/pg.

Discussion: Hicks introduced Mark Polomczak from US Business Systems who provided background and history of our current Gestetner/HP and what led to the choice for the monochrome Kyceras. The township in Fire Department have a longstanding relationship Mr. Polomczak/US Business Systems providing great service and support.

Roll call vote: **Motion carried unanimously**

2. Bauer IFT Revocation Resolution 160414B

Motion made by Hicks, supported by Vite to accept Resolution 160414B of Revocation of Industrial Facilities Exemption (IFT) Certificate #2008-491 for Bauer Better Water Systems, LLC.

Roll call vote: **Motion carried unanimously**

3. AACOA IFT Application Resolution 160414A

Motion made by Hicks, supported by Kuhn to accept Resolution 160414A Granting an Industrial Facilities Exemption (IFT) Certificate for AACOA Extrusions, Inc.

Discussion: Kuhn asked if other entities (ZBA, etc.) needed to be involved in this decision. Hicks clarified the IFT exemption is the first step of the process. Should the ZBA not approve the expansion, it will be revoked at that time.

Roll call vote: **Motion carried unanimously**

4. BTFD Driveway Proposal

Four bids were presented by Chief Knisely for replacing the original parking lot at Station #1 installed in the 1980's as follows:

- Michigan Paving & Materials \$50,588.00
- Wendorf Asphalt Driveways \$42,495.00
- Bailey Asphalt \$54,922.00
- Arnt Asphalt Sealing \$37,500.00-\$66,750.00
- Shembarger \$68,780.00

All the board members shared common concerns with the bids not being comparable to each other. Some spelled out the process while others were very vague. Some used asphalt jargon which none of the members really understood.

Motion made by Zelmer, supported by Kuhn to table this discussion until chief and the trustees get enough clarity in the paving process and jargon that we can write the specs to provide RFPs to each of these companies.

Voice Vote: **Motion carried unanimously**

5. Website Proposal

Motion made by Hicks, supported by LeClaire to accept Revize's quote of \$1,300 (first year) and \$600/yr thereafter (one-year agreement) for their WEBGEN "Ready to Use" website design which includes training and support.

Discussion: The alternate proposal was from Shumaker Technology Group. It's initial setup fee was \$1,499, with \$199.99/year thereafter. Zelmer pointed out Revize's annual maintenance being three times greater. Hicks and Vite clarified that Revize allows much more control over content management by the township as well as their being specialists in government websites.

Roll call vote: **Motion carried unanimously**

6. Cemetery Issues

Sexton Wolf said in her opinion the most pressing need is to get the cemeteries surveyed – especially Howe and Mt. Zion. Mt. Zion has plots beyond the current boundary markers. She presented a quote from Abonmarche to survey Mt. Zion for \$1,500, Howe for \$1,450, and Bakertown for \$1,200.

Bakertown was apparently surveyed in 2011 by either Stephenson or Whiteman, but the survey hasn't been located in the township hall. Zelmer suggested looking in the lockbox. LeClaire maintains his position that getting the cemeteries surveyed should be our first priority. Hicks will enter discussion with Buchanan Township to resolve their lack of participating financially in the maintenance of Bakertown cemetery since the property is in both townships.

Since funds have been budgeted, Wolf was given permission to hire Abonmarche to survey Howe and Mt. Zion cemeteries.

7. BTFD Tanker

Motion made by Hicks, supported by Vite to accept Spencer Manufacturing's bid of \$37,542.00 to refurbish the 1992 International 4900WB tanker truck.

Discussion: Hicks confirmed the money has been budgeted for this project and that a portion will come from the Fire Department fund.

Roll call vote: **Motion carried unanimously**

8. BTFD Fundraiser

Motion made by Kuhn, supported by LeClaire to permit the Bertrand Township Fire Department to sponsor a door-to-door portrait fund drive with the details to be determined at their discretion.

Public Comments

Chief Knisely said his wife Sue confronted a man walking around the side of their house. When he met her, he said he was "looking for work". The man drove away in his Maroon Crossover, license DDJ284, and they followed him a few miles. They went to law enforcement and it was determined the man was from the Sturgis area.

Board Member Comments

Steve LeClaire reminded residents their cell phones can be used to take pictures of the "trash bandit" litter on Redbud Trail.

Don Vite saw a bald eagle sitting on the ground on Bertrand Rd – they are returning to the area.

Communications

Bertrand Township Board of Trustees Special Meeting on Tuesday, April 26, at 7:00 p.m. to consider SMCAS 2016/2017 budget and special assessment levy.

Bertrand Township Election Commission Public Accuracy Test of the vote tabulator will be held on Tuesday, April 26, at 6:00 p.m.

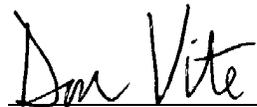
Zoning Board of Appeals meeting on Thursday, April 28, at 7:00 p.m.

Miscellaneous / Announcements / Schedule

- The next township board meeting will be Thursday, May 12, 2016, at 7:00 p.m.

Motion by Hicks, supported by Kuhn to adjourn at 8:50 p.m.

Respectfully submitted,



Don Vite

Bertrand Township Clerk

April 15, 2016

Date