

**Bertrand Township Board  
Regular Meeting  
Thursday, August 10, 2017**

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, Payton, Vite, Zelmer

Members Absent: None

Special Guests: Atty. Mac Elliott, Atty. Mike Brown, members of Signal Point Golf Course

**Consent Agenda** (*see attachments*)

Supervisor Hicks amended the Agenda as follows:

- Add item #8 under New Business – BTFD Heater Proposals.

**Motion** made by Zelmer supported by Vite to approve the Consent Agenda as presented:

- Township Board Meeting Minutes from July 13, 2017.
- Accounts Payable for the period 07/14-08/10 as presented:

Total General Fund Expenses	\$37,957.58
Total Fire Dept. Fund Expenses	\$14,664.03
Total WRT Fund Expenses	\$ 99.89
<b>Total Expenses</b>	<b><u>\$52,721.50</u></b>

- Treasurer's Report as of July 31:

General Fund	\$1,574,586.13
Total Fire Dept. Fund	\$241,267.74
Total WRT Fund	\$2,845.96
<b>Total Fund Current Assets</b>	<b><u>\$1,818,699.83</u></b>

Roll call vote: **Motion carried unanimously**

**Discussion:** None.

**Reports**

Sheriff's Department (*see attachment*)

Deputy Grimm presented the monthly report. Nothing extraordinary to report.

Fire Department (*see attachment*)

Chief Bill Knisely presented the August, 2017, monthly Fire Department report. The fire department is still actively looking for firefighters for the department.

## SMCAS

Chief Bill Knisely read from the Director's report:

- Strong receivables
- Favorable audit
- They are renegotiating their contract with Redbud TNT
- Tim Grey's attorneys have asked for a forensic audit of his hard drive

## Landfill (verbal report)

- Submitted application to the state for cell license.
- Performance tests have been run on the pumps.
- Fencing and windscreen installed.

## Public Comments

None.

## Unfinished Business

None.

## New Business

### 1. Resolution to Establish Special Assessment District

**Motion** made by Hicks, supported by Vite to adopt Resolution 170810A – Resolution of intent to establish Special Assessment District; Tentative Designation of Special Assessment District; Notice of Public Hearing

**Discussion:** This is a Special Assessment District for Emergency Medical Services through Southwestern Michigan Community Ambulance Service (SMCAS) District #1. Their current business structure and budget expires in December. Payton wondered if the proposed cost could be included in Notice of Public Hearing since it would be the first question asked. The Notice and Resolution were written by the SMCAS lawyers and are the same for each community member of SMCAS. Kuhn sought clarification on item #5 of the Resolution. The difference between this proposal and past assessments is this one will assess every taxable parcel, whereas the prior one exempted certain taxable parcels.

Roll call vote: **Ayes** – Hicks, Kuhn, Payton, Vite; **Nays** – Zelmer

**Passed 4-1**

### 2. Signal Point Liquor License

Supervisor Hicks invited Mac Elliott, attorney for Signal Point Golf Course, LLC, to briefly lay out the case for their request of the township's quota "voucher" for a G-1 Liquor license, which would give their business viable options for continuing operations. Under their current club-only liquor license, they are almost certain to close because there is no opportunity for changing their business model, inviting the general public to dine, etc. Mr. Elliott introduced Mike Brown, an attorney specializing in liquor licensing, to clarify questions raised by various board members. The township's attorney, Sara Senica, also provided a clarifying memo to the board verifying that this quota is Signal Point's only viable option for obtaining a G-1 liquor license.

**Motion** made by Vite, supported by Kuhn to grant a township quota G-1 liquor license to Signal Point Golf Course, LLC.

**Discussion:** Attorney Brown suggested the motion should be in the form of a resolution, and handed the board a pre-filled in standard resolution form from the MLCC website. Supervisor Hicks labeled the resolution 170810B and read it to the board.

The main hesitation of the board in granting the quota is having lost it in the event Signal Point ceases operations. Attorney Brown suggested a solution would be to work an agreement where the quota license reverts back to the township should Signal Point fail.

**Amended Motion** made by Vite and supported by Kuhn to grant a township quota liquor license to Signal Point Golf Course, LLC, and adopt resolution 170810B which legally gives the Bertrand Township Board's approval for the license.

**Further Discussion:** Mac Elliott understood the township's concerns regarding losing the quota license and agreed to work with the township's attorney Sara Senica to get that agreement in writing for the township to get the quota license back in the event Signal Point ceases operations.

Roll call vote: **Amended motion carried unanimously**

3. BS&A Agreement

**Motion** made by Kuhn, supported by Vite to authorize Treasurer Kuhn and Clerk Vite to enter into the 2018/2019 Tax Processing service agreement with Berrien County Board of Commissioners.

Voice vote: **Motion carried unanimously**

4. Community Building Chairs

**Motion** made by Hicks, supported by Zelmer to purchase 75 commercial folding chairs for the Community Building not to exceed \$1,500.

**Discussion:** Hicks found the best deal at Sam's Club. Vite offered to see if Costco had any better deal.

Roll call vote: **Motion carried unanimously**

5. Community Building Locks

**Motion** made by Hicks, supported by Zelmer to accept Rice's Locksmith Service's estimate EST0011 for a Kwikset Kevo electronic deadbolt, handle, and fobs for \$937.00.

**Discussion:** This deadbolt uses Bluetooth technology and smartphones and/or fobs.

Roll call vote: **Motion carried unanimously**

6. Community Building Misc. Projects

**Motion** made by Hicks, supported by Vite to hire Joe Co. (Joe Crespo) for various specified Community Building maintenance projects including interior and exterior painting, concrete work, power washing, repairs, etc. not to exceed \$6,000.

**Discussion:** Ensure Joe Co has insurance docs filed.

Roll call vote: **Motion carried unanimously**

7. Township Driveway Bids

**Motion** made by Vite, supported by Kuhn to accept Shembarger Asphalt Sealing, Inc's Proposal to repair the township hall parking lot for \$4,345.00 and add the Diamond Shield option for an additional \$165.00.

Roll call vote: **Motion carried unanimously**

8. BTFD Heater Proposals

**Motion** made by Zelmer, supported by Kuhn to accept Vander Werf Energy, Inc. proposal to replace all three tube heaters in Station #1 for \$9,190.00.

Roll call vote: **Motion carried unanimously**

**Public Comments**

None.

**Board Member Comments**

Clerk Vite updated the board re: the July board meeting decision to have Comcast install internet into the Community Building. Rates increased \$10, exceeding the amount permitted by the motion. Internet/Wi-Fi will be necessary with the new HVAC unit and deadbolt, so this issue will be added to the September meeting agenda.

Vite said the annual township audit is complete with no surprises, and our auditor plans to present his report at September's board meeting.

Hicks said Enbridge is repairing low spots in the field at the NE corner of Redbud and Bertrand Rd. The Buffalo Rd. resurfacing project has been completed.

**Communications**

None.

**Miscellaneous / Announcements / Schedule**

- Berrien County Youth Fair runs August 14-19.
- The next township board meeting will be Thursday, September 14, 2017, at 7:00 p.m.

**Motion** by Hicks to adjourn the meeting at 9:42 p.m.

Respectfully submitted,



Don Vite

Bertrand Township Clerk

August 12, 2017

Date