

**Bertrand Township Board  
Regular Meeting  
Thursday, March 8, 2018**

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

Member Absent: None

Special Guests: Mark Wagner, Planning Commission Chairman

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

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

- Strike item #5 Budget Amendment from agenda
- Corrected Township Board Meeting Minutes from February 8, 2018 including the General Fund Budget Hearing and the Fire Assessment District Budget Hearing
- Accounts Payable for the period 02/09/18-03/08/18 as presented:

Total General Fund Expenses	\$67,909.38
Total Fire Dept. Fund Expenses	\$7,342.17
Total WRT Fund Expenses	\$109.66
<b>Total Expenses</b>	<b><u>\$75,361.21</u></b>

- Treasurer's Report

General Fund	\$1,363,706.99
Total Fire Dept. Fund	\$258,077.92
Total WRT Fund	\$2,851.66
<b>Total Fund Current Assets</b>	<b><u>\$1,624,636.57</u></b>

**Discussion:** Supervisor Hicks made three corrections to the February 8 board meeting minutes (as shown on the approved, posted minutes):

1. In the General Budget Hearing section, the assessor was given a 2% cost-of-living increase for a new salary of \$19,278.
2. In the Communications section, the Board of Review dates are:
  - March 6 – Organizational Meeting at 6:00 p.m.
  - March 12<sup>th</sup> – Appeal Hearings from 9:00 a.m.-12:00 p.m. and 1:00 p.m.-4:00 p.m.
  - March 15<sup>th</sup> – Appeal Hearings from 2:00 p.m.-5:00 p.m. and 6:00 p.m.-9:00 p.m.

Roll call vote: **Motion carried unanimously**

**Reports**

Sheriff's Department *(see attached)*

Deputy Higgs submitted the Sherriff's report. A short discussion re: Bertrand Rd speeds ensued.

Fire Department (see attached)

Chief Knisely submitted the March 2018, monthly Fire Department report. On Saturday, March 24, 6:00p.m. the annual awards banquet will be held. On Saturday morning, April 14, the annual pancake breakfast will be held at Station #1 from 8:00 a.m. – 11:00 a.m.

SMCAS

Chief Knisely gave a verbal report:

- SMCAS has received approval to buy another ambulance.
- SMCAS has taken delivery of a wheelchair van.
- One of their own has been honored with the “Star of Life” award that will be presented in Washington, D.C.

SE Berrien County Landfill

Treasurer Kuhn gave a verbal report:

- Received site plan approval and building permit for the SBR/Waste Water Treatment Plant.

Public Comments

A resident wondered if the Road Commissioner ever attended the meetings and said it was hard to reach them by phone for complaints. Supervisor Hicks commented on the effectiveness of their smartphone app for reporting issues and others attested to the road commission’s promptness in responding. The app is “BCRD SERV”.

Mr. Dean Hill introduced himself as a State Representative candidate for the 78<sup>th</sup> District.

Unfinished Business

None.

New Business

1. PC Presentation of Revised Zoning

Mr. Mark Wagner, chairman of the Planning Commission, presented the rigorous process and status of the Commission’s thorough review and update of the Zoning Ordinance. The final update is complete and will be formally presented for approval by the Planning Commission at their April 5<sup>th</sup> meeting, followed by a vote on a motion to accept it by the township board on their April 12<sup>th</sup> meeting.

2. VFIS Accident/Sickness Proposal

**Motion** made by Vite, supported by Zelmer, to accept the VFIS Accident & Sickness Insurance Proposal #103571 with Optional Benefits for an annual premium of \$3,007 as presented by the Ted Hartleb Agency in the February 8 board meeting.

Roll call vote: **Motion carried unanimously**

3. Board Member Salary Resolutions

a) **Motion** made by Kuhn, supported by Vite to adopt Resolution 030818C to Establish Township Officers Salary for the position of Supervisor.

Roll call vote:

**Aye:** Kuhn, Payton, Vite, Zelmer

**Abstain:** Hicks

**Carried 4-0**

b) **Motion** made by Hicks, supported by Kuhn to adopt Resolution 030818D to Establish Township Officers Salary for the position of Clerk.

Roll call vote:

**Aye:** Hicks, Kuhn, Payton, Zelmer      **Abstain:** Vite      **Carried 4-0**

c) **Motion** made by Hicks, supported by Zelmer to adopt Resolution 030818E to Establish Township Officers Salary for the position of Treasurer.

Roll call vote:

**Aye:** Hicks, Payton, Vite, Zelmer      **Abstain:** Kuhn      **Carried 4-0**

d) **Motion** made by Hicks, supported by Kuhn to adopt Resolution 030818F to Establish Township Officers Salary for the position of Trustee.

**Discussion:** Trustee Zelmer asked Clerk Vite why the year-end actual amount paid does not equal \$4,000. (Vite checked QuickBooks and it's a rounding error of four cents).

Roll call vote:

**Aye:** Hicks, Kuhn, Vite      **Abstain:** Payton, Zelmer      **Carried 3-0**

4. Adopt 2018-2019 Proposed Township Budget/General Appropriations Act

**Motion** made by Hicks, supported by Payton to adopt Resolution 030818A – Bertrand Township General Appropriations Act (Budget) for Fiscal Year 2018-2019.

<u>Fund</u>	<u>Revenue</u>	<u>Expenditures</u>
General	\$698,880.00	\$698,880.00
West River Terrace	\$ 854.00	\$ 1,300.00
SMCAS	\$ 27,460.00	\$ 27,460.00

Roll call vote:

**Aye:** Hicks, Kuhn, Payton, Vite      **No:** Zelmer      **Carried 4-1**

5. Adopt 2018-2019 Proposed Fire Protection Special Assessment District General Appropriations Act

**Motion** made by Hicks, supported by Vite to adopt Resolution 030818B – Fire Protection Special Assessment District General Appropriations Act (Budget) for Fiscal Year 2018-2019.

<u>Revenue</u>	<u>Expenditures</u>
\$197,200.00	\$197,200.00

Roll call vote: **Motion carried unanimously**

6. Banking Resolution 180208G

**Motion** made by Hicks, supported by Zelmer, to accept banking resolution 180208G giving authorization to specific township personnel do banking on behalf of the township with Chemical Bank.

Roll Call Vote: **Motion carried unanimously**

7. 2018/2019 BTFD Officer Appointments

**Motion** made by Hicks, supported by Zelmer to accept the Bertrand Township Fire Department officer appoints:

- Fire Chief – Bill Knisely; 22 years of service
- Assistant Chief – Matt Remmo; 25 years of service
- Captain – Chris Burks; 21 years of service
- Lieutenant/Training Officer – Tyler Knisely; 7 years of service

Roll call vote: **Motion carried unanimously**

**Public Comments**

Scott Wooster asked the board to consider the biking season and clubs that ride together on the major roadways.

**Board Member Comments**

Clerk Vite had the Election Ballot containers certified by the County Board of Canvassers through 2022.

Treasurer Kuhn said the Zoning Ordinance is an evolving document that will have new topics addressed by the Planning Commission this year such as “tiny homes”, bed and breakfasts, etc.

**Communications**

Board of Review dates set for March 12 and March 15.

**Miscellaneous / Announcements / Schedule**

- The Planning Commission kickoff meeting for the Master Plan with Williams and Works is Thursday, March 15, at 7:00 p.m.
- The next township board meeting will be Thursday, April 12, at 7:00 p.m.

Having no further business, the meeting was adjourned at 8:35 p.m.

Respectfully submitted,



Don Vite  
Bertrand Township Clerk

March 11, 2018

Date