

**Bertrand Township Board  
Regular Meeting  
Thursday, September 12, 2019**

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: Derek Hall, Bertrand Township Auditor from the Michigan Dept of Treasury

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

**Motion** made by Zelmer seconded by Payton to approve the Consent Agenda as presented:

- Township Board Meeting Minutes from August 8, 2019
- Accounts Payable for the period 08/09/19-09/12/19 as presented:

Total General Fund Expenses	\$60,184.76
Total Fire Dept. Fund Expenses	\$9,647.55
Total WRT Fund Expenses	\$76.35
<b>Total Expenses</b>	<b><u>\$69,908.66</u></b>

- Treasurer's Report and August Month-End Fund Balances:

General Fund	\$1,446,629.46
Total Fire Dept. Fund	\$333,459.01
Total WRT Fund	\$2,148.87
<b>Total Fund Current Assets</b>	<b><u>\$1,782,237.34</u></b>

**Discussion:** Treasurer Kuhn pointed out that the township is projected to grow in population about 2% per year over the next five years according to a chart produced by the Berrien County Treasurer – “Taxable Values of All Communities in Berrien County” – submitted with this board packet.

Roll call vote: **Motion carried unanimously**

**Reports**

**Sheriff's Department** *(see attached)*

Deputy Huddleston presented the monthly report. Auto larceny has been on the rise. Deputy Huddleston cautioned residents to make sure they lock car doors in their driveways and remove valuables.

{The Public Hearing for the A&G Restaurant Class C Liquor and Dance/Entertainment License commenced at 7:15 p.m. and concluded at 7:22 p.m. – see separate minutes }

**Fire Department** *(see attached)*

Chief Knisely submitted the August 2019, monthly Fire Department report. This month's focus was on extrication training and methods.

### SMCAS (see attached)

Chief Knisely presented the SMCAS report. There is now 100% staffing at SMCAS.

### SE Berrien County Landfill

Treasurer Kuhn and Trustee Zelmer gave a verbal report:

- Remodeling the building exterior
- Dozer repairs totaling \$12k
- Hired firm Tetra Tech to do feasibility study of the future of the landfill. Any future expansion will be within the fenced boundaries of the landfill.

### Planning Commission

Treasurer Kuhn gave a verbal report:

- Reviewed ordinances and focusing on aggregate pit
- Signal Point – possible expansion of residential housing
- D&S Valve is expanding – a new 36k ft<sup>2</sup> facility w/ potential to expand to 100k ft<sup>2</sup>

### NATS

Trustee Payton gave a verbal report. NATS received a grant to update the website for \$25k. He asks why Bertrand township is a member since township governments don't have the ability to get grants – they are only for cities and villages. The board agrees.

### Public Comments

One resident asked what the township is doing to monitor the effect on resident well water levels regarding the increasing number of 12" farm irrigation wells being installed in the township. Supervisor Hicks said that issue needs to be taken up with the DEQ or a state agency and is beyond the jurisdiction of the township.

### Unfinished Business

None

### New Business

#### **2018/2019 Annual Audit Report**

Derek Hall presented the annual audit draft report for Bertrand Township. The township continues to have healthy fund balances and Hall did not offer any suggestions for improvement.

**Discussion:** Treasurer Kuhn raised the ambiguous issue of how the NCUA and our credit unions define a custodian for purposes of account insurance protection. Each custodian is guaranteed \$250,000 insurance, and the conclusion is our current resolutions lump all signers as a single custodian. The township needs to redraft the resolutions to word in such a way that each signer is an individual custodian, so there is \$250,000 per custodian. Some township accounts have more than \$250,000 in them. Derek Hall confirmed this as being a semantic exercise but a good idea.

The report will be made available in the township hall for the public to see.

1. A&G Liquor License Request

**Motion** made by Hicks and seconded by Vite to table consideration of the Class C Liquor License request until Zoning Administrator Eileen Glick performs her due diligence by reviewing zoning ordinances and reports to the Planning Commission in October.

**Discussion:** When asked for clarification on their intent of the Dance/Entertainment portion of the license, the representatives were quick to say they would have no problem amending the request to remove the Dance/Entertainment portion. Their idea was for a sole entertainer perhaps a couple times per month, but that the dance floor space would cut into the dining area and they weren't eager to lose that space anyhow.

All trustees were unanimous in their comments that the Zoning Administrator should perform her due diligence first to ensure there are no zoning issues they would need to know about.

Voice Vote: **Motion carried unanimously**

**Public Comments**

None.

**Board Member Comments**

Supervisor Hicks gave an update on the status of the 4620 US 12 demolition and said he is once again receiving bids for the project after the judge recently ruled in the township's favor to have it completely cleaned up. The owner hired her own excavator who has done a partial and incomplete cleanup of the pool and house.

Supervisor said he is still taking bids on landscaping the Community Building grounds.

Treasurer Kuhn will not be in attendance in the October meeting due to a schedule conflict.

**Communications**

**Miscellaneous / Announcements / Schedule**

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

Having no further business, the meeting was adjourned at 8:42 p.m.

Respectfully submitted,



September 19, 2019

Don Vite

Date

Bertrand Township Clerk