

**Bertrand Township Board
Regular Meeting
Thursday, March 12, 2020**

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: None

Consent Agenda *(see attachments)*

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

- Township Board Meeting Minutes from February 12, 2020 including the General Fund Budget Hearing and the Fire Assessment District Budget Hearing
- Accounts Payable for the period 02/14/20-03/12/20 as presented:

Total General Fund Expenses	\$41,454.14
Total Fire Dept. Fund Expenses	\$12,106.77
Total WRT Fund Expenses	\$82.44
Total Expenses	<u>\$53,643.35</u>

- Treasurer's Report as of February 29, 2020

General Fund	\$1,494,887.44
Total Fire Dept. Fund	\$406,283.50
Total WRT Fund	\$2,341.94
Total Fund Current Assets	<u>\$1,903,512.88</u>

Discussion: Treasurer Kuhn said an uncashed check payable for service to a vendor from the FD Fund for \$500 from August 2019 was safe from having to stop payment, and a new check was cut.

Roll call vote: **Motion carried unanimously**

Reports

Sheriff's Department *(on file)*

Deputy Baggett delivered the report.

Fire Department *(on file)*

Chief Knisely submitted the March 2020, monthly Fire Department report. The annual pancake breakfast has been cancelled because of COVID-19.

SMCAS

Chief Knisely gave a verbal report. Finances continue getting stronger. Paying cash for a new ambulance. EMS personnel are 100% staffed. Looking for part-time office assistant.

SE Berrien County Landfill (on file)

Treasurer Kuhn and Trustee Zelmer gave a verbal report:

- Feasibility study for future expansion
- Ten years before expansion needed
- \$13 million in deficit

Planning Commission

Did not meet in March.

NATS

Trustee Payton gave a verbal report.

Public Comments

None.

Unfinished Business

None.

New Business

1. Closed session to discuss attorney-client privileged letter

Motion made by Hicks, seconded by Vite, to go into closed session under section 8(h) of the Open Meetings Act in order to discuss material exempt from public discussion and disclosure, being a written memorandum from our Township Attorney.

Roll call vote: **Motion carried unanimously**

{ Closed session from 7:35 p.m. – 7:55 p.m. }

2. Farm Land Rental

Motion made by Vite, seconded by Payton, to accept Greg and Toni McCallister's sealed bid for \$100 per acre for the four acres adjacent to the Fire Station on US 12.

Roll call vote: **Motion carried unanimously**

3. Community Event Hall Bed Maintenance Proposal

Motion made by Kuhn, seconded by Zelmer, to accept Creative Landscaping's proposal to maintain the Community Event Hall's landscape beds for \$4,709.17.

Roll call vote: **Motion carried unanimously**

4. Community Event Hall Lighting Proposal

Motion made by Hicks, seconded by Vite, to accept Creative Landscaping's proposal to install up-lighting and path lighting as well as install drainage on the NW Corner Downspout at the Community Event Hall for \$3,647.56.

Roll call vote: **Motion carried unanimously**

5. Metro Act Permit – Level 3 Communications

Motion made by Payton, seconded by Zelmer, to approve the Metro Act permit renewal application for Level 3 Communications in Broomfield, CO.

Roll call vote: **Motion carried unanimously**

6. Metro Act Permit – Century Link

Motion made by Vite, seconded by Zelmer, to approve the Metro Act permit renewal application for Century Link in Broomfield, CO.

Roll call vote: **Motion carried unanimously**

7. Board Member Salary Resolutions 200312C-200312F

a) **Motion** made by Vite, seconded by Kuhn to adopt Resolution 200312C to establish township officer’s salary for the position of Supervisor at \$28,447.80.

Roll call vote:

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

b) **Motion** made by Kuhn, seconded by Zelmer to adopt Resolution 200312D to establish township officer’s salary for the position of Clerk at \$25,257.24.

Roll call vote:

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

c) **Motion** made by Zelmer, seconded by Payton to adopt Resolution 200312E to establish township officer’s salary for the position of Treasurer at \$25,257.24.

Roll call vote:

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

d) **Motion** made by Kuhn, seconded by Vite to adopt Resolution 200312F to establish trustee pay at \$4,620.

Roll call vote:

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

8. Adopt 2020/2021 Proposed Township Budget/General Appropriations Act

Motion made by Zelmer, supported by Kuhn to adopt Resolution 200312A – Bertrand Township General Appropriations Act (Budget) for Fiscal Year 2020/2021.

<u>Fund</u>	<u>Revenue</u>	<u>Expenditures</u>
General	\$757,908.88	\$757,908.88
West River Terrace	\$ 869.00	\$ 1,300.00
SMCAS	\$ 32,020.00	\$ 32,020.00

Roll call vote: **Motion passed unanimously**

9. Adopt 2020/2021 Proposed Fire Protection Special Assessment District General Appropriations Act

Motion made by Vite, supported by Zelmer to adopt Resolution 200312B – Fire Protection Special Assessment District General Appropriations Act (Budget) for Fiscal Year 2020/2021.

<u>Revenue</u>	<u>Expenditures</u>
\$217,000.00	\$217,000.00

Roll call vote: **Motion carried unanimously**

10. 2020/2021 BTFD Officer Appointments

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

- Fire Chief – Bill Knisely
- Assistant Chief – Matt Remmo
- Captain – Tyler Knisely
- Lieutenant – Jason Campbell
- Lieutenant – Tony Nichols

Voice vote: **Motion carried unanimously**

11. Zoning Ordinance Amendments

Motion made by Vite, seconded by Zelmer to approve as presented the Zoning Ordinance amendments recommended by the Planning Commission and reviewed by the Berrien County Planning Commission.

Roll call vote: **Motion carried unanimously**

Public Comments

None.

Board Member Comments

Treasurer Kuhn attended the Capital Conference in Lansing and briefed the board.

Communications

None.

Miscellaneous / Announcements / Schedule

- The next township board meeting will be Thursday, April 9, at 7:00 p.m.

Having no further business, the meeting was adjourned at 8:38 p.m.

Respectfully submitted,



Don Vite

Bertrand Township Clerk

March 19, 2020

Date