

**Bertrand Township Board  
Regular Meeting  
Thursday, December 10, 2020**

Via Video-Conference during the historic COVID-19 Worldwide Pandemic

Supervisor Hicks called the meeting to order at 7:00 p.m.

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

Member Absent: None

Special Guests: Jim Ringler, realtor for Signal Point Properties; Justin Butler, representing Selge Construction, and designer representing the firm designing the Signal Pointe development.

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

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

- Strike #3-Closed Session Minutes and approve at Clerk Vite's desk.
- Township Board Meeting Minutes from November 12, 2020
- Accounts Payable for the period 11/13/20-12/10/20 as presented:

Total General Fund Expenses	\$28,493.54
Total Fire Dept. Fund Expenses	\$8,375.69
Total WRT Fund Expenses	\$76.04
<b>Total Expenses</b>	<b><u>\$36,945.27</u></b>

- Treasurer's Report and month-end fund balances as of November 31, 2020:

General Fund	\$1,485,414.06
Total Fire Dept. Fund	\$363,631.84
Total WRT Fund	\$1,914.80
<b>Total Fund Current Assets</b>	<b><u>\$1,850,960.70</u></b>

Roll call vote: **Motion carried unanimously**

**Reports**

Sheriff's Department *(on file)*

The report was mailed in.

Fire Department *(on file)*

Chief Knisely presented the December Fire Department report.

SMCAS *(on file)*

Matt Remmo emailed the report and gave a verbal presentation.

SE Berrien County Landfill *(minutes on file)*

Treasurer Kuhn and Trustee Zelmer gave a brief verbal report.

Planning Commission

Did not meet in December.

NATS

No meeting.

**Public Comments**

None.

## **Unfinished Business**

None.

## **New Business**

### 1. Appointments in 2021

#### a. Southeast Berrien County Landfill – Dave Zelmer (Expires 12/2024)

**Motion** made by Hicks, seconded by Kuhn to accept Supervisor Hicks' recommendation, and continue Dave Zelmer's appointment to the Southeast Berrien County Landfill Board for a four-year term expiring 12/2024.

Voice vote: **Ayes – Hicks, Kuhn, Payton, Vite; Nays – None; Abstain – Zelmer**

**Carried 4-0**

#### b. Planning Commission – Rhonda Hicks (Expires 12/31/2023)

**Motion** made by Kuhn, seconded by Vite to accept Supervisor Hicks' recommendation, and continue Rhonda Hicks appointment to the Bertrand Township Planning Commission for a three-year term expiring 12/31/2023.

Voice vote: **Ayes – Kuhn, Payton, Vite, Zelmer; Nays – None; Abstain – Hicks**

**Carried 4-0**

#### c. Board of Review – Anna Norton (Expires 12/31/2022)

**Motion** made by Zelmer, seconded by Payton to accept Supervisor Hicks' recommendation, and continue Rhonda Hicks appointment to the Bertrand Township Board of Review for a two-year term expiring 12/31/2022.

Voice vote: **Motion carried unanimously**

### 2. BS&A Software Proposal

Tabled discussion until a representative of BS&A gives a presentation

### 3. SEMCO Franchise Agreement

**Motion** by Zelmer, seconded by Payton to table discussion and send the SEMCO Franchise Agreement to township attorney Sara Senica for review.

Voice vote: **Motion carried unanimously**

### 4. Signal Point Presentation

Jim Ringler, Justin Butler, and their planner gave a high-level overview presentation of the Signal Point Development project and the ongoing conversations with government officials regarding issues resulting from the fact that it is within both Niles City and Bertrand Township boundaries. Niles City has water/sewer whereas Bertrand Township does not. The project design is still fluid and has not been presented to the Planning Commission.

## **Board Member Comments**

Supervisor Hicks and Treasurer Kuhn gave a brief overview of the meeting they had with the Berrien County Road Department. They reiterated the need for more attention to Mayflower and Bertrand Roads with the increased traffic from the SB Industrial area on the other side of the border.

## **Communications**

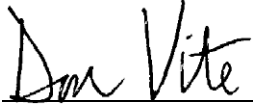
None.

**Miscellaneous / Announcements / Schedule**

- The next township board meeting will be Thursday, January 14, at 7:00 p.m.
- Annual Budget Hearing Workshop on Saturday, January 30, at 9:00 a.m.

Having no further business, the meeting was adjourned at 9:02 p.m.

Respectfully submitted,



November 17, 2020

Don Vite

Date

Bertrand Township Clerk

DRAFT

**BERTRAND TOWNSHIP**  
BERRIEN COUNTY, MICHIGAN

**A RESOLUTION UPDATING STATE REQUIRED POVERTY LEVEL INCOME  
STANDARDS FOR PROPERTY TAX POVERTY EXEMPTION GUIDELINES FOR  
TAX YEAR 2021**

RESOLUTION: **201210A**

**WHEREAS**, guidelines include state required Poverty Level Income Standards and Asset Level Test; and

**WHEREAS**, the Bertrand Township Board of Trustees has given due consideration to the requirement for updating the Township's Poverty Level Income Standards and Asset level Test:

**THEREFORE, BE IT RESOLVED**, that the following Poverty Level Income Standards and Asset Level Test for Property Tax Exemption Guidelines for Tax Year 2021 are hereby adopted:

Size of Family Unit	Poverty Guidelines
1	\$12,760
2	\$17,240
3	\$21,720
4	\$26,200
5	\$30,680
6	\$35,160
7	\$39,640
8	\$44,120
For each additional person add	\$4,480

\*Claimant may not own more than 1 vehicle per licensed driver in household.

\*Claimant may not exceed \$6,000.00 of value of assets, excluding homestead and vehicles.

\*Claimants amount of tax liability to be determined by the Board of Review.

**BE IT FURTHER RESOLVED**, that all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded; and

**IT IS FURTHER RESOLVED**, that this resolution shall take effect immediately upon adoption by the Bertrand Township Board of Trustees.

The foregoing resolution was offered by Board Member: Zelmer

And supported by Board Member: Payton

AYES: Hicks, Kuhn, Payton, Vite, Zelmer

NAYES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The Supervisor declared this resolution adopted the **10th** day of **December, 2020**.

I, Don Vite, duly elected and acting Clerk of Bertrand Township, hereby certify that the foregoing resolution was adopted by the Township Board at the regular meeting of said board held on December 10, 2020 at which meeting a quorum was presented by a roll call vote of said members as hereinbefore set forth that said resolution was ordered to take immediate effect.

Attest:   
Don Vite, Clerk

**BERTRAND TOWNSHIP**  
BERRIEN COUNTY, MICHIGAN

**ACCEPTING LETTERS OF PROTEST FROM TOWNSHIP RESIDENTS FOR  
MARCH 2021 BOARD OF REVIEW**

RESOLUTION: **201210B**

**WHEREAS**, the law only provides for letters of protest for March Board of Review for non-resident property owners; passing this resolution allows residents to protest by letter, and

**WHEREAS**, Michigan Compiled Law (MCL) 41.181 gives the Township Board of Review the authority to accept letters of protest for the March 2021 Board of Review.

**NOW, THEREFORE BE IT RESOLVED**, that the Bertrand Township Board shall approve the acceptance of letter of protest from township residents for the March 2021 Board of Review.

The foregoing resolution was offered by Board Member: Zelmer  
And supported by Board Member: Payton

AYES: Hicks, Kuhn, Payton, Vite, Zelmer  
NAYES: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

The Supervisor declared this resolution adopted the **10th** day of **December, 2020**.

I, Don Vite, duly elected and acting Clerk of Bertrand Township, hereby certify that the foregoing resolution was adopted by the Township Board at the regular meeting of said board held on December 10, 2020 at which meeting a quorum was presented by a roll call vote of said members as hereinbefore set forth that said resolution was ordered to take immediate effect.

Attest:   
Don Vite, Clerk

**BERTRAND TOWNSHIP**  
BERRIEN COUNTY, MICHIGAN

**A RESOLUTION TO PROVIDE FOR ALTERNATE STARTING DATES FOR  
MARCH 2021 BOARD OF REVIEW**

RESOLUTION: **210114C**

**WHEREAS**, The Bertrand Township Board holds Board of Review Protest meetings beginning the Tuesday following the first Monday of March as provided by MCL 211.28 – 221.33 and may pass a resolution to allow for alternate starting dates for said meetings.

And **WHEREAS**, The Bertrand Township Board wishes to provide for alternate starting dates for the March 2021 Board of Review meetings.

**NOW, THEREFORE BE IT RESOLVED**, that the Bertrand Township Board hereby resolves to provide for the setting of alternate March 2021 Board of Review dates.

The foregoing resolution was offered by Board Member: Zelmer  
And supported by Board Member: Payton

AYES: Hicks, Kuhn, Payton, Vite, Zelmer

NAYES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The Supervisor declared this resolution adopted the **10th** day of **December, 2020**.

I, Don Vite, duly elected and acting Clerk of Bertrand Township, hereby certify that the foregoing resolution was adopted by the Township Board at the regular meeting of said board held on December 10, 2020 at which meeting a quorum was presented by a roll call vote of said members as hereinbefore set forth that said resolution was ordered to take immediate effect.

Attest:   
Don Vite, Clerk

RESOLUTION NO. 201210D

BERTRAND TOWNSHIP, BERRIEN COUNTY, MICHIGAN

RESOLUTION TO ADOPT 2021 SCHEDULE OF REGULAR TOWNSHIP BOARD MEETINGS

WHEREAS, the Bertrand Township Board deems that it is in the best interest of the Township to adopt an annual Schedule which sets forth the meeting dates, time and place for the regular monthly schedule of Bertrand Township Board Meetings.

WHEREAS, it is stated that all regular meetings will be held on the second (2nd) Thursday of each month at 7:00 p.m. at the Bertrand Township Hall, 3835 Buffalo Road, Buchanan, Michigan.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Bertrand Township Board hereby adopts the schedule titled PUBLIC NOTICE OF MEETINGS Bertrand Township Board 2021, attached hereto and incorporated herein by reference.

Dates of the 2021 meetings are as follows:

- Thursday, January 14, 2021
Thursday, February 11, 2021
Thursday, March 11, 2021
Thursday, April 8, 2021
Thursday, May 13, 2021
Thursday, June 10, 2021
Thursday, July 8, 2021
Thursday, August 12, 2021
Thursday, September 9, 2021
Thursday, October 14, 2021
Thursday, November 11, 2021
Thursday, December 9, 2021

The foregoing resolution offered by Board member: Zelmer

Second offered by Board Member: Payton

Upon roll call vote the following voted:

"Ayes" Hicks, Kuhn, Payton, Vite, Zelmer
"Nays"

The Supervisor declared the resolution adopted.

Date: December 10, 2020

Attested by: Don Vite, Clerk

**RESOLUTION NO. 201210E**

**BERTRAND TOWNSHIP, BERRIEN COUNTY, MICHIGAN**

**RESOLUTION TO ADOPT 2021 SCHEDULE OF  
REGULAR TOWNSHIP PLANNING COMMISSION MEETINGS**

WHEREAS, the Bertrand Township Board deems that it is in the best interest of the Township to adopt an annual Schedule which sets forth the meeting dates, time and place for the regular monthly schedule of Bertrand Township Planning Commission Meetings.

WHEREAS, it is stated that all regular meetings will be held on the First (1<sup>st</sup>) Thursday of each month unless otherwise noted in 2021 at 7:00 p.m. at the Bertrand Township Hall, 3835 Buffalo Road, Buchanan, Michigan.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Bertrand Township Board hereby adopts the schedule titled PUBLIC NOTICE OF MEETINGS Bertrand Township Planning Commission 2021, attached hereto and incorporated herein by reference.

Dates of the 2021 meetings are as follows:

Thursday, January 7, 2021	No July Meeting
Thursday, February 4, 2021	Thursday, August 5, 2021
Thursday, March 4, 2021	Thursday, September 2, 2021
Thursday, April 1, 2021	Thursday, October 7, 2021
Thursday, May 6, 2021	Thursday, November 4, 2021
Thursday, June 3, 2021	Thursday, December 2, 2021

The foregoing resolution offered by Board Member: **Zelmer**

Second offered by Board Member: **Payton**

Upon roll call vote the following voted:

“Aye” **Hicks, Kuhn, Payton, Vite, Zelmer**  
“Nay” \_\_\_\_\_

The Supervisor declared the resolution adopted.

Dated: December 10, 2020

Attested by:   
Don Vite, Clerk



RESOLUTION NO. 201210F

BERTRAND TOWNSHIP, BERRIEN COUNTY, MICHIGAN

RESOLUTION TO ADOPT Holiday Schedule for 2021

WHEREAS, the Bertrand Township Board deems that it is in the best interest of the Township to adopt an annual Schedule of Holidays which sets forth the dates when the township office will be closed.

WHEREAS, it is stated that regular township office hours are Monday thru Thursday from 9 am to 4 pm.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Bertrand Township Board hereby adopts the 2021 holiday schedule titled PUBLIC NOTICE Bertrand Township Holiday Schedule 2021, attached hereto, and incorporated herein by reference.

2021 holidays that the township office will be closed are as follows:

New Year's Day	Friday, January 1
Martin Luther King Day	Monday, January 18
Presidents' Day	Monday, February 15
Memorial Day	Monday, May 31
July 4 <sup>th</sup>	Monday, July 5
Labor Day	Monday, September 6
Veterans' Day	Thursday, November 11
Thanksgiving	Thursday, November 25
Christmas Holiday	Thursday, December 23

The foregoing resolution offered by Board member: Zelmer

Second offered by Board Member: Payton

Upon roll call vote the following voted:

"Ayes" Hicks, Kuhn, Payton, Vite, Zelmer

"Nays" \_\_\_\_\_

The Supervisor declared the resolution adopted.

Date: December 10, 2020

Attested by:  \_\_\_\_\_  
Don Vite, Clerk