

**Bertrand Township Board
Regular Meeting
Thursday, March 11, 2021**

Bertrand Township Hall
3835 Buffalo Rd., Buchanan, MI 49107

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: None

Consent Agenda *(see attachments)*

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

- Remove Item #1 BTFD Cost Recovery Ordinance under Unfinished Business – approved in February
- Remove Item #6 Updated Community Hall Contract under New Business
- Township Board Meeting Minutes from February 11, 2021 including the General Fund Budget Hearing and the Fire Assessment District Budget Hearing
- Accounts Payable for the period 02/12/21-03/11/21 as presented:

Total General Fund Expenses	\$83,895.53
Total Fire Dept. Fund Expenses	\$21,433.68
Total WRT Fund Expenses	\$78.82
Total Expenses	<u>\$105,408.03</u>

- Treasurer's Report as of February 28, 2021

General Fund	\$1,561,876.08
Total Fire Dept. Fund	\$444,552.51
Total WRT Fund	\$2,213.40
Total Fund Current Assets	<u>\$2,008,641.99</u>

Discussion: Treasurer Kuhn received permission from the board to have Huntington Bank and Fifth Third Bank become approved financial institutions for the township to utilize as he deems appropriate.

Roll call vote: **Motion carried unanimously**

Reports

Sheriff's Department *(on file)*

Deputy Baggett delivered the report.

Fire Department *(verbal, on file)*

Chief Knisely submitted the March 2021, monthly Fire Department report.

SMCAS

Assistant Chief Remmo gave a verbal report.

SE Berrien County Landfill (on file)

Treasurer Kuhn and Trustee Zelmer gave a verbal report:

Planning Commission

No meeting.

NATS

No meeting.

Public Comments

None.

Unfinished Business

1. BTFD Cost Recovery Fee Schedule Resolution #210311G

Motion made by Vite, seconded by Payton, to approve the Bertrand Township Fire Department's Cost Recovery Fee Schedule as presented by Chief Knisely and Treasurer Kuhn.

Roll call vote: **Motion carried unanimously**

New Business

1. BTFD Station #2 Water Heater Quotes

Motion made by Zelmer, seconded by Payton, to table further discussion and consideration of volunteer Firefighter Lee Aschcraft to replace the Water Heater until Clerk Vite receives approval from the township insurance carrier.

Voice vote: **Motion carried unanimously**

2. Board Member Salary Resolutions 210311C-201311F

Discussion: Trustee Zelmer asked that his approval of a 2% across-the-board salary increase for each board member be noted here.

- a) **Motion** made by Kuhn, seconded by Payton to adopt Resolution 201311C to establish township officer's salary for the position of Supervisor at \$29,016.76.

Roll call vote:

Aye: Kuhn, Payton, Vite, Zelmer

Abstain: Hicks

Carried 4-0

- b) **Motion** made by Kuhn, seconded by Hicks to adopt Resolution 210311D to establish township officer's salary for the position of Clerk at \$25,762.38.

Roll call vote:

Aye: Hicks, Kuhn, Payton, Zelmer

Abstain: Vite

Carried 4-0

- c) **Motion** made by Payton, seconded by Zelmer to adopt Resolution 210311E to establish township officer's salary for the position of Treasurer at \$25,763.38.

Roll call vote:

Aye: Hicks, Payton, Vite, Zelmer

Abstain: Kuhn

Carried 4-0

- d) **Motion** made by Kuhn, seconded by Hicks to adopt Resolution 201311F to establish trustee pay at \$5,610.

Roll call vote:

Aye: Hicks, Kuhn, Vite

Abstain: Payton, Zelmer

Carried 3-0

3. Adopt 2021/2022 Proposed Township Budget/General Appropriations Act

Motion made by Zelmer, seconded by Vite to adopt Resolution 210311A – Bertrand Township General Appropriations Act (Budget) for Fiscal Year 2021/2022.

<u>Fund</u>	<u>Revenue</u>	<u>Expenditures</u>
General	\$759,435.00	\$759,435.00
West River Terrace	\$ 869.00	\$ 1,300.00
SMCAS	\$ 32,020.00	\$ 32,020.00

Roll call vote: **Motion passed unanimously**

4. Adopt 2021/2022 Proposed Fire Protection Special Assessment District General Appropriations Act

Motion made by Payton, seconded by Zelmer to adopt Resolution 210311B – Fire Protection Special Assessment District General Appropriations Act (Budget) for Fiscal Year 2021/2022.

<u>Revenue</u>	<u>Expenditures</u>
\$231,000.00	\$231,000.00

Roll call vote: **Motion carried unanimously**

5. 2021/2022 BTFD Officer Appointments

Motion made by Zelmer, seconded by Vite to accept the Bertrand Township Fire Department officer appoints:

- Fire Chief – Bill Knisely
- Assistant Chief – Matt Remmo
- 1st Captain – Tyler Knisely
- 1st Lieutenant – Jason Campbell

Roll call vote: **Motion carried unanimously**

Public Comments

None.

Board Member Comments

None.

Communications

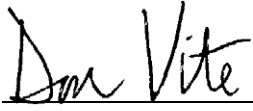
None.

Miscellaneous / Announcements / Schedule

- The next township board meeting will be Thursday, April 8, at 7:00 p.m.

Having no further business, the meeting was adjourned at 9:10 p.m.

Respectfully submitted,



Don Vite
Bertrand Township Clerk

March 19, 2021

Date

DRAFT