

**Bertrand Township Board
Regular Meeting
Thursday, April 8, 2021**

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

Supervisor Hicks called the meeting to order at 7:02 p.m.

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

Member Absent: None

Special Guests: Sara Senica, Bertrand Township Attorney

Consent Agenda *(see attachments)*

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

- Change New Business item #2 – IT Services Proposals – to include Server Proposal and PC Proposal
- Township Board Meeting Minutes from March 11, 2021
- Accounts Payable for the period 03/12/21-04/08/21 as presented:

Total General Fund Expenses	\$42,891.60
Total Fire Dept. Fund Expenses	\$19,890.89
Total WRT Fund Expenses	\$78.16
Total Expenses	<u>\$62,860.65</u>

- Treasurer’s Report and month-end fund balances as of March 31, 2021:

General Fund	\$1,603,899.52
Total Fire Dept. Fund	\$508,365.18
Total WRT Fund	\$2,317.41
Total Fund Current Assets	<u>\$2,114,582.11</u>

Discussion: Treasurer Kuhn said two outstanding revenue checks – Landfill 4th quarter and State Revenue sharing first quarter – will be included in last years final budget.

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 April 2021 Fire Department report. The Fire Department received a \$27,868.50 grant from Firehouse Subs and will be used for purchasing portable Jaws of Life.

SMCAS *(on file)*

Matt Remmo emailed the report and gave a verbal presentation. A study is being performed to determine if the \$25 assessment needs to be increased.

SE Berrien County Landfill *(minutes on file)*

Treasurer Kuhn and Trustee Zelmer gave a verbal report.

Planning Commission *(minutes on file)*

Met in April.

NATS

Special meeting later in April to discuss additional \$216,000 in funding that is being spent out of order.

Public Comments

None.

Unfinished Business

None.

New Business

1. 425 Agreement

Motion made by Vite, seconded by Zelmer to go into closed session under section 8H of the Open Meetings Act.

Roll call vote: **Motion carried unanimously**

{Closed-session entered into at 7:37 p.m.}

{Closed-session ended at 8:16 p.m.}

2. IT Services Proposals

a. **Motion** made by Vite, seconded by Kuhn to accept I.T. Right's annual IT/Computer service contract of unlimited onsite & remote support of all computer workstations and server, proactive performance monitoring, patch management, anti-ransomware/antivirus protection for \$3,600, and the initial onboarding Setup and Support fee of \$2,000 for a total of \$5,600.

Roll call vote: **Motion carried unanimously**

b. **Motion** made by Vite, seconded by Zelmer to accept I.T. Right's proposal to purchase a computer server with Windows Server, including labor to install and setup and necessary accessories TBD not to exceed \$3,506.30.

Roll call vote: **Motion carried unanimously**

c. **Motion** made by Vite, seconded by Zelmer to accept I.T. Right's proposal to purchase four mid-range PC's, including labor to install and setup and necessary accessories TBD not to exceed \$4,200.00.

Roll call vote: **Motion carried unanimously**

Public Comments

None.

Board Member Comments

Clerk Vite said BS&A will perform the initial download of QuickBooks data files for their conversoin on Monday morning, April 12.

Communications

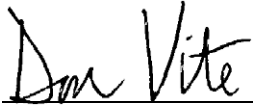
None

Miscellaneous / Announcements / Schedule

- The next township board meeting will be Thursday, May 13, at 7:00 p.m.

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

Respectfully submitted,

Handwritten signature of Don Vite in black ink.

April 14, 2021

Don Vite

Date

Bertrand Township Clerk