

**Bertrand Township Board  
Regular Meeting  
Thursday, December 9, 2021**

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

Special Guests: None

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

**Motion** made by Hicks supported by Vite to approve Consent Agenda as presented:

- Township Board Meeting Minutes from November 11, 2021
- Accounts Payable for the period 11/12/21-12/09/21 as presented:

Total General Fund Expenses:	\$31,148.82
Total Fire Dept. Fund Expenses:	\$49,996.85*
Total WRT Fund Expenses:	\$76.66
<b>Total Expenses:</b>	<b><u>\$81,222.33</u></b>
*Includes \$31,578.00 to be reimbursed from a grant	

- Treasurer's Report as of November 30, 2021.
- Resolution #211209A – Updating State Required Poverty Level Income Standards for Property Tax Poverty Exemption Guidelines for Tax Year 2022
- Resolution #211209B – Accepting Letters of Protest from Township Residents for March 2022 Board of Review
- Resolution #211209C – To Provide for Alternate Starting Dates for March 2022 Board of Review
- Resolution #211209D – Resolution to Adopt 2022 Schedule of Regular Township Board Meetings
- Resolution #211209E – Resolution to Adopt 2022 Schedule of Regular Township Planning Commission Meetings
- Resolution #211209F – Resolution to Adopt 2022 Holiday Schedule

**Discussion:** Treasurer Kuhn requested and received Board approval to enter into a tax agreement with Berrien County for the use of the BS&A tax software.

Roll call vote: **Motion carried unanimously**

**Reports**

Sheriff's Department *(see attached)*

Mailed in.

Fire Department *(see attached)*

Chief Knisely submitted the December 2021 monthly Fire Department report.

SMCAS (*see attached*)

Assistant Chief Remmo commented and submitted a written report.

SE Berrien County Landfill (*board minutes submitted*)

Trustees Zelmer and Kuhn gave a verbal report.

### **Public Comments**

Resident Tom Wrasse commented on the status of the American Chestnut seed and seedling project. Some township residents have signed up to receive seeds harvested last fall, and seedlings will be offered for sale next spring at Vite Greenhouses.

### **Unfinished Business**

None

### **New Business**

#### 1. Appointments

**Motion** made by Zelmer, seconded by Vite, to accept Supervisor Hicks's recommended 2022 Appointments:

##### Planning Commission

Lisa Marsh-McCarty – January 2022 – December 2024

Brant Benson (replacing Mary Duis) – January 2022 – December 2024

Voice vote: **Motion carried unanimously**

#### 2. Landfill Resolution #211209G – Resolution Supporting Expansion of Landfill Operations

**Motion** made by Vite, seconded by Payton to adopt resolution #211209G – Resolution Supporting Expansion of Landfill Operations.

**Discussion:** This resolution was requested by the SBCLA GM Tyler Ganus for Authority member municipality to allow him to pursue landfill expansion with the SOM EGLE.

Roll call vote: **Motion carried unanimously**

#### 3. Event Hall Water Softener Quotes

**Motion** made by Zelmer, seconded by Payton to approve the purchase and installation of a water softener for the Community Hall not to exceed \$1,500.

**Discussion:** Two quotes were presented by Supervisor Hicks – 1) Culligan and 2) AIM Water. There were questions raised regarding the Culligan quote having more materials than the AIM quote. The board gave discretion to Supervisor Hicks to make the decision after getting clarification.

Roll call vote: **Motion carried unanimously**

### **Public Comments**

None.

### **Board Member Comments**

Trustee Zelmer requested that the Berrien County Drain Commissioner Quattrin make a visit and update the board on projects in the county. Some residents have been into the office with questions that he would have the best answers to.

Supervisor Hicks wished everyone a Merry Christmas and Happy New Year.

**Communications**

None

**Miscellaneous / Announcements / Schedule**

- The next regular township board meeting will be Thursday, January 13, 2022, at 7:00 p.m.

With no further discussion, **motion** by Hicks to adjourn at 7:47 p.m.

Respectfully submitted,



Don Vite  
Bertrand Township Clerk

December 15, 2021

Dated

Draft

**BERTRAND TOWNSHIP**  
BERRIEN COUNTY, MICHIGAN

**A RESOLUTION UPDATING STATE REQUIRED POVERTY LEVEL INCOME  
STANDARDS FOR PROPERTY TAX POVERTY EXEMPTION GUIDELINES FOR  
TAX YEAR 2022**

RESOLUTION: **211209A**

**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 2022 are hereby adopted:

Size of Family Unit	Poverty Guidelines
1	\$12,880
2	\$17,420
3	\$21,960
4	\$26,500
5	\$31,040
6	\$35,580
7	\$40,120
8	\$44,660
For each additional person add	\$4,540

\*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: Hicks

And supported by Board Member: Vite

AYES: Kuhn, Hicks, Payton, Vite, Zelmer

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

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

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

The Supervisor declared this resolution adopted the **9th** day of **December, 2021**.

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 9, 2021 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  
Don Vite, Clerk

**BERTRAND TOWNSHIP**  
BERRIEN COUNTY, MICHIGAN

**ACCEPTING LETTERS OF PROTEST FROM TOWNSHIP RESIDENTS FOR  
MARCH 2022 BOARD OF REVIEW**

RESOLUTION: **211209B**

**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 2022 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 2022 Board of Review.

The foregoing resolution was offered by Board Member: Hicks

And supported by Board Member: Vite

AYES: Hicks, Kuhn, Payton, Vite, Zelmer

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

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

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

The Supervisor declared this resolution adopted the **9th** day of **December, 2021**.

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 9, 2021 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 2022 BOARD OF REVIEW**

RESOLUTION: **211209C**

**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 2022 Board of Review meetings.

**NOW, THEREFORE BE IT RESOLVED**, that the Bertrand Township Board hereby resolves to provide for the setting of alternate March 2022 Board of Review dates.

The foregoing resolution was offered by Board Member: Hicks  
And supported by Board Member: Vite

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

The Supervisor declared this resolution adopted the **9th** day of **December, 2021**.

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 9, 2021 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  
Don Vite, Clerk

**RESOLUTION NO. 211209 D**

**BERTRAND TOWNSHIP, BERRIEN COUNTY, MICHIGAN**

**RESOLUTION TO ADOPT 2022 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 (2<sup>nd</sup>) 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 2022, attached hereto and incorporated herein by reference.

Dates of the 2021 meetings are as follows:

Thursday, January 13, 2022	Thursday, July 14, 2022
Thursday, February 10, 2022	Thursday, August 11, 2022
Thursday, March 10, 2022	Thursday, September 8, 2022
Thursday, April 14, 2022	Thursday, October 13, 2022
Thursday, May 12, 2022	Thursday, November 10, 2022
Thursday, June 9, 2022	Thursday, December 8, 2022

The foregoing resolution offered by Board member: **Hicks**


Second offered by Board Member: **Vite**

Upon roll call vote the following voted:

“Ayes” **Hicks, Kuhn, Payton, Vite, Zelmer**  
“Nays” \_\_\_\_\_

The Supervisor declared the resolution adopted.

Date: December 9, 2021

Attested by:   
Don Vite, Clerk

**RESOLUTION NO. 211209E**

**BERTRAND TOWNSHIP, BERRIEN COUNTY, MICHIGAN**

**RESOLUTION TO ADOPT 2022 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 2022 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 2022, attached hereto and incorporated herein by reference.

Dates of the 2022 meetings are as follows:

Thursday, January 6, 2022	No July Meeting
Thursday, February 3, 2022	Thursday, August 4, 2022
Thursday, March 3, 2022	No September Meeting
Thursday, April 7, 2022	Thursday, October 6, 2022
Thursday, May 5, 2022	Thursday, November 3, 2022
Thursday, June 2, 2022	Thursday, December 1, 2022

The foregoing resolution offered by Board Member: **Hicks** \_\_\_\_\_

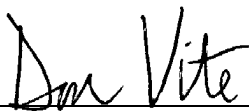
Second offered by Board Member: **Vite** \_\_\_\_\_

Upon roll call vote the following voted:

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

The Supervisor declared the resolution adopted.

Dated: **December 09, 2021** \_\_\_\_\_

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



**RESOLUTION NO. 211209F**

**BERTRAND TOWNSHIP, BERRIEN COUNTY, MICHIGAN**

**RESOLUTION TO ADOPT Holiday Schedule for 2022**

**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 2022 holiday schedule titled PUBLIC NOTICE Bertrand Township Holiday Schedule 2022, attached hereto, and incorporated herein by reference.

2022 holidays that the township office will be closed are as follows:

Martin Luther King Day	Monday, January 17
Presidents' Day	Monday, February 21
Memorial Day	Monday, May 30
July 4 <sup>th</sup>	Monday, July 4
Labor Day	Monday, September 5
Thanksgiving	Thursday, November 24
Christmas Holiday	Monday, December 26

The foregoing resolution offered by Board member: **Hicks** \_\_\_\_\_

Second offered by Board Member: **Vite** \_\_\_\_\_

Upon roll call vote the following voted:

“Ayes” **Hicks, Kuhn, Payton, Vite, Zelmer** \_\_\_\_\_

“Nays” \_\_\_\_\_

The Supervisor declared the resolution adopted.

Date: December 9, 2021

Attested by: Don Vite

Don Vite, Clerk