



**WEESAW TOWNSHIP**  
**New Troy, MI 49119**



**REGULAR BOARD MEETING MINUTES**  
**Wednesday, January 17, 2018**

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green** – All Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
- **Berrien County Sheriff's Dept. Rep:** Deputy Sheriff Ashley was present for the monthly update. Written report for Weesaw Township – 11/01/17-11/30/17: 22 complaints; 2 tickets issued; 3 arrests.
- **Set/Amend Agenda Items:** Sommers had prepared a list of 5 items to add to the Agenda: 1) Tree purchase; 2) Contact MIOASHA for Fire Dept. Safety Program; 3-4) Approval for Fire Dept. Grant writing & matching funds and equipment involved; 5) Heat savings by closing Fire Dept. stairs: Motion by Warmbein, supported by King, to add the listed items to the Agenda at apropos times during the meeting. Voice vote, all ayes, motion carried.
- **Hearing of Persons Present on Agenda Items:** None
- **Robert Krauss, Code Enforcement Officer:** Robert Krauss provided a written report and reported that he had met with Attorney Senica regarding complaints. He reported on several properties presently under complaint. Krauss will be required to hand-deliver a citation to Kentwood, MI (which is where the property owners live), per Attorney Senica. Atty. Senica also plans to go to the courts to ask for authority for Krauss to enforce several dangerous building complaints. Atty. Senica will contact the property owner at a burned structure on Wagner Rd., and issue citations for structures on Glendora Rd. and Lynn St. Krauss met with a property owner on Sandridge Rd. regarding violations and progress is being made. Attorney Senica will contact the appropriate official at State of Michigan to ascertain exactly who will inspect dangerous buildings for the Township.
- **Fire Dept. Report:** Fire Chief Tim Williams was not present. Assistant Fire Chief Daryl DeRossi presented the Fire Dept. report: 7 calls as follows: 1 Baroda mutual aid, 1 PI, 1 fire alarm, 1 controlled burn, 1 silo rescue, 2 utility/power line. 2 Meetings: Vehicle maintenance checks; SCBA familiarization training. Ted Nitz and Donnie Johnson II presented information and demonstrated comparison of old and new SCBA packs, which has been quoted as costing \$160k to replace. They have been in touch with Dale Stover (not in attendance) who is a writer of grants for firefighter equipment. He has agreed to write a grant to pursue a \$160k award to purchase equipment for 12 air packs, 24 bottles, and a fill station to fill the bottles. Mr. Stover free for writing the

grant will be \$1,000. The township's matching funds would be 5% of any grant monies received (or \$8000 if a \$160k grant is awarded to the township). It is called an AFG Grant (Assistance to Firefighters Grant).

**Article 74:** In addition, Sommers brought up the firefighters participation and research regarding Article 74, which was recommended by Pam Code/MI Twps. Participating Plan in 2017.

**Board permission to contact MIOSHA for help to get Fire Dept. safety program compliant:** Motion by Sommers, supported by King, to contact MIOSHA to inspect the building for safety compliancy. Voice vote, all ayes, motion carried.

**AFG Grant:** Motion by Tackitt, supported by Warmbein to proceed with pursuing the Fire Dept. AFG Grant for \$160k (with a 5% match for monies received towards purchasing the equipment), of up to \$8,000 and approve hiring Dale Stover to write the grant at \$1,000 fee to be charged after April 1, 2018. Roll call vote, all ayes (Tackitt, Sommers, King, Warmbein, Green), motion carried.

Motion by Green, supported by Warmbein, to use any grant funds received from the AFG Grant program to purchase the personal protective equipment as described above for the Fire Dept. Voice vote, all ayes, motion carried.

**Approve closing the ceiling of the staircase going to the second level in the Fire Dept. to prevent ongoing heat loss:** Sommers and the Trustees provided details regarding this issue. Motion by Sommers, supported by Green, to approve spending up to \$200 to purchase 2" Styrofoam to install to control the heat loss up the staircase, with Warmbein and King providing the work. Roll call vote, all ayes (King, Warmbein, Tackitt, Sommers, Green), motion carried.

- **Approve Previous Minutes:** Motion by Warmbein, supported by King, to approve the Regular Board Meeting minutes of 12/20/2017, as presented. Voice vote, all ayes, motion carried.
  
- **Correspondence:**
  - Robert Warmbein is beginning somewhat earlier this year to plan for the American Legion's Memorial Day Parade in May. Motion by Green, supported by Tackitt, to approve the Fire Dept.'s participation in the parade. Voice vote, 4 ayes (Warmbein abstained due his responsibilities to the American Legion), motion carried.

- **Approve Accounts Payable Monthly Expenditures Report:** Accounts Payables were checked by Sommers and King earlier in the day. Motion by King, supported by Sommers, to approve the Accounts Payables report as presented in the following amounts: General Fund \$9,431.71; Fire Dept. \$3,845.16; Ambulance \$2,211.27; Sewer \$4,274.53; for a Grand Total of \$19,762.67. Roll call vote, all ayes (Warmbein, King, Sommers, Green, Tackitt), motion carried.

**DEPARTMENTAL REPORTS:**

- **Treasurer's Report:** Tackitt provided bank balances. She is in the winter tax collection season. The closing date for tax collection is February 28, 2018.
- **Bldg./Zoning Administrator:** Kaufman provided written report.
- **Planning Commission Minutes:** No P.C. meeting in December.
- **Parks/Recreation & Cemetery Committees:** No parks/recreation written minutes provided. The American flags need replacing. Jack Dodds reported that 63 park surveys had been received thus far. Atty. Sara Senica said to go ahead and put the Mystery Land information in the parks plan that is in the process of being written. Sommers reported that he cannot find the surveyor stakes for part of the Cemetery survey. He will contact the surveyor for information.
- **Roads Committee Meeting:** No meeting. Sommers reported that new candidates to replace Managing Director Louis Csokasy were considered. Three finalists were chosen, with Jason Latham being hired. He was the regional planner for MDOT and other accomplishments mentioned. As of 10/1/17, he reports to the county. Louis Csokasy, Temporary Managing Director, will be leaving this position 45 days from date of Mr. Latham's hire.
- **Website Committee:** Metz reported no meeting held.
- **Drains Committee:** No minutes. Additional work on Blue Jay Drain. No feedback, as was promised, from Drain Commissioner, Christopher Quattrin. Green will cut the Drains-at-Large check for next month's meeting prior to February 21, 2018.
- **Parks Committee: Approve Tree Purchase for Mill Road Park:** A number of Blue Spruce trees have been purchased and planted in Mill Road Park last year, and the Parks Committee would like to continue with this plan of planting more Blue Spruce trees at \$45 each. The committee is requesting approval to purchase of 6 trees up to \$325, and dirt enhancer as necessary. Motion by Green, supported by Warmbein, to approve up to \$325 to purchase more Blue Spruce trees and dirt enhancer as needed for Mill Rd. Park. Roll call vote, all ayes (Tackitt, Green, Warmbein, King, Sommers), motion carried.

**New Business:** None

### **Unfinished Business:**

- **Brooks Architectural evaluation of the ventilation & ice build-up on Township building:** The bid from Brooks Architectural was not received. Johnson Commercial & Industrial Insulation provided a bid for insulation. The ongoing issue was discussed. No action.
  
- **Board Members sign Letter to Old Band Building Owners:** Jack Dodds had penned a letter to the owners of the old band building trying to strike a deal with usage of the frontage in exchange for providing them a right-of-way to the driveway to their building. This letter was signed by all board members and hopefully will open up negotiations.
  
- **Approve Sewer Billing Penalty Verbiage (Ord. 13-01):** Proposed minor changes to verbiage for Sewer Ord., Amendment 2 (01/2018) late payment penalties were provided to the board members for approval. The verbiage was acquired from Galien Village whose attorney is Sara Senica also. Motion by King, supported by Green, to approve the minor change to section 9.05 Collection of Rates and Charges of Ordinance 13-01, Amendment 2. Roll call vote, all ayes (Sommers, Tackitt, Warmbein, King, Green), motion carried. The change in verbiage is italicized.
  
- **Signing of Berrien County Agreement between Weesaw and Berrien County regarding recycling.** The Agreement was received from Jill Adams/B.C. Parks Dept., and countersigned by Supervisor Gary Sommers on behalf of Weesaw Township. Motion by Warmbein, supported by Sommers, to approve the Recycling Agreement for 2018, whereas Berrien County will pay up to \$2300, and FONT and Weesaw Township to split \$800 (or \$400 each). Per S.E. Berrien County Landfill's notification, the price for dumping the bin will remain at \$100 per time. Roll call vote, all ayes (Green, Tackitt, Warmbein, King, Sommers), motion carried.
  
- **Atty. Sara Senica:** Atty. Senica called Clerk Green and provided information relating to document and issues provided to her earlier. She has these issues on her calendar to have responses and updated documents ready for the February meeting discussion, including the 'Mystery Land". She has advised us to put this property in the Parks Plan which is in the process of being updated. Other discussion relative to other ongoing problem.
  
- **Fire Dept. Question:** Assistant Fire Chief DeRossi returned to the meeting and questioned billing which was split between Fire Dept. and General Fund. Sommers provided e-mail that was sent by vendor Fire Service, Inc in that "damage to the automatic auto eject fixture cannot occur if the shoreline is manually disconnected by hand . . ."
  
- **Public Comments:** David Mann was present in the audience and provided information as to his qualifications to run for State Representative of District 78, since present Representative Dave Pagel is term limited.

**ADJOURN:** Motion by Warmbein, supported by Green, to adjourn at 9:15 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green

Clerk



**WEESAW TOWNSHIP**  
**New Troy, MI 49119**



**REGULAR BOARD MEETING MINUTES**  
**Wednesday, February 28, 2018**

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green** –Members Present: Wanda Green, Gary Sommers, Michelle Tackitt, Robert Warmbein. Members Absent: Art King.
- **Berrien County Sheriff's Dept. Rep:** Not present. Report provided for 12/17-12/31/17: Complaints 18, tickets issued 2, Arrests 2.
- **Set/Amend Agenda Items:** Motion by Green, supported by Warmbein, to accept Agenda as presented. Voice vote, all ayes, motion carried.
- **Hearing of Persons Present on Agenda Items:** None
- **Dana Kittleson** presentation of issue relating to a barn which they were having built after a fire destroyed their old one. Dana Kittleson indicated that she had called Bob Kaufman, Building/Zoning Administrator, on several occasions relating to the Kittlesons having their contractor commence building the new barn. She said she and her husband waited for a number of days prior to Kaufman's picking up the paperwork at the Township Hall and his getting back to them. During the interim Kaufman stopped by the house and indicated the correct manner in which it must be measured. He then told her it was not measured correctly. It is a 30'x60' pole barn which they wanted installed in the front yard setback. The contractor had begun to put the poles in and they had to be moved to meet setback criteria. No land survey is required for an agricultural structure, and thus the Township personnel must take the landowner's word for where the land boundaries are. Mrs. Kittleson is requesting that the additional amount that it cost over their quote from their contractor be reimbursed by the Township. The board recommended that we speak with Kaufman (who could not be present at the meeting due to other commitments) prior to anything being done.

Sommers will contact Kaufman to see if he can meet with the Board and the Kittlesons in the near future.

- **Robert Krauss, Code Enforcement Officer:** Robert Krauss, not present.
- **Fire Dept. Report:** Fire Chief Tim Williams was not present. Firefighters were not present. Written fire report previously provided by Daryl DeRossi: 2 calls – 1 structure, 1 car fire. Comments from Safety Committee. Notes were provided by Warmbein relating to 1/24/18 meeting he attended at Baroda Fire Dept. regarding Fire Dept. issues that need resolving relating to our Fire Dept. Also, 3 resolutions will be discussed for adoption later in the meeting.
- **Approve Previous Minutes:** Motion by Warmbein, supported by Tackitt, to approve the Regular Board Meeting minutes of 1/17/2018 and Special Board Meeting of 02/22/2018, as presented. Voice vote, all ayes, motion carried.
- **Correspondence:**
  - Received a thank you note from Susan Weikel relating to installation of the new guardrail on Wee-Chik Rd, where she slid off the road into the icy, slushy water on 12/23/16.
- **Approve Accounts Payable Monthly Expenditures Report:** Motion by Warmbein, supported by Sommers, to table until later. Voice vote, all ayes, motion carried.

#### **DEPARTMENTAL REPORTS:**

- **Treasurer's Report:** Tackitt provided bank and CD balances. February 28, 2018 was last day to pay taxes to Township. Must now go to the County to pay.
- **Bldg./Zoning Administrator:** Kaufman provided written report. Relating to an item in his report, Green will contact Jade at D.A. D'Agostino mining operation and ask her to have the CIMS Insurance Agent, Jennifer Sipla, who was present at our recent meeting on December 18, 2017, forward the information she indicated she would provide to us and which we have not received to date.
- **Planning Commission Minutes:** Minutes provided.
- **Parks/Recreation & Cemetery Committees:** Sommers read excerpts from Parks Minutes. A survey handout update from Jack Dodds was also received. Sommers purchased 6 blue spruce trees and they can be planted in the Mill Rd. Park.
  - Request from Terry Hanover for \$520 for partial payment of Weesaw Park sign. Motion by Warmbein, supported by Sommers to provide a check in the amount of \$520 down payment for Terry Hanover to provide a sign for the park (balance of \$525 for the sign payable when sign is completed). Roll call vote, all present ayes (Sommers, Warmbein, Tackitt, Green – King absent), motion carried.
- **Return to Approve Accounts Payable Monthly Expenditures Report:** Accounts Payables were checked earlier. Motion by Warmbein, supported by Sommers, to approve the Accounts Payables report as edited in the following amounts: General Fund \$59,131.34; Fire Dept. \$1,863.00 [Fire Dept. payroll already approved at Spec. Mtg. dated 2/22/18 \$1,577.89]; Ambulance \$2,211.27; Sewer \$5,686.22; for a Grand

Total of \$68,606.72. Roll call vote, all present ayes (Sommers, Warmbein, Green, Tackitt ) (King absent), motion carried.

- **Cemetery Committee:** Table Cemetery clean up date.
- **Road Committee:** 1/25/2018 Weesaw Township’s Annual Road Committee meeting was held in the Township Hall. Minutes taken and provided by Jack Dodds. Went over proposed road plans for 2018-19. We don’t know if they’ll accept our roads plan or not. BCR Dept. provided \$5000 funds to take down trees in the Township. Green will check with Carrie Bennett/BCR Dept. to see if we have paid all of our matching funds that are due.
- **Website Committee:** Mike Metz reported nothing to report.
- **Drains Committee:** No minutes.

**New Business**

- **Consideration of 3-yr. Lawn-mowing Bid from Present Contractor:** Lawnscape Services provided the Township a 3-year bid proposal about which he had talked with the Board previously. This bid will renew our present bid at the same pricing for the next three years beginning mowing season April 2018, ending-mowing season November 2020. Motion by Sommers, supported by Warmbein, to accept the proposal from Lawnscape Services dated 2/27/18 for 3 years, without any add-ons of additional cleanups. This bid matches the original bid submitted on March 20, 2017. This motion supersedes any previous motions for the lawning-mowing contract. Roll call vote, all present ayes (Warmbein, Sommers, Tackitt, Green – King absent), motion carried. Termination of the contract by either party possible with 30-day written notice.
- **Approve Ad for Annual Meeting & Budget Hearing:** Verbiage presented to board members. Motion by Warmbein, supported by Sommers, to accept the wording and send to Harbor Country News for publication. Roll call vote, all present ayes (Green, Tackitt, Sommers, Warmbein – King absent), motion carried.
- **FY 2018-19 Regular Board Meetings & Planning Commission Meetings Dates:** Green provided proposed Regular Meeting and Planning Commission dates to the board: Motion by Green, supported by Tackitt, to approve the dates suggested. Voice vote, all ayes, motion carried.

**REGULAR BOARD MEETNGS:**

April 18, 2018
May 16, 2018
June 20, 2018
July 18, 2018
August 22, 2018
September 19, 2018

October 17, 2018
November 28, 2018
December 19, 2018
January 16, 2019
February 20, 2019
March 20, 2019

- **PLANNING COMMISSION MEETINGS**

April 23, 2018	October 22, 2018
May (no meeting)	November 26, 2018
June 25, 2018	Dec. (no meeting)
July 23, 2018	January 28, 2019
August 27, 2018	February 25, 2019
September 24, 2018	March 25, 2019

- **Approve Landfill Passes for April-October 2018:** Motion by Warmbein, supported by Sommers, to approve up to \$1,000 for dump passes. Roll call vote, all present ayes (Warmbein, Sommers, Tackitt, Green – King absent), motion carried.
- **Adoption of Board of Review Documents:** Motion by Warmbein, supported by Tackitt, to adopt all of the following documents: Ad for Notice of WT BOR (approve publication); Resolution 18-01 Accepting Letter of Protest ...; Resolution 18-02 Resolution to Provide for Alternate Starting Dates ...; Resolution 18-03 Resolution Updating State Req'd Poverty Level Income ...; Adopt Weesaw Township Poverty Guidelines & Asset Test. Roll call vote, all members present ayes (Sommers, Tackitt, Warmbein, Green – King absent), motion carried.

**Unfinished Business:**

- **Discussion of Property located at 3839 Wee-Chik:** Previously owned by Wilma Burkholder, who sold to David/Allison Prittinen, who sold to Charles Moriarty, Moriarty & Co., LLC, 1356 W. Hubbard, Ste. 2, Chicago, IL 60642. We had previously asked Atty. Senica to write some type of correspondence making the owners aware that they are responsible for the grinder pump, not the Township. Motion by Warmbein, supported by Sommers, that Green contact Atty. Senica and request that she forward the letter to us as soon as possible since the property has changed hands again. Also, provide the new owner's name. Voice vote, all ayes motion carried.
- **Discussion of Patricia Balbo's Additional Sewer Assessment:** Motion by Sommers, supported by Warmbein, to table Patricia Balbo sewer issue.
- **Atty. Sara Senica Update:** Sara Senica sent two policies that we had sent her last month requesting her edits. Motion by Warmbein, supported by Sommers, to adopt Policy 2018-01 Existing Liability Exposures (various subject matter recommended by Par Plan), and Policy 2018-02 Township Electronic Media Policy, incl. Social Media, and 2018-03 Weesaw Twp. Safety & Health Policy. Roll call vote, all present ayes (Sommers, Warmbein, Tackitt, Green – King absent), motion carried. Policy 2018-03 was provided by Warmbein.
- **Public Comments:** Heard throughout meeting.



**ADJOURN:** Motion by Warmbein, supported by Tackitt, to adjourn at 10:17 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green

Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**



**Special Board Meeting (OPEN SESSION)**

**Tuesday, April 24, 2018**

**CALL TO ORDER:** The Special Meeting was called to order by Supervisor Sommers at 11:02 a.m. Attorney Sara Senica arrived at 11:00 a.m.

**ROLL CALL BY CLERK GREEN:** All Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein

**Set/Amend Agenda Items:** Motion by King, supported by Warmbein, to approve the Agenda, as is.

- **11:05 a.m. Closed Session:** Attorney Sara Senica handed out a notice re. Various Outstanding Legal Issues, which was marked Confidential Attorney-Client Communication for the Closed Session. Motion by King, supported by Warmbein, to go into Closed Session. Roll call vote, all ayes (Green, Tackitt, Warmbein, King, Sommers), motion carried
  
- **1:28 p.m. Reopen Discussion:** Motion by Green, supported by Warmbein, to end the Closed Session and reopen public discussion again.
  
- **Approve funding for Weesaw Park Sign Project:** No labor involved in installing the park sign. Paperwork provided by Sommers for review. The sign will be placed between the two benches. King requested that Sommers research the cost of using recycled tires in place of the mulch which was suggested so it wouldn't be so much work in replacing in years ahead. Motion by King, supported by Warmbein, to approve up to \$750, plus additional funds required to replace the mulch with recycled tires, if necessary, for the sign installation. Roll call vote, all ayes (Tackitt, Sommers, King, Warmbein, Green), motion carried.

Motion by Warmbein, supported by King, to pay up to \$600 to Terry Hanover for the balance owed on the park sign. Roll call vote, all ayes (Warmbein, King, Sommers, Tackitt, Green), motion carried.

- **Public Comments:** Sommers spoke as to communication in the Township with attorney and personnel. He felt communication is vital. He felt we need to get a written resignation from Tim Williams as Fire Chief, rather than just the verbal one which he expressed to the Safety Committee.
- **Adjournment:** Motion by Sommers, supported by Warmbein, to adjourn at 2:04 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**



**Special Board Meeting**

**Wednesday, May 9, 2018**

**CALL TO ORDER:** The Special Meeting was called to order by Supervisor Sommers at 9:15 a.m.

**ROLL CALL BY CLERK GREEN:** All Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein

**Set/Amend Agenda Items:** Motion by King, supported by Tackitt, to approve the Agenda, as is.

1. **Larson Road (Estimate of Cost):** The price of the bid was \$17,000, with township share to be \$10,000, and the Road Department cost to be \$7,000 to gravel Larson Rd. Funding to come from the Metro Right-of-Way Funds, as Attorney Senica had informed the Board that this was a lawful expenditure. Motion by Green, supported by Sommers, to table the issue until the Regular Board Meeting next week.
2. **Approve 3 Estimate of Cost for roads graveled last year:** Motion by Sommers, supported by Green, to approve the Estimates of Cost for leveling roadbed, prime and sealcoat for the following sections of roads: Baldwin Rd., Sawyer Rd. to Browntown Rd: .98 mi.; Holden Rd., Glendora Rd. to Wagner Rd: 1.21 mi.; Wagner Rd, Gardner Rd. to Boyle Lake Rd: 1.05 mi. Roll call vote, all ayes (Warmbein, King, Sommers, Tackitt, Green), motion carried.
3. **Resolutions:**
  - a. Motion by Sommers, supported by King, to table Resolution #2018-07 Penalty Fees & Interest for Failure to file a Property Transfer Affidavit (Assessor). Need to find out more information from Assessor Angie Story prior to vote.
  - b. Millage Ballot Language: Motion by Warmbein, supported by Green, to approve Resolution #2016-06 to place the 2-year, 1 mill Road Millage on

the August ballot for renewal and to forward the verbiage for the millage to the Berrien County Clerk to arrive by the May 15 deadline. Roll call vote, all ayes (Tackitt, Sommers, Warmbein, King, Green), motion carried.

4. **Approve Assessor's Document**: The assessor requested that the board approve "Policy and Application for Exemption from Property Taxes". Motion by Green, supported by Tackitt, to adopt the policy. Roll call vote, all ayes (Green, Tackitt, Warmbein, Sommers, King), motion carried.
5. **Specs, Bids to Approve Laptop for Elections**: Elizabeth will make phone calls for additional information, and we will come back to this issue prior to end of meeting.
6. **OSHA Medical Evaluation Questionnaire (Fire Dept.)**: Motion by Green, supported by Warmbein, to table this issue. Roll call vote, all ayes, motion carried.
7. **Approve Updated Land Division Packet Documents**: The Planning Commission had reviewed and edited the Land Division documents at their latest meeting. These documents will now be in a packet for folks requiring a land division. Motion by Warmbein, supported by King, to approve the documents as a packet. Voice vote, all ayes, motion carried.
8. **Special Events Par Plan Forms for Fire Brigade**: Green provided copies of forms to Warmbein to give to the Fire Brigade. to be completed for the Special Events they are planning this year (approximately 10 events). They must be filled out, copies given to the Township Board for approval, and sent to Par Plan for their approval, as in the past.

It was also reported that as of last Thursday, Adam Williams, had quit his position as training officer and his officer's pay should be prorated.

9. **Trees Purchased for Mill Rd. Park**: There are five Blue Spruce trees, which are available for sale, approx. 4' in height, \$45 each (they originally \$190 each). Sommers suggested planting one in the Township Hall awn. Sommers will report back on this issue.
10. **Cemetery Volunteers Clean-up**: Getting ready for Memorial Day, for the past two years, board members and others have volunteered to rake, remove old decorations, and such to get the cemeteries attractive. Motion by Sommers, supported by Warmbein, to set the date for the cemetery volunteerism as Sat., May 19, 9:00 a.m., at the New Troy Cemetery on Wee-Chik Rd. Voice vote, all ayes, motion carried. Volunteers should bring rakes and other yard implements needed.
11. **Driver's License Sign-Up with Dept. of State (to be performed by Warmbein)**: State of MI information provided to Board Members.
12. **Approve Closed Session Minutes of 4/12/2018**: All board members read the one copy of the minutes, motion by Warmbein, supported by King, to approve the

Closed Session minutes with the Township Attorney in attendance, as amended, change PA119 to "PA116". Roll call vote, all ayes (Tackitt, Sommers, Warmbein, King, Green), motion carried.

13. **Resolution for Emergency Road Funds due to Flooding:** Green provided a partially completed "Application for Disaster Assistance", "State Disaster Contingency Fund Grant Resolution" and other documents that require tidbits of information. She will gather the required documents, ensure that all information is provided, and hand-carry them to Kalamazoo on Monday, May 14. We hope to get reimbursement funds for the Township to cover damage that transpired during the flooding occurrence of March 19-23, 2018 timeframe, such as Gardner Rd. .5 mi.; and 2 drains – Sandridge Rd. Crossings of John English and Priebe Drains. Sommers will help and oversee this endeavor. Motion by Sommers, supported by Warmbein, to approve the State Disaster Fund Grant Resolution, Application for Disaster Assistance, and other information required for the disaster flooding funding, due at Kalamazoo Valley College on 5/14/2018, from 2-4 p.m., contingent upon receipt of costs for the areas which required extensive repairs. Values will be added as needed to the Resolution and other documents, since costs are required to apply for this funding. The damage consisted of a flooded road, Gardner (N. of Wagner Rd., approximately .5 mile); 2 drain tubes on Sandridge Rd. Roll call vote, all ayes (Tackitt, Sommers, King, Warmbein, Green), motion carried.

**BACK TO ITEM #2, Election Laptop:** Elizabeth provided additional information for the laptop. Motion by Green, supported by King, to purchase a new laptop computer from Dell Computers for \$566.09. This computer is in compliance with required specifications for elections and includes a 3-year warranty. Roll call vote, all ayes (King, Warmbein, Sommers, Green, Tackitt), motion carried.

**Public Comments:** Warmbein mentioned that Shiphewana Hardwoods is in the area, and he will try to get in touch with them. No public in attendance.

**Adjourn:** Motion by Green, supported by King, to adjourn at 12:07 p.m.

Respectfully submitted,

Wanda Green, Clerk



**WEESAW TOWNSHIP**  
**New Troy, MI 49119**



**REGULAR BOARD MEETING MINUTES**  
**Wednesday, May 16, 2018**

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green** –Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein. Absent: Michelle Tackitt
- **Berrien County Sheriff’s Dept. Rep:** Deputy Sheriff Alisch was present. The statistics for 03/01/2018-03/31/2018 were as follows: Complaints: 23; Tickets issued: 2; Arrests: 1.
- **Set/Amend Agenda Items:** Sommers requested to add Ezra Scott, after Hearing of Person Present on Agenda Items; the following issues under Fire Dept. Report: Special Events, Resignation Forms, Training with Buchanan Township. Under Cemetery: purchase patio blocks. Under New Business: Plant 3 trees in township. Motion by Green, supported by King, to amend the agenda and accept the Agenda as amended. Voice vote, all ayes, motion carried.
- **Hearing of Persons Present on Agenda Items:** None

**Ezra Scott, County Commissioner:** Mr. Scott spoke regarding various subject matter that he has encountered as a County Commissioner. The Berrien County Road Dept. now reports to the commissioners; information regarding repair of Red Arrow Hwy. in the near future; PA51 road funds; the roads that were repaired in the past year should have had a 6” base of gravel instead of 3” as was put down. He said he would talk with Managing Director, Jason Latham, and ask him to change the road repairs to 6” gravel.

- **Assessor Angela Story presented an explanation of Resolution 2018-07:** This issue was tabled at the last Special Meeting entitled Resolution 2018-07 “Resolution Waiving Penalty Fees and Interest for Failure to file a Property Transfer Affidavit”. The Township Board did not fully understand the reason for this resolution. Assessor Story explained that this issue seldom comes up. The paperwork explains very clearly that the Property Transfer must be filed with 45 days, otherwise there are fees and penalties, and most of the time the documentation is filed in the time required. There would be little revenues to be gained due to charging these fees, and she would suggest that we not charge the fees. Motion by Green, supported by Sommers, to accept Resolution #2018-07 as written waiving the fees/penalties. Roll call vote, all ayes (Green, King, Sommers, Warmbein – Tackitt absent), motion carried.
- **Robert Krauss, Code Enforcement Officer:** Robert Krauss presented the board members with his report. 12 complaints closed; 12 ongoing improvement; 14 no change, 6 of which have received a final notice letter (of these, the next step is issuing a citation).
- **Fire Dept. Report:** Acting Fire Chief Daryl DeRossi reported **4 calls:** 1 Structure Fire (Mutual aid to Galien), 1 Grass Fire, 2 ambulance lift assists; **Training/Maintenance:** 2 meetings
  - **Other Fire Dept. Info** The former ambulance was taken to be diagnosed and it needs brake inspection, lights, air shocks (have a leak).

- **Update Fire Chief Job Description (Policy 109):** Motion by Green, supported by Warmbein, to review and update the Fire Dept. Policy 109 Fire Chief Job Description. Voice vote , all ayes, motion carried. Chief DeRossi had suggested a number of changes. Suggestions will be reviewed for possible updates.
- **Acting Assistant Fire Chief Appointment:** Sommers had spoken with Firefighter Scott McKamey and asked if he would take this position for 90 days, since the former Assistant Chief, Daryl DeRossi, had taken over as Acting Fire Chief (90 days). Scott McKamey stated that he would. Motion by Warmbein, supported by Sommers, to reassign Scott McKamey as Acting Assistant Fire Chief for up to 90 days. Roll call vote, all ayes (Green, Sommers, Warmbein, King), motion carried. The position was accepted by McKamey.
- **Employment Application received from Amanda Hine:** Sommers stated that Amanda Hine is applying to the Fire Dept. as firefighter. She has been a firefighter for Weesaw Township and Lake Township in the past. She has a considerable amount of certificates for training. Motion by Green, supported by Warmbein, to table the issue for the present due to Fire Dept. reorganization efforts.
- **Brittney Williams Mileage Reimbursement Request:** Motion by Green, supported by Warmbein, to table the mileage reimbursement request. Roll call vote, all ayes (Warmbein, Sommers. King, Green), motion carried.
- **Previously Tabled Issue: Fire Dept. Special Events Forms:** The Fire Dept. Acting Chief and Johnson II had been presented with Special Events Forms to fill out. The 4 upcoming events are as follows: Weesaw Memorial Day Parade (May 27) ,Galien Memorial Day (May 28), Pancake Breakfast (June), Flag Day (June 17). Motion by Warmbein, supported by Sommers, to approve the Fire Dept.'s participation in these activities. Voice vote, all ayes, motion carried. The Fire Dept. personnel to complete the Special Events forms and present them to the insurance company for approval as previously.
- **Previously Table Issue: OSHA Respirator Medical Evaluation:** Motion by Green, supported by Warmbein to again table this issue. Voice vote, all ayes, motion carried.
- **Adam Williams Verbal Resignation & Draft Resignation Form::** Motion by Warmbein, supported by King, to approve accepting Adam Williams' verbal resignation as Training Officer. Roll call vote, all ayes (Warmbein, Sommers, King, Green), motion carried. Since the Fire Dept. has not received resignation letters for several firefighters who have resigned recently, motion by King, supported by Warmbein, to approve the generic Resignation Form that had been created for the Fire Dept.'s use in order to ensure we have written resignations on file. Voice vote, all ayes, motion carried. Form was provided to DeRossi for firefighters to use in the future. DeRossi also reported that he had placed a payroll check in his desk for Adam Williams , as Adam had indicated that he was quitting the Fire Dept., and the check has come up missing. Green stated that she would call the bank to see if it had been cashed; and if not, she would stop payment on the check.
- **Training:** Training has been scheduled by Buchanan Township relating to transfer of water. Sommers said he had spoken with Dustin Moore, our insurance rep. and was told that Buchanan Township Fire Dept. should provide a certificate of additional insurance to Weesaw Township Fire Dept.

for coverage of the water transfer training to cover Weesaw Township and the Fire Dept. personnel.

- **Approve Previous Minutes:** Motion by King, supported by Warmbein, to approve the Regular Board Meeting minutes of Wed., 04/18/18 and Special Board Meetings of Tue., 04/24/2018, and Wed., 05/09.2018, as presented. Voice vote, all ayes, motion carried.
  
- **Correspondence:**
  - B.C. Drains Commission Notice (5 drains): Wolf Creek, Clark & Goodell, John English, Pletcher, Shields, Day of Apportionment: 5/22/2018, 9 a.m. – 5:00 p.m.
  
- **Approve Accounts Payable Monthly Expenditures Report:** Motion by Warmbein, supported by Sommers, to approve Accounts Payables report as follows: General Fund \$14,281.79; Fire Dept. \$3,199.22; Ambulance \$2,211.27; Sewer Fund \$5,658.45; for a Grand Total of \$25,350.73. Roll call vote, all ayes (Sommers, Tackitt, King, Green, Warmbein), motion carried.

#### **DEPARTMENTAL REPORTS:**

- **Treasurer's Report:** Although she could not be present, Tackitt provided bank balances. .
- **B/Z Administrator Report:** Zoning Report provided by Bob Kaufman.
- **Planning Commission Minutes:** 03/16/2018 Minutes provided.
- **Parks/Recreation:** 03/28/18 Update provided.
- **Road Committee:** Minutes provided. Larson Rd. contract received. Sommers is attempting to get further information for purchasing gravel. Motion by King, supported by Warmbein, to table this issue. Voice vote, all ayes, motion carried.
- **Cemetery Committee:** Sommers requested that we purchase hydrant patio stones for a price of \$2.50 to \$3.00 per each, or a maximum amount of \$40. Motion by Green, supported by King to spend up to \$45 for the patio stones. Roll call vote, all ayes (Green, Sommers, King, Warmbein), motion carried.
- **Road Millage Verbiage:** The verbiage from the County was received and all board members read it over and said it was okay for the August ballot.
- **Website Committee:** Mike Metz reported that the website would be up for renewal in June. It will be itemized as WIX on the credit card and the amount should be paid.
- **Drains Committee:** Notes and concerns handed out to the board.
  
- **New Business**
  - **Survey Glendora Cemetery:** Sommers received bids from 2 surveying companies. Wightman had the lowest bid at \$1,400 (but latitude and longitude were not showing). Motion by Green, supported by Sommers, to accept the Wightman survey in the amount of \$1,400 (up to \$1,529), contingent upon Lat. and Long. being indicated on the survey, Roll call vote, all ayes (Sommers, Warmbein, King, Green), motion carried.
  - **Trees on Property:** Sommers suggested that we purchase three Redbud trees of the Forest Pansy variety to plant in the Township Hall lawn and one for the Weesaw Park, up to \$100/ea. Tree. James and Evelyn Vines were in the audience and volunteered to dig up Redbud trees and plant them where

Sommers wants them. Many thanks to these kind folks for their generosity and kindness in this effort.

- **Unfinished Business:**
  - **Atty. Sara Senica update:** No discussion.
  - **Update 2020 Census:** Discussion. Jack Dodds will look into this endeavor and provide information to the Township Board as to how to proceed.
  
- **Public Comments:** Metz reported the fee for the website is \$199. There were complaints regarding trucks on local roads. Ezra Scott mentioned and there was discussion regarding the recreational marijuana which will be on the November ballot.
  
- **ADJOURN:** Motion by Green, supported by Warmbein, to adjourn at 9:05 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green

Clerk



**WEESAW TOWNSHIP**  
**New Troy, MI 49119**



**REGULAR BOARD MEETING MINUTES**  
**Wednesday, June 20, 2018**

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
  
- **Berrien County Sheriff's Dept. Rep:** Deputy Sheriff Alisch was present to report the Township's 04/1-04/30/2018 statistics as follows: Complaints 19; Tickets issued: 6; Arrests: 0.
  
- **Set/Amend Agenda Items:** Motion by King, supported by Warmbein, to accept the agenda as is. Voice vote, all ayes, motion carried.
  
- **Hearing of Persons Present on Agenda Items:** None



- **Enforcement Officer Robert Krauss:** Not present due to work conflict.
  
- **Fire Dept. Report (written/oral):** Acting Fire Chief Daryl DeRossi reported **4 calls:** 2 vehicle accidents, 2 power lines down; **Training/Maintenance:** Clean trucks for Memorial Day parades, monthly truck inspection (Fire Dept. usage, tanker familiarization)
  - **Other Fire Dept. Info:** Larry Harwood/Harwood & Associates reviewed the Fire Dept. for MIOSHA standards and provided a report. Mr. Harwood will be at the Township for a Special Board Meeting on TU, 6/26/2018, 1:00 p.m., to further explain the results of the inspection with Fire Dept. personnel and the Township Board.
  - **Fire Chief Job Opening:** Motion by King, supported by Tackitt, that a permanent Fire Chief be hired, as follows: 1) Green to post the opening in the outside display case and on the township website for 2 weeks from Monday, June 25 – Monday, July 9, 5:00 p.m. 2) Applicants employment applications and other paperwork will be reviewed on July 10, at a Special Meeting. 3) Interviews will be held at a meeting to be set. Voice vote, all ayes, motion carried.

Sommers suggested that a potential Fire Chief candidate provide the Township Board with the names of their choices for officers who they may prefer, with the Township Board having final approval of the matter. This issue was not brought to a vote by the board. All Fire Chief candidates should provide an “Application for Employment” along with his/her résumé and other support documents including certificates, commendations, etc., if he/she so desires.

- **Pancake Breakfast:** The approved documentation has not come back from the insurance company yet. An insurance rider will probably be required, which expense would be the responsibility of the Fire Brigade, and a Health Dept. permit would be required also. They will ask to have the pancake breakfast advertised on the FONT board at the community center.
- **Updated Policies:** After a brief discussion, motion by Warmbein, supported by Sommers, to adopt the updated Fire Chief Position Description, Guideline #109 Rev., as presented. Roll call vote, all ayes (Warmbein, King, Sommers, Tackitt, Green), motion carried.

Motion by Sommers, supported by King, to adopt the Sexual Harassment, Sexual Activity, Profane & Vulgar Language, Indecent or Notoriously Disgraceful and other such conduct, Guideline #104 Rev. as presented, and each and every firefighter is to sign and return an additional copy of page 3 of the guideline to retain in the Township indicating that he/she has received the document and agrees to abide by same. Roll call vote, all ayes (Green, Tackitt, Sommers, King, Warmbein), motion carried. Both of these guidelines were previously forwarded to Attorney Senica for review and editing.

- **Fire Dept. Association Dinner Funding:** After considerable discussion, nothing was finalized. On numerous occasions various Township Board

members have been told by an MTA consultant, who is an attorney, that this is an illegal expenditure. There were a number of suggested ideas for funding, such as, that the Fire personnel, under the umbrella of the Fire Brigade initiate fundraisers, as other Fire Departments do; that the need for donations be made known and accepted by the Fire Brigade; and that the firefighters also subsidize the fund. Along with the foregoing suggestions, and no final recommendation resolution, Sommers put forth that they have another potluck dinner for the upcoming function. It was also suggested that the Fire Brigade be kept active for holding donated and fundraiser funds.

- **Fire Dept. New Special Events Forms/procedure:** The forms were not received from Par Plan by the Clerk to hand out.
  
- **Approve Previous Minutes:** Motion by Warmbein, supported by King, to approve the Regular Board Meeting minutes of Wed., May 16, 2018, as presented. Voice vote, all ayes, motion carried.
  
- **Correspondence:**
  - B.C. Board of Commissioners' Resolution received relating to new Assessing procedure and ramifications involved. This resolution has been forwarded to Assessor Angie Story for her input. Motion by Warmbein, supported by King, to table the B.C. Board of Commissioners Resolution. Voice vote, all ayes, motion carried.
  
- **Approve Accounts Payable Monthly Expenditures Report:** Motion by King, supported by Sommers, to approve the expenditures as presented as follows: General Fund \$18,278.92; Fire Dept. \$3,266.02; Ambulance \$2,348.77; Sewer Fund: \$12,575.07, for a total of all expenditures \$36,468.79. Roll call vote, all ayes (Tackitt, Warmbein, Sommers, King, Green), motion carried.

#### **DEPARTMENTAL REPORTS:**

- **Treasurer's Report:** Tackitt provided the bank balances, and reported that the summer tax bills will be sent out by 07/01/2018. She will be in the office on Tuesdays for tax collections. The last day to collect is Sept. 14, and the hours that day will be 9:00 a.m. – 5:00 p.m.
- **B/Z Administrator Report:** Zoning Report provided by Bob Kaufman.
- **Planning Commission Minutes:** No meeting in May, thus no approved minutes to provide.
- **Parks/Recreation:** Weesaw Parks Summer Priority List was distributed to the board members by Jack Dodds. The priority list consists of a Porta-john 4 mos. \$320; rebuilt picnic table, trash barrels, lid \$270; build message board incl. materials \$100; rules sign for Weesaw Park \$100, for a total of \$790. Motion by Sommers, supported by King, to approve up to \$800 to purchase the aforementioned items from the priority list. In addition, the ADA tabletop for Mill Rd Park will be replaced by the Parks Committee using the already-purchased ADA top.
- **Cemetery Committee:** The Glendora Cemetery survey has been completed for \$1400 by Wightman & Assoc. including longitude and latitude marking. Steel posts will be provided by King and to be put in the proper designated places, as designated by the surveyor Wightman. We will need to get some sort of survey stake protection for the

stakes that are located in the south neighbor's driveway, so as not to prove a problem when the stakes are driven over. Stakes also were found to be located so that a small section of a neighbor's building to the south is situated on the cemetery property. The stakes will be placed where the surveyor has indicated.

- **Road Committee:** Larson Rd. project will include gravel and cloth to be installed up to \$17,000 (\$10,000 will be paid by the Township; B.C.R.D. will pay \$7,000) to provide repairs to the road.
- **Website Committee:** No report.
- **Drains Committee:** Sommers talked with Mr. Quattrin regarding our excessive drains assessments.
  
- **New Business – None**
  
- **Unfinished Business:**
  - **Atty. Sara Senica update:** Nothing to report.
  - **Appointment of Election Inspectors for 8/07/2018 Primary Election:** Green provided the list of proposed inspectors for the election, motion by Warmbein, supported by King, to approve the following: Ruth Heidinger (Chair) \$11/hr. + \$10 bonus; Margaret Cullen, Wanda Green, Ann Howell (partial day), Jeannine Krieger (partial day), Elizabeth Palulis, Lori Pastryk, Donna Wines (each \$10/hr.) + \$10 bonus for Receiving Board only – Palulis and Pastryk. Purchase of sub-sandwiches (Wal-Mart \$39.98 for 6') and water. Roll call vote, all ayes (Tackitt, Sommers, King, Warmbein, Green), motion carried. Additional food for the election to be provided by election inspectors' potluck.
  - **Update 2020 Census:** Jack Dodds reported that he had finished filling out the census forms. He had 13 pages of corrections, additions, deletions. Motion by Sommers, supported by Warmbein, to pay Jack Dodds for mileage at \$.545/mile and other census expenses he incurred while gathering the Census information. Motion by Sommers, supported by Warmbein, to preapprove up to \$250 for Jack's reimbursement. Roll call vote, all ayes (Sommers, Tackitt, Green, King, Warmbein), motion carried.
  
- **Approve Road Millage Funds:** The 2019-2020 Road Millage options document was distributed to the Board Members. After discussion of the various project scenarios for use of the proposed 2019-2020 road millage, motion by Green, supported by Sommers, to approve Scenario #4 Wagner Rd. 2 miles, Pardee—Holden; Cleveland—Gardner, \$127,200; Pardee, 1 mile, Browntown—Sawyer, \$40,000, Total \$167,300, based upon the road millage being approved by the electorate at the August Primary Election.
  
- **Public Comments:** Donnie Johnson II brought up the subject of mileage reimbursement to Brittney Williams. After considerable discussion relative to the reimbursement including the fact that our Attorney recommended that we not pay it, motion by Warmbein, supported by Sommers, to pay Britney Williams the \$400 mileage reimbursement as a special case, one-time only, no further retroactive mileage money will be reimbursed in the future as of this date. This will end discussion and any obligation to the Township for this schooling mileage reimbursement. During

the discussion, Johnson was texting Brittney. During this course of communication, Brittney made a phone text commitment to the township through Donnie Johnson II that she plans to stay on the Weesaw Fire Dept. for another full year. Roll call vote, all ayes (Warmbein, Sommers, Tackitt, King, Green), motion carried. Green advised Donnie to let Brittney know that she can pick up her reimbursement check on Monday morning. Green will have it ready for her acceptance.

- **ADJOURN:** Motion by King, supported by Warmbein, to adjourn at 10:31 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green

Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**



**Special Board Meeting**

**Tuesday, June 26, 2018**

**CALL TO ORDER:** The Special Meeting was called to order by Supervisor Sommers at 1:00 p.m. Mr. Larry Harwood/Harwood & Associates who performed the Fire Dept. safety audit was present to go through the report that was provided to the Weesaw Township Board of Trustees. In addition, two members of the Fire Dept. were present – Daryl DeRossi and Scott McKamey.

**ROLL CALL BY CLERK GREEN:** All Members Present: Wanda Green, Gary Sommers, Robert Warmbein. Members absent: Art King, Michelle Tackitt

**Audit Presentation:**

Mr. Harwood had a projector and screen and proceeded to go through the audit report page by page taking time to explain positives and negatives involved in the various Fire Dept. categories. A number of items require to be documented, even though the requirement may be being followed by the fire personnel, they are also required to be in writing as a policy, guideline or procedure. In other areas equipment is not available and must be provided. There were other items that need replacement due to age (tires). He also mentioned timetables in some instances. Mr. Harwood will provide a checklist to Green to go through and provide to the Board and each firefighter to ensure they are compliant with various trainings and other requirements or need additional training.

**Public Comments:** Questions were asked and answers provided throughout the audit presentation by those present.

**Adjourn:** Motion by Green, supported by Warmbein, to adjourn at 2:12 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**



**Special Board Meeting**

**Tuesday, July 10, 2018**

**CALL TO ORDER:** The Special Meeting was called to order by Supervisor Sommers at 9:00 a.m.

**ROLL CALL BY CLERK GREEN:** All Members Present: Wanda Green, Gary Sommers, Robert Warmbein. Members absent: Art King, Michelle Tackitt

**Set/Amend Agenda Items:** Sommers requested to add Lori Wallace bids for demolition. Motion by Sommers, supported by Warmbein, to add an agenda item for review of the bids for demolition of the dangerous structure owned by Lori Wallace on CA Rd. Voice vote, all ayes, motion carried. Demolition bids to be forwarded to Atty. Senica for her action. This dangerous structure already has a court order by the Berrien County court against it to be demolished.

- 1. Review Fire Chief Résumés and other documentation received:** Three Weesaw firefighters had provided résumés for the open Fire Chief's position – Daryl DeRossi, Scott McKamey, and Ted Nitz. Green made copies of the documents for the board members, redacting sensitive information such as social security and driver's license numbers. All applicants were qualified for the position. Motion by Green, supported by King, that board members look over the documentation and that the board schedule a Special Meeting for Thurs., July 26, at 5:00-6:00 for the board members to discuss the applications and proposed questions; and schedule another special meeting for the candidates with each individual candidate's interview to be held as follows: 1) 6:00-6:30 p.m.; 2) 6:45-7:15 p.m.; 3) 7:30-8:00 p.m. Roll call vote, all ayes (Sommers, Warmbein, King, Tackitt, Green), motion carried. Green to contact Attorney Senica to see if she can be present to conduct a closed session for the interviews.
- 2. Accept Tim Williams' Resignation:** Interim Fire Chief Daryl DeRossi provided a text message in which Tim Williams resigned from the Fire Dept. Motion by Warmbein, supported by Sommers, to accept Williams' text message resignation as Fire Chief from the Fire Dept., effective July 1, 2018. Roll call vote, all ayes (Tackitt, Sommers, King, Green, Warmbein), motion carried.
- 3. Revisit Adam Williams' Training Responsibilities:** Evidently there was a misunderstanding on the part of Daryl DeRossi regarding resignation of Adam Williams as Fire Dept. training officer, as DeRossi relayed the discussion to the

township board; thus at that time the board voted to accept the resignation. DeRossi is now requesting that Adam Williams be reinstated, due to this error. Motion by Warmbein, supported by Sommers, to reinstate Adam Williams to his duties as training officer back to the June 20, 2018, board meeting, including officer's pay as of the June 20-July 17, 2018, pay period. Roll call vote, all ayes (Warmbein, King, Sommers, Green, Tackitt), motion carried.

4. **Develop Questions for Fire Chief Candidates Interviews:** The interview times have already been set up. The board members need to develop questions for the Fire Chief applicants' responses. Motion by Sommers, supported by Warmbein, to develop questions and provide to Green so she can assemble and type them up by July 23, 2018, for use during the interview process. Voice vote, all ayes, motion carried.
5. **Road Millage Notice:** Jack Dodds provided verbiage for a road millage flyer. He had already run it by MTA for feedback and was told it sounded okay, with their suggestion that we provide the verbiage to our Attorney's for approval. It was decided by board members to forward the road millage notice verbiage to Attorney Senica and request her immediate response. Green will forward the verbiage to Atty. Senica today for her reply.
6. **Dangerous Building CA Rd. Bids for Dangerous Building Demolition:** The bids for demolition of the Lori Wallace former home were as follows: Burkholder: \$9,950.00; Jack Richter: \$8,500.00, with stipulation that it be checked for asbestos by a certified inspector prior to demolition. The bids will be forwarded to Atty. Sara Senica for her review and to request a timeline of this demo.

**Public Comments:** No public in attendance.

**Adjourn:** Motion by Sommers, supported by King, to adjourn at 11:12 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk



**WEESAW TOWNSHIP**  
**New Troy, MI 49119**



**REGULAR BOARD MEETING MINUTES**  
**Wednesday, July 18, 2018**

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** All Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
  
- **Berrien County Sheriff's Dept. Rep:** No representative present. No report received prior to meeting.
  
- **Set/Amend Agenda Items:** Motion by Green, supported by Sommers, to accept the agenda as is. Voice vote, all ayes, motion carried.
  
- **Hearing of Persons Present on Agenda Items:** Sommers asked if anyone present wanted to speak. Brad Paquette, candidate for State Representative, requested to be added to the Agenda. Motion by Sommers, supported by Green, to provide time for Mr. Paquette to speak. He provided his past experience in the education field and requested support.
  
- **Prior Requests to Speak:**
  - **Jeff Jackson** – not in attendance
  - **Michael Thomas:** spoke regarding his property's drain issues (former Trapp Farm on CA Rd.). He had previously spoken with R. Kaufman (Zoning Administrator) regarding his complaints and sent a letter to Drain Commissioner Quattrin regarding his ongoing complaints. The letter was presented to the board for their review.
  - **Paul Backus:** Requested of the board to put together a fundraiser to provide additional recycling funds to repair the damage done to the parking lot by the recycling bin. Backus also requested to be put on the Agenda for the August meeting to present his proposed fundraiser event.
  - **Robert Krauss (Enforcement Officer) Presentation:** Robert Krauss presented a slideshow highlighting the work having been done and to be done in the future regarding past complaints. Michael Gabriel, 2418 Wagner Rd., who had also requested to speak at the meeting, related his issue during Robert Krauss' report during the code enforcement complaints being worked: An email regarding this property was also presented. Krauss will provide additional information next month at the board meeting. Krauss provided an email of work completed and scheduled work to be performed at 14170 Log Cabin Rd. He questioned if we should give the owner, Josh Wisner, a 30-day extension, with inspection in another 30 days. This ongoing project will be discussed again next month also.
  
- **Fire Dept. Report (written/oral):** A verbal/written reported presented by Acting Fire Chief Daryl DeRossi. reported **6 Calls:** 1 grass fire, 1 vehicle accident, 2 alarms, 2 power lines down; **Training/Maintenance:** Pump operation training; **Meetings:** Monthly truck checks, quarterly safety meeting. Hosted B.C. Firefighters Assn. dinner meeting. Sommers questioned if the Fire Dept. had attended events and parades in the past month and if Special Events Forms had been completed. DeRossi stated he wasn't really aware what parades were attended by the Fire Dept. They were at the Weesaw Township Memorial Day Parade; he thought they were at the Galien Parade, Baroda Fireworks, Flag Day/3 Oaks. He replied he didn't know it was required to fill out Special Events Forms for these events. Sommers will look into this issue with our Insurance Company.

- **Fire SCBA Grant Feedback:** Mr. Stover reported he's heard nothing yet. He will look into the issue and let the board know what's happening.
  - **Bids for Antenna Replacement (Damaged by windstorm in 2017):** Two bids were received one from Tele-Rad \$1,223.55 and the other from HEI Wireless \$2,851.51. Green asked if all things are equal regarding the specs. quoted by the two bidders, and was told they are equal. Motion by Green, supported by Warmbein, with all things equal to accept the lower bid from Tele-Rad for \$1,223.55. Roll call vote, all ayes (Sommers, Tackitt, Warmbein, King, Green), motion carried.
- **Approve Previous Minutes:** Motion by King, supported by Warmbein, to approve the Regular Board Meeting minutes of Wed., June 20, 2018, and the Special Board Minutes of Tue., June 26, 2018, and Tue, July 10, 2018, as presented. Voice vote, all ayes, motion carried.
- **Correspondence:**
    - BC Local Emergency Planning Committee Handout to Board Members
- **Approve Accounts Payable Monthly Expenditures Report:** Motion by Warmbein, supported by Sommers, to approve the Accounts Payables as follows: General Fund \$14,870.44; Fire Dept. \$3,854.45; Ambulance \$2,211.27; Sewer Fund \$8,464.55 (Tackitt to hold the GRSD check in the amount of \$8,136.29 until after Sommers talks with Mr. Histed/GRSD about this billing), Total of all Expenditures: \$29,400.71. Roll call vote, all ayes (Warmbein, Tackitt, King, Green, Sommers), motion carried. It was suggested that in the future the sewer billing repairs be paid with a separate check.

#### DEPARTMENTAL REPORTS:

- **Treasurer's Report:** Tackitt provided the bank balances, and reported that an Ambulance CD had matured. She transferred a portion to the Ambulance checking account, and the balance in another CD at 2.35%. She also provided the recycling report. It was advised that she let Jill Adams know prior to the township running out of recycling funds.
- **B/Z Administrator Report:** Zoning Report provided by Bob Kaufman.
- **Planning Commission Minutes:** April 23, 2018, minutes provided.
- **Parks/Recreation:** Minutes of 6/19/18 provided. It was recommended to purchase a grill, which conforms to ADA requirements for the Weesaw Township Park. Jack Dodds will contact Marcy Hamilton, SW MI Planning Commission, re. the BCF grant that was not received. After discussion regarding the items to purchase for the park, motion by King, supported by Warmbein, to purchase a Pilot Rock Heavy Duty grill for the Weesaw Township Park for \$163.99 (shipping free), an ADA 96x62" table from Zoro at \$581.78 (free shipping), and a Park Rules sign from Dornbos 18x24". \$66.10, for a total of \$811.87. Roll call vote, all ayes (Green, Tackitt, Sommers, King, Warmbein), motion carried.
- **Cemetery Committee:** The Glendora Cemetery survey was completed; however, stakes have not been installed yet. King will provide the stakes at a cost of \$3.00 each.
- **Road Committee:** In the interest of time constraints, Sommers asked that everybody read the minutes.



Motion by Tackitt, supported by Green, to approve the "Notice" dated 7/18/18;  
Subject: Roadwork on Glendora Rd. for handout to residents and concerned citizens.  
Voice vote, all ayes, motion carried.

- **Website Committee:** No report.
- **Drains Committee:** Sommers and Warmbein will attend the Day of Review of Drainage District Boundaries and Review of Apportionments meeting on TU, July 24, relating to Wolf Creek and Ott & Krieger Drains.

**NEW BUSINESS:**

- **Fire Chief Resignation Accepted:** Two "Draft" letters were provided to the board members for review to officially accept the resignation of Tim Williams as Fire Chief, since he indicated he "quit" in a media message to Interim Fire Chief DeRossi. Motion by Warmbein, supported by Sommers, to mail the letter (without mention of return of equipment) by Certified Mail – Return Receipt Requested to Tim Williams. According to Interim Fire Chief DeRossi, Williams' equipment has already been returned. Voice vote, all ayes, motion carried.

**UNFINISHED BUSINESS:**

- **Atty. Sara Senica update:** Nothing to report.
- **Resolution #2018-09, Adopt Required Receiving Board for 2018 Election Cycle:** Motion by Sommers, supported by Warmbein, to adopt Resolution #2018-09 "Establishing a Receiving Board for 2018 Election Cycle . . ." Roll call vote, all ayes (Warmbein, King, Sommers, Tackitt, Green), motion carried.
  
- **Public Comments:** Evelyn Vines informed the board that she and her husband have the Mill Rd. Park table that was thrown in the river years ago by vandals, and the Board can have it back if someone picks it up. Sommers and Jack Dodds will go look at it to see if it is repairable for possible use in the park. Also, there was a question about replacement of the antenna for the Fire Dept.

**ADJOURN:** Motion by Warmbein, supported by King, to adjourn at 10:10 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green

Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**



**Special Board Meeting**

**Thursday, July 26, 2018**

**CALL TO ORDER:** The Special Meeting was called to order by Supervisor Sommers at 5:00 p.m.

**ROLL CALL BY CLERK GREEN:** All Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein

**Set/Amend Agenda Items:** No changes to be made.

**Purpose of Meeting:** 1) The Board members to review prepared interview questions for the Fire Chief candidates, with comments and discussion; and 2) to discuss the Fire Chief interviews with Attorney Sara Senica. Attorney Senica arrived at 5:25 p.m. Discussion with Attorney Senica wherein she agreed to moderate and guide the interviews for the three candidates: Daryl Derossi, Scott McKamey, Ted Nitz.

**Public Comments:** Relevant to the "Mystery Land" issue, Atty. Sara Senica also informed the Board Members that Judge Donahue had retired and Judge Donna Howard was taking over. A hearing will be heard on August 3, 2018.

No audience members were present in the audience.

**Meeting Adjournment:** The meeting was adjourned at 5:59 p.m.

Respectfully submitted,

Wanda Green

Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**



**Special Board Meeting**

**Monday, August 13, 2018**

**CALL TO ORDER:** The Special Meeting was called to order by Supervisor Sommers at 9:00 a.m.

**ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein. Michelle Tackitt arrived at 9:02 a.m.

**Set/Amend Agenda Items:** No changes made.

**Purpose of Meeting:**

1) **Board approval of 4-year Fire Protection Renewal Millage:** Verbiage & Resolution 2018-10 to adopt millage language. Motion by Warmbein, supported by King, to approve the 4-year Fire Dept. Millage verbiage and Resolution 2018-10 to adopt millage language. Roll call vote, all ayes (Warmbein, King, Sommers, Green, Tackitt), motion carried. The millage language will be provided to the Berrien County Clerk's office for placing on the November 6, 2018, ballot by Clerk Green.

2) **Board's Approval of Action of Fire Chief Ted Nitz in dismissal of firefighter:** After discussion and the scenario provided by Safety Committee members, motion by Warmbein, supported by Sommers, to accept Fire Chief Ted Nitz' recommendation of dismissal as follows, "*according to policy 2018-2, part Q of Section 4, Daryl (DeRossi) has been relieved of Service*", as of August 2, 2018. Voice vote, all ayes, motion carried. The dismissal form that was presented to the Board of Trustees for approval was also signed by other Fire Dept. Officers Scott McKamey and Adam Williams. Upon receipt, a copy of the police report is to be provided by Fire Chief Nitz. Other documents pertinent to this issue were also provided to the board members.

3) **Discussion:** Fire Dept. Physical Exams: There was discussion of physical exams for the Fire Dept. personnel. It was suggested that a letter be written to Mr. Larry Harwood/Harwood & Associates, LLC., who performed the Fire Dept. Safety Audit in June, to inquire as to whether or not a physical exam is required or if an agility test would suffice to meet OSHA requirements. Green will write the letter to Mr. Harwood. Three quotes for providing physicals were also presented by the Safety Committee, with Bio-Care being the most economical at \$400 + fee to bring exam vehicle (amount depending upon how many municipalities are involved in the exams). The next screening Bio-Care will have that the Fire Dept. can be a part of will be in October. Other discussion ensued regarding this issue.

4) **Tube on Gardner Rd. and other Gardner drain issues:** Sommers informed the Board of issues regarding several drainage tubes on Gardner Rd., for which several Township board members had received complaints from residents. Sommers contacted the Rd. Commission regarding the tube on Gardner Rd. between Elm Valley & Galien-Buchanan Rds., as it is a safety issue. Barricades were placed; however, they have since been moved. King suggested the Road Div. slide a new tube inside the old one. Sommers will contact the B.C.R.D. to see if this is feasible. It was related by Jason Latham/BCRD to Sommers that they are waiting on a permit from the DEQ to place a longer tube for safety's sake. Another issue is related to

another drain on Gardner Rd. north of Glendora Rd. It appears it is not known who is responsible for this tube. It is being researched.

In addition, Sommers provided a letter received from State of MI, Dept. of State Police, relating to the flooding that occurred 2/19-21/2018, wherein they conditionally approved financial assistance funding in the amount of \$27,870 for expenses incurred in responding to the disaster. He will keep abreast of this.

Another dangerous road issue was brought forth by Sommers. He is looking into possible remedies for all these problems with the applicable authorities.

**Public Comments:** No public present.

**Meeting Adjournment:** Motion by King, supported by Warmbein, to adjourn at 10:30 a.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green

Clerk



**WEESAW TOWNSHIP**  
**New Troy, MI 49119**



**REGULAR BOARD MEETING MINUTES**  
**Wednesday, August 22, 2018**

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein. Absent: Michelle Tackitt
- **Berrien County Sheriff's Dept. Rep:** No representative present. Sheriff's Reports for May and June were received for Weesaw Township activities. May: 23 complaints, 3 tickets issued, 2 arrests; June: 24 complaints, 3 tickets, 1 arrest.
- **Set/Amend Agenda Items:** A letter from former interim Fire Chief Daryl DeRossi was received. Motion by Warmbein, supported by Green, to add the reading of DeRossi's letter during the Fire Report, and to accept the Agenda as amended. Voice vote, all ayes, motion carried.
- **Hearing of Persons Present on Agenda Items:** No residents spoke concerning the Agenda items.

- **Mike Layher/Kruggel Lawton, CPAs was present to present an overview of the audit:** Mr. Layher provided audit information and reported that the Township has approximately 2+ years of fund balance revenues. The audit is available online at the State of MI level for those who may be interested. Motion by King, supported by Warmbein, to accept the audit as presented. Roll call vote, all ayes (Warmbein, Sommers, King, Green; Absent: Tackitt), motion carried.
  
- **Paul Backus:** At the July Regular Board Meeting, Paul Backus provided information regarding having a fundraiser to repair the Township Park parking lot where is has been damaged by the recycling bin. He provide quotes from 2 contractors to provide materials to do these repairs. He also mentioned having a band, silent auction, raffles. He felt \$2500 would be the most that could be raised. Members of the Parks Committee will speak with Terry Hanover regarding this issue. Paul Backus provided his phone number. Tackitt had provided the fiscal year recycling program numbers.
  
- **Robert Krauss, Code Enforcement Officer Report:** Krauss reported he has closed 4 complaints in the past 2 weeks. In addition, he has been working with the Glendora Rd./New Troy block building owner's son to get this eyesore removed and the son is finally taking down the building.
  
- **Fire Dept. Report (Verbal):** A verbal report by Fire Chief Ted Nitz: 9 calls: mutual aid calls for Bertrand, Galien; an ATV stolen and found in the Galien River at Mill Rd. Park; 4 power lines down; semi-trailer mutual aid (Buchanan), power line down. 2 meetings: Fire Chief spoke to Firefighters, Truck checks. They went to the B.C. Youth Fair on Saturday, which provides good public relations. He provided a flyer from Bridgman Fire Chief regarding "Pink Heals". He also said the Fire Dept. personnel will be working with FONT for the 5k & 10k run on Sept. 15. Nitz will pick up the copy of the police report regarding an incident at a previous Fire Dept. meeting. Warmbein reported that the antenna has been ordered. Justin Milliken is going to test this week for Firefighter 1&2 classes. Motion by Warmbein, supported by Sommers, to send Dennis Barker to Firefighter 1&2 classes beginning October 1, 2018, for an amount of \$250.00 for all classes. Roll call vote, all ayes (Sommers, Warmbein, Green, King), motion carried. In addition, if there are missed classes, they can be made up at the Cass County training.
  - Sommers read a letter from Daryl DeRossi addressed to the Township Citizens.
  - Chief Nitz reported the Fire Dept. is planning a Pancake Breakfast for the first part of October. No date set as of yet. It was mentioned that a Special Events Form from B&F Insurance is required. They are planning the times of the breakfast to be from 7:00 a.m. to 1:00 p.m., so that church attendees may show up later.
  - Fire Chief Ted Nitz' recommendations for his officers are as follows: Township Board members must also approve:

Assistant Fire Chief	Adam Williams
Captain – Training Officer	Ben Nelson
Captain – Maintenance Officer	Cody Shepherd

Motion by Warmbein, supported by Sommers, to approve the above-named officers to the positions recommended, with the following additional stipulations: 1) There is to be a probationary period of 90-days followed by a Safety Committee's performance evaluation; 2) at the 6 months' timeframe, there will be another performance evaluation, 3) another evaluation at the end of one year, and 4) going forward, an annual evaluation each year thereafter. If each performance evaluation's outcome is satisfactory, the position will continue. Roll call vote, all ayes (Green, Sommers, King, Warmbein), motion carried.

There could possibly be another officer named in the future, but has not been named at this point in time.

- **Approve Previous Minutes:** Motion by King, supported by Warmbein, to approve the Regular Board Meeting minutes of Wed., 7/18/2018; and Special Board Minutes of Thur., 7/26/18, Prep for Fire Chief Interviews; Thurs, 7/26/2018 Fire Chief Interviews/Selection; 8/13/2018; and Mon., 8/20/2018. Voice vote, all ayes, motion carried.
  
- **Correspondence:**
  - Berrien County Board of Commissioners Resolution – no action
  - IN-MI Power Electric Franchise dated 08/06/18 – Motion by Sommers, supported by King, to contact IN-MI Power to find out what this issue is about. Voice vote, all ayes, motion carried.
  - Purchase additional brochures for sewer customers: Motion by King, supported by Warmbein, to purchase an additional 100 brochures for the 2 brochures entitled “It’s a Toilet, Not a Trashcan”, and “Fat-Free Sewers” to add to the 100 brochures that GRSD had already purchased for the township, making enough to supply to all sewer customers a copy for a cost of \$11/C + shipping. Roll call vote, all ayes (Sommers, Warmbein, King, Green), motion carried.
  
- **Approve Accounts Payable Monthly Expenditures Report:** Motion by King, supported by Sommers, to approve the Accounts Payables as follows: General Fund \$16,622.51; Fire Dept. \$3,842.65; Ambulance \$2,261.27; Sewer Fund \$11,137.01, for a Total of all Expenditures: \$33,863.44. Roll call vote, all ayes (King, Warmbein, Sommers, Green), motion carried.

#### **DEPARTMENTAL REPORTS:**

- **Treasurer's Report:** Tackitt had provided the bank balances.
- **B/Z Administrator Report:** Zoning Report provided by Bob Kaufman.
- **Planning Commission Minutes:** 6/25/18 Minutes provided.
- **Parks/Recreation:** Sommers confirmed that the picnic table is in place. The grill is being readied, and the trash cans provided by the Vines' are being readied for painting. A very special thank you to Jim & Evelyn Vines for providing the trash cans for the Weesaw Township Park to the Parks Committee. Motion by Sommers, supported by

King, to approve incidental expenses to get the park ready for use. Roll call vote, all ayes (Green, Sommers, King, Warmbein), motion carried.

- **Cemetery Committee:** Sommers reported that the Glendora Cemetery survey is completed and he needs to fix the stake in the neighbor's driveway to not interfere with driveway ingress/egress. There is tree down in the New Troy Cemetery. Gary informed that someone will probably cut the tree up to use for firewood.
- **Road Committee:** There was not a meeting this month. He indicated that we are attempting to have additional signage placed at U.S.-12 and Pardee, and committee members are talking with Galien Twp. Board members in an attempt to request them to adopt a No Thru Trucks Ordinance similar to Weesaw Township's. In addition, the Gardner Rd. DEQ permit for the needed tube was received.
- **Website Committee:** No report.
- **Drains Committee:** No report.

**NEW BUSINESS:**

- **Street Light Assessment Annual Review, Resolution 2018-08:** Due to the continuing increase in street light billings during the past year, motion by Warmbein, supported by Sommers, to adopt Resolution 2018-08, and to raise the Street Light Assessment from \$23/yr. to \$27/yr. beginning on the December 2018 tax bills. Roll call vote, all ayes (King, Warmbein, Sommers, Green), motion carried.

**UNFINISHED BUSINESS:**

- **Attorney Sara Senica Update:** Sommers and Green spoke with Atty. Senica regarding various legal matters.
- **Public Comments:** Nothing requiring action.

**ADJOURN:** Motion by Green, supported by King, to adjourn at 9:12 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green

Clerk



**WEESAW TOWNSHIP**  
**New Troy, MI 49119**



**REGULAR BOARD MEETING MINUTES**  
**Wednesday, September 19, 2018**

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
- **Berrien County Sheriff's Dept. Rep:** Deputy Sheriff Jennifer Newman was present to provide the stats for the period of 7/01/-07/31/2018. The statistics for Weesaw Township during this period were Complaints: 26; Tickets Issued: 2; Arrests: 0.
- **Set/Amend Agenda Items:** The Safety Committee mentioned 2 items to be added: Fire Dept. Medical Surveillance (Physicals) re. letter from Pam Code, Fire Truck Tires replacement. Motion by Sommers, supported by Warmbein, to add the foregoing two items to the agenda under the Fire Dept. heading. Voice vote, all ayes, motion carried.
- **Hearing of Persons Present on Agenda Items:** No input from residents.
- **Present Bids for Recycling Dumpster Pad:** There were a number of bids presented. It had been recommended that we install a 25'x30' concrete pad to protect the parking lot in Weesaw Township Park/CA Rd. from further break-up due to the damage caused by the recycling bin. After all bids were considered, motion by Sommers, supported by Tackitt, to contract with Burkholder Excavating for the project at \$6,250 due to his being a Township resident and the positive results we have had from him in the past. Roll call vote, all ayes (Tackitt, Warmbein, King, Sommers, Green), motion carried.
- **Robert Krauss, Code Enforcement Officer Report:** Krauss not present.
- **Fire Dept. Report:** A verbal/written report was provided by Fire Chief Ted Nitz: Report: 3 Fire calls – 1 carbon monoxide alarm, 2 auto accidents. Training: PPE & SCBA inspections, monthly truck inspections.
  - **D&S Heavy-Duty Truck Estimate/Sodus, MI:** An estimate #18367 to remove/repack hubs with new bearings & seals for 2005 Int'l Truck #2230, was received in the amount of \$628.52 (It could be less expensive depending upon what needs to be repaired). The odometer is less than 8,000 miles. Motion by Warmbein, supported by Sommers, to approve up to \$628.52 for labor to remove & repack hubs with new bearings, etc., per estimate received. Roll call vote, all ayes (Sommers, Tackitt, King, Warmbein, Green), motion carried.
  - **Review Bids for "Exit" Sign in Bldg.:** Two bids were received from Olson Electric and Mead & White to install "Exit" signs throughout the building. Motion by Sommers, supported by Warmbein, to accept the Olson Electric bid in the amount of \$1,150. Roll call vote, all ayes (Green, Tackitt, Warmbein, King, Sommers), motion carried. The cost of this project will be split by the General Fund and Fire Dept., as apropos for each fund.
  - In addition, pertaining to the Fire Dept., motion by Warmbein, supported by King, to approve other amounts quoted by Olson Electric to install a 2-way



light switch for the classroom at \$300, relocate the switch in the small storage room \$95, move the range receptacle \$185 and an electrical permit \$162, for a total of \$742. Roll call vote, all ayes (Tackitt, Sommers, Green, King, Warmbein), motion carried.

- **Review Bids for Ventilation Issue:** Sommers stated that he had requested that a number of contractors provide a bid for this issue pertaining to the roof ventilation. However, he has only received 1 bid (Other contractors are too busy and a couple can possibly work it in sometime after the first of the year.). Scott Schutze and Gean Roofing were mentioned as possible contractors to perform this work. Sommers will attempt to get another bid.
- **Review Purchase of letter sign:** Fire Chief Nitz advised he had found a used 4'x8' letter sign to use at the Township Hall for providing Firefighters recruitment, and other announcements to be made. He hopes to put it on a trailer in the future. Motion by Warmbein, supported by King, to purchase the used lettering sign at \$150. Roll call vote, all ayes (Sommers, King, Warmbein, Tackitt, Green), motion carried.
- **Fire Dept. Laptop for Training Purpose:** PC Consultants ran diagnostics on the laptop, and found no problems. The Fire Dept. personnel indicated it needed MS Windows software, such as Word and Excel. Resident Mike Metz advised that free software is available that they can download to the laptop. Green said she will have the Township I.T. person download this software if the Fire Dept. will leave laptop next Wed. when he is due to be in the Township for the other township computers. Motion by Green, supported by Tackitt, to have PC Consultants look at the laptop when he is present next week. Voice vote, all ayes, motion carried.
- **Approve webbing for S.C.B.A. masks:** Motion by Warmbein, supported by Sommers to approve \$667 for straps for the S.C.B.A. masks. Roll call vote, all ayes (Sommers, Warmbein, King, Tackitt, Green), motion carried.
- **Approve Pump Tests for 2 Fire Trucks:** Motion by Sommers, supported by King, to approve \$500 for pump tests for truck numbers 2220 and 2330. Roll call vote, all ayes (Tackitt, Sommers, Warmbein, King, Green), motion carried.
- **Approve In-House Hose Testing:** Motion by King, supported by Warmbein, to approve under \$1,500 for the firefighters to perform hose testing for the Fire Dept. hoses. Roll call vote, all ayes (Green, Tackitt, Sommers, King, Warmbein), motion carried.
- **Approve purchase of Refurbished Pager:** Motion by Warmbein, supported by Tackitt, to approve the purchase of the refurbished pager for \$150. Roll call vote, all ayes (Warmbein, King, Sommers, Tackitt, Green), motion carried.
- **Approve Halloween Party :** Ted Nitz indicated that the Halloween Party is planned for Saturday, October 27, 2018, 7-9:00 p.m. Motion by Sommers, supported by King, to approve the Halloween Party as indicated. In addition, Trick or Treat times will be from 5-7 p.m. the same evening.
- **Approve Medical Surveillance (Physicals):** Tackitt found the documentation from Biocare for providing this service to the Firefighters, which is required by OSHA. A medical evaluation is required for all participants. Warmbein will coordinate the medical surveillance procedure.
- **Tires:** Motion by Sommers, supported by Tackitt, to replace the tires on the following Fire vehicles: #2231 tanker, #2232 tanker (10 tires for each tanker), #2270 rescue vehicle (6 tires) at a total cost of \$13,000. Roll call vote, all ayes (Green, Tackitt, Sommers, King, Warmbein), motion carried.

- **Approve Previous Minutes:** Last month's Fire Dept. report indicated a pancake breakfast; however, Fire Chief Nitz reported that the planned pancake breakfast had been cancelled. Motion by Warmbein, supported by King, to approve the Regular Board Meeting minutes of Wed., 08/22/18, as presented. Voice vote, all ayes, motion carried.
  
- **Correspondence:**
  - I&M Tree Trimming notification; I&M Electric Franchise – no ordinance verbiage received from I&M yet; B&F Insurance Renewal – provided to Board and Zoning for review and changes; Emergency test of 9/20/18 notification
  
- **Approve Accounts Payable Monthly Expenditures Report:** Motion by Warmbein, supported by Sommers, to approve the Accounts Payables as presented as follows: General Fund \$24,611.22; Fire Dept. \$4,141.78; Ambulance \$2,448.77; Sewer Fund \$6,515.65, Other – Lynn St. Water Assessment note payment \$5,712.89, USDA Sewer Ph 2 note payment \$13,901.25; for a Total of all Expenditures: \$57,331.56. Roll call vote, all ayes (Sommers, Tackitt, King, Warmbein, Green), motion carried. Sommers reported that he spoke with Warren Histed (GRSD), about the hefty charges we have been charged in the past. Warren has credited Sewer account in the amount of \$636, and advised us to contact I&M regarding the other charges for reimbursement– the equipment is not defective, but it is overheating due to the fact that the voltage from the power company is not clean energy and the voltage is over 240 volts (which is the maximum voltage it should be). Sommers will contact I&M regarding this issue, and we will fill out a claim form in order to be reimbursed for the GRSD charges during the past months.

**DEPARTMENTAL REPORTS:**

- **Treasurer's Report:** Tackitt provided the bank balances, and reported that the summer tax season is completed. Any taxes coming in late will be charged 1%/month late fee.
- **B/Z Administrator Report:** Zoning Report provided by Bob Kaufman.
- **Planning Commission Minutes:** Meeting cancelled.
- **Parks/Recreation:** No minutes, meeting canceled.
- **Cemetery Committee:** In the Glendora Cemetery, Butch Jarvis is now back to work following the tragic loss of his dear wife, and he sent an email suggesting that we accept an adjusted layout for Segment 3 in that we eliminate the walkways which have been ignored in the past, and also go to a 4-grave plot instead of 5. The cost for the change in layout will increase by \$568, for a total of \$2,068. It will eliminate a great deal of wasted space and Segment 3 will then have 446 spaces for sale as opposed to 300 for the previous layout. Motion by Green, supported by Sommers, that we approve Mr. Jarvis' suggested changes as laid out in his email relative to the layout of Segment 3 in the Glendora Cemetery at a total cost of \$2,068. Roll call vote, all ayes (Sommers, Tackitt, Green, King, Warmbein), motion carried.
- **Road Committee:** There was not a meeting this month. Sommers reported that he had spoken with Michael Juengling/Berrien County Rd. Dept. regarding truck traffic on Pardee Rd off U.S. 12 in Galien Township, and the Road Dept. will install signage in appropriate places to deter this truck traffic that Weesaw Township is experiencing. He also spoke with Galien Township board members regarding this action, and they (Bruce

Williams and Jerry Mast had agreed to allow the signage.). Green will forward a thank you to the Galien Township Board for their kind accommodation of this suggestion.

- **Website Committee:** No report.
- **Drains Committee:** No report. Sommers reported that there have been complaints concerning the condition of the consolidated Blue Jay Drain. Drains Commissioner Chris Quattrin and an associate of The Spicer Group came to the Township and traveled, along with Mr. Wolf (contractor – pricing), farmer Dale Seyfert, and Gary Sommers, Township Rep., to 6 sites to view areas with drain problems.

#### **NEW BUSINESS:**

- **Approve November Election Inspectors:** Chair: Ruth Heidinger; Election Inspectors: Margaret Cullen, Wanda Green, Ann Howell, Jeannine Krieger, Elizabeth Palulis, Lori Pastryk, Unidentified (name forthcoming.). Receiving Board: Lori Pastryk and Elizabeth Palulis. Motion by King, supported by Warmbein, to appoint the above ladies as election inspectors and to approve purchasing sub sandwiches from Wal-Mart Deli in the amount of \$40. Roll call vote, all ayes (Warmbein, King, Tackitt, Sommers, Green), motion carried.

#### **UNFINISHED BUSINESS:**

- **Demolition for Lori Wallace Dangerous Structure:** Having spoken with Atty. Sara Senica earlier in the day, she advised the Board to make a motion to accept the bid for demolishing the Wallace dangerous residence (no longer being utilized). Motion by Green, supported by Sommers, that the Township Board accept the bid from Burkholder Excavating in the amount of \$9,950, which is the cost to demolish the home located at 13097 California Rd., Sawyer, MI 49125, subject to receipt of final written approval from the Township Attorney Sara Senica. Roll call vote, 4 ayes, 1 nay (Ayes: Tackitt, Warmbein, Sommers, Green; Nay: King), motion carried.
- **Attorney Sara Senica Update:** Sommers and Green spoke with Atty. Senica regarding various legal matters. A confidential Attorney-Client privilege notice was provided to the board members.
- **Purchase 36" Lateral File Drawers for Clerk Green's Office:** Green had found a used lateral file available at Metro Business at a price of \$230. After discussion, motion by King, supported by Sommers, to attempt to purchase a lateral file at a price of up to \$175. Roll call vote, all ayes (King, Warmbein, Tackitt, Sommers, Green), all ayes.
- **Public Comments:** Sommers indicated that the Gardner Rd. tubes have been repaired – 13773 Gardner (18" tube, rusted out) and 16258 Gardner (48" tube, rusted out). Larson Rd. will be graveled as soon as possible; another tube on Gardner Rd. was discussed also.

**ADJOURN:** Motion by Green, supported by King, to adjourn at 11:00 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk



**WEESAW TOWNSHIP**  
**New Troy, MI 49119**



## **Special Board Meeting**

**Friday, October 12, 2018**

**CALL TO ORDER:** The Special Meeting was called to order by Supervisor Sommers at 9:00 a.m.

**ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.

**Set/Amend Agenda Items:** No changes made.

### **Agenda Items:**

1) **Approve Weesaw Park Survey Line Staking Bid (Wightman & Associates):**

Due to the break-up of the Weesaw Township Park parking lot, Sommers had contacted Wightman for a bid to provide a survey and to stake out the north property line at 6 points as indicated on the map. The bid was \$650. Motion by Warmbein, supported by King, to approve the Wightman bid per the terms laid out therein. Roll call vote, all ayes (Green, Warmbein, King, Sommers, Tackitt), motion carried. Green to contact Jeff Bradford/Wightman to give them the Township Board's go-ahead for the surveying, which is scheduled to begin on Monday, 10/15/18.

a) **Approve installing pad upon approval by Berrien County**

**Commissioners:** Per Jill Adams, Environmental Property Manager/Berr. Cty. Parks Dept., the B.C. Commissioners have approved \$6,250 to install a concrete pad in the Weesaw Park, due to the recycling program's moving of the recycling bin which had caused extreme damage to the Park's parking lot. Motion by Warmbein, supported by Sommers, to approve acceptance of the \$6,250 for the installation of the concrete pad which was approved by the Berrien County Commissioner's for the recycling program. Roll call vote, all ayes, motion carried (Warmbein, Sommers, King, Tackitt, Green), motion carried. Sommers will contact Mr. Rosenthal to begin this installation immediately upon the North property line survey's completion.

2) **New Troy Cemetery Lot Exchange:** Dr. Rita Sussman had requested that the Township transfer and/or purchase lots that she had purchased in 2003 to another township resident and his wife, Mr./Mrs. Chris Bolin, per the Township Ordinance. Motion by Warmbein, supported by Green, to transfer 2 cemetery lots to Mr. & Mrs. Bolin at the in-township price, plus \$25/per lot transfer fee, and return a check for the balance of \$50 to Mrs. Sussman at her Chicago, IL address, and the other 2 lots to be placed back in inventory to be resold when needed by another purchaser. Roll call vote, all ayes (Tackitt, Sommers, Warmbein, King, Green), motion carried. Green will forward a \$50 check to Dr. Sussman upon receipt of her cemetery documentation, and notify all parties involved in cemetery dealings of this transaction.

3) **P.C. Consultants Contract:** Notification was received from P.C. Consultants for computer service that the Township can get in under old pricing if we renew our annual Service Agreement with them prior to December 1, 2018. In the past we have selected. Option 1, 30 hours @ 125/hr. Basic Service Agreement which is

\$3,750 annually. Motion by Warmbein, supported by Sommers, to extend the contract based on Option 1 Basic Service Agreement, 30 hrs. @ \$125/hr., or \$3750 annually. Roll call vote, all ayes (Green, Tackitt, Sommers, Warmbein, King), motion carried.

4) **B&F Insurance Policy Changes/Approval**: The Safety Committee provided insurance updates for various Fire Dept. equipment. Sommers wants to check with Warren Histed/GRSD to see if we have enough coverage on the Wee-Chik Rd. Lift Station. Motion by Sommers, supported by Green, to contact Warren Histed to get an updated cost for the replacement of the Wee-Chik Lift Sta., if required in the future. Motion by Warmbein, supported by Sommers, to approve the various changes for equipment indicated on the Fire Dept. document and adjust the amounts to the levels discussed. Roll call vote, all ayes (Warmbein, Sommers, King, Green, Tackitt), motion carried.

5) **Approve Jean Hallen, Election Inspector**: Motion by Green, supported by Tackitt, to approve Jean Hallen as Election Inspector for the November 6, 2018, General Election. Voice vote, all ayes, motion carried.

**Board Meetings Length of Time Discussion**: There was discussion of the large amount of time the board meetings are taking – last month 4 hours. MTA suggested that we put a 2-3 minute time limit for comments and that we ought to also add another public comments time at the beginning for residents who attend so they don't have to wait throughout the entire meeting to speak.

**Public Comments**: Sommers reported that a permit to repair the bridge on Glendora Rd. has been approved. King reported that, since the "No Thru Trucks" signs have been installed on Pardee Rd. in Galien Township, there is no truck traffic.

**Meeting Adjournment**: Motion by King, supported by Warmbein, to adjourn at 10:55 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green

Clerk



**WEESAW TOWNSHIP**  
**New Troy, MI 49119**



**REGULAR BOARD MEETING MINUTES**  
**Wednesday, October 17, 2018**

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** All Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
  
- **Berrien County Sheriff's Dept. Rep:** Deputy Sheriff Andrew Belden was present to provide the stats for the Township during the period of 08/01/2018 – 08/30/2018: 29 Complaints, 2 tickets issued; 0 arrests
  
- **Set/Amend Agenda Items:** Motion by Green, supported by King, to accept the Agenda as is. Voice vote, all ayes, motion carried.
  
- **Public Comments/Hearing of Persons Present on Agenda Items:** No input from residents.
  
- **Robert Krauss, Code Enforcement Officer Report:** Krauss presented a verbal report of what has been happening in the Township regarding enforcement. Some items of interest: 3 complaints from residents regarding an ongoing fence situation. Rep. Pagel contacted Krauss regarding the noise at Vickers Engineering, which is zoned industrial, so nothing can be done. He spoke to Attorney Senica regarding more citations and the CA Rd. demolition ordered to be done. He does not need a building inspector's report to proceed with citations. All his tickets were kicked back due to lack of date of birth. Our Atty. states that we are not required to have date of birth on tickets. Since we are entering winter months, the complaints will sit until spring. He will need to send letters during winter months, so we can begin again in the spring. Sommers asked him to see if the former block building's son will resume cleaning up the demolition materials west of the Township Hall. Krauss will speak with him.
  
- **Fire Dept. Report:** A verbal/written report was provided by Fire Chief Ted Nitz: Report: 5 calls – 1 carbon monoxide alarm, 1 tree on fire, 2 P.I. accidents, 1 electrical wire down. Training: Quarterly safety meeting, Mutual training in Baroda. Chief Nitz reported that Justin was ill when practicals were done and will have to wait until spring to test out. Also, Nitz indicated that Dennis Barker may have one more year before he is required to take Firefighter I & 2 training. Chief Nitz wants Green to look up when Barker was hired.
  - **Change cost of pager approved last month:** Last month the Board approved \$150 for purchase of a pager. The amount should have been \$190. Motion by Sommers, supported by King, to approve another \$40 to pay for the pager in its entirety. Roll call vote, all ayes (Warmbein, King, Sommers, Tackitt, Green), motion carried.
  - **Approve Mr. Stover's rewriting of SCBA Grant @ \$500:** Motion by Warmbein, supported by Sommers, to approve \$500 to rewrite the Grant. The grant was not approved last time. Roll call vote, all ayes (Tackitt, Sommers, Warmbein, Green, King), motion carried.
  - **Approve Brittney Williams' Educational Leniency to attend EMT School :** Brittney Williams is presently attending EMT Schooling upon her own initiative with no cost to the township – no tuition, no mileage. Motion by Green, supported by Warmbein, to allow educational leniency so Brittney can continue to be active in the Weesaw Fire Dept. when she has time

- available while attending her EMT schooling (ends 3/2019). Voice vote, all ayes, motion carried.
  - **Other Items:** Motion by Warmbein, supported by Sommers, to approve up to \$1,200 for the Fire vehicles' oil changes and \$500 for D.O.T. Inspections; for a total of \$1,700. Roll call vote, all ayes (Sommers, King, Warmbein, Tackitt, Green), motion carried.
  - **Personal Protection:** Motion by King, supported by Tackitt, to approve the following personal protection amounts: \$500 for fire gloves, \$155 for life jackets (4 jackets for water rescue), \$576 for 300-ft throw rope (water rescue), \$200 for team helmet tags (incident command use), \$200 for flashlight repairs (\$100 switches, \$100 batteries). Roll call vote, all ayes (Sommers, Warmbein, King, Tackitt, Green), motion carried.
  - **Table Approval of 5<sup>th</sup> Fire Dept. Officer:** Motion by Warmbein, supported by Sommers, to table the approval of 5<sup>th</sup> officer – Health/Safety & Administrative Officer. Voice vote, all ayes, motion carried.
  - **Training:** Motion by Warmbein, supported by Sommers, to approve Ben Nelson and another firefighter to attend BCFFTC's 4-day training entitled "Fireground Survival & Rapid Intervention Teams" at a cost of \$300 per firefighter for a total of \$600 tuition. Roll call vote, all ayes (Green, Tackitt, Warmbein, King, Sommers), motion carried.
- **Approve Previous Minutes:** Motion by Warmbein, supported by King, to approve the Regular Board Meeting Minutes of Wed., September 19, 2018, and Special Board Meeting Minutes of Fri., October 12, 2018, as presented. Voice vote, all ayes, motion carried.
  - **Correspondence:**
    - None requiring action.
  - **Approve Accounts Payable Monthly Expenditures Report:** Motion by King, supported by Sommers, to approve the Accounts Payables as presented as follows: General Fund \$14,469.78; Fire Dept. \$15,606.76; Ambulance \$2,211.27; Sewer Fund \$4,463.79, Other – Berrien County Road Dept. (from road millage funds—Holden Rd., Wagner Rd., Baldwin Rd.) \$99,000.00; for a Total of all Expenditures: \$135,751.60. Roll call vote, all ayes (King, Warmbein, Tackitt, Sommers, Green), motion carried.

**DEPARTMENTAL REPORTS:**

- **Treasurer's Report:** Tackitt provided the bank balances, and reported that she had contacted Jill Adams regarding the shortfall of funding for the recycling program. Jill said the County would cover the shortfall. The Township and FONT's annual subsidy amounts were raised to \$400 this year.
- **B/Z Administrator Report:** Zoning Report provided by Bob Kaufman.
- **Planning Commission Minutes:** Minutes provided.
- **Parks/Recreation:** No minutes provided. A 25'x30' concrete pad was approved by Berrien County Commissioners to remedy the break-up of the Weesaw Park parking lot due to the moving in and out of the recycling bin. The project is scheduled to start early next week. The Parks Committee will be placing the picnic table in the Park in

storage. Committee member Jack Dodds has volunteered space in his barn. The park Porta-Potty has been removed as of about Oct. 1.

- **Cemetery Committee:** In the Glendora Cemetery, Butch Jarvis is now back to work laying out a remaining section of the Glendora Cemetery. Some of the cemetery markers cannot be found. They may be missing. Mike Livengood and Gary Sommers will attempt to find the markers with their metal detectors.
- **Road Committee:** There was not a meeting this month. The gravel on Larson Rd. has yet to be done. **Website Committee:** No report.
- **Drains Committee:** The drains invoice was received in the amount of \$48,769.29.

**NEW BUSINESS:**

- **Snowplowing Bids Ad & Specs:** Green provided copies of last year's snowplowing specs and ad to be placed in the newspapers. Motion by Warmbein, supported by Sommers, to update the specs and ad to reflect this year's dates and place the ads in the Herald Palladium, Harbor County and Berrien County Record, with the opening of the bids to be at a Special Meeting on Fri., November 9, at 9:00 a.m. Roll call vote, all ayes (King, Sommers, Green, Tackitt, Warmbein), motion carried.

**UNFINISHED BUSINESS:**

- **Atty. Sara Senica Update:** Confidential attorney-client report provided to board members.
- **Set Meeting for Public Hearing re. In-MI Franchise (Ordinance copy provided):** Green provided the ordinance and asked board members to review it so we can set a Public Hearing in the near future.
- **Public Comments:** None.

**ADJOURN:** Motion by Green, supported by Warmbein, to adjourn at 9:12 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**

**Special Board Meeting**

**Monday, October 29, 2018**



**CALL TO ORDER:** The Special Meeting was called to order by Supervisor Sommers at 9:45 a.m.

**ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Gary Sommers, Michelle Tackitt, Robert Warmbein; member absent: Art King.



**Set/Amend Agenda Items:** No changes.

**Dustin Moore, Representative/Burnham & Flower Insurance Group:** Dustin Moore had arrived early for the meeting. Mr. Moore provided information to the Township Board Members present regarding the insurance policy that is impending renewal at the first of December. He went through the policy page by page and item by item with questions and comments by board members. One area that presented questions from the board was Special Events Forms. Dustin suggested that when the Fire Dept. participates in these activities that we have a "Hold Harmless" document signed by other parties participating in the event. With all such activities a Hold Harmless document should be requested from other participants. Dustin spoke regarding terrorism coverage, which we have presently in our policy. He stated that any activities that are not a regular Fire Dept. activity requires a Special Events Form to be completed and approved by MI Par Plan prior to the event. Green will contact Burnham & Flower for a "Special Events Form" in Word software format.

Mr. Moore left at 11:18 a.m.

**Public Comments:** Halloween Party comments and other comments by board members.

**Meeting Adjournment:** Motion by Sommers, supported by Green, to adjourn at 11:50 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green

Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**



**Special Board Meeting**

**Monday, November 5, 2018**

**CALL TO ORDER:** The Special Meeting was called to order by Supervisor Sommers at 9:00 a.m.

**ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein; member absent: Michelle Tackitt.

**Set/Amend Agenda Items:** Motion by Warmbein, supported by King, to approve the Agenda as is. Voice vote, all ayes, motion carried.

- 1) Tree Work at New Troy Cemetery:** Sommers was able to secure two bids – Kachur \$2,000; Ken Anderson \$1,600 (with \$950 additional for chipper, if required). Motion by Sommers, supported by Sommers, to accept the Ken

Anderson bid at \$1,600 as presented, with clean-up by another individual who is doing the extensive clean-up for free for the wood. Roll call vote, all ayes (Sommers, King, Warmbein, Green), motion carried.

- 2) **Approval for Plastic Pipe for Survey Markers:** Sommers provided information in that we are having a survey of the line between FONT and Weesaw Township property in order to install the concrete pad to prevent additional damage to the parking lot. It has been suggested that we install plastic 10', schedule 40, 2" I.D. PVC pipe (Charlotte Pipe Co.) over the markers for aesthetic as well as safety reasons. Motion by Green, supported by Warmbein, for authority to Sommers to purchase the required PVC pipe at Menards @ \$4.99/ea. per 10' length, and \$2.00/cap less 11% rebate, or up to \$250 for the full amount. Roll call vote, all ayes (Green, Warmbein, King, Sommers), motion carried.
- 3) **Road Maintenance Contracts:** Estimates of Cost were received for Larson Rd. and Gardner Rd. The estimate issued by B.C.R.D. for **Gardner Rd.**, 11/05/28, was in the amount of a \$27,870.00 grant (Sommers had called and talked with the Road Dept. personnel regarding this estimate and was able to have a State grant received figured into the cost). Motion by King, supported by Warmbein, to accept the bid of \$27,870. Roll call vote, all ayes (King, Warmbein, Sommers, Green), motion carried. Emergency repair on this estimate of cost will begin 11/05/18.  
  
An Estimate of Cost for **Larson Rd.** was also received from B.C.R.D. in the amount of \$10,000 for Weesaw Township's cost, and Road Dept.'s cost of \$7,000. Motion by Sommers, supported by Green, to accept the Estimate of Cost in the amount of \$10,000 Township cost; \$7,000 Road Dept. cost per 10/30/18 Estimate of Cost. Roll call vote, all ayes (Sommers, King, Warmbein, Green), motion carried.
- 4) **Fire Dept. Payables:** The invoice from Bio-Care was received for physicals of the Fire Dept. personnel. Safety Committee committeeman Warmbein will call and try to negotiate a better price on the amount of \$4,535, due to a snafu that happened, in that Bio-Care was very late in arriving, personnel had to wait, and the equipment did not work properly. The issues were finally resolved and 9 firefighters received physicals and other required items were also accomplished. There are 4 other firefighters who still need physicals and mask fitting. Motion by Sommers, supported by Warmbein, to approve payment of up to \$4,535 for the physicals and assorted other items. If additional amount is negotiated, the amount will be less. Roll call vote, all ayes (Warmbein, Sommers, King, Green), motion carried.'
- 5) **Review Fire Dept. 5<sup>th</sup> Officer Position:** Guideline 115, Rev. 1 was handed out and will be on the Agenda at the 11/20/18 Board Meeting. Township Board needs to review.
- 6) **Verify Funds are available in budget to pay for above Position:** Fire Dept. Budget vs. Actual handed out to Board members for review.
- 7) **Full-Time Fire Dept. Employee:** Handout prepared by Ben Nelson, Fire Dept., received by board members from Safety Committee pertaining to this issue.

**Public Comments:** Atty. Sara Senica telephoned at this time, and there was conversation relating to ongoing legal matters between the Township Board and our Attorney.

**Meeting Adjournment:** Motion by King, supported by Warmbein, to adjourn at 10:21 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green

Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**



**Special Board Meeting**

**Friday, November 9, 2018**

**CALL TO ORDER:** The Special Meeting was called to order by Supervisor Sommers at 9:00 a.m.

**ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein

**Set/Amend Agenda Items:** Full Board in attendance, thus Sommers requested to add two items: Replacement batteries for Fire Trucks, and Recreational Marijuana Ordinance. Motion by Sommers, supported by King, to add the items to the Agenda as requested. Voice vote, all ayes, motion carried.

**Fire Trucks' Batteries Replacement:** The Safety Committee requested to replace the three batteries each in Fire Trucks 2220 and 2230 (a total of 6 batteries). Sommers suggested up to \$600 to replace the batteries with Rural King batteries at a cost of about \$60 each + \$12 each core charge. Motion by Sommers, supported by Warmbein, to approve replacing all the batteries in these two trucks for up to a \$600 total. Roll call vote, all ayes (Warmbein, King, Sommers, Tackitt, Green), motion carried.

**Snowplowing Bids:** Bids were received by Burkholder and by Seeder. There were questions regarding both of the bids, and Sommers will contact both contractors in an attempt to get clarification in deciding who had the lower bid. The issue was tabled until 11/20/18 meeting.

**Recreational Marihuana per 11/06/18 Election:** Verbiage was received from Attorney Senica and provided to board members relating to adopting an ordinance concerning this issue. After discussion and a request to contact MTA with several questions, motion by Warmbein, supported by King, to table this issue to a 11/12/2018 Special Meeting. Voice vote, all ayes, motion carried.

**Public Comments:** None

**Meeting Adjournment:** Motion by Warmbein, supported by Tackitt, to adjourn at 10:06 a.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green

Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**



**Special Board Meeting**

**Monday, November 12, 2018**

**CALL TO ORDER:** The Special Meeting was called to order by Supervisor Sommers at 9:00 a.m.

**ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein

**Set/Amend Agenda Items:** Motion by King, supported by Warmbein, to accept the Agenda as is. Voice vote, all ayes, motion carried.

**Proposed Recreational Marihuana Ordinance:** Attorney Senica had provided the ordinance verbiage, and it was discussed. It is not necessary to have a Public Hearing due to the matter not being a zoning issue. Motion by Sommers, supported by King, to approve Ordinance No. 22-2018 "An Ordinance to Completely Prohibit Commercial Recreational Marihuana Establishments in Weesaw Township" as written. Roll call vote, all ayes (Sommers, King, Tackitt, Green, Warmbein), motion carried. Ordinance verbiage to be published and will take effect immediately upon publication.

**Public Comments:** Brief discussion concerning demolition of dangerous building on California Rd. and question regarding 5<sup>th</sup> Fire Dept. officer.

**Meeting Adjournment:** Motion by King, supported by Warmbein, to adjourn at 9:34 a.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green

Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**



**Special Board Meeting**

**Wednesday, December 12, 2018**

**CALL TO ORDER:** The Special Meeting was called to order by Supervisor Sommers at 10:00 a.m.

**ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Gary Sommers, Michelle Tackitt (arrived at 10:02), Robert Warmbein; absent: Art King

**Set/Amend Agenda Items:** No amendments permitted due to lack of the full board present.

1. **Bids for Roof Ventilation Project – Fire Dept./Township Hall:** No bids were received, even though the specifications were published in two newspapers. Sommers had the bid that was submitted previously; however, he has not been able to contact the bidder to see if the bid is still viable. Sommers mentioned that Nick Granke (firefighter) will be off work during the winter and wondered if he would be able to help with this project. The Safety Committee members indicated that Sommers should contact Chris Brooks to see if he would inspect and oversee the project in the event of this happening. Sommers will contact Mr. Brooks.
2. **Snow Depth for Plowing:** Discussion of reducing the snow depth before D.J. plows. Motion by Warmbein, supported by Tackitt, to reduce the amount of snow for specified plowings by 1” across the board. Roll call vote, all ayes (Warmbein, Sommers, Tackitt, Green), motion carried. Sommers will call D.J. and let him know about the change.
3. **Clear Township Land on Wee-Chik Rd. for Cemetery:** Sommers has spoken with an acquaintance who has indicated he will clear the land for free, which is to be used for enlarging the cemetery. There was discussion of contacting the conservation office to see if the trees could be sold and the township put the money back in the cemetery fund. Sommers and Warmbein will work on this issue.
4. **“Draft” Sign for Recycling Bin:** Sommers and Jack Dodd have enhanced the new “draft” signs for the permanent recycling sign that Jill Adams has forwarded. Sommers indicated the new graphics should be ready by Monday, and we can approve the sign on Wednesday, December 19, at the Regular Board Meeting. Green will contact Jill Adams and forward the proposed new sign layout to her.
5. **Approve Phone Conference with Atty. Senica:** Some issues requiring Atty. Senica’s legal advice have arisen. Motion by Warmbein, supported by Tackitt, that Sommers and Green contact Atty. Senica and request guidance

on the various questions that have arisen that require her legal expertise.  
Roll call vote, all ayes (Tackitt, Sommers, Warmbein, Green), motion carried.

**Public Comments:** None.

**Meeting Adjournment:** Motion by Green, supported by Warmbein, to adjourn at 11:39 a.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk



**WEESAW TOWNSHIP**  
**New Troy, MI 49119**



**REGULAR BOARD MEETING MINUTES**  
**Tuesday, December 19, 2018**

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein. Members absent: Michelle Tackitt
- **Berrien County Sheriff's Dept. Rep:** No representative present. Report for the period of 10/01/2018-10/31/2018 indicated 20 complaints worked in Weesaw Twp., 1 ticket issued, and 1 arrest.
- **Set/Amend Agenda Items:** An amendment to the Fire Dept. Report was requested regarding a Training Opportunity for firefighters. Motion by Green, supported by King, to amend the Agenda as requested. Voice vote, all ayes, motion carried.
- **Public Comments/Hearing of Persons Present on Agenda Items:** No input from residents.
- **Robert Krauss, Code Enforcement Officer Report:** Krauss not present.

- **Fire Dept. Report:** A verbal/written report was provided by Fire Chief Ted Nitz: Report: 1 Officer's Meeting, Qtrly. Safety Meeting; 1 Trucks check meeting. Incident command tags were explained, book for sign-in indicating time in/time out and job working on. Calls: 2 structure fires, 2 vehicle accidents; 5 utility lines down (on same day during wind storm)
  - **Approve purchase of new red helmet; 6 Nomex Hoods (expired), and "No Parking Signs":** Due to an additional officer position on the Fire Dept., another helmet is required (less than \$300); Nomex hoods have expired; No Parking Signs: Motion by Warmbein, supported by King, to approve up to \$300 for a red helmet for Donnie Johnson II (new officer); up to \$230 for Nomex hoods; and getting "No Parking Signs", price unknown (may be free). Roll call vote, all ayes (Warmbein, King, Sommers, Green), motion carried.
  - **Training Opportunity:** The information from SEMCO Energy will be provided to Fire Chief Nitz.
  
- **Approve Previous Minutes:** Motion by Warmbein, supported by Sommers, to approve the Regular Board Meeting Minutes of TU, 11/20/2018, and Special Board Meeting Minutes of Wed., 12/12/18, as presented. Voice vote, all ayes, motion carried.
  
- **Correspondence:**
  - **Recycling Sign Drafts provided by Jill Adams/Environ. Property Mgr., B.C. Parks Dept:** The sample signs were provided to the Township Board for review and response. Sommers indicated the sign would probably be 4-ft wide by 6-ft high. Due to other concerns regarding verbiage and layout, motion by Warmbein, supported by Sommers, to table the sign issue to consider other possible options and address other questions. Voice vote, all ayes, motion carried.
  
- **Enforcement Officer Robert Krauss** had arrived. Krauss indicated he has contacted owner's son, but no response regarding the pile of blocks and debris that has not been removed west of Twp. Hall on Glendora Rd. No response regarding "wedding venue" on Cleveland Ave. 15 Complaints have been received, but are stalled due to winter weather.
  
- **Approve Accounts Payable Monthly Expenditures Report:** Motion by Warmbein, supported by King, to approve Accounts Payable expenditures as follows: General Fund \$20,883.99; Fire Dept. \$18,502.91; Ambulance \$2,211.27; Sewer Fund \$4,381.11; for a total of all expenditures of \$53,979.28. Roll call vote, all ayes (Green, Warmbein, Sommers, King), motion carried.

**DEPARTMENTAL REPORTS:**

- **Treasurer's Report:** Tackitt was not present; however, provided the bank balances to the board members.
- **B/Z Administrator Report:** Report provided.
- **Planning Commission Minutes:** October corrected Minutes provided.
- **Parks/Recreation:** No current minutes provided.

- **Cemetery Committee:** No written report. Sommers indicated the New Troy Cemetery tree wood has been removed, but the stump remains.
- **Road Committee:** December 13, 2018, Berrien County Road Dept. Annual Meeting minutes presented. Sommers provided a brief overview of the Road Dept. Annual Meeting. The Road Dept. will provide a \$92,000 match in road millage funds. Larson Road has been graveled and is presently far better on which to drive. As a note, there are 40 miles of road in Weesaw Township. (Please see Annual Meeting minutes for add'l information.)
- **Website Committee:** No report.
- **Drains Committee:** No report. Green indicated we will pay the Drains-at-Large assessments billing in February 2019.

**NEW BUSINESS:**

- None

**UNFINISHED BUSINESS:**

- **Atty. Sara Senica Update:** Notes (confidential) provided to Board Members.
- **Mystery Land:** Sommers and Green attended a court hearing wherein the “Mystery Land” was turned over to the Township to be added to the Township parcels of land. Sommers was asked to verbally provide testimony at the court hearing, with Attorney Sara Senica and the the Honorable Judge Howard inquiring of Sommers about the Township’s interest and other information pertaining to the parcel of property. After Sommers’ testimony, the judge ruled to turn the property over to the Township.
  
- **Public Comments:** None.

**ADJOURN:** Motion by Sommers, supported by King, to adjourn at 9:12 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green

Clerk