



WEESAW TOWNSHIP
New Troy, MI 49119



REGULAR BOARD MEETING MINUTES
Wednesday, January 15, 2014

The meeting was called to order by Supervisor Sandy McKamey at 7:04 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** All Members Present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.
- **BERRIEN COUNTY SHERIFF'S DEPT. REP:** Not here. Report provided via fax from B.C. Sheriff's Dept.
- **RON SANFORD/GRSD SEWER AUTHORITY:** Ron Sanford was present at the request of Trustee Jones to relate an ongoing issue with the Wee-Chik lift station flow meter, which is currently being read on a weekly basis due to the problems we are experiencing. He reported that New Buffalo Twp. had installed a good flow meter for \$7000. Mr. Sanford reported that GRSD's maintenance is very basic service. He provided a copy of the service contract to Green, and she will see that the entire board receives a copy. There was a question regarding the problem which occurred last year when the Township's sewer was being hauled away on a daily basis. McKamey stated that issue might be revisited w/GRSD and the insurance company. Mr. Sanford informed the board that the Township needs to take flow meter action in order to get consistent good readings. He provided a Chikaming Township invoice where they had purchased this part in the past and the cost was \$5,183.98. Green will provide a copy of this invoice to the Board. It was requested of Ron Sanford that we get a couple of quotes on purchasing a new flow meter which is needed to rectify the problem. He will do so.
- **RECYCLING UPDATE:** Residents Janna Riley and Jack Dodds reported the recycling is going well. Jill Adams/B.C. Community Development Dept. provided a Residential Recycling Drop-Off Program Operation and Maintenance Agreement, which McKamey signed for the Township. Green to return it. There is a receptacle at Molly's Corners to receive donations to go towards the recycling project, and \$100 was turned over to Treasurer Tackitt for this project. These monies are to be used towards the 2nd year of the recycling program. Janna requested fundraising ideas and named a few ideas. There will be an educational day at FONT in March on recycling.
- **SET/AMEND AGENDA ITEMS:** McKamey requested that Lawnmowing Bids, and Budget Meetings to be added to the end of the Agenda before Public Comments. Motion by McKamey, supported by Jones, to add these two items as requested. Voice vote, all ayes, motion carried.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** None.
- **APPROVE MINUTES:** Motion by Sommers, supported by Jones, to approve the minutes of 12/18/13, as presented. Sommers stated that the documents provided by Calvin Gnodtke which related to Baldwin Rd. Water Assessment District has been attached to the minutes for future reference.
- **CORRESPONDENCE:** Sprint Reward – Green applied for a reward for having 4 Fire Dept. radios rebanded for a total reward of \$200. The check was received, and was put into Fire Dept. funds. Berrien County CERT class scheduled for 1/30/14 at the Berrien Springs Oronoko Twp. Public Safety Bldg./Snow Rd. None wished to attend.
- **APPROVE EXPENDITURES:** Jones noticed a typographical error in the expenditures under General Fund, Reliable Disposal's description should read "trash" not "track". Motion by Jones,

supported by Sommers to approve the expenditures with typo corrected in the following amounts: General Fund \$19,678.70; Fire Dept. \$5,527.90; Ambulance Expenditures for January billing \$2,211.27; Other Business Unit Expenditures funds transferred to Gen. from Baldwin Rd \$12,526.00 (listed under General Fund expenses); Sewer Fund \$4,431.57, for a Grand Total of all expenditures of \$31,849.44. Roll call vote, all ayes (Green, Tackitt, Sommers, McKamey, Jones), motion carried.

▪ **DEPARTMENTAL REPORTS:**

- **Treasurer:** Tackitt reported Bank balances provided, as well as CD information.
- She reported that she had opened an Ambulance 3-year CD in the amount of \$120,000 @ .5% interest.
- She also advised that 2013 winter tax collections had been extended to 02/28/14 without penalty.
- She also had a 2-year contract from BS&A to prepare taxes. The pricing is the same. Will expire 6/2015.
- She indicated that she had received quite a bit of feedback from the taxpayers and they are upset about the Blue Jay Drain, in that it was not explained properly prior to being put on their taxes. McKamey told the Drains Committee to put together a letter to hand out.
- U.S. Bank (Baldwin Rd. Water Assessment) is raising their fees from \$300/yr. to \$350/yr.
- The Baldwin Rd. water connection assessment has been removed from Calvin Gnodtke's tax bill.
- A complaint was received from a homeowner regarding an empty property on Cleveland Ave. that is junked up and from which people are removing aluminum siding from the home. McKamey will contact Kim Fowler regarding this complaint again.
- **Fire Dept:** Fire Chief Tim Williams reported 3 calls – 2 vehicle accidents, 1 stand-by at Buchanan Fire Dept. for a barn fire. **Laptop Computer:** The Supervisor's laptop computer was loaned to the Fire Dept. for training purposes. Chief Williams requested to purchase a used hose tester from 3 Oaks Fire Dept. for \$50; also to purchase 4 used SCBA (Self-Contained Breathing Apparatus) from Galien Twp. Fire Dept. at \$50 ea. or \$200 total. Motion by Jones, supported by Sommers, to purchase the hose testing unit from Three Oaks at \$50, and the 4 SCBA bottles at \$50/ea. (\$200 total) from Galien. Roll call vote, all ayes (Tackitt, Jones, McKamey, Green, Sommers), motion carried.
- Motion by Sommers, supported by Jones, to loan the Supervisor's laptop to the Fire Dept. for use in their training sessions, if technology is adequate. Voice vote, all ayes, motion carried. Green reminded that the auditor has advised in the past that Township equipment should not be removed from the premises.
- **Discussion of Proposed Fire Dept. Policies:** Jack Dodds put together proposed Fire Dept. policies at the request of the Safety Committee for travel expenses and hydration. Sommers presented and read the policies to the Board. Green asked to table the policies to the next meeting, that she did not want to jump into anything and wanted to read them over carefully and ask residents their feelings, since it is questionable as to whether or not the purchase of beverages is legal. After discussion, a Special Meeting was scheduled for 2/4/14 to decide on the policies and have a 1-hr. budget workshop.
- **Building, Zoning & Enforcement Reports:** No report.
- **Planning Commission Minutes:** No minutes.
- **Parks' Committee:** No minutes.
- **Roads Committee:** Jack Dodds provided a 2013 Paser Road map. Sommers reported the Committee is preparing for the annual meeting with BCRC on the 21st. Jack Dodds explained a protective butterfly program he would like to see implemented. It involves mowing procedures and milkweed protection for the butterflies' survival.
- **Website Committee:** No report.
- **Drains Committee:** No report.

OLD BUSINESS:

- **Schiller Bid for Cutting Dead Tree in Cemetery:** Motion by Sommers, supported by Green, to accept a bid from Schiller's Tree Service in the amount of \$295.00 for removing a dead tree at the west entry of the New Troy Cemetery, provided they can cut the tree as close as possible to the

ground, so grinding would be less expensive. Roll call vote, all ayes (Sommers, Jones, Green, McKamey, Tackitt), motion carried. Green to request stump grinding bid from Schiller if they do this.

NEW BUSINESS:

- **U.S. Post Office Request to use Twp Hall for Informational Community Meeting:** Motion by Tackitt, supported by Sommers, to permit the U.S.P.O. to use the Township Hall on 3/18/14, at 6:00 p.m. for approximately one hour for a community meeting to explain how, when and why the New Troy Post Office's hours will be changing. Voice vote, all ayes, motion carried.
- **Lawn Mowing Bids:** McKamey requested that Lawnmowing Bids be listed on the February 19, 2014, Regular Board Meeting. Green to supply last year's specs to Board Members.
- **Budget Meetings:** McKamey wants to have bi-weekly Special Meetings to prepare FY 2014-15 Budget – first one on Tuesday, February 4, 2014, 6:00 p.m.

PUBLIC COMMENTS: A comment regarding the butterfly issue.

ADJOURN: Motion by Sommers, supported by Jones, to adjourn at 9:58 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green. Clerk



**WEESAW TOWNSHIP
New Troy, MI 49119**



**SPECIAL BOARD MEETING
Tuesday, February 4, 2014**

Supervisor Sandy McKamey called the Special Board Meeting to order at 6:05 p.m. regarding Fire Dept. Policies, Board of Review Resolutions. Budget Workshop issues.

Roll Call by Clerk Green: All members present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt

FIRE DEPT. POLICIES: Sommers read the two tabled policies from the January Regular Board Meeting. Motion by Sommers, supported by Jones, to approve the Hydration/Refreshment Policy with the date of adoption being added to the verbiage. A discussion period ensued, with Green handing out an MTA document relating to this subject, and read a note with her thoughts on the matter, after which Tackitt read a note relating her own thoughts. The policy was brought to a roll call vote, 3 ayes (Jones, Sommers, McKamey), 2 nays (Green, Tackitt), motion carried.

Motion by Sommers, supported by Jones, to adopt the Fire Dept. Travel Expense Policy adding verbiage that this policy pertains only to people currently in training and future trainees, adding the date of adoption to the policy, and verbiage that a request for reimbursement has to be brought to the Township Board for approval prior to the travel. Roll call vote, all ayes (Tackitt, McKamey, Green, Jones, Sommers), motion carried.

BOARD OF REVIEW: There were 3 Resolutions for the March Board of Review to be adopted. Motion by McKamey, supported by Sommers, to adopt Resolution 14-01 "A Resolution to Provide for Alternate Starting Dates for March 2014 Board of Review". Roll call vote, all ayes (Green, Tackitt, Sommers, McKamey, Jones), motion carried.

Motion by McKamey, supported by Jones, to adopt Resolution 14-02 "A Resolution Updating State Required Poverty Level Income Standards for Property Tax Poverty Exemption Guidelines for Tax Year 2014". Roll call vote, all ayes (Sommers, McKamey, Jones, Tackitt, Green), motion carried.

Motion by Tackitt, supported by Sommers, to adopt Resolution 14-03 "Accepting Letters of Protest from Township Residents for March 2014 Board of Review". Roll call vote, all ayes (Tackitt, McKamey, Jones, Sommers, Green), motion carried. McKamey, BOR Secretary, will be unable to be present at 3/10/14 2-5 p.m. meeting, so Clerk Green will sit in and take minutes in McKamey's absence. McKamey will be able to be present at the other scheduled times.

Motion by Jones, supported by McKamey, to publish the Board of Review Meeting Notice (3 consecutive days) as required by law. Roll call vote, all ayes (Sommers, Jones, McKamey, Tackitt, Green), motion carried. Green to ask Assessor Angie Kirby if we can publish with other townships to cut the publication costs.

SET/AMEND AGENDA ITEMS: Motion by McKamey, supported by Sommers, to amend the Agenda to add approval of Robert Kaufman's January payroll check, as he was unable to supply his timesheet at that time due to an auto accident in which he was involved. Voice vote, all ayes, motion carried.

APPROVE ROBERT KAUFMAN'S JANUARY PAYROLL CHECK: Motion by McKamey, supported by Jones, to pay Kaufman's check in the amount of \$450 and mileage reimbursement in the amount of \$46.33. Voice vote, all ayes (Tackitt, McKamey, Green, Jones, Sommers), motion carried.

FY 2014-15 BUDGET: Green supplied a Budget vs. Actual report for FY 13-14, and Supervisor McKamey and other Board members began to review and update budget figures for the new budget year to be adopted prior to 04/01/14. A number of line items in the budget were revised as needed, with the Board leaving off at the Twp. Board Cost Center, line item 101-970 Capital Outlay. Another 1-hr Budget Workshop was set for Wednesday, February 22, 2014, at 6:00 p.m.

PUBLIC COMMENTS: Jack Dodds requested that snowplowing include the curb in the FONT parking lot, for access to the recycling bin. Green was asked to call Seeder regarding this issue. Other comments followed.

ADJOURN: Motion by McKamey, supported by Jones, to adjourn at 8:32 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



WEESA TOWNSHIP
New Troy, MI 49119



SPECIAL BOARD MEETING
Thursday, February 13, 2014

Supervisor Sandy McKamey called the Special Board Meeting to order at 6:30 p.m. The meeting had been called regarding a number of issues requiring action, and also this meeting replaced the cancelled Special Meeting of 2/12/14.

Roll Call by Clerk Green: Members present: Wanda Green, Sandy McKamey, Gary Sommers, Michelle Tackitt. Absent: Jack Jones

SET/AMEND AGENDA ITEMS: The Board could not make changes to the Agenda due to not having a full board present. Motion by Sommers, supported by Tackitt, to accept the Agenda as presented.

HEARING OF PERSONS PRESENT ON AGENDA ITEMS: No comments.

APPROVE ASSESSOR CHECK FOR SENDING OUT ASSESSMENT CHANGE NOTICES @ \$558.80:

Motion by McKamey, supported by Green, to pay the charges for sending out the Assessment Change Notices in the amount of \$558.80. Roll call vote, four ayes – Sommers, McKamey, Tackitt, Green. (Jones absent), motion carried.

ELECTRICAL INSPECTOR RECOMMENDED BY ED STEINKE – KEN SIMPSON: Our present Electrical Inspector, Ed Steinke, is planning to retire soon, and has recommended Ken Simpson who has taken over in the past when Ed was ill. Ken Simpson presently works as Inspector for several other Townships and Cities. Green was requested to call Mr. Simpson to see if he can come in and talk with the Board at the Regular Board Meeting on 2/19/14, which she will do.

DUMP PASSES: Passes to the S.E. Landfill/Buchanan up to the amount of \$25 have been provided annually in the past to Township residents who wish to haul their trash and debris to the dump. Motion by McKamey, supported by Sommers, to approve providing a dump pass to Township residents who request one, in the amount of up to \$25. Roll call vote, all ayes (Tackitt, Green, Sommers, McKamey), Motion carried. (Jones absent). The dump passes will be good for the dates between April 1-October 31, 2014.

B.C.R.C. REQUEST FOR BOARD RECOMMENDATION: Sommers presented this issue which pertains to a tube on Pardee Road which was improperly installed by owners of Willow Harbor Vineyard. Motion by McKamey, supported by Sommers, that the Road Committee write a letter to B.C.R.C. stating that the tube is in the road right of way and not our responsibility, and B.C.R.C. should do what needs to be done to correct the situation; and that the Road Committee also be given authority to sign the letter. Voice vote, all 4 ayes, motion carried.

BUDGET WORKSHOP: The Township Board once again began to work on the FY 2014-15 Budget. Green stated that the amount in the Receptionist's line item would be sufficient to provide Receptionist Janet Nekvasil with a .25 per hour raise. This would be provided to her as of her work anniversary date, which is in May, and will be reviewed annually to determine if a raise would be provided for each following fiscal year. Green reported that she has requested an audit quote from Schaffer & Layher, in addition to our already having received a quote from the State. Green was asked to call Gerbel & Co. also for a quote. McKamey will contact the Assessor for information, whose Cost Budget appears to be over budget, and will research the postage/delivery under the Treasurer Cost center, which cost center is not over budget. The Board stopped editing and reviewing the budget following 253 Treasurer Cost Center and will start with 276 Cemetery at the next Budget Workshop on Wednesday, 2/26/14. McKamey requested that Green provide her with a Budget Vs. Actual Report by 3/27/14 and Tackitt provide balances of the CD's at the beginning of that week.

PUBLIC COMMENTS: Sommers asked when the drain bill is due. Tackitt stated that she has already requested this information from Berrien County.

ADJOURN: Motion by McKamey, supported by Sommers, to adjourn at 8:22 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 19, 2014

The meeting was called to order by Supervisor Sandy McKamey 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, Sandy McKamey, Gary Sommers, Michelle Tackitt. Members Absent: Jack Jones

§ BERRIEN COUNTY SHERIFF'S DEPT. REP: Deputy Sheriff Sullivan was present and reported 22 complaints, 1 ticket, 3 arrests for Weesaw Township for the period of 12/01/13-12/31/13. Written report provided from B.C. Sheriff's Dept.

§ KEN SIMPSON INTRO: Ken Simpson was recommended as Electrical Inspector to the Township Board by Ed Steinke, as Ed plans to retire shortly. Mr. Simpson filled in for Ed when he was ill. He is in his office from 8-9 daily to speak with people who are requesting electrical inspections. He also works with a number of other communities and townships as Electrical Inspector. He will be required to take classes every 3 years, and will let us know at that time so we can determine if we will share in the cost of the classes. Mr. Simpson will provide an invoice for his payment to the township for 80% of the fees charged, with the Township keeping 20% of the fees, when the inspection process of each permit has been completed. Motion by Green, supported by Sommers, to contract with Ken Simpson as the Township Electrical Inspector to replace Ed Steinke, with payment as laid out by Mr. Simpson. Voice vote, all ayes, motion carried.

§ SET/AMEND AGENDA ITEMS: Motion by Sommers, supported by McKamey, to accept the Agenda as presented. Voice vote, all ayes, motion carried.

§ HEARING OF PERSONS PRESENT ON AGENDA ITEMS: None.

§ APPROVE PREVIOUS MINUTES: Motion by Sommers, supported by Tackitt, to approve the Regular Board Minutes of 2/15/14 and Special Board Meeting Minutes of 02/04/14 and 02/13/14, as presented. Voice vote, all ayes, motion carried.

§ CORRESPONDENCE: Correspondence to be discussed under the appropriate heading.

§ APPROVE EXPENDITURES: Motion by Sommers, supported by Green, to approve the expenditures as follows: General Fund \$52,241.33, Fire Dept. \$5,333.04, Ambulance \$2,211.27, Sewer Fund \$5,116.68, for a Grand Total of all expenditures of \$64,902.32. Roll call vote, all ayes (Sommers, McKamey, Green, Tackitt), motion carried.

The Township received an invoice from All Pro Services for a plumbing service call today, as a result of a leak in a pipe outside the Township Hall. Green requested approval to pay the bill in the amount of \$69. Motion by Sommers, supported by Green, to pay the invoice in the amount of \$69. Roll call vote, all ayes (Tackitt, McKamey, Sommers, Green), motion carried.

§ DEPARTMENTAL REPORTS:

o Treasurer: Tackitt reported that the Winter Tax season will be closed as of 2/28/14. Bank balances provided.

o Fire Dept: Fire Chief Tim Williams verbally reported 2 calls – 1 Blue Jay Drain contractor, 1 lift assist in the woods for an intoxicated male. Also reported, there will be incident command training this month, radio communications and maintenance is on track, and an inventory started. Chief Williams requested a Special Meeting to distribute new helmets received. Motion by Sommers, supported by McKamey, to allow the firefighters personnel to have a Special Fire Meeting to distribute the helmets with only people needing to pick up helmets attending. Roll call vote, all ayes (Sommers, McKamey, Tackitt, Green), motion carried. It was reported there are still a number of helmets that are out of date and need to be replaced. Chief Williams also mentioned a program called Active 911, \$10/phone per year.

o **Building, Zoning & Enforcement Reports:** Reports provided by Bob Kaufman, B/Z Administrator.

o **Planning Commission Minutes:** The last meeting was in November. November minutes have not been approved.

o **Parks' Committee:** No minutes.

o **Roads Committee:** Sommers gave an overview of the past month's activity of this committee. Regarding the Annual Meeting with B.C.R.C., the plan is to continue working on Pardee Road. The new B.C.R.C. director is Louis Csokasy, who feels that some of the Township roads need to go to gravel. He has offered a town hall meeting this spring to talk with the Board and residents. This year they only have about \$13,000 to work with for Weesaw roads. Jack Dodds had penned a letter to B.C.R.C. regarding an improperly installed tube. The Board gave the go-ahead to send the letter to B.C.R.C., with one sentence edited. Among other things, the letter lays out that the tube is in the road right-of-way, thus under the jurisdiction of B.C.R.C.

o **Website Committee:** Jack Dodds reported that the Non-discrimination Statement, Dump Pass information and the 2014 Road Maintenance have been added to the website. Metz advised that a website committee meeting will be forthcoming.

o **Drains Committee:** Sommers reported that no meetings have been held due to inclement weather. Pictures were taken and shown to Vern Moore, Blue Jay Drain Engineer.

OLD BUSINESS:

§ **GRSD Lift Station Proposals:** Tabled.

§ **Lawnmowing Specs & Ad:** McKamey requested that this subject be added to the 2/26 Special Meeting Agenda.

§ **Complaint from Cleveland Ave. Homeowner:** McKamey will contact Kim Fowler. Green to provide phone number.

§ **Edited Fire Dept. Policies:** Jack Dodds will email the policies to Clerk Green, and Green to provide copy to Fire Chief Williams when received.

NEW BUSINESS: None

PUBLIC COMMENTS: Mike Metz suggested that the Township notify the residents to keep the fire plugs open in inclement weather such as we've experienced this winter. This information could be put on the November 1 sewer billing.

ADJOURN: Motion by Green, supported by McKamey, to adjourn at 8:57 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 19, 2014

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- **Roll Call by Clerk Green:** Members Present: Wanda Green, Sandy McKamey, Gary Sommers, Michelle Tackitt. Members Absent: Jack Jones
- **BERRIEN COUNTY SHERIFF'S DEPT. REP:** Deputy Sheriff Sullivan was present and reported 22 complaints, 1 ticket, 3 arrests for Weesaw Township for the period of 12/01/13-12/31/13. Written report provided from B.C. Sheriff's Dept.
- **KEN SIMPSON INTRO:** Ken Simpson was recommended as Electrical Inspector to the Township Board by Ed Steinke, as Ed plans to retire shortly. Mr. Simpson filled in for Ed when he was ill. He is in his office from 8-9 daily to speak with people who are requesting electrical inspections. He also works with a number of other communities and townships as Electrical Inspector. He will be required to take classes every 3 years, and will let us know at that time so we can determine if we will share in the cost of the classes. Mr. Simpson will provide an invoice for his payment to the township for 80% of the fees charged, with the Township keeping 20% of the fees, when the inspection process of each permit has been completed. Motion by Green, supported by Sommers, to contract with Ken Simpson as the Township Electrical Inspector to replace Ed Steinke, with payment as laid out by Mr. Simpson. Voice vote, all ayes, motion carried.
- **SET/AMEND AGENDA ITEMS:** Motion by Sommers, supported by McKamey, to accept the Agenda as presented. Voice vote, all ayes, motion carried.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** None.
- **APPROVE PREVIOUS MINUTES:** Motion by Sommers, supported by Tackitt, to approve the Regular Board Minutes of 2/15/14 and Special Board Meeting Minutes of 02/04/14 and 02/13/14, as presented. Voice vote, all ayes, motion carried.
- **CORRESPONDENCE:** Correspondence to be discussed under the appropriate heading.
- **APPROVE EXPENDITURES:** Motion by Sommers, supported by Green, to approve the expenditures as follows: General Fund \$52,241.33, Fire Dept. \$5,333.04, Ambulance \$2,211.27, Sewer Fund \$5,116.68, for a Grand Total of all expenditures of \$64,902.32. Roll call vote, all ayes (Sommers, McKamey, Green, Tackitt), motion carried.

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- **DEPARTMENTAL REPORTS:**
 - **Treasurer:** Tackitt reported that the Winter Tax season will be closed as of 2/28/14. Bank balances provided.
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NEW BUSINESS: None

PUBLIC COMMENTS: Mike Metz suggested that the Township notify the residents to keep the fire plugs open in inclement weather such as we've experienced this winter. This information could be put on the November 1 sewer billing.

ADJOURN: Motion by Green, supported by McKamey, to adjourn at 8:57 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



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New Troy, MI 49119



SPECIAL BOARD MEETING
Wednesday, March 17, 2014

Supervisor Sandy McKamey called the Special Board Meeting/Budget Workshop to order at 6:30 p.m. The meeting had been called as a Budget Workshop to review and edit the FY 2014-15 Budget.

Roll Call by Clerk Green: Members present: Wanda Green, Sandy McKamey, Gary Sommers, Michelle Tackitt. Absent: Jack Jones

BUDGET WORKSHOP: The board proceeded to work on the Budget. McKamey started with the Treasurer's Cost Center. Changes were made to this Cost Center, then on to the Cost Centers following Treasurer's. Changes were reviewed and made for each line item. The Board completed editing the General Fund Budget, and two other Budget Workshops were scheduled for Thursday, March 20, and Thursday, March 27, each beginning at 6:30 p.m. The Annual Meeting/Budget Public Hearing is scheduled for Saturday, March 29, 2014, 1:00 p.m.

PUBLIC COMMENTS: None.

ADJOURN: Motion by McKamey, supported by Sommers, 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, March 19, 2014

The meeting was called to order by Supervisor Sandy McKamey at 7:02 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** Members Present: Wanda Green, Sandy McKamey, Gary Sommers, Michelle Tackitt. Members Absent: Jack Jones
- **BERRIEN COUNTY SHERIFF'S DEPT. REP:** Not present. Weesaw Township activity report for January 2014 provided by Sheriff's Dept.: 22 complaints, 5 tickets issued, 4 arrests.
- **SET/AMEND AGENDA ITEMS:** No amendments by Board.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** Jack Dodds requested to give a short presentation on Recycling during the meeting. McKamey stated he could speak after Fire Dept. presentation. Motion by McKamey, supported by Sommers, to accept the Agenda as amended. Voice vote, all ayes, motion carried.
- **APPROVE PREVIOUS MINUTES:** Motion by Sommers, supported by Tackitt, to approve the Regular Board Minutes of 02/19/14, and Special Minutes of 02/26/14 and 03/17/14, as presented. Voice vote, all ayes, motion carried.
- **CORRESPONDENCE:**
 - BCRC Drains Payment Schedule: Sommers spoke as to the BCRC Drains' summary for the future. Sommers will attempt to follow up on this issue with additional information.
 - A note of gratitude received from Robert Warmbein/American Legion was read by McKamey re. the Fire Dept. involvement with the Memorial Day Parade.
- **APPROVE EXPENDITURES:** Motion by Sommers, supported by McKamey, to approve the expenditures as follows: General Fund \$14,439.79; Fire Dept. 8,391.66, Ambulance \$2,211.27, Other Business Unit Expenditures (Lynn St. Water Note payment) \$1,189.02; Sewer Fund \$39,933.06, for a Grand Total of all expenditures of \$66,164.80. Roll call vote, all ayes (Sommers, McKamey, Green, Tackitt [Jones absent]), motion carried.
- **DEPARTMENTAL REPORTS:**
 - **Treasurer:** Tackitt gave a verbal report. Tax collections are completed for 2013, and monies have been disbursed. Investment CD's balances provided to Township Board. Bank balances provided to all.
 - **Fire Dept.:** Fire Chief Tim Williams verbally reported 3 calls: 2 power lines down, 1 house fire on Elm Valley. The resident sent a thank you to Fire Dept. Firefighters Cody, Emerald and Clay will be taking the certification test soon. Pre-incident surveys will be coming up -- beginning with Tru Die Cast and then Vickers to follow.
 - Green provided copy of the latest Fire Millage verbiage for the Board's review. Motion by Sommers, supported by Tackitt, to begin the process of renewal of the 2014-2018, 4-year Fire Protection Millage in the same amount -- 1 mill --- and after editing the latest evaluation of the township into the millage verbiage. Roll call vote all ayes (Tackitt, McKamey, Green, Sommers [Jones absent]), motion carried. Assessor Angela Kirby to provide the township's updated valuation when it becomes available in April or May.
 - There was report of missing equipment, which was purchased by the Fire Dept. in years past.

- Fire Chief Williams requested hiring Don Johnson, Sr. as a firefighter. He is certified already. Motion by Sommers, supported by McKamey, to hire Don Johnson, Sr. to the Fire Dept. Voice vote, all ayes, motion carried.
- Fire Chief Williams also showed Active 911, which is an app on his phone, to the Township Board members. He has it on a trial 120-day basis.
- **Recycling**: Jack Dodds provided a short overview of a recent seminar sponsored by FONT and Weesaw Township and worked on by Janna Riley. There was \$100 in contributions.
- **Building, Zoning & Enforcement Reports**: Reports provided by Bob Kaufman, B/Z Administrator. McKamey reported she hasn't gotten in touch with Enforcement Officer, Kim Fowler.
- **Planning Commission Minutes**: \$5000 was put in budget for Master Plan, which must be updated on a 5-year cycle. The P.C. has been revisiting the mining portion of the Zoning Book which will need to be sent to the consulting firm for finalization.. McKamey stated she put \$10,000 in the budget this year for the Master Plan. The consulting firm had given a proposal of \$14,000 for updating the Master Plan.
- **Parks' Committee**: No meeting this month.
- **Roads Committee**: Sommers gave an overview of the past month's activity of the Road Committee. He also reported that the State Legislators has worked up a plan for \$215M for pot hole repair. McKamey requested that he talk with BCRC Superintendent Csokasy to have him talk with the taxpayers. The Road Committee will speak with him.
- **Website Committee**: No report.
- **Drains Committee**: Sommers reported there is flooding at Warren Woods and Holden Roads. Letters will be penned to Melodie Culverhouse responding to her recent letter to the Township regarding large trucks on Log Cabin Rd. It has been determined that these trucks are working for contractors of the Blue Jay Drain project. Jack Dodds reported that the Township needs more "no thru trucks" signs to post on some of these roads, and that a letter would be written to Mrs. Culverhouse.

OLD BUSINESS:

- None.

NEW BUSINESS: Green provided the proposed FY 2014-15 Township Board Regular Meeting Dates: Motion by Tackitt, supported by McKamey, to approve the dates as laid out for April 2014--March 2015. Roll call vote, all ayes (Green, McKamey, Sommers, Tackitt [Jones Absent]), motion carried. The dates are on the 3rd Wed. of each month, as follows:

April 16, 2014	October 15, 2014
May 21, 2014	November 19, 2014
June 18, 2014	December 17, 2014
July 16, 2014	January 21, 2015
August 20, 2014	February 18, 2015
September 17, 2014	March 18, 2015

The FY 2014-15 Annual Meeting will be held on Saturday, March 28, 2015, 1:00 p.m.

- **SCHEDULE FY 2014-15 BUDGET AND GENERAL APPROPRIATIONS ACT RESOLUTION ADOPTION SPECIAL MEETING**: Motion by McKamey, supported by Sommers, to schedule the FY 2014-15 Budget Meeting for Tuesday, April 1, 2014, 7:00 p.m. Voice vote, all ayes, motion carried.
- **APPROVE AUDITOR**: Green to call Todd McLean to find out if the Township can change auditors. The Township received the following prices for audits: Schaeffer & Layher – requested proposal, not received; State of MI \$9900; Gerbel & Co. \$5900 for 3 years. Motion by McKamey, supported by Sommers, to hire Gerbel & Co. for 3 years @ 5900 to do the auditing of the Township's books. Roll call vote, all ayes (Tackitt, Sommers, McKamey, Green [Jones absent]), motion carried.

- **COMCAST INTERNET & PHONE SERVICE:** McKamey contacted Comcast regarding a more affordable package deal for internet and phone service. She reported a two year contract for 5 phone lines and internet for \$244.70. Motion by Green, supported by Tackitt, to approve the \$244.70 package contingent upon our having 5 phone lines. Roll call vote, all ayes (Sommers, McKamey, Tackitt, Green [Jones absent]), motion carried.

PUBLIC COMMENTS: Jerry Vitek asked about the house across the street.

ADJOURN: Motion by McKamey, supported by Green, to adjourn at 9:08 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



WEESAW TOWNSHIP
New Troy, MI 49119



SPECIAL BOARD MEETING
Thursday, March 20, 2014

Supervisor Sandy McKamey called the Special Board Meeting/Budget Workshop to order at 6:30 p.m. The meeting had been called as a Budget Workshop to continue reviewing and editing various cost centers for the FY 2014-15 Budget.

Roll Call by Clerk Green: Members present: Wanda Green, Sandy McKamey, Gary Sommers, Michelle Tackitt. Absent: Jack Jones

BUDGET WORKSHOP: The board worked on the water/sewer cost center. Some of the numbers on the Budget vs. Actual report were askew and Green stated that she would try to get it in order by the next workshop so the Board could continue with its task. The Board also went over other work centers to get them in order for the Budget Hearing.

PUBLIC COMMENTS: None.

ADJOURN: Motion by McKamey, supported by Sommers, to adjourn at 8:45 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



WEESAW TOWNSHIP
New Troy, MI 49119



SPECIAL BOARD MEETING
Tuesday, March 25, 2014

Supervisor Sandy McKamey called the Special Board Meeting/Budget Workshop to order at 6:37 p.m. The meeting had been called to conduct several business matters as well as a Budget Workshop to continue reviewing and editing various cost centers for the FY 2014-15 Budget.

Roll Call by Clerk Green: Members present: Wanda Green, Sandy McKamey, Gary Sommers, Michelle Tackitt. Absent: Jack Jones

SET/AMEND AGENDA ITEMS: Motion by Green, supported by Sommers, to accept the Agenda as published.

HEARING OF PERSONS PRESENT ON AGENDA ITEMS: None

JUNK PILES ON CA RD.: It was reported by a Township resident that three homes on California Rd. have junk sitting in their front yards which is an eyesore. Discussion ensued by the Board concerning this issue. Motion by McKamey, supported by Sommers, to request that Enforcement Officer Kim Fowler write a letter to the individuals owning the properties, telling them they are in violation of Zoning Ordinance Section 2.24

(first 5 sentences) in order to help remedy the situation, and offer a dump pass that are made available by the Township in order to facilitate their cleaning up their property. Voice vote, all ayes, motion carried.

EMAILS TO BE SENT TO: Melodie Culverhouse relating to her notice to the Township of trucks travelling on Log Cabin, explaining what the Township is doing to alleviate the problem.

Vern Moore – Send email to Vern Moore with carbon copy to Roger Zielke, adding that the vehicles are traveling at a high rate of speed.

Louis Csokasy – Supervisor McKamey would like him to hold a meeting sometime in May relating to the roads. The verbiage of these 3 emails were composed by several members of the Road Committee. Motion by McKamey, supported by Sommers, that the letters be sent to Culverhouse, Moore, cc to Zielke, Csokasy as amended. Voice vote, all ayes, motion carried.

FY 2014-15 BUDGET WORKSHOP: There were some changes with additional feedback from the Board members. Green to provide updated, corrected Budget Vs. Actual Reports for Ambulance, Lynn St., and Baldwin Rd. to McKamey so she can prepare for the Annual Meeting on Saturday.

PUBLIC COMMENTS: None.

ADJOURN: Motion by McKamey, supported by Sommers, to adjourn at 8:45 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



WEESAW TOWNSHIP
New Troy, MI 49119

SPECIAL BOARD MEETING
Tuesday, March 27, 2014



Supervisor Sandy McKamey called the Special Board Meeting/Budget Workshop to order at 6:30 p.m. The meeting had been called to conduct Budget Workshop in an attempt to finalize the budget prior to the Budget Hearing on Saturday, 3/29/14, as well as other business to be conducted.

Roll Call by Clerk Green: Members present: Wanda Green, Sandy McKamey, Gary Sommers, Michelle Tackitt. Absent: Jack Jones

CRITICAL BRIDGE EXPENSE RESOLUTION: Brian Berndt/BCRD forwarded a resolution for adoption which would require our approval of a critical bridge fund application, to replace a bridge over E Branch Galien River (E. of Holden Rd.). This would be at no cost to the Township. Motion by Sommers, supported by Green, to approve Resolution 14-04 which supports Berrien Cty. Road Commission's Application for State and Federal Critical Bridge Funds. Roll call vote, all ayes, (Sommers, McKamey, Tackitt Green [Jones absent]), motion carried.

BUDGET WORKSHOP: McKamey presented copies of the proposed FY 2014-15 Budget to the Board members for finalization. Green provided a copy of the General Appropriations Act Resolution #14-05 for review. The board reviewed the proposed budgets again, and made some changes. Also, the present budget was reviewed. Motion by McKamey, supported by Sommers, to move \$1000 from the BCRC Cost Center, line item 466-930 Road Repairs/Maint., to the Waste /Refuse Collections, line item 528-902 Recycling. Roll call vote, all ayes (Green, sommers, McKamey, Tackitt [Jones absent]), motion carried.

PUBLIC COMMENTS: None.

ADJOURN: Motion by McKamey, supported by Sommers, to adjourn at 9:00 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



**WEESAW TOWNSHIP
New Troy, MI 49119**



**SPECIAL BOARD MEETING
Tuesday, April 1, 2014**

Supervisor Sandy McKamey called the Special Board Meeting to order at 7:01 p.m. The meeting had been called to adopt the FY 2014-15 Budget and General Appropriations Act Resolution, along with several other items of business.

Roll Call by Clerk Green: Members present: Wanda Green, Sandy McKamey, Gary Sommers, Michelle Tackitt. Absent: Jack Jones

AMEND FIRE DEPT. BUDGET: It was necessary to amend the Fire Dept. 2013-14 Budget due to expenditures over budget. Green suggested that a sum of money be taken from the Fire Dept. Fund Balance and put into the budget to correct this expenditure overage. McKamey recommended that the Board transfer \$3000 to correct the situation. Motion by McKamey, supported by Sommers, to amend the budget by transferring \$3000 from the Fund Balance into revenues and of that amount putting \$500 additional into the 336-740 Operating Supplies line item; and \$2500 into 336-702D Salary Calls line item, for a total of \$3000. Roll call vote, all ayes (Sommers, McKamey, Tackitt, Green [Jones absent]), motion carried.

FY 2014-15 BUDGET & GENERAL APPROPRIATIONS ACT ADOPTION: The Township Board made minor changes due to clerical errors to the proposed budget. Motion by Sommers, supported by Green, to accept the General Fund budget with the revisions, as well as the Fire Dept., Sewer Phases 1 & 2 Funds, Baldwin Rd. Water Assessment District, Lynn St. Water Assessment District, Ambulance Fund, and Cemetery Fund budgets, and McKamey is to provide updated budgets to the Board. Roll call vote, all ayes (Tackitt, Green, McKamey, Sommers), motion carried. Motion by McKamey, supported by Green, to adopt the FY 2014-15 General Appropriations Act Resolution #14-05 as presented. Roll call vote, all ayes (Green, Sommers, McKamey, Tackitt), motion carried.

APPROVE EXPENDITURES: Green explained that a number of checks have been written and need Board approval.

Fire Dept.:	Cody Shepherd	\$304.64 (Mileage reimbursement)
General:	Seeder (snowplow)	160.00 (Partially Fire/General)
	Gary Sommers	59.73 (Parks – hardware)
	Michelle Tackitt	29.12 (Mileage reimbursement)
	Irving Green	<u>31.34</u> (Reimbursement – supplies to repair New Troy sign)
	Total	\$584.83

Motion by Sommers, supported by McKamey, to approve these expenditures totaling \$584.83, as listed. Roll call vote, all ayes (Tackitt, McKamey, Sommers, Green), motion carried.

APPROVAL OF LETTER TO DRAIN COMMISSIONER: A letter to Roger Zilke, which addresses a response letter from Zilke to Road Committee members, was composed by Jack Dodds with the assistance

of Gary Sommers and presented to the Board to review and make changes. There was discussion with changes recommended by McKamey to the verbiage. Motion by McKamey, supported by Tackitt, to authorize the sending of the letter to Mr. Zilke with the edits as discussed. Voice vote, all ayes, motion carried.

PUBLIC COMMENTS: None.

ADJOURN: Motion by McKamey, supported by Sommers, to adjourn at 8:20 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green Clerk



**WEESAW TOWNSHIP
New Troy, MI 49119**



**REGULAR BOARD MEETING MINUTES
Wednesday, April 16, 2014**

The meeting was called to order by Supervisor Sandy McKamey 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, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.
- **BERRIEN COUNTY SHERIFF'S DEPT. REP:** Not present. Weesaw Township activity report for February 2014 – 11 complaints, 0 tickets, 1 arrest.
- **SET/AMEND AGENDA ITEMS:** Motion by Green, supported by Jones, to set the Agenda as presented.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** No comments.
- **MARATHON GAS CO:** McKamey reported that she spoke with an employee of Marathon regarding a guardrail on a stretch of Holden Rd., located somewhat North of Glendora, South of Browntown for which they had provided a check to the Township to provide a guardrail to protect the Gas line. The township has returned the money some time ago, per advice of the Township Attorney, so as not to accept liability/responsibility in the event of an accident. It is now Marathon Gas' desire to go forward and install the Guardrail for which they will accept liability. McKamey told them to contact Berrien Cty. Rd. Comm. and Berrien Cty. Drain Comm. to get their approval. Thus, the matter has been put back in Marathon Gas' hands.
- **LAWNMOWING BIDS:** 3 bids for lawnmowing service were received from Kemps Home & Lawncare, Stonegate Landscaping & Design and Lawnscape Services. All bidders had provided proof of liability insurance. After reviewing each of the bids, motion by Sommers, supported by Green, to award the mowing bid to Lawnscape Services per their quote (Township Hall \$25/mowing; New Troy Cemetery \$320/mowing [Spring Clean-up \$250, Fall Clean-up \$625]; Glendora Cemetery \$175/mowing [Spring Clean-up \$25, Fall Clean-up \$50]; Weesaw Township Park \$150/mowing; Mill Rd. Park \$40/mowing). Roll call vote (Tackitt, Jones, McKamey Green, Sommers), all ayes, motion carried. Pat/Lawnscape Services suggested there be 2 fall clean-ups in October & November. No board action on this suggestion. Motion by McKamey, supported by Jones, that the Cemetery Committee get together and come up with rules and regulations for the cemeteries for Board approval, and for posting in the cemetery. Voice vote, all ayes, motion carried.

- **APPROVE PREVIOUS MINUTES:** Motion by Sommers, supported by Tackitt, to approve the Regular Board Minutes of 03/19/14, and Special Minutes of 03/20/14, 03/25/14, 03/27/14 and 04/01/14, as presented. Voice vote, all ayes, motion carried.

- **CORRESPONDENCE:**
 - Gerbel & Co, P.C., Auditing – Contract for Approval. 2 proposals received – State of MI, and Gerbel & Co. Schaffer & Layher did not respond to providing a proposal. Motion by McKamey, supported by Green, to accept Gerbel & Co' s bid for performing the FY 2013-14 Audit at a final total cost of \$5,900.00. Roll call vote (Green, McKamey, Sommers, Jones, Tackitt), all ayes, motion carried.

- **APPROVE EXPENDITURES:** After the Safety Committee's speaking with the Fire Dept. Chief, the \$100 for First Due Fire Supply should be removed, and add \$92.10 which is due to Daryl DeRossi as reimbursement for a Bugle Cap Badge & Naval Style Cap at \$92.10, which he paid for with his credit card. Motion by Jones, supported by Sommers, to approve the expenditures, as amended, in the amounts of General Fund \$8,883.70, Fire Dept. \$3,481.49 (total amended), Ambulance \$2,211.27, Sewer Fund \$10,807.21 for a grand total of \$25,383.77 (total amended) . Roll call vote, all ayes (Sommers, Tackitt, Jones, McKamey, Green), motion carried.

- **DEPARTMENTAL REPORTS:**
 - **Treasurer:** Tackitt gave a verbal report. Bank balances provided. She stated it is quiet presently due to winter tax season being completed. .
 - **Fire Dept.:** Fire Chief Tim Williams verbally reported 3 calls: 1 grass, barn fire, and mutual aid. The Fire Dept personnel provided a pre-incident walk-thru for Tru Die Cast and Seyfred Farms. They haven't done Vickers Engineering yet. He reported the Firefighter 1 & 2 test is tomorrow, April 17. Cody Shepherd was involved in an accident and broke a bone in his foot. He will take the test May 22, if possible. Williams also reported there will be a Pancake Breakfast Sunday, May 18. \$5.00 adults, 12 & under free. Williams provided an estimate for 2 more racks at \$1578 + \$230 shipping for both racks (Capital Outlay) and 4 Replacement Helmets \$1170.02 total (equipment). Motion by Jones, supported by McKamey, to purchase the helmets and racks for a total of \$2,978.02. Roll call vote, all ayes, (Jones, McKamey, Tackitt, Green, Sommers), motion carried. McKamey requested that Active 911 be on next month's Agenda.
 - **Building, Zoning & Enforcement Reports:** Reports provided by Bob Kaufman, B/Z Administrator.
 - **Planning Commission Minutes:** Minutes provided. P.C. Chairman, Mike Metz, stated that the P.C. would be working on the budgeted items at next month's meeting..
 - **Parks' Committee:** Jack Dodds provided a spreadsheet laying out supplies needed for repairs and maintenance of equipment for the parks – build 2 deck benches, picnic table in Mill Rd. Park, repair 2 benches, maintenance of basketball court in Weesaw Park. He also gave information on available park grants. Motion by Green, supported by Jones, to give permission for Jack Dodds to go to St. Joseph to talk with SWPC personnel regarding their recommendations on grants and federal funds for the parks. Voice vote, all ayes, motion carried. Motion by McKamey, supported by Jones, to allow an expenditure of \$400 for purchasing the supplies to repair and maintain the parks items for Mill Rd. and Weesaw Park mentioned above. Roll call vote, all ayes (Green, McKamey, Tackitt, Jones, Sommers), motion carried.
 - **Roads Committee:** Sommers gave an overview of the past month's activity of the Road Committee. Report provided. Other issues discussed: No thru trucks, Catch Basin, Grinding several roads into gravel. Sommers will call B.C.R.C. and speak with Louis Csokasy to set a date when he can come down for a meeting with the Township people. Mr. Csokasy has mentioned he may go for a countywide road millage again with all monies to stay in the Townships. Motion by McKamey, supported by Jones, to have Sommers find out if Mr. Csokasy can attend a meeting at the Township Hall to meet with

our people on either May 6, 7:30 p.m. or May 7, 7:00 p.m. to discuss B.C.R.C.'s 2014 Roads Plan for Weesaw Township. Voice vote, all ayes, motion carried.

- **Website Committee**: Nothing
- **Drains Committee**: Sommers gave an overview of his observations of the Blue Jay Drain activities. Jack Dodds also provided a Special Permit Application. Motion by Sommers, supported by Jones, to approve the "Weesaw Township No-Thru Truck Ordinance Special Permit Application", as presented. Voice vote, all ayes, motion carried.

NEW BUSINESS:

- **Grind Stump at New Troy Cemetery Bid & Repair Cemetery Fence Bid**: Schillers Nursery & Tree Service provided a bid in the amount of \$100 to grind the stump of a tree that he took out in the winter and to repair the fence at the back of the cemetery in the amount of \$200. Motion by McKamey, supported by Sommers, to approve \$300 for Schiller to grind the stump in New Troy Cemetery and repair the fence as quoted. Roll call vote, all ayes (Sommers, Jones, McKamey, Tackitt, Green), motion carried.
- **Baldwin Rd. Water Assessment Payoff to U.S. Bank**: Tackitt explained that we have the money in the account to pay off the Baldwin Rd. Assessment District, but we need to notify U.S. Bank 60 days ahead of time in order to do so. We have \$11,525 assessment funds in the bank and the payoff is approximately \$7,196 total for principal and interest. Motion by McKamey, supported by Green, that we write a 60-day notice to U.S. Bank with copy to the Board for the payoff. Voice vote, all ayes, motion carried.
- **Review Dump Pass Procedure**: Green notified the board that we are not going to have enough money in the budget if we continue providing passes for each property. Motion by McKamey, supported by Sommers, that we require ownership of properties be verified prior to giving out passes by requiring a tax bill be shown. Voice vote, all ayes, motion carried.
- **Discussion of "Unknown" Land for Park**: Motion by Sommers, supported by McKamey that we proceed with obtaining the "Unknown" property, I.D. no. 11-22-0008-0065-00-0, at a cost in the neighborhood of \$1,500, including attorney fees. Roll call, all ayes (Sommers, Tackitt, Green, McKamey, Jones), motion carried. McKamey stated that it had been budgeted in the new budget.

OLD BUSINESS:

- None.

PUBLIC COMMENTS: We have not been hooked up to Comcast. McKamey to provide an updated FY 2014-15 Budget to Green.

ADJOURN: Motion by McKamey, supported by Jones, to adjourn at 9:52 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



WEESAW TOWNSHIP
New Troy, MI 49119

SPECIAL BOARD MEETING
Wednesday, April 23, 2014



Supervisor Sandy McKamey called the Special Board Meeting to order at 7:02 p.m. The meeting had been called to further discuss B.C.R.C.'s 2014 Road Maintenance Plan and Blue Jay Drain Update.

Roll Call by Clerk Green: All Members present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.

SET/AMEND AGENDA ITEMS: Motion by McKamey, supported by Tackitt, to add the following items: Auditor, \$100 Fire Dept. Bill, Street Lights, CA Rd. property needing clean-up, Bonding for D'Agostino, Green's vacation. Voice vote, all ayes, motion carried.

B.C.R.C. 2014 ROAD PLAN DISCUSSION: Sommers gave statistics as far as the planned work is concerned: 12.75 miles, Cost for Township \$16,031.25; \$149,650 for B.C.R.C., Amounts totaling about \$165K. The Board discussed the issue in depth. Jack Dodds had made up a flyer to deliver to residents and put up signs to promote the May 7, 2014, 7:00 p.m. meeting to be presented by Louis Csokasy. An advertisement would also be put in the Harbor Country News promoting the meeting. Green requested if she could a call to MTA to see if what was suggested is appropriate and legal. Motion by McKamey, supported by Sommers, to have Green call MTA to find out answers to the following questions:

- 1) Louis Csokasy/Managing Director of B.C.R.C. has requested to meet with the citizens of New Troy to go over his 2014 Roads Plan at the Township Hall, would this meeting be considered a Special Board Meeting or a Public Meeting? Can the Board attend as citizens?
- 2) Can all of the Board Members attend a Public Meeting without calling it a Special Meeting?
- 3) Can we put out signs and advertise the meeting? (Green to read verbiage of the sign to the MTA consultant to see if MTA is in favor. Voice vote, all ayes, motion carried.

Motion by McKamey, supported by Jones, to put an advertisement in the Harbor Country News and make up flyers and posters to advertise the meeting to be presented by Mr. Csokasy, not to exceed \$200. Roll call vote, all ayes (Jones, Tackitt, Sommers, McKamey, Green), motion carried.

BLUE JAY DRAIN: Trustee Sommers spoke on the progress of the Drain. About a week ago, He and Jack Dodds met with Vern Moore, Chief Engineer, Spicer Group, to speak with him It appears that the water is undermining the bank on Warren Woods Rd. This must be fixed to try to resolve this issue, and Roger Zilke agreed. Sommers questions if the specs are being adequately followed. He is going to try to get the minutes from Mr. Zilke from this week's meeting. McKamey suggested that a Special Meeting can be set up with Mr. Zilke to discuss the issues Sommers and Jack Dodds are seeing.

\$100 OWED BY FIRE DEPT. TO FIRST DUE FIRE SUPPLY: A \$100 check was taken off the 4/16/14 meeting, which has now been determined to be owed. Motion by Green, supported by Jones, to pay the \$100 to First Due Fire Supply for a 12' HiViz Orange w/American Hook & Butt Handle. Roll call vote, all ayes (Sommers, Jones, Green, Tackitt, McKamey), motion carried.

STREET LIGHTS: McKamey will contact Atty. Sara Bell regarding getting this issue rolling. She will send the info to Green to provide to all the Board Members.

TRASH AT PROPERTY ON CA RD. Green received an email from the Enforcement Officer, Kim Fowler, regarding this issue and told him she would bring it up at the Special Meeting as to what the Board wants done. McKamey stated she had talked with Mr. Fowler also, and that Fowler should be more forceful in his letter to the property owner.

D.A. D'AGOSTINO \$250K BONDING FOR SAND MINING: Green reported that she had a call from Mr. D'Agostino's bonding company, and they questioned if D'Agostino needs to provide bonding information for his mining business again this year. McKamey responded that it will be required each year he has the project going. Green will call the bonding company and let them know.

CLERK GREEN'S PROPOSED VACATION: Green reported that she would like to take a vacation trip to TX in June, between June 6-20, could be less time, but wanted to know if the board wanted to change the meeting to Wednesday, 6/25/14, if she is able to go and possibly would not make it back by the regular

meeting date. Motion by McKamey, supported by Tackitt, to move the June Regular Meeting to Wednesday, June 25, 2014, if necessary. Voice vote, all ayes, motion carried.

PUBLIC COMMENTS: None.

ADJOURN: Motion by McKamey, supported by Sommers, to adjourn at 8:56 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



**WEESAW TOWNSHIP
New Troy, MI 49119**



**SPECIAL BOARD MEETING
Wednesday, May 7, 2014**

Supervisor Sandy McKamey called the Special Board Meeting to order at 7:04 p.m. The meeting had been called as an Open Forum for the residents of Weesaw Township to hear Louis Csokasy, Managing Director, Berrien County Road Commission, speak, and then allow questions and comments from Weesaw Township residents regarding the Road Commission's plan for 2014 Weesaw Township roads.

The Pledge of Allegiance to the Flag was recited by all present.

Roll Call by Clerk Green: Members present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.

Mr. Louis Csokasy, Managing Director, Berrien County Road Commission Presentation of Weesaw Township's 2014 Roads' Plan: The Special Meeting was held as an Open Forum with Louis Csokasy presenting the options to the Weesaw Township public for the 2014 roads maintenance and what will be done with them in the future. After Mr. Csokasy presented his narrative, the citizens were given opportunity to ask questions and make statements. There were a number of people who expressed a desire to leave the roads "as they are now" rather than grinding them to gravel.

PUBLIC COMMENTS: Public comments were accepted throughout the meeting.

ADJOURN: Motion by McKamey, supported by Jones, to adjourn at 9:08 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk

Jack Dodds, Road Committee Recording Secretary, took notes of the entire proceeding, and are available upon request.



WEESAW TOWNSHIP
New Troy, MI 49119



SPECIAL BOARD MEETING
Thursday, May 8, 2014

Supervisor Sandy McKamey called the Special Board Meeting to order at 6:35 p.m. The meeting had been called to discuss the audit and the roads meeting of 5/7/14 presented by Louis Csokasy.

Roll Call by Clerk Green: Members present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.

Discussion of Louis Csokasy/B.C.R.C. Roads' Plan for 2014: The Township Board discussed the plan that was put forth by Louis Csokasy, and the residents' questions and comments that came from the meeting. It seemed that the consensus was that the people did not want their roads ground up, and that Mr. Csokasy would be coming back with a revised plan taking the public's comments into consideration.

Audit Discussion: The board discussed the upcoming audit, and a letter of his audit requirements that the Township had received. Copies were provided to the Township Board by the Clerk.

Audrey Salesberry/ Schaffer and Layher arrived at 7:20 and informed the Board that Schaffer and Layher had provided a 3-year bid last year. McKamey requested that she provide a copy of last year's bid to the Township Board, which Audrey agreed to do. She also provided verbal information regarding past audits and what they have supplied in the past as far as the audits are concerned. McKamey questioned the listed auditing requirements with Audrey. She responded to all questions in depth and satisfactorily. After a conversation between the Schaffer & Layher rep. and the Township Board regarding GASB 34, and other relating items, Audrey left the meeting at 8:11 p.m.

PUBLIC COMMENTS: Discussed.

ADJOURN: Motion by McKamey, supported by Sommers, to adjourn at 9:08 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



**WEESAW TOWNSHIP
New Troy, MI 49119**



**SPECIAL BOARD/
PARKS COMMITTEE MEETING
Monday, May 12, 2014**

The Special Board Meeting/Parks Committee Meeting was called to order at 6:30 p.m. for a discussion with Marcy Colclough, Senior Planner at the Southwest Michigan Planning Commission, regarding a search for grants for Weesaw Township Park improvements.

Members present: Jack Jones, Sandy McKamey, Gary Sommers, and Parks Committee Member Jack Dodds

Site Visit: The Board and Committee members began the meeting with a visit to the township parks. At Mill Road Park, Ms. Colclough commended the township on the recent improvements by Committee volunteers: replaced guardrails, new signage, restored deck, and new deck benches. She stressed the importance of community involvement in park development for the awarding of grants.

At Weesaw Township Park, the focus of discussion was on development at the front of the hill in order to attract increased park use by people of all ages and the need for improved recreational facilities at the base of the hill. The resurfacing of the basketball courts, repair of the jungle gym, addition of a pavilion, picnic tables, waste receptacles, a grill, and a horseshoe pit were considered.

Grant Discussion: Upon return to Township Hall, discussion focused on likely sources for grants, especially the Michigan DNR's Recreation Passport Grant. In this program, grant recipients receive between \$7,500 and \$45,000, with a 25% match by the recipient. However, that match may include not only cash but also donations, the value of labor and material contributions, and grants from other organizations or agencies, thus greatly reducing the amount of money that the grant recipient must contribute.

An application for the next round of Recreation Passport grants must be completed and submitted by April 1, 2015. Ms. Colclough indicated that if the township wished to pursue a grant, it should begin its application process soon. To demonstrate community involvement, the application should include a widely distributed survey seeking community input and interest.

Sandy McKamey concluded the meeting by asking the Parks Committee to prepare a list of proposed Weesaw Township Park improvements along with a tentative cost estimate and draft of a possible community survey. These materials would be presented to the full Township Board for discussion at the next regular Board meeting.

Public Comments: Public comments were offered throughout the meeting.

ADJOURN: The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Jack Dodds
Weesaw Township Parks Committee



WEESAW TOWNSHIP
New Troy, MI 49119



SPECIAL BOARD MEETING
Thursday, May 15, 2014

Supervisor Sandy McKamey called the Special Board Meeting to order at 6:32 p.m. The meeting had been called to discuss the audit with Mr. Gerbel.

Roll Call by Clerk Green: Members present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers. Members Absent: Michelle Tackitt.

Meeting with Mr. Gerbel, Gerbel & Co.: Mr. Gerbel was in attendance. McKamey asked questions regarding the documents he was requesting for the audit. He replied that they would print out the documents needed. He also replied that they are committed to the price quoted, unless there would be fraud or embezzlement involved. He stated that he would file the F65 and said it was related to past funding and future funding for the roads. He provided a section of Schaffer & Layher's audit report and said the Township would have to prepare and provide pages 3-8 of the report, with them providing the numbers. Sommers questioned a Net Worth Statement for the General Fund. The time involved would take 2 people working 2 weeks from 8-5. Other questions and comments followed. Mr. Gerbel left at 7:36 p.m. There were additional comments regarding the audit from the Board after Mr. Gerbel left the meeting.

Fire Dept. Pancake Breakfast Discussion: Short discussion of Pancake Breakfast regarding some of the BC Health Dept.'s requirements for the temporary permit required.

PUBLIC COMMENTS: No public present.

ADJOURN: Motion by McKamey, supported by Sommers, to adjourn at 8:26 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



WEESAW TOWNSHIP
New Troy, MI 49119



REGULAR BOARD MEETING MINUTES
Wednesday, May 21, 2014

The meeting was called to order by Supervisor Sandy McKamey at 7:02 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** All Members Present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.

- **BERRIEN COUNTY SHERIFF'S DEPT. REP:** Deputy S. Yech was present. Weesaw Township activity report for March 1-March 31, 2014 – 19 complaints, 0 tickets, 1 arrest.
- **SET/AMEND AGENDA ITEMS:** Motion by McKamey, supported by Sommers, to approve the Agenda as presented. Voice vote, all ayes, motion carried.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** No comments.
- **RECYCLING UPDATE:** Residents Janna Riley and Jack Dodds gave a verbal report of the recycling success relative to the large amount of recyclables in the bin. Most people doing the sorting correctly; however, a small group are not following instructions. Janna feels there is a need to better educate the public who are not adhering to the instructions. The recycling effort is in need of volunteers – monitoring the bin, pushing back materials. They pick up the bin approximately every 18-22 days depending upon volume. More donations turned in to Treasurer, Michelle Tackitt. Jack Dodds requested \$25 to build a frame to hold the sign. McKamey requested that they talk with FONT regarding moving the bin if it infringes on their property. Motion by McKamey, supported by Sommers, to provide \$25 of the donated funds to Jack Dodds to build the frame for the recycling sign, which will leave \$7.10 to be deposited to the Recycling line item. Roll call vote, all ayes (Sommers, McKamey, Tackitt, Jones, Green), motion carried. On July 26, an electronics, scrap tires collection will take place in the parking lot at FONT. Janna will send a price list to Green.
- **APPROVE PREVIOUS MINUTES:** Motion by Tackitt, supported by McKamey, to approve the Regular Board Minutes of 04/16/14, and Special Board Minutes of 04/23/14, 05/07/14, 05/08/14, 05/12/14, and 05/15/14, as presented. Voice vote, all ayes, motion carried.
- **CORRESPONDENCE:**
 - GRSD re old Lift Sta. Meter: Since the scrap value of the meter is less than \$5.00, motion by Jones, supported by Sommers, to let GRSD scrap it. Voice vote, all ayes, motion carried.
- **APPROVE EXPENDITURES:** Motion by Jones, supported by Sommers, to approve the expenditures in the amounts of General Fund \$12,926.65, Fire Dept. \$8,203.46, Ambulance \$2,211.27, Sewer Fund \$3,051.87, for a Total Expenditures of \$26,393.25. Roll call vote, all ayes (Green, Tackitt, Sommers, McKamey, Jones), motion carried.
- **DEPARTMENTAL REPORTS:**
 - **Treasurer:** Tackitt gave a verbal report. Bank balances provided. She provided copy of the CD investments. Motion by McKamey, supported by Green, to approve \$775 to SBF for mailing the summer property taxes. Roll call vote, all ayes (Jones, Tackitt, McKamey, Green, Sommers), motion carried. There are non-payment of taxes properties which are foreclosing located in the sewer district. Tackitt will email Mr. Witkowski at the County Building regarding their owing sewer assessments. Tackitt is working with U.S. Bank regarding pay-off of the Baldwin Rd. Water Assessment District. They have informed Tackitt they will get back with her regarding the balance due for payoff.
 - **Fire Dept.:** Fire Chief Tim Williams verbally reported 7 calls: 3 P.I. Accidents, 1 tractor fire, 3 brush fires.
 - Review of Fire Millage 2015-18: Green provided the millage verbiage and asked the Board Members to read it over carefully in order to approve it at the next meeting.
 - Emerald Kiourtsis was recognized for passing Firefighter 1 and 2 classes. She requested reimbursement for tuition and mileage. The Township Board had initially agreed to reimburse her for her tuition upon passing the class, as her uncle, Firefighter Ted Nitz, requested that the Township Board sponsor her for the classes. She would then pay the tuition up front, and the Township Board agreed to reimburse her, due to the fact that she had only been on the Fire Dept. for 3 months. Motion by Jones, supported by McKamey, since Emerald has successfully passed Firefighter 1 and 2, that she now be reimbursed in the amount of \$350 for the classes. Roll call vote, all ayes (Sommers, Jones, McKamey,

Tackitt, Green), motion carried. The training mileage will be addressed after the request is corrected by Emerald.

- Active 911: Fire Chief Williams requested that since the trial time is set to expire soon, that the Township Board vote to pay for active 911 in a total amount of \$198.00 for a 1-year subscription for the entire Fire Dept. who have Smart Phones. Motion by Sommers, supported by Jones, to pay the \$198 for a one-year subscription to Active 911. Roll call vote, all ayes (Tackitt, Green, McKamey, Sommers, Jones), motion carried.
- **Building, Zoning & Enforcement Reports:**
- **Planning Commission Minutes:** 03/24/14 minutes provided.
- **Parks' Committee:** Minutes provided by Jack Dodds. Marcie Colclough, S.W. MI Planning Commission, attended the meeting, where the Parks' Committee addressed grants and grant writing. Marcie stated she would write a grant for the Township to be used for park funds, with a hand-out being distributed by Jack Dodds. McKamey wanted to put a survey flyer in with the summer tax bills, and asked Michelle to find out how much it would cost for SBF to enclose it along with her enclosure and the tax bill. Special Meeting to be held Wed., May 28, 2014, 5:30 p.m. to address this issue. McKamey requested that Jack Dodds contact Marcie, letting her know that grants should be pursued.
- **Roads Committee:** Sommers gave an overview of the past month's activity of the Road Committee, with the Board to respond to a letter sent to the Harbor Country News by Victor Palulis. A response letter had been written by members of the Road Committee, to which McKamey objected to the next to the last paragraph. Letter to Palulis should be placed on the Agenda for 5/28/14 Special Meeting. Also, Sommers recommended that people talk with Andy Vavra about roads. Grinding the roads to gravel roads were strongly frowned upon by the people who attended the recent BCRC meeting with Louis Csokasy that was held at the Township. The Roads Committee will contact Csokasy to see if he can attend the 5/28 Special Meeting. Elizabeth Palulis suggested a road millage be put on the ballot again.
- **Website Committee:** Jack Dodds reported a form has been developed for businesses who want to put their information on the website.
- Green requested that Supervisor McKamey provide the Board with an updated budget so she can furnish it for a FOIA request she has received. McKamey said she would make changes and give it to the board.
- **Drains Committee:** Trustees Sommers and Jones have viewed the Blue Jay Drain project and concerns have been addressed with the banks being sloped. It is better now.

NEW BUSINESS:

- **New Troy/Glendora Rd. Street Light Special Assessment District:** McKamey reported she had talked with Attorney Sara Bell. We will need to hold Public Hearings. Since the original resolution from years ago for the assessment is not to be found, we will be starting from scratch. McKamey was told that there would be verbiage to the effect that a meeting will be held annually to review and adjust the assessment as necessary.
- **June Regular Board Meeting Date Changed:** Green reminded that the June 2014 Regular Board Meeting has been changed to the 4th Wednesday, June 25, 2014, 7:00 p.m.
- **Carol VanDerAa's personal property:** McKamey stated she had spoken with Carol and that the issue had been resolved. There was not a need to make a motion to cancel the personal property, as Carol had requested that the board do.
- The Memorial Day Parade is scheduled for 2:00 p.m., Sunday, May 25.

OLD BUSINESS:

- **Audit:** The audit was discussed. Motion by Green, supported by Sommers, to have Schaffer & Layher perform the audit at \$8500, since they had provided a 3-year agreement last year. Roll call vote, 4 ayes (Green, Tackitt, Sommers, Jones), 1 nay (McKamey), motion carried.

PUBLIC COMMENTS: There were comments and concerns by Mrs. Nitz, whose husband and niece are on the Fire Dept.

ADJOURN: Motion by Green, supported by Jones, to adjourn at 9:32 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



**WEESAW TOWNSHIP
New Troy, MI 49119**



**SPECIAL BOARD MEETING
Wednesday, May 28, 2014**

Supervisor Sandy McKamey called the Special Board Meeting to order at 5:31 p.m. The meeting had been called for follow-up with Louis Csokasy, BCRC.

Roll Call by Clerk Green: Members present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt

Mr. Louis Csokasy, Managing Director, BCRC re Township Roads Follow-Up.: Mr. Csokasy provided follow-up discussion to the roads forum several weeks ago. Once again, he stated that the BCRC is responsible for maintaining the roads, not the Township. He reported that there are three alternatives going forward to fund road repairs: 1) Legislation has been passed in the approximate 495 million dollar range. The dollar amount and formula determines the amounts to be passed out to the various entities.

BCRC wants to spend about 1 million dollars to purchase new trucks and equipment from the amount they receive. Approximately \$50,000 would be designated for Weesaw Township. 2) The head of the Michigan Senate says \$495 million is not enough and there is a bill in the Senate to raise the amount by 1.2 million dollars, which would equal \$197,000 to Weesaw. 3) Mr. Csokasy has requested that his Board put a 1-mill road millage vote for Berrien County on the November ballot. The money collected from Weesaw would stay in Weesaw, approximately \$78,000.

He also reported, if we get to next spring and the Weesaw roads have not been improved by any of the 3 items listed above, he will be back here proposing 10-12 miles of grinding to gravel. There was discussion regarding the \$166,000 that had been reported to grind up the Weesaw roads. McKamey told Mr. Csokasy, and the Township Board agreed, that if the roads are ground to gravel, we need a plan as to when they will be repaved. Mr. Csokasy said he can't give a plan for that. There were a number of comments regarding several roads in poor condition. The last millage vote put on the ballot by BCRC received approx. 12,000 "Yes" votes; 14,000 "No" votes. Jack Dodds said to Mr. Csokasy that the Township has \$36,000 in matching funds, and perhaps we could put some of that towards repairing roads. There was discussion that BCRC should complete the Pardee Road project as was promised to its residents.

Andy Vavra, Berrien County Commissioner who represents Weesaw Township, suggested that the following information which was discussed during this meeting be included in the minutes:

"The \$166,000 that was available for grinding to gravel the 10.25 miles of roads in Weesaw Township, thus reverting our failing paved roads to gravel, not be lost due to the public's declaring at the May 7, 2014, Open Forum Roads Meeting with Mr. Csokasy, BCRC's Managing Director, that they did not want gravel roads without a plan to repave.

“When questioned by Sommers at this meeting (May 28), Mr. Csokasy stated that this value (\$166,000) would still be available in the future, should it be necessary for the Weesaw Township’s failing paved roads be ground to gravel.”

Louis Csokasy left the meeting at 7:11 p.m.

Response to Victor Palulis Letter to Newspaper: A letter responding to Mr. Palulis’ letter in the newspaper was penned by Jack Dodds and edited by the Township Board. This letter is to be sent to the H-P for publication and to the Palulis’. Motion by Sommers, supported by McKamey, to accept the corrections to the Victor Palulis’ response letter and publish. Voice, vote, all ayes, motion carried.

Park Survey Mailing: Tackitt provided a cost of \$124.00 for copying and enclosing a parks’ survey to the taxpayers with the summer taxes. Motion by McKamey, supported by Jones, to pay up to \$150 to send the survey to the taxpayers with the tax notices. Roll call vote, all ayes (Sommers, Tackitt, Green, McKamey, Jones), motion carried.

Approval of New Sign & Post destroyed by Storm at Mill Road Park: Parks Committeeman, Jack Dodds, reported it would cost \$126.38 to replace these items. Motion by Jones, supported by Tackitt, to approve \$126.38 to replace the sign and post out of the Parks’ budget. Roll call vote, all ayes (Sommers, Jones, McKamey, Tackitt, Green), motion carried.

Audit Discussion/Action: McKamey to contact Attorney Sara Bell for an opinion regarding this issue.

Public Comments: Regarding the FOIA request, McKamey to supply a copy of the final FY 2014-15 budget. Other comments followed.

ADJOURN: Motion by McKamey, supported by Jones, to adjourn at 8:05 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



**WEESAW TOWNSHIP
New Troy, MI 49119**

**SPECIAL BOARD MEETING
Thursday, June 5, 2014**



Supervisor Sandy McKamey called the Special Board Meeting to order at 7:02 p.m. regarding BCRC 2014 Township local road maintenance plan, parks survey, and audit.

Roll Call: Members present: Jack Jones, Sandy McKamey, Gary Sommers. Absent: Wanda Green, Michelle Tackitt

Park Survey: Options for submitting surveys should be increased, to include the use of the drop box at Township Hall and a container on the table at the entrance to the Hall. Jack Dodds will add these options to the survey instructions. The Board discussed a deadline for the submission of surveys. If surveys must be collected promptly, as part of the grants application process, the deadline will be July 15, 2014. Otherwise, the deadline should coincide with the deadline for summer tax submission, September 15, 2014. Jack Dodds will contact Marcy Colclough at Southwest Michigan Planning Commission for advice on the survey deadline as well as a timeline for managing the grants application process.

Township Audit: Supervisor McKamey summarized her conversation with attorney Sara Bell, who recommends that the Board choose Gerbel and Company as the Township's auditor. Her rationale: (1) Although the possibility of a 3-year contract with Schaffer & Layher has been discussed, the firm has not provided evidence of this contract, despite being asked to do so. (2) The unanimous vote by the Board to select Gerbel and Company and the letter of intent from the Board would appear to be legally binding. However, if a written contract with Schaffer & Layher does exist, that firm would then have the stronger claim. McKamey has authorized the attorney to contract each firm to gauge their response to this analysis.

BCRC 2014 Local Road Maintenance Plan: The Township Board approves the latest version of the maintenance plan.

WEESAW TOWNSHIP							
ACTUAL 2013 ROAD IMPROVEMENTS							
ROAD NAME	SURFACE PREP	FROM / TO	MILES	LAST DONE			
California Rd	Sealcoat	Browntown to Wee Chik	1.5	2013			
Cleveland Ave	Sealcoat	Elm Valley to Gallen-Buchanan	0.938	2013			
W Glendora Rd	Sealcoat	Cleveland to Township Line	2.01	2013			
Browntown Rd	Sealcoat	Cleveland to Gardner	1	2013			
Pardee Rd	Ground	Wagner to Kaiser	0.5	2013			
Pardee Rd	Ground	Warren Woods south 1,000 ft	0.19	2013			
PROJECTED 2014 ROAD IMPROVEMENTS							
ROAD NAME	SURFACE PREP	FROM / TO	MILES	LAST DONE	ESTIMATED COST		
					TOWNSHIP	BCRC	OTHER
Cleveland Ave (P)	Resurface	Wagner to Elm Valley	2.50	2011	\$0	\$0	\$750,000
Pardee Rd	gravel & Dbl chip and seal	Wagner to Kaiser	0.52	na	\$3,049	\$26,060	\$0
Pardee Rd	gravel & Dbl chip and seal	Warren woods south 1,500 ft	0.28	na	\$12,927	\$3,614	\$0
Mill Rd	Replace cross tube	600 ft south of Warren Woods	na	na	\$0	\$5,000	\$0
Warren Woods Rd	Replace cross tube	.25 miles west of Mill	na	na	\$0	\$4,000	\$0
Pardee Rd.	Grind	Sawyer to Wee-Chik	0.51	na	\$0	\$5,610	\$0
PROJECTED 2015 ROAD IMPROVEMENTS							
ROAD NAME	SURFACE PREP	FROM / TO	MILES	LAST DONE	ESTIMATED COST		
					TOWNSHIP	BCRC	OTHER
Mill Rd.(P)	Sealcoat	Kaiser to Warren Woods	1.01	2004	\$0	\$19,700	\$0
Elm Valley (Bridge)	NA	NA	NA	na	\$36,000	\$36,000	\$673,000
Pardee Rd.	gravel& chip and seal	Sawyer to Wee-Chik	0.51	na	\$2,594	\$12,912	\$0
Pardee Rd	Grind	Kaiser to Warren Woods	1.01	na	\$0	\$11,110	\$0
					Date: 6/03/2014		

Trustee Sommers summarized the costs to the Township of this plan: \$15,976 in 2014, \$38,594 in 2015. Sommers moved that funds from the BCRC Matching Fund account be used to pay these costs, seconded by Supervisor McKamey. The motion passed unanimously by roll call vote: McKamey, Jones, and Sommers, all ayes. Absent: Green and Tackitt. Trustee Sommers will notify BCRC Managing Director Csokasy of the Board approval.

Adjourn: Motion by McKamey, supported by Jones, to adjourn at 8:03 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Jack Dodds



WEESAW TOWNSHIP New Troy, MI 49119

REGULAR BOARD MEETING MINUTES Wednesday, June 25, 2014



The meeting was called to order by Supervisor Sandy McKamey at 7:07 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** All Members Present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.
- **BERRIEN COUNTY SHERIFF'S DEPT. REP:** Representative not present. Printed report received earlier in the week via fax showed 19 complaints, 4 tickets issued, 4 arrests in the Township for the period of 4/1/14-4/30/14.

- **SET/AMEND AGENDA ITEMS:** Request to add Expenditure for 3 members of Planning Commission to attend Workshop under Planning Commission category. Motion by McKamey, supported by Jones, to approve the Agenda as amended. Voice vote, all ayes, motion carried.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** No comments.
- **APPROVE PREVIOUS MINUTES:** Motion by Jones, supported by McKamey, to approve the Regular Board Minutes of 05/21/14, and Special Board Minutes of 05/18/14, 05/04/14, as presented. Voice vote, all ayes, motion carried.
- **CORRESPONDENCE:**
 - BCRC Annual Report received, copied and handed out to Board Members.
 - BCRC New Fee Schedule received, copied and handed out to Board Members.
- **APPROVE EXPENDITURES:** Motion by Jones, supported by Sommers, to approve the expenditures in the amounts of General Fund \$13,637.50, Fire Dept. \$3,577.35, Ambulance \$2,211.27, Sewer Fund \$11,073.55 (Sewer includes payoff of Phase 1 Sewer assessment), for a Total Expenditures of \$30,499.67. Roll call vote, all ayes (Sommers, Jones, McKamey, Tackitt, Green), motion carried.
- **DEPARTMENTAL REPORTS:**
 - **Treasurer:** Tackitt gave a verbal report. Bank balances provided. She reported that property taxes will be out by 7/1/14. She has appointed former Lake Township Treasurer, Betty Korcek, as her Deputy Treasurer. Green will contact Burnham & Flower for bonding for the Deputy Treasurer and Deputy Clerk positions.
 - **Fire Dept.:** Fire Chief Tim Williams verbally reported 2 calls: 1 furnace overheat, 1 small campfire. The hoses were tested with the newly acquired tester, pre-driver's training, and driver's training next month. There are problems with their printer. Motion by Green, supported by Jones, to approve up to \$300 to purchase a new printer. Roll call vote, all ayes (Green, Tackitt, Jones, McKamey, Sommers), motion carried. Jones requested to table the application for a new employee until the new policies are in place. Pool fills monies totaled \$1500 this month. Fire Chief stated that Lake Township water representative said it was all right to provide water for pool fills at no charge to the Township.
 - **Building, Zoning & Enforcement Reports:** Report provided by B/Z Administrator, Bob Kaufman.
 - **Planning Commission Minutes:** Minutes provided. Planning Commission Chair, Mike Metz, had requested that 3 members of the Planning Commission be approved to attend a workshop in Kalamazoo relating to "Hot Topics in Planning & Zoning", \$79/ea. + mileage, on 07/09/14. Motion by Sommers, supported by Green, to approve \$79/each plus mileage reimbursement for Mary Ann Wittlieff, Roger Kugler, and Mike Metz to attend the Workshop at Fetzer Center, WMU. Roll call vote, all ayes (Jones, Tackitt, Green, McKamey, Sommers), motion carried.
 - **Parks' Committee:** A newly-edited Parks Survey will be included with the tax statements being sent out July 1 or thereabouts. McKamey stated that no grants are being pursued until we receive the surveys back to see if there is community interest in going out for a grant for money to purchase a Pavilion for the park. Jack Dodds, Parks Committee, provided notes he had written regarding a meeting he had with Marcie Colclough on 6/13. There was a correction in that Marcie stated she would help in the writing of a grant, not actually write the grant. Regarding a grant, the Township would need to supply around 25% matching funds. McKamey requested that Janna Riley contact Paul Pantaleo and ask him to return the report provided by Abonmarche relating to the WMU students' Senior project, which provided information regarding the community plan for Weesaw Township Park. Jack Dodds also reported that the Mill Road sign which was destroyed by a fallen tree will be replaced soon, and that the benches in Weesaw Park have been

repaired. Sommers wants to spray the undesirable weeds. Motion by Sommers, supported by Jones, that volunteers be given permission to purchase environmentally-friendly spray or that we get the Berrien County jail crew back out to help with cleaning and spraying the weeds in Mill Road Park. Voice vote, all ayes, motion carried.

- **Roads Committee**: Sommers gave an overview of the past month's activity. At a Special Meeting on June 15, the three Board members present approved \$15,976 for 2014 and \$38,594 for 2015 out of matching funds to go towards Pardee Road repairs. Motion by McKamey, supported by Sommers, that the Road Committee get in touch with Vern More and the contractor to inform them that a permit must be issued to use the "No Truck Route." Victor Palulis spoke regarding the roads, particularly a portion of his road, and asked the Board Members to travel his road to see the poor condition. It was explained that the B.C.R.C. is in charge of the roads. Road millage petitions were requested. There was a considerable amount of discussion of the roads' condition. \$191,000 per year would be required on our roads to keep them in good condition, as explained by Mr. Csokasy recently.
- **Website Committee**: Jack Dodds reported that the Parks' survey is posted on line.
- **Drains Committee**: Sommers reported on the condition of Blue Jay Drain. There is flooding at the corners of Holden and Warren Woods Rds. Sommers stated that it looks as though some of the planning may be off and being performed backwards. McKamey said she wants to meet with Drain Commissioner Roger Zilke. Sommers to contact Mr. Zilke to see if a meeting can be set up.

NEW BUSINESS:

- **Resolution to Appoint Receiving Board for 2014 Election Cycle**: Motion by Tackitt, supported by McKamey, to adopt Resolution #14-06 dated 6/25/14 to appoint Janet Nekvasil and Janna Riley as the two members of the Receiving Board for the 2014 election cycle – Primary and General Elections. Roll call vote, all ayes (Sommers, Jones, McKamey, Tackitt, Green), motion carried.
- **Truth-in-Taxation Hearing**: Motion by Green, supported by Sommers to have a Truth-in-Taxation Hearing, with Green contacting Assessor Angie Kirby to set up a time and date. Voice vote, all ayes, motion carried.
- **Clean Gutters**: Firefighter Cody Shepherd said he would clean the Township Hall gutters for \$12.00 per hour.
- **Printer & Surge Protector**: The recent electrical storm knocked out Clerk Green's printer and surge protector. Fire Chief Williams also had some of his equipment struck. Motion by McKamey, supported by Sommers to purchase a printer for the Clerk, if needed, and 3 good surge protectors (2 for Fire Dept. and one for Clerk). Clerk to check with PC Consultants for advice as to what is needed. Voice vote, all ayes (Green, Sommers, Tackitt, Jones, McKamey), motion carried.

OLD BUSINESS:

- **Audit**: An email was received from Atty. Sara Bell wherein she recommended that the Township write a letter to each auditor for rebid the audit package, take verbiage from paragraph 3 in Atty. Bell's email. Motion by McKamey, supported by Jones that Clerk Green write a letter to each of the auditors who previously had quoted a price requesting that they rebid the audit package, as per Atty. Bell's suggestion in paragraph 3, indicating that the bids have to be received at the Township Hall no later than Monday, July 7. Voice vote, all ayes, motion carried.
- **New Troy/Glendora St. Lights Special Assessment District**: McKamey to contact Assessor Angie Kirby to ask her to contact Atty. Sara Bell regarding the listing of all properties to be included in the assessment district.
- **Fire Protection Millage Verbiage Approval for November Election (8/12/14 deadline)**: All Board Members were in agreement that the verbiage was good and approved for the November election.

PUBLIC COMMENTS: There were comments by several people in the audience regarding roads and other items.

ADJOURN: Motion by McKamey, supported by Sommers, to adjourn at 9:23 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



**WEESAW TOWNSHIP
New Troy, MI 49119**



**SPECIAL BOARD MEETING
Monday, July 7, 2014**

Supervisor Sandy McKamey called the Special Board Meeting to order at 5:31 p.m. The meeting had been called to engage an Auditor for FY 2013-14.

Roll Call by Clerk Green: All Members present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.

Set/Amend Agenda Items: The following items were requested to be added to the Agenda, as these issues had arisen during the day

- Comcast/Frontier situation with phones; recent charges received
- Burnham & Flower Insurance (Fire Dept.)
- Schiller's Nursery & Tree Service estimate for removing 3 tree tops in N.T. Cemetery (storm damage)
- Park Painting Supplies
- Appoint Election Inspectors

Motion by McKamey, supported by Sommers, to add the requested Agenda items to the Agenda after Audit Bids. Voice vote all ayes, motion carried.

Audit Bids: Only one bid came in from the three auditors that had been requested to bid. Motion by McKamey, supported by Sommers, to hire Schaffer & Layher to perform the FY 2013-14 audit at no more than \$8,500. Roll call vote, all ayes (Sommers, Tackitt, McKamey, Jones, Green), motion carried. Green to provide a copy of the acceptance document to the Board members.

Comcast/Frontier Issue: There was discussion regarding the ongoing telephone problems, with Tackitt handing out the notes of her telephone discussions with Comcast over the past weeks. McKamey will call Comcast in an attempt to get the problems resolved.

Burnham & Flower Fire Dept. Insurance: Green contacted Jeff McCray, Account Manager, Burnham & Flower, regarding the Fire Dept. coverage. He said he would like to meet with the Board and Fire Chief when it was convenient for them to explain the coverage. The Board requested a meeting with Mr. McCray was set for Monday, August 18, at 5:30 p.m. The Fire Chief, Tim Williams, will be notified of this meeting. Green will contact B&F to see if this is agreeable with Jeff McCray.

Schiller's Nursery & Tree Service Bid for Cemetery Storm Damage: Tim Schiller had bid \$250 to clean up the storm damage, and the Cemetery Committee Chair, Sommers, said it is an acceptable price. Motion by McKamey, supported by Sommers to pay \$250 to Schiller's Nursery to remove the tree tops. Roll call vote, all ayes (Green, McKamey, Jones, Sommers, Tackitt), motion carried.

Motion by McKamey, supported by Green, to have someone repair any headstones needing attention (broken/not standing) in the cemeteries. Bidder should submit an itemized list of headstones and submit an invoice upon completion, not to exceed \$300. Roll call vote, all ayes (McKamey, Tackitt, Sommers, Green, Jones), motion carried.

Park Painting Supplies: Park committeeman, Jack Dodds, requested funds to purchase paint and other supplies to paint where the Mill Rd. Bridge is peeling. He has already voluntarily primed and painted the bad places on the bridge, and it now just needs painting. Motion by Green, supported by Tackitt, to approve up to \$50 for paint and other necessary supplies. Roll call vote, all ayes (McKamey, Sommers, Tackitt, Green, Jones), motion carried.

Appoint Election Inspectors: Green requested that the following ladies be appointed to work at the Primary Election, Tuesday, August 5, 2014: Ruth Heidinger (Chair); Janet Nekvasil; Janna Riley; Ruby Schaffer; Lori Pastryk; Skylar Cooper; Jeannine Krieger; Ann Howell (partial day); Wanda Green (If needed). The Chair is paid \$10/hr; others \$9/hr., plus mileage and hourly pay for training. Motion by McKamey, supported by Green, to approve these ladies as Election Inspectors at the salaries indicated. Request by Green to provide food to the ladies. Motion by McKamey, supported by Sommers, to purchase food/beverages not to exceed \$75. Roll call vote, all ayes (Sommers, Tackitt, McKamey, Jones, Green), motion carried.

Public Comments: Regarding a complaint of chickens and unsanitary conditions on CA Rd., Enforcement Officer, Kim Fowler, to send letter relating to this issue. Regarding another ongoing dangerous building complaint on Cleveland Ave. that was started, but has not been completed, Green to contact Kim Fowler to inform him to contact the homeowners again notifying them of downed limbs and brush endangering the lives of neighboring homeowners when they attempt to exit their driveway, due to the brush blocking the view.

ADJOURN: Motion by McKamey, supported by Jones, to adjourn at 7:03 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 16, 2014**



The meeting was called to order by Supervisor Sandy McKamey at 7:04 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** Members Present: Wanda Green, Sandy McKamey, Gary Sommers, Michelle Tackitt. Absent: Jack Jones
- **BERRIEN COUNTY SHERIFF'S DEPT. REP:** Berrien Cty. Deputy Sheriff Sullivan and Deputy Angie Baggett were present to present the monthly report of the activity from 5/1-5/31/14. Printed report received earlier in the week via fax showed 18 complaints, 3 tickets issued, and 1 arrest in the Township. Deputy Sullivan reported there are illegal schemes being perpetrated in the area – supposed roofers trying to scam, especially the elderly, to get a foothold in their homes and so forth, and asked folks to be aware of this for their own benefit. Vehicle reported to be a black SUV with silver trim.

- **SET/AMEND AGENDA ITEMS:** Motion by Green, supported by McKamey to set the Agenda as presented. Voice vote, all ayes, motion carried.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** Resident Jack Dodds will mention recycling later in the meeting.
- **APPROVE PREVIOUS MINUTES:** Motion by McKamey, supported by Tackitt, to approve the Regular Board Minutes of 06/25/14 and Special Board Minutes of 07/07, and Special Board Minutes of 05/18/14, 05/04/14, as presented. Voice vote, all ayes, motion carried.
- **CORRESPONDENCE:**
 - A State of MI Audit Bid was received too late for consideration. It was the same price as previous one received.
- **APPROVE EXPENDITURES:** McKamey stated that the Fire Dept. shouldn't have paid the entire \$60 for cleaning gutters, and ½ of it should have come from General Fund. Motion by Sommers, supported by McKamey, to approve the expenditures with the \$30 Fire Dept./General Fund adjustments for Cody Shepherd's gutter cleaning for total amounts of General Fund \$18,422.54; Fire Dept. \$2,136.59, Ambulance \$2,211.27, Sewer Fund \$3,314.23, for a Total Expenditures of \$26,084.63. Roll call vote, all ayes (Sommers, McKamey, Tackitt, Green (Jones absent)), motion carried. Monies to pay off Baldwin Rd. Water Assessment District were transferred from Baldwin Water Account to General Fund to complete this transaction.
- **DEPARTMENTAL REPORTS:**
 - **Treasurer:** Tackitt gave a verbal report. Bank balances provided. She reported that she has received over 100 taxes thus far. Some Parks' Surveys are coming in as well.
 - **Fire Dept.:** Fire Chief Tim Williams verbally reported 2 calls: 1 power line, 1 P.I. There was Fire Truck Driver's Training, the radio was repaired for \$39, but an amplifier is needed, which will cost \$350 from HEI, which includes the amp and installation. Motion by Sommers, supported by Tackitt, to spend \$350 through HEI to get the radio up to speed for usage. Roll call vote, all ayes (Green, McKamey, Sommers, Tackitt – Jones absent). Motion carried. McKamey questioned the Fire Dept about 3 items: Officer's Training (they think it will be in Eau Claire); policies and procedures (Gary will provide the information that he has); Training laptop (Adam Williams has this information).
 - **Building, Zoning & Enforcement Reports:** Report provided by B/Z Administrator, Bob Kaufman. Discussion of safety issue regarding property on Cleveland Rd. Enforcement Officer, Kim Fowler, is working on this.
 - **Planning Commission Minutes:** Minutes provided. McKamey requested that Metz see if 3 of MTA's On-Call Firefighter's publications could be purchased at the Workshop that 3 of the Planning Commission members will be attending this month. Motion by McKamey, supporter by Sommers, to purchase 3 MTA Fire booklets – 2 for the Township Hall and 2 for the Fire Dept. Roll call vote, all ayes (Tackitt, Sommers, McKamey, Green), motion carried. There will be a Public Hearing prior to this month's Planning Commission Meeting for Mining in the Zoning Ordinance.
 - **Parks' Committee:** Jack Dodds noted that the purchases had been made that were approved earlier, the park looks nice, and that 31 park surveys had come in. Of the park surveys, 23% mentioned road work needed rather than park updates.
 - **Roads Committee:** Sommers gave an overview of the past month's activity. A Sealing Activity report was provided. He also gave a report of his conversation and meeting with Don Geisler, and that Mr. Geisler will attempt to roll out the washboard on the newly-repaired section of Pardee Road in an attempt to satisfy Weesaw Township. Gary will follow through on Mr. Geisler's promise.
 - **Website Committee:** No report.
 - **Drains Committee:** Sommers reported that regarding a request by McKamey that Mr. Zilke meet with the Board for a meeting, a meeting has been denied. Sommers has had no further communication with Mr. Zilke since. There was discussion by the Board.

Sommers further reported that there has been no feedback from the farmers regarding the Blue Jay Drain project. The banks are being undermined on Warren Woods Road. Sommers reported that we need to dissolve the tension we are having now.

- Sommers also reported that a resident (farmer) on Elm Valley Road has talked with him about repairing the road. The farmer who is requesting this will transport the materials at his cost. Due to questions, this issue will be tabled until we receive additional information as to who will pay for what, amount and other issues involved.

NEW BUSINESS:

- **Phase 1 Sewer Payoff Issue:** In 2010 someone made arrangements to reduce one quarterly payment per year for Phase 1 Sewer Assessment by over \$5000.00. Thus, there being 4 payments paid at this amount since that time, the amount still owing is \$20,595.64. Motion by Green, supported by McKamey, to finalize payment of Phase 1 Sewer Assessment in the amount of \$20,595.64. Roll call vote, all ayes (Sommers, McKamey, Tackitt, Green – Jones absent), motion carried.
- **Cemetery Sexton:** Scott Burkholder will stay on as Sexton and will attempt to get an assistant to help with the paperwork involved. A meeting should be set-up to meet with whomever he gets to make sure we're all on the same page. Green will mention this to Scott. Glendora Cemetery has some blacktop issues. Sommers and Green will look at it to see if it can be repaired by the Board, or if we need bids from vendors who specialize in this. Green will set information on this.

OLD BUSINESS:

- **B&F Insurance Meeting w/Jeff McCray:** A Special Meeting has been set for August 18, 2014, at 5:30 p.m. for the Township Board & the Fire Dept. to meet with Jeff McCray.
- **Comcast Issues:** McKamey spoke with a Comcast representative about getting the phone lines working correctly. They have waived the \$100.25 fee. They need a copy of a Frontier bill, which has been faxed to them several times already by Tackitt.
- **Truth-in-Taxation Hearing:** Assessor Angie Kirby will be on Wed., August 20, at 6:45 p.m. immediately preceding the August Regular Board Meeting to explain and answer questions regarding this matter.
- **Kyocera Printer for Clerk's Office:** Due to a recent storm's "frying" the printer that Green uses, it is necessary to purchase a new replacement. Motion by McKamey, supported by Tackitt, to purchase a Kyocera Duplex Laser Printer Model #FS-P2145DNK for \$395, which comes with a 3-year/100,000 print warranty;, and to purchase 4 additional commercial surge protectors in an attempt to prevent this from happening in the future to the other Township computers. Roll call vote, all ayes (Tackitt, McKamey, Sommers, Green – Jones absent), motion carried.

PUBLIC COMMENTS: Reported by Jack Dodds, recycle is 19 days now.

Mr. Bob Cooley will be here on Wednesday, July 23, to ascertain how many headstones need repair or set back up.

Sommers reported that Mr. Csokasy will not be going out for a road millage, so if we are interested, we need to get on it. Road Millage Special Meeting scheduled for 7/22/14, 5:30 p.m., and also to address a Laptop Computer to be purchased for the Fire Dept.

ADJOURN: Motion by McKamey, supported by Green, to adjourn at 9:19 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



WEESAW TOWNSHIP
New Troy, MI 49119



SPECIAL BOARD MEETING
Wednesday, July 23, 2014

Supervisor Sandy McKamey called the Special Board Meeting to order at 5:31 p.m. The meeting had been called to approve a laptop computer for the Fire Dept.'s training and a Road Millage Proposal.

Roll Call by Clerk Green: All Members present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.

Laptop Computer: The Fire Dept. requested to purchase a laptop computer to utilize for Training. They have found a H-P laptop that meets their needs at Best Buy for \$379.99. They will return the Supervisor's laptop that was loaned to them by the Township Board. Motion by Green, supported by Sommers, to purchase the laptop as presented. Roll call vote, all ayes (Green, Sommers, Tackitt, McKamey, Jones), motion carried.

Road Millage: McKamey recommended that the Board discuss placing a 1 mill, 2-year millage proposal on the November ballot for the roads repair and maintenance. There was discussion indicating that the State legislators may approve funds for the roads after the election, as was previously promised. Green said she did not feel this is the time to put a millage on the ballot, due to other heavy assessments on many of the township people's tax bills. Mr. Jim Pastryk stated that if the proposed millage goes forward, the Board should inform the people how the millage money would be spent. He confirmed that 1 mill won't bring in much income. In addition, others agreed that one mill will not do the job in fixing the roads, but would help. Mr. Phil DeRuiter indicated that from April through September his road gets heavy use. After a show of hands, with an attendance of approximately 20 people who had been invited to attend by several who were in favor of the road millage, it was apparent that the majority of this group of people were in favor of a road millage. Mr. Jack Dodds recommended that the Board put a 2-year, 1 mill ballot proposal on the November ballot and named several conditions: 1) Removal of millage if the State legislature approves funds as they have promised, thus the millage would be lifted; 2) Other MI townships have specified where their millage funds are going to go, which roads will receive attention and this should be done for this proposed millage; 3) It would give the people the opportunity to vote as to whether or not they desire the millage. There were a number of other pro comments from the audience relating to the proposed millage. However, Mr. Paul Kugler indicated that he is already paying on the Blue Jay for 18 years and the Close Drains for 5 more years. Sommers stated it is 3.5 mills of income annually to pay the Blue Jay Drain. There are bridges which will be required to be paid, which is a consideration as well. It was indicated that these road funds would stay in the Township – approx. 166K. After additional comments and discussion, motion by McKamey, supported by Jones, to allow the people to vote on a 2-year, 1 mill, road millage proposal to be placed on the November General Election ballot. Roll call vote, all ayes (McKamey Jones, Sommers, Tackitt, Green), motion carried. At her vote, Green stated that she would vote yes, but that she feels there should be no further votes on this, as the people have already voted 2 times on a road millage, and both failed. Other board members were in agreement that this should not be brought back again and again. McKamey will get verbiage from Atty. Bell promptly, as time is running out to place a proposal on the ballot.

Public Comments: None

ADJOURN: Motion by McKamey, supported by Jones, to adjourn at 6:44 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



WEESAW TOWNSHIP
New Troy, MI



**PLANNING COMMISSION PUBLIC HEARING
& MEETING MINUTES**
Monday, July 28, 2014

The Planning Commission meeting was called to order by Chairman Mike Metz at 7:00 p.m.

- **ROLL CALL by Secretary Green:** All Members Present: Calvin Gnodtke, Wanda Green, Roger Kugler, Mike Metz (Chair), Mary Ann Wittlieff.
- Chair Mike Metz suspended the meeting, and opened the Public Hearing at 7:01 p.m.
- **HEARING PROCEEDINGS:** Metz provided a copy of the protocol for Hearings. The Hearing was pertaining to the edits that the Planning Commission has been reviewing and editing for a number of months to section 13.1 of the Zoning Ordinance. Audience Comments: Gary Sommers asked question regarding present mining. It was related that Craig Strauss was instrumental in researching and providing a great deal of the revised verbiage. The typos in the Security and Safety verbiage will be corrected by LSL prior to the Township Board's action.
- Motion by Wittlieff, supported by Metz, to close the Public Hearing at 7:10 p.m. Voice vote, all ayes, motion carried. The Meeting was reopened.
- **HEARING OF TOWNSHIP RESIDENTS ON THE HEARING:** None
- **APPROVE PREVIOUS MINUTES:** Motion by Kugler, supported by Gnodtke, to approve the minutes of June 23, 2014, as presented. Voice vote, all ayes, motion carried.
- **BUILDING/ZONING ADMINISTRATOR:/ENFORCEMENT:** Bob Kaufman reported 2 new Permits and Zoning Applications: 1 unpermitted building for a pole barn, and 1 lot line combo and for building a garage. Enforcement Officer, Kim Fowler, is working on a complaint, California Rd., regarding chickens. Another question is concerning loading sand on Cleveland Ave. No permit has been issued for this activity, and Kaufman is looking into the issue. A letter will be sent to the property owner to inquire as to what is transpiring at the location. Another property on California that was foreclosed upon has been sold. The new owner has requested that the occupant move out, and it is not happening, which is a civil matter not a Township issue.
- **CORRESPONDENCE:** Notification received that Chikaming Township is working on a revised Master Plan. There is also a conference at WMU/Fetzer Center, Kalamazoo scheduled for July 31. Metz requested that the Planning Commission members let him know if they plan to go, so he can bring it before the Township Board for approval. Kugler, Metz and Wittlieff are interested in attending.
- **NEW BUSINESS:**
None
- **OLD BUSINESS: Chapter 13 of the Ordinance Book Verbiage relating to Mining::** Re. Zoning Book Amendment Procedure:
 - The Planning Commission holds the Public Hearing according to the rules.
 - Then, it goes to the Berrien County Board of Planning Commission (B.C.P.C.) – 30 days approval;
 - Next, it goes to the Township Board along with a map for approval, who can kick it back if they are not in agreement. They can also conduct their own Public Hearing, if desired.

- A synopsis notice must be published within 15 days after adoption. The summary states that it will be adopted on the 8th day after publication.

Metz will send the Verbiage to the B.C.P.C. via e-mail, where it will be put on the Agenda for the next Board Meeting. Motion by Metz, supported by Wittlieff, to submit the proposed language to the B.C.P.C. as soon as possible. Voice vote, all ayes, motion carried. He will also attach the files to B.C.P.C.

- **MASTER PLAN:** Metz requested that the Planning Commission members review the Master Plan, which was last revised in 2009, and is supposed to be reviewed every 5 years. There are changes to be made in the Future Land Use Classifications, Section 4. The Master Plan drives the Zoning Ordinance Book. We will begin the review at next month's meeting. Motion by Metz, supported by Wittlieff, to review and edit only the Master Plan, and not do a complete redo at this time. Voice vote, all ayes, motion carried. Metz will contact Marcie Colclough to see if she can help with the community part in order to have correct information inserted and in an effort to be cost-conscious.
- **INPUT FROM TOWNSHIP RESIDENTS:** None.

ADJOURNMENT: Motion by Green, supported by Kugler, to adjourn at 8:05 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Secretary



WEESAW TOWNSHIP
New Troy, MI 49119

SPECIAL BOARD MEETING
Friday, August 1, 2014



Clerk Wanda Green called the Special Board Meeting to order at 2:00 p.m. for a discussion by the Township Board, Township Road Committee, and BCRC Managing Director Louis Csokasy regarding the Township's proposed road millage.

Roll Call by Clerk Green: Present: Wanda Green, Gary Sommers, Michelle Tackitt. Absent: Sandy McKamey and Jack Jones.

Motion by Green, supported by Tackitt, to appoint Trustee Sommers as Chairman for the meeting. Voice vote, all ayes, motion carried.

Road Millage Proposal and Five-Year Roads Plan:

Discussion began with a statement by Louis Csokasy (hereafter LC) in which he complimented the Board for placing a millage proposal on the November ballot and for their effort, time, and pro-active position in responding to the problem of Weesaw Township's failed roads.

Trustee Sommers summarized his telephone conversation with Supervisor McKamey in which she relayed the request from Attorney Bell that the Township prepare a five-year road improvement plan for the Township's roads. This plan would include roads to be improved during the life of the two-year millage, should it pass, and three additional years of road improvements.

Discussion turned to the costs of local road improvements in the Township. LC said that when BCRC improves a township road (beyond routine maintenance or the pulverizing of a failed road), BCRC wants financial participation by the township in the form of contributions for the costs of materials. To clarify costs,

LC distinguished between simply sealcoating a road and reconstructing a road by pulverizing, adding gravel, and finishing with a prime, double chip, and sealcoat.

Trustee Jack Jones arrived at 2:12 p.m.

LC updated the material costs involved in the draft five-year plan prepared by the Township Road Committee:

- Pulverize 1 mile of road: \$11,000 (BCRC pays for this work)
- Add gravel to 1 mile of pulverized road: \$12,400
- Sealcoat 1 mile of road: \$20,000
- Prime, double chip, and seal 1 mile of road: \$33,000
- Add chloride twice in one season to 1 mile of gravel road: \$800 *per year per mile*

Trustee Sommers indicated that according to these updated cost figures, the Road Committee's draft five-year plan had over-estimated the number of road miles that millage funds would improve. The draft figure of 10 miles would have to be reduced to six miles. The Committee was directed to revise the plan and return with one that fit projected millage funding plus the funds from BCRC's annual sealcoat allowance (total: approximately \$97,000 per year during the two-year life of the millage).

Discussion then turned to the patching of failed roads. LC believes that cold-patching of failed roads is a waste of money and that pulverizing is the best solution. He reiterated his promise made following the May 7, 2014, Town Hall meeting that, in response to Township residents' protests, he would patch failed roads during the 2014 maintenance season rather than pulverizing 10.25 miles of these roads, as he had originally intended. But he wouldn't spend much of BCRC's efforts or funds trying to improve a failed road.

LC did indicate that BCRC was exploring the purchase of a small paving machine that would facilitate the hot-mix patching of roads that would otherwise be pulverized. He pointed out several on the Road Committee's draft five-year plan whose life could be extended by the use of this machine.

LC then proposed modifications to the draft five-year roads plan that might make the millage more attractive to voters: the addition of chloride treatments on gravel roads, limiting proposed road reconstruction to one-mile sections between cross roads, and omitting several roads that could be improved by the use of the small paving machine he had described.

The Board, Road Committee, LC, and members of the audience considered the wording of the millage proposal and the specific roads included in the five-year plan. Trustee Sommers indicated that the Road Committee would revise the plan and return it to the Township Board for approval. Members were reminded that the millage proposal had to be reviewed by Township Attorney Bell, a Board millage resolution passed, and the millage submitted to the County Clerk by August 12, 2014.

In conclusion, Trustee Sommers presented to LC a list of three sections of roads requested for immediate improvement by Township residents: Wagner, from Gardner to Boyle Lake; Wagner, east of Pardee; Holden, between Kaiser and Warren Woods. LC indicated that BCRC would act on these requests.

PUBLIC COMMENTS: Public comments were solicited and received throughout the meeting.

ADJOURN: Motion by Trustee Sommers, supported by Trustee Jones, to adjourn at 3:52 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Jack Dodds
Weesaw Township Road Committee Secretary



WEESAW TOWNSHIP
New Troy, MI 49119



SPECIAL BOARD MEETING
Wednesday, August 6, 2014

Supervisor Sandy McKamey called the Special Board Meeting to order at 5:34 p.m. Posted Agenda items were Drains and Roads Millage/Resolution.

Roll Call by Clerk Green: All Present: Wanda Green, Sandy McKamey, Gary Sommers, Michelle Tackitt.

Set/Amend Agenda Items: The following items were requested to be added to the Agenda: Sommers requested to add a proposed attorney consultation resolution for discussion, no action to be taken; Green requested to add Fire Protection millage; McKamey requested to add Comcast.

Roads Millage/Resolution: Roads Millage verbiage was penned by Attorney Sara Bell and presented to all Board Members. McKamey stated that Attorney Sara Bell had advised the Township to come up with a 2-year and a 5-year plan for the roads, so the residents can know what our goals are. There was discussion and resident Jack Dodds requested that someone call County Clerk Sharon Tyler regarding having a clause in the verbiage for the millage which would tell the residents that if the State provides funds, the millage would not be collected. The language laying out what roads the millage would be used for cannot be added to the millage verbiage. McKamey related that this would not be legal. After Mr. Dodds requested that a Board members contact the County Clerk, Green said she would call Sharon Tyler, but she possibly would not be available. It was decided to have another Special Meeting on 8/7/14 at 5:30 p.m. to seek additional information.

Five (5) Drain Notices Received from BCDC Roger Zilke: The Township has received a Notice of Day of Review of Drainage District Boundaries & Notice of Day of Review of Apportionments was received for the following drains: Gifford, Weaver & Harroff, Wilson & Marble, Clark & Bowers, and Smith & Nowlen. Sommers will write a Resolution protesting any further drains work coming into the Township due to the Township's poor financial condition, and that it could be a financial burden on the Township. It was stated that New Buffalo Township is suing BCDC for levying a bond for 78% of the cost for which the city should be paying. Attorney Sara is checking on this suit. McKamey asked Sara Bell to look into a class-action lawsuit along with Three Oaks and Baroda. McKamey also stated she called the Governor's office. Photos were passed around relating to the Blue Jay Drain problems. McKamey advised not to hand out any information to BCRC at this point, due to the deficiencies of the drain.

Fire Millage Verbiage/Resolution: Motion by McKamey, supported by Jones, to adopt the Millage Ballot Language for Fire Protection Resolution 14-08 and also approve the Fire Protection millage verbiage. Roll call vote, all ayes (McKamey, Green, Tackitt, Jones, Sommers), motion carried.

Proposed Attorney Consultation Resolution: Sommers handed out a proposed Attorney Consultation Resolution for the Board to review and talk about at the next meeting. Matter tabled until next meeting.

Comcast: McKamey stated we will talk about this ongoing issue at the special meeting tomorrow.

PUBLIC COMMENTS: None at this time. There were public comments during the meeting.

ADJOURN: Motion by McKamey, supported by Green, to adjourn at 7:18 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



**WEESAW TOWNSHIP
New Troy, MI 49119**



**SPECIAL BOARD MEETING
Thursday, August 7, 2014**

Supervisor Sandy McKamey called the Special Board Meeting to order at 5:33 p.m. Posted Agenda items were Road Millage Verbiage/Resolution.

Roll Call by Clerk Green: Present: Wanda Green, Sandy McKamey, Gary Sommers, Michelle Tackitt.

Set/Amend Agenda Items: The following items were requested to be added to the Agenda: McKamey requested to add "Resolution to Attorney", Comcast, MTA Workshop/Battle Creek.

Roads Millage/Resolution: The Roads Millage Resolution #14-07 and Millage Verbiage were handed out to the Board along with changes. Motion by McKamey, supported by Sommers, to approve the Resolution 14-07 to adopt millage ballot language for Extra-Voted Road Millage. Roll call vote, all ayes (Tackitt, McKamey, Sommers, Green, Jones), motion carried.

Fire Millage: Motion by McKamey, supported by Tackitt to change the dollar amounts in the Fire Dept. Millage verbiage to match the amount for the roads Millage. Roll call vote, all ayes, motion carried.

Comcast: McKamey reported that the three lines that require porting from Frontier to Comcast should be changed on Friday and will be tested on Monday. Green should verify that all lines are working correctly – including fax and PBX.

Drains: Motion by McKamey, supported by Green, to adopt the five (5) individual drain Resolutions of Notification to the Berrien County Drain Commission that Weesaw opposes and will not accept any additional drain assessments for the following drains: Clark & Bowers Resolution #14-90, Weaver & Harroff Res. #14-10, Smith & Nowlen Res. #14-11, Wilson & Marble Res. #14-12, Gifford Res. #14-13. Roll call vote, all ayes (Sommers, McKamey, Tackitt, Jones, Green), motion carried.

MTA Workshop: Green, Tackitt and Sommers would like to attend a Workshop entitled "Perfectly Legal" presented by MTA on September 18, 2014, at a cost of \$79 per each attendee, if paid by Sept. 4. Motion by McKamey, supported by Tackitt, that the Township pay mileage and fees for Green, Tackitt & Sommers to attend this workshop. Roll call vote, all ayes (Tackitt, McKamey, Green, Sommers, Jones), motion carried.

Proposed Attorney Consultation Resolution: The Supervisor made comments on this issue that the Board will be discussing at the next meeting.

Public Comments: None at this time. There were public comments during the meeting.

Adjourn: Motion by McKamey, supported by Jones, to adjourn at 7:13p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,
Wanda Green, Clerk



WEESAW TOWNSHIP
New Troy, MI 49119



SPECIAL BOARD MEETING
Monday, August 18, 2014

Supervisor Sandy McKamey called the Special Board Meeting to order at 5:32 p.m. The Special Meeting was called for to allow Jeff McCray/Burnham & Flower to give an informal presentation of the Fire Dept.'s Insurance package.

Roll Call by Clerk Green: Present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers.
Absent: Michelle Tackitt.
(Fire Chief Tim Williams was also present.)

Jeff McCray, Acct. Manager/Burnham & Flower: Jeff McCray volunteered to come to Weesaw to go over the Insurance Package that covers the Firefighters. The company for this policy is Provident of Pittsburgh, PA. Mr. McCray handed out the syllabus to the Board Members. The Fire Dept. is covered by Plan 1, an AD&D insurance policy. He explained each item of coverage one-by-one, and explained the 3-year pricing schedule. It is a very comprehensive policy for the firefighters, and has a good Samaritan clause in it. The coverage starts when fire personnel's traveling begins, and ends when the firefighter returns to the station. A study has shown that heart attacks are the leading cause of death for firefighters.

Michelle Tackitt arrived at 5:42 p.m.

Tim Williams stated there are about 18 members on the Fire Dept., and about 14-15 have full-time jobs. He questioned if a drug test would be required in the event of an injury while on duty? Mr. McCray did not know the answer, but said he would find out and get back with the answer. He explained the offering as far as workers' comp. is concerned. The insurance would take over where workers comp left off up to their full-time salaries in order that one could continue their bill payment, mortgages and so forth in a timely fashion. The coverages were dealt with in an explicit manner. Mr. McCray handed out Provident Beneficiary forms and Provident Claim Reports for the firefighters in the event of an accident, and as information to the Township for beneficiaries.

Jeff McCray told Tim Williams he could meet with the Fire Dept. personnel on October 9, at 6:00 p.m., and would have a response as to the drug testing at that time. Green stated that the Board would like to have this information also.

Public Comments: The Grants' submission opens October 1 – November 30.

Adjourn: Motion by Green, supported by McKamey, to adjourn at 6: 57 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk



WEESAW TOWNSHIP
New Troy, MI 49119



**TRUTH-IN-TAXATION PUBLIC HEARING &
REGULAR BOARD MEETING MINUTES**
Wednesday, August 20, 2014

The Truth-In-Taxation Public Hearing was called to order by Supervisor Sandy McKamey at 6:45 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** All Members Present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.
- **OPEN TRUTH-IN-TAXATION PUBLIC HEARING** McKamey read the Hearing document provided by Assessor Angie Kirby, which was provided to all attendees in their packets. Whether or not we have a Hearing determines the amount of taxes to levy. A Hearing keeps the millage from rolling back due to the Headlee Amendment, and they will remain the same. Without the Hearing, taxes will roll back.

Public Comments: Lula Wolf/Traverse City queried as to what surrounding Townships do. McKamey stated that most Townships have the hearing. Without the Hearing, we could lose \$915.58 of General Fund Revenues, and \$1,086.29 for Fire Dept. Revenues.

6:50 p.m. CLOSE PUBLIC HEARING

7:00 p.m. OPEN REGULAR BOARD MEETING

- **Roll Call by Clerk Green:** All Members Present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.
- **SET/AMEND AGENDA ITEMS:** Motion by McKamey, supported by Sommers, to set Agenda as presented.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** No comments.
- **CEMETERY CONCERNS:** Discussion regarding sale of lots to Residents, Non-Residents. Lula Wolf spoke regarding purchase of 5 cemetery lots. She is not a Township resident but rather resides in Traverse City, but owns a property in Weesaw Township. She also votes in Traverse City/Solon Township. She would not divulge for whom the five (5) lots are being purchased. McKamey explained that the Township, in an attempt to conserve cemetery land, have voted to sell to residents only at the \$100 per each price, and others who wish to purchase lots can do so but at a \$475 per each price. She persisted that we sell them to her for \$100 each. Previously she had supplied a check to the Township for \$75 per each, and the check was returned to her in that we do not have any lots available for \$75 each. McKamey stated that we would sell the five cemetery lots to Lula Wolf at \$100 each on a one-time basis only. Further, motion by McKamey, supported by Green, that as of today (August 20, 2014), to stop sales of all cemetery lots until we can clarify and get a legal opinion of the purchase of lots within the Township Cemeteries, and to complete and adopt the Cemetery Ordinance which is in the process of being rewritten, except in the event that a death emergency arises and the expired person is in need of a cemetery lot, in which case lots could be sold. Roll call vote, all ayes (Tackitt, Green, McKamey, Sommers, Jones), motion carried.
- **TRUTH-IN-TAXATION BOARD DECISION:** Motion by Green, supported by Sommers, to keep the millage the same as last year due to the millage reduction fraction. Roll call vote, all ayes (Sommers, Jones, Green, Tackitt, McKamey), motion carried.
- **MORE CEMETERY CONCERNS:** An audience member expressed concerns regarding the leaning flagpole in the Glendora Cemetery. McKamey asked to be reminded at Budget time in order to put money in the budget to cover the cost of replacing or repairing. Sommers mentioned other repairs needed and that he will look at the flagpole and see if it can be straightened. Drives are potholed, and there is water standing in the lower driveway, along with a drainage issue. He received a bid of \$1750 to repair the potholes. Jim Daniel recommended getting bid from Jim & Son, a company in St. Joseph area.

- **APPROVE PREVIOUS MINUTES:** Jack Dodds reported an error in Special Minutes he wrote for Friday, August 1, 2014 (Road Committee), page 1 last bullet point should read “**Add chloride twice in one season to 1 mile of gravel road: \$800 per year per mile.**” Motion by McKamey, supported by Tackitt, to approve the Regular Board Minutes of 07/16/14, and Special Board Meetings of 07/23/14, 08/01/14 (above change to be made), 08/06/14, 08/07/14 and 08/18/14; except 08/01/14 minutes are to be amended as mentioned above, other minutes as presented. Voice vote, all ayes, motion carried.

- **CORRESPONDENCE:**
 - 1) Drains (5);
 - 2) Jim English Letter of Resignation: Green mentioned the great job that Jim English had performed in the past. Asked to send letter to Jim. Motion by McKamey, supported by Green, to send letter to Jim English to thank him for his past volunteerism and accept his resignation. Voice vote, all ayes, motion carried;
 - 3) Berrien Cty Community Development sent notification meets with their approval concerning the Zoning Ordinance, Mining, Chapter 13, that the Planning Commission has been reviewing and editing. The Township is now free to act on this issue. Motion by Green, supported by Sommers, to adopt “as is”, publish a synopsis, and proceed as legally necessary regarding the edited portion of Chapter 13, relating to Mining that the Planning Commission has been working on and has already had a Public Hearing. Roll call vote, all ayes (Green, Sommers, Tackitt, McKamey, Jones), motion carried.
 - 4) FOIA Request from Lula Wolf. Green will supply additional document regarding the Cemetery Rules & Regulations. Some documents have already been supplied to Ms. Wolf in the office and as an enclosure in a letter.

- **APPROVE EXPENDITURES:** Motion by Jones, supported by Sommers, to approve the past month’s expenditures in the amounts of General Fund \$21,330.21; Fire Dept. \$6,630.81; Ambulance \$2,236.27; Sewer Fund \$3,318.96, for Total Expenditures of \$32,416.25. Roll call vote, all ayes (Sommers, Jones, McKamey, Tackitt, Green), motion carried.

- **DEPARTMENTAL REPORTS:**
 - **Treasurer:** Tackitt gave a verbal report. Bank balances provided. The check for the final payment of Phase 1 has been mailed. The final payoff for Baldwin has been sent. She provided a copy of the Investment Policy and an Investment & Depository Resolution. Tackitt will talk with the Auditor regarding these documents after the Audit is completed.
 - **Fire Dept.:** Ass’t. Fire Chief Daryl DeRossi verbally reported 6 calls: PI, Brush call, investigation, mutual aid to Bertrand, power line down, vehicle fire. Some of the Fire Dept. personnel were present at the BC Youth Fair. The laptop computer was ordered and is on its way. DeRossi asked to purchase 4 used handheld radios from HEI Wireless for \$500, which include the chargers. Motion by Sommers, supported by Jones, to purchase 4 used radios at \$125 each, for a total of \$500 from HEI Wireless. Roll call vote, all ayes (Jones, McKamey, Sommers, Tackitt, Green), motion carried.
 - **Building, Zoning & Enforcement Reports:** Report provided by B/Z Administrator, Bob Kaufman.
 - **Planning Commission Minutes:** Minutes provided. .
 - **Parks’ Committee:** Met last week. According to the surveys, a pavilion is not a priority. Picnic tables, trash cans and grills are being requested. Jack Dodds contacted numerous organizations, online to see what the prices for the requested equipment runs
 - **Roads Committee:** The minutes were provided. Sommers gave an overview of the past month’s activity, along with what a 2-year millage would be used on. It was reiterated the comment that BCRC Director L. Csokasy made concerning the roads, “if a road is considered failed, it will be ground up.” There were considerable comments from the Board and the audience. **2-Yr. Plan:** Motion by Sommers, supported by McKamey, motion to approve the 2-Year Plan as recommended by the Road Committee and that Berrien County Road Commission Director Louis Csokasy has approved. Roll call vote,

all ayes (Green, Sommers, McKamey, Jones, Tackitt), motion carried. Resident Jim Pastryk felt we needed an agreement that the BCRC will abide by our plan.

5-Yr Plan: Motion by Sommers, supported by McKamey, that we have a plan in place for years 3, 4, 5, if funds are available at that time, and that plan is ready in that case. Roll call vote, all ayes (McKamey, Tackitt, Jones, Sommers, Green), motion carried.

- **Website Committee:** Mike Metz reported no meetings, and that Jack Dodds has been taking care of the Website.
- **Drains Committee:** Sommers and Jones attended the meetings for 3 of the 5 new drains under assessments: Sommers presented resolutions that he had written (Mr. Jack Dodds' editing skills were utilized), and the Township Board approved to Roger Zilke for 3 of the 5 new drain assessments to the effect that the Township cannot afford to take on any further drain assessments, and Zilke relieved the Township of 2 of the drain assessments. New law allows Roger Zilke to redistrict drains at his will. Sommers also talked about the Blue Jay Drain's deficiencies with Vern Moore, contractor's engineer, and received a promise that they'll go back and fix problems that have been made. Per Mr. Zilke, they are "going to police the drain".

NEW BUSINESS:

- **GRSD Lift Station:** Chris/GRSD reported to Green that there are problems with the Wee-Chik Lift Station and she has gone out for bids for parts to repair it. She has contacted a vendor for a price for a Smith & Loveless pump and had not had a response to that request yet, and for a generator plug and was told approximately \$500. She will call when the prices are received.

OLD BUSINESS:

- **Proposed Attorney Consultation Resolution:** Due to the lateness of the meeting, Sommers requested to table this item until another meeting.
- **PUBLIC COMMENTS:** There were comments by several people in the audience regarding roads and other items.

ADJOURN: Motion by McKamey, supported by Sommers, to adjourn at 9:28 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



WEESAW TOWNSHIP New Troy, MI



PLANNING COMMISSION MEETING MINUTES Monday, August 25, 2014

The Planning Commission meeting was called to order by Chairman Mike Metz at 7:01 p.m.

- **ROLL CALL by Secretary Green:** Members Present: Calvin Gnodtke, Wanda Green, Roger Kugler, Mike Metz (Chair). Absent: Mary Ann Wittlieff.
- **HEARING OF TOWNSHIP RESIDENTS ON AGENDA & APPROVE AGENDA:** Motion by Green, supported by Kugler to approve the Agenda as presented. Voice vote, all ayes, motion carried.

- **APPROVE PREVIOUS MINUTES:** Motion by Gnodtke, supported by Metz, to approve the minutes of July 28, 2014, as presented. Voice vote, all ayes, motion carried.
- **ZONING ADMINISTRATOR REPORT/ENFORCEMENT:**
Bob Kaufman was absent. No report.
- **CORRESPONDENCE:** Kugler presented Michigan Citizen Planner Classroom Series for 7 classes that he had received in the mail. No one on the P.C. has time to take the classes, and cost is prohibitive.
- **NEW BUSINESS:**
None
- **OLD BUSINESS: MTA Conference:** An overview of the MTA Conference previously attended by 3 P.C. members, Metz, Kugler, Wittlieff, was given. It was reportedly very good. Metz reported he will distribute the literature that was received at the conference at the next P.C. meeting.
- **7:09 p.m.** – Mary Ann Wittlieff arrived.
- **Zoning Book Amendments:** The edited portions were submitted to the County, as required, who determined it was fine. The Township Board approved it for the Zoning Ordinance book. We now need to have a synopsis published in the newspaper and it will take effect 8 days after publication.
- **MASTER PLAN:** Metz spoke with Marcie Colclough/SW MI Planning Commission, and after we know what we want to be edited, she will give us a price of what it would cost for them to bring the Master Plan up to date. The Planning Commission members went through the Master Plan item by item to see what needs to be done by whoever does the updating. A number of changes were targeted to be made. All pages were reviewed except pages 19-23, which will be reviewed next month. A motion was made by Metz, supported by Wittlieff, to include high-density areas in the Master Plan for future growth. Voice vote, all ayes, motion carried.
- **INPUT FROM TOWNSHIP RESIDENTS:** None.

ADJOURNMENT: Motion by Metz, supported by Green, to adjourn at 8:27 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Secretary



**WEESAW TOWNSHIP
New Troy, MI 49119**

**SPECIAL BOARD MEETING
Monday, September 8, 2014**



Supervisor Sandy McKamey called the Special Board Meeting to order at 6:00 p.m. The Special Meeting was called to consider purchase of materials to repair the Wee-Chik Lift Station, and also discuss cemetery maintenance.

Roll Call by Clerk Green: Present: Wanda Green, Jack Jones, Michelle Tackitt, Sandy McKamey, Gary Sommers.

Set/Amend Agenda Items: Motion by Green, supported by Jones, to amend the Agenda by adding three items that had arisen during the day: Re-adopt Mining Chapter 13 Zoning Ordinance Changes, Comcast phone problems, Master Plan Cost Update. Voice vote, all ayes, motion carried.

Lift Station Repairs Presentation by Ron Sanford/GRSD: Mr. Sanford explained the problems that are going wrong with the Wee-Chik Lift Station. One of two of the motors burned up, so it is now running on one motor. The motor can be rebuilt for approximately \$2000-\$2500, but no guarantee would be issued. Mr. Sanford also contacted a Smith & Loveless dealer and their price is \$5700 for a new motor. Sommers was asked to talk with I&Mt to see if 3-phase power is available; and also to call Olson Electric regarding the repair. Motion by McKamey, supported by Green, to 1) find out if I&M has 3-phase in that area; 2) purchase the motor for up to \$10,000 including motor, impeller and mechanical seals parts only (labor would be an additional @ \$44/hr./man); 3) call Olson Electric and look into VFD (Variable Frequency Drive). Roll call vote, all ayes (Sommers, Tackitt, Green, McKamey, Jones), motion carried. Two other items Mr. Sanford suggested: 1) Change plug for lift station to be able to hook up to their generator; 2) Purchase a pump controller at \$1320 from Underground Pipe & Valve, which has to be permitted by DEQ. Tomorrow Green will order the motor, impeller and mechanical seals after receiving the information from Ron Sanford via Fax to be shipped to GRSD on Kruger Rd., and ask the vendor to mark the package "Weesaw Township".

Re-adopt Mining Chapter 13 Zoning Ordinance Changes: Green explained that a synopsis was sent to the newspaper after the last meeting's approval of these changes for publication; however, the paper neglected to publish the ad, thus due to the time lapse, we have to re-adopt the changes and send again for publication. Motion by Green, supported by Sommers, to adopt "as is", publish a synopsis and proceed as legally necessary regarding the edited portion of Chapter 13, relating to Mining that the Planning Commission has been working on and has already held a Public Hearing. Roll call vote, all ayes (Green, Sommers, Tackitt, McKamey, Jones), motion carried.

Cemetery Maintenance: Sommers reported on the items he has observed at the cemetery.

- There is a water drainage issue on the bottom South end of the Glendora Cemetery. Scott Burkholder said we could put about 10 yards of dirt, including install and levelling on that area at a cost of about \$240. Motion by Sommers, supported by Jones, to spend up to \$500 to add dirt, level and seed at the Glendora Cemetery to alleviate the flooding problem at the South side of the cemetery. Roll call vote, all ayes (Green, Jones, McKamey, Tackitt, Green), motion carried.
- Potholes are not going to go away. C&D bid \$1700 to repair the problems. Sommers requested that we purchase some cold patch bags and that he would fill the holes in the lower driveway at the Glendora Cemetery. Motion by McKamey, supported by Sommers, to provide up to \$300 to purchase cold patch and sealant in an attempt for Sommers to repair the potholes in the Glendora Cemetery's lower drive.
- Regarding the bent flagpole in the Glendora Cemetery, Sommers will call the Bridgman American Legion to see if they can provide one at a nominal cost.
- There is a limb down and the shrub needs trimming in the New Troy Cemetery. Sommers asked if Skip Green, maintenance person, would want to take care of these issues.

Master Plan Update: Marcy Colclough/SW MI Planning Commission Senior Planner provided an estimate of \$2,660 to update the Township Master Plan statistics. Motion by Green, supported by Jones, to have Marcy Colclough update the Master Plan per her estimate of \$2,660. Roll call vote, all ayes (Sommers, Jones, Tackitt, McKamey, Green), motion carried.

Jack Jones left at 7:37 p.m.

Public Comments: The circuit breaker for the well pump keeps popping off. Sommers will ask Olson Electric about the circuit breaker. Additional comments regarding cemetery ordinance.

Adjourn: Motion by McKamey, supported by Green, to adjourn at 8:01 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green Clerk



WEESAW TOWNSHIP
New Troy, MI 49119



SPECIAL BOARD MEETING
Monday, September 15, 2014

Supervisor Sandy McKamey called the Special Board Meeting to order at 6:00 p.m. The Special Meeting was called for the firm of Schaffer & Layher to report to the Board as to the audit results.

Roll Call by Clerk Green: Present: Wanda Green, Michelle Tackitt, Sandy McKamey, Gary Sommers.
Absent: Jack Jones

Set/Amend Agenda Items: A full board not being present, Agenda could not be changed.

Audrey Salesberry/Schaffer & Layher report: Audrey handed out draft audit reports to all Board members and went through various pages explaining the financials of the Township. She answered questions from the board members as well as resident Mike Metz who was in attendance. She had contacted the Berrien County Drain Commissioner's office and is putting together information for the Board regarding the Blue Jay Drain. She was told about 5 new drains that have been added to the drains list. She said the audit was very clean. Audrey left at 7:35 p.m.

Public Comments: There were comments by the resident in attendance.

Adjourn: Motion by McKamey, supported by Sommers, to adjourn at 7:37 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 17, 2014

The Regular Board Meeting was called to order by Supervisor Sandy McKamey 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, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.
- **BERRIEN COUNTY SHERIFF'S DEPT REP:** No representative present. Stats were faxes over to the Township. Stats for 7/1-7/31/14: Complaints: 29; Tickets Issued: 1; Arrests: 1
- **SCHAFER & LAYHER PRESENTATION OF AUDIT – Audrey Salesberry:** The auditor, Audrey Salesberry, reported that the audit report was very clean and commended the Treasurer and Clerk. There were no budget deficits. The ambulance has approximately 9 years of resources if expenditures remain the same. She reported the F-64 has been submitted with a copy to the Clerk Green. The financials will be submitted as soon as possible with the Township's approval of the audit. Motion by McKamey, supported by Sommers, to accept the audit and audit report as presented. Roll call vote, all ayes (Sommers, Tackitt, McKamey, Jones, Green), motion carried.

- **SET/AMEND AGENDA ITEMS:** Motion by McKamey, supported by Green, to set Agenda as presented.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** No comments.
- **APPROVE PREVIOUS MINUTES:** Motion by Jones, supported by McKamey, to accept the Regular Board Meeting Minutes of 08/20/14 and the Special Board Meet Minutes of 09/08/14 and 09/15/14 as presented. Voice vote, all ayes, motion carried.
- **CORRESPONDENCE:**
 - 1) Email from AEP re new electric service for the Wee-Chik Lift Station: Sommers received an email from AEP. AEP needs to evaluate whether or not we can get 3-phase electric for the Wee-Chik lift station. Another electrical contractor may be needed.
 - 2) State of MI Complaint: This has been turned over to the attorney for action.
 - 3) B&F Insurance Renewal Documents for Review by Board: This will be discussed at an upcoming Special Meeting.
- **APPROVE EXPENDITURES:** There was a question on 2 Marathon charges for the Fire Dept, which will be discussed with the Fire Chief when he arrives. Motion by Jones, supported by Sommers, to approve the past month's expenditures as presented in the amounts of General Fund \$11,443.15; Fire Dept. \$3,355.69; Ambulance \$2,294.27; Lynn St. Water District \$5,608.47; Sewer Fund \$19,883.37, for Total Expenditures of all Funds of \$42,584.95. Roll call vote, all ayes (McKamey, Tackitt, Green, Sommers, Jones), motion carried.
- **DEPARTMENTAL REPORTS:**
 - **Treasurer:** Tackitt gave a verbal report. Bank balances provided. The bank reconciliations have been completed by Green and Tackitt. The summer tax season is completed. Interest for late taxes will be added to the delinquent taxes after Sept. 15. The interest charges table is in the display case outside the Township Hall. Tackitt is now preparing for winter taxes which will be sent December 1.
 - **Fire Dept.:** Fire Chief Tim Williams gave a verbal reported: 2 P.I. calls. SCBA training was taken, some things on the trucks were moved. There are more classes of Officer's training classes in Eau Claire to be taken by Tim Williams, Adam Williams, and Daryl DeRossi. They believe Ted Nitz has already completed these classes.
 - Chief Williams reported: 1) The pumper trucks need to be tested again. Fire Services is \$100 less expensive per truck – 2 pumpers would cost \$600 total. 2) Jay Gonder has been with the Fire Dept. for almost 1 year, and Chief Williams reported the next classes would begin on 10/4/14, and requested that we send him to the Firefighter 1 & 2 classes @ \$350. 3) No brake lights on truck 2231. 1) PUMPERS TESTED: Motion by Jones, supported by Sommers, to have the 2 pumper trucks tested for \$600 total. Roll call vote, all ayes (Jones, Sommers, Tackitt, McKamey, Green), motion carried. 2) FIREFIGHTER CLASSES: Motion by Jones, supported by Sommers, to pay for Jay Gonder to attend Firefighter 1 & 2 classes. Roll call vote, all ayes (Jones, Sommers, Tackitt, McKamey, Green), motion carried. 3) REPAIR BRAKE LIGHTS: Motion by Jones, supported by Sommers, to have the brake lights repaired on Truck 2231 at TA, cost not available. Roll call vote, all ayes (Jones, Sommers, Tackitt, McKamey, Green), motion carried.
 - Chief Williams reported the Township Halloween Party for the children will be Friday, October 31 at 7:00 p.m. Trick or Treat will be from 5:00-7:00 p.m.
 - **Building, Zoning & Enforcement Reports:** Report provided by B/Z Administrator, Bob Kaufman. We need to contact Kim Fowler to see if there is something that can be done to help concerning the vacant leaning house near the corner of Glendora & Cleveland, as perhaps he has some ideas to help the owner out.
 - **Planning Commission Minutes:** Minutes provided. Mike Mets reported LSL will be forwarding updates to the Ordinance Book. Marcy Colclough will start working on the Master Plan when she returns from vacation.

- **Parks' Committee**: Jack Dodds reported 100 surveys came in. A summary copy was provided to the Board. There was concern regarding some surveys being placed around the Township which outsiders could complete. Grants will be explored in the future.
- **Roads Committee**: The minutes were provided. Sommers gave a brief overview of what has been happening with roads. Two residents from Elm Valley Road attended the latest road meeting expressing that they did not want their road turn to gravel with a plan to repave.
- **Sundry Items**: Fire Chief Williams noted that the Marsh's gave the Fire Dept. permission to use their driveway to turn around. The 5k walk is this weekend. Jim Daniel reported that some roads are already being ground up in the County (Rickerman [Galien] and Phillips [3 Oaks]). Tackitt reported there is a table in the case outside the Township Hall which provides the percentage of interest to add to late tax payments.
- **Website Committee**: Mike Metz reported they are meeting Thursday night at 5-7.
- **Drains Committee**: Sommers handed out information sheets to the Board on the five new drains that have come into the Township recently. He also reported that due to the Wetlands Act, 2013, Drain Commissioner Zilke does not have to get permits, and most drains have wetlands. He provided other information regarding the five new drains and highlights of the Blue Jay Drain and bridges.

NEW BUSINESS:

- **Snowplowing**: Resident Jack Dodds will see if FONT's plan is to pay half of the parking lot snowplowing. Last year's specs were provided to the Board for review to see if there should be any changes made. This issue will be on a Special Meeting Agenda.

OLD BUSINESS:

- **Comcast Phone Service**: There are still a number of complaints about the phone service and the inability to get to a person with whom to talk. Mike Metz will come over to see if he can ascertain what the problem is. It was suggested that Pete Hauch and Comcast should work together. McKamey will contact Comcast again.
- **Election/Election Inspectors Action**: 1) Motion by Sommers, supported by Jones, to appoint the following Election Inspectors for the Nov. 4, 2014 General Election: Ruth Heidinger (Chair), Janet Nekvasil, Ruby Schaffer, Lori Pastryk, Jeannine Krieger, Ann Howell (partial day), Elizabeth Palulis, Wanda Green (if needed). Voice vote all ayes, motion carried.
- 2) Green reported that she had done a survey on election inspector salaries, and the majority of townships are paying \$10 per hour. Motion by McKamey, supported by Sommers, to increase the election salaries to \$10/hour. Roll call vote, all ayes (Green, Tackitt, Jones, McKamey, Sommers), motion carried.
- 3) Motion by Sommers, supported by Jones, to spend up to \$70 for food for the election inspectors most of whom work straight through from 6:15 am to all hours of the night. Roll call vote, all ayes (Tackitt, McKamey, Jones, McKamey, Green), motion carried.
- 4) Motion by Tackitt, supported by McKamey, to appoint Janet Nekvasil and Lori Pastryk who are of different major political parties, to the Weesaw Township Receiving Board for the November 4, 2014 General Election. Voice vote, all ayes, motion carried.
- **Street Lights Ordinance**: McKamey to contact Attorney Sarah Bell regarding the St. Light Assessment, to be discussed at a Special Meeting to held on Wed., Sept. 24, at 6:40 p.m.
- **PUBLIC COMMENTS**: Mike Metz expressed a special thank you to volunteers who serve on the various township committees. The Fire Dept. personnel requests snowplowing around the fire doors. McKamey to get copies of the policies that have been written for the Fire Dept.

ADJOURN: Motion by Green, supported by Jones, to adjourn at 9:02 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk



**WEESAW TOWNSHIP
New Troy, MI 49119**



**SPECIAL BOARD MEETING
Wednesday, September 24, 2014**

Supervisor Sandy McKamey called the Special Board Meeting to order at 6:30 p.m. The Special Meeting was called for miscellaneous issues.

Roll Call by Clerk Green: All Present: Wanda Green, Jack Jones, Michelle Tackitt, Sandy McKamey, Gary Sommers.

Set/Amend Agenda Items: Motion by Jones, supported by Green, to set the Agenda as is. Voice, vote all ayes, motion carried.

- 1) **Libraries Agreement:** Three Oaks and Galien Libraries have been assigned as the libraries for our township. We need to sign and return the Library Services Agreement. Motion by Green, supported by Sommers, to sign this agreement. Voice vote, all ayes, motion carried.

At this point, Sommers remembered an item he needed to add to the Agenda – “Fire Primer Repair”. Motion by Jones, supported by Green, to rescind the setting of the Agenda earlier in the meeting. Voice vote, all ayes, motion carried. Motion by McKamey, supported by Sommers, to add Fire Truck Primer Repair to the Agenda. Voice vote, all ayes, motion carried.

- 2) **Marathon Invoices:** Sommers and Jones talked with the Fire Chief and found these charges to be legitimate. Motion by Green, supported by McKamey, to pay for these 2 invoices. Roll call vote, all ayes (McKamey, Sommers, Tackitt, Jones, Green), motion carried.
- 3) **Snowplowing Bids:** Motion by McKamey, supported by Sommers, to post an ad in the newspaper and on the website for Snowplowing bids with minor changes to the specs of last year. Voice vote, all ayes motion carried. The bid opening will be scheduled for a Special Meeting to be held on Wednesday, October 22, 2014, 5:30 p.m.
- 4) **Street Lights Assessment:** McKamey reported that Attorney Bell has indicated that we need to have an engineer handle this issue. Green asked if the attorney would provide the verbiage for the assessment's newspaper ad. McKamey will contact her about this and to look into having an engineer take care of the assessment's amounts. McKamey said Sara Bell is to call Green to give her the information to get the ball rolling.
- 5) **Election – Chair Salary & Appoint another Election Inspector:** We neglected to give the Election Chair an increase in salary when we did the Election Inspectors. Motion by Sommers, supported by McKamey, to increase the election chairperson's hourly rate to \$11.00. Roll call vote, all ayes (Sommers, Jones, Green, Tackitt, McKamey), motion carried. Motion by McKamey, supported by Tackitt, to appoint Tiffany Garman (16 yrs. old) as an additional election inspector, and Green to verify with the school the hours she can legally work. Roll call vote, all ayes (Tackitt, Green, McKamey, Jones, Sommers), motion carried.
- 6) **Dept. of Civil Rights Complaint:** Attorney Sara Bell is working with the Civil Rights for mediation. The bill for the Attorney's time will possibly be paid by Burnham & Flower Insurance.
- 7) **Cemetery Concerns:** Sommers has been addressing issues and doing repairs to the driveway in the Glendora Cemetery. He talked with an asphalt repairman C & D Asphalt Paving and they gave him a quote of \$700 to repair the bad spots. Motion by McKamey, supported by Tackitt, to approve \$700 to repair the Glendora Cemetery driveway. Roll call vote, all ayes (Green, Tackitt, Sommers, McKamey, Jones), motion carried.

- 8) **Burnham & Flower Insurance:** The Board with input from the Fire Dept. representatives went through the proposed insurance policy. Motion by McKamey, supported by Sommers, to accept this insurance document under condition that collision and comp for vehicles we have are covered under the policy and that volunteers are covered. Voice vote, all ayes, motion carried. There were questions regarding the insurance. Green and Sommers will call Jeff McCray and get answers from him.
- 9) **Insurance for Non-Employees/Volunteers:** Covered under item 8 above.
- 10) **Wee-Chik Lift Sta. Update:** Sommers provided a report from AEP to the Board members. To get 3-phase electric it was estimated to cost about 30k to 40k. It was suggested we go with VFD option by Mike/Underground Pipe in a letter the sent to GRSD.
- 11) **Comcast Concerns:** Sandy reported that Comcast said there was an error in the pbx system and that's the reason we're having the problems with the phones. Pete Hauch was called for him to check the PBX. If not solved, she told Comcast, then Mr. Hauch and Comcast should work on the problems together to resolve the issue, and they should foot the bill.
- 12) **Fire Truck Primer Repair:** Fire Chief Tim Williams reported that the Fire primer motor and primer solenoid on truck 2230 shorted out and need repairing for a bid by Fire Services of \$430 for parts and labor. Motion by Sommers, supported by Jones, to have the work done for \$430 including parts and labor for Fire Truck 2230. Roll call vote, all ayes (Tackitt, McKamey, Green, Jones, Sommers), motion carried.

Public Comments: There were several comments.

Adjourn: Motion by McKamey, supported by Jones, to adjourn at 8:04 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 15, 2014**



The Regular Board Meeting was called to order by Supervisor Sandy McKamey 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, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.
- **BERRIEN COUNTY SHERIFF'S DEPT REP:** No representative present. Stats were faxed over to the Township by the Sheriff's office. Stats for 8/1-8/31/14: Complaints: 18; Tickets Issued: 0; Arrests: 0.
- **SET/AMEND AGENDA ITEMS:** Motion by Green, supported by Sommers, to set the Agenda as presented.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** No comments.

- **APPROVE PREVIOUS MINUTES:** Motion by Tackitt, supported by Jones, to accept the Regular Board Meeting Minutes of 09/17/14, and Special Board Meet Minutes of 09/24/14, as presented. Voice vote, all ayes, motion carried.
- **CORRESPONDENCE PROVIDED TO BOARD:**
 - 1) Notes from Sommers/Green Phone Call w/Jeff McCray/B&F Insurance. Questions from Board regarding insurance. Jeff will come back down to meet with the Board. It was requested that Green call Jeff to see if he will meet with the Board on 11/10/14 at 6:00 p.m. Green will contact him regarding this request.
 - 2) 10/10/14 letter from Rev. Nathan Dobson re telephone pole.
 - 3) 10/14 letter from Joe Hood re Baldwin Rd. Water Assessment District.
 - 4) 08/26/14 D'Agostino Custom Excavating Permit Renewal. Motion by McKamey, supported by Green, to have Enforcement Officer Kim Fowler and B/Z Administrator Bob Kaufman pursue the situation regarding the D'Agostino Special Land Use (SLU) and investigate the non-renewal of the mandatory Bond and perform a site visit, and other issues, such as the dead trees and location of driveway, not meeting the SLU constraints. Voice vote, all ayes, motion carried.
- **APPROVE EXPENDITURES:** Motion by Jones, supported by Sommers, to approve the expenditures in the following amounts: General Fund \$13,032.98; Fire Dept. \$8,346.22; Ambulance \$2,378.27; Sewer \$5,000.67; for a Grand Total of \$28,758.14. Roll call vote, all ayes (Jones, Sommers, McKamey, Tackitt, Green), motion carried.
- In addition, Daryl DeRossi paid for 3 books for the Fire Dept. officers training that are not listed on the Payables report. Motion by Jones, supported by Sommers, to approve reimbursement to Daryl for these items in the amount of \$142.21 from the Fire Dept. Funds. Roll call vote, all ayes (Tackitt, McKamey, Jones, Sommers, Green), motion carried. This expenditure will be listed on the November payables report.
- **DEPARTMENTAL REPORTS:**
 - **Treasurer:** Tackitt gave a verbal report. Bank balances provided. An NSF check was received, but was covered by the General Fund for a few hours until the NSF check was resubmitted to the bank and was then covered by the resident who inadvertently was overdrawn for a short time. Tackitt requested of the bank that the overdraft fees be reversed, which they did this time. Motion by Tackitt, supported by Green, that if any future fees be charged to the Township in the event of an NSF check fees or other charges of that nature, that the person responsible for the overdraft be charged fees in the same amount that was charged to the Township. Voice vote, all ayes, motion carried. In the future, Tackitt stated she will wait 3 days before disbursing checks against newly-deposited funds.
 - Tackitt also requested approval of \$650 for SBF to mail out the winter tax bills. Motion by Green, supported by McKamey, to approve \$650 for mailing of winter taxes. Roll call vote, all ayes (Green, Sommers, McKamey, Jones, Tackitt), motion carried.
 - Tackitt provided the quarterly investments report to the Board. Motion by Green, supported by Sommers, to reinvest the Cemetery CD's into four, 5-yr. CD's, with the bank's approval of a stipulation that they can be cashed in, without penalty, on a one-time basis only if needed to purchase land or other immediate emergency expenses. Voice vote, all ayes, motion carried.
 - Tackitt reported speaking with Terry Hanover/FoNT regarding snowplowing the Township Park's and FoNT 's Parking Lot, and FoNT will again pay ½ of the cost of plowing the parking lot, with Weesaw Township paying the remaining ½ as its share.
 - **Fire Dept.:** Fire Chief Tim Williams gave a verbal report: One training meeting and 1 meeting with Jeff McCray/B&F Insurance. 1 call to an Apple Cider Century accident. There are 6 more officers' training classes. The pumps were tested and reported good. Trick or Treat is Friday, Oct. 31, 5-7 p.m., Fire Dept. sponsored party at 7:00 p.m.

- **Building, Zoning & Enforcement Reports:** Report provided by B/Z Administrator, Bob Kaufman.
- **Planning Commission Minutes:** Minutes provided.
- **Parks' Committee:** Jack Dodds plans to repair the guardrail at Mill Rd. Park at a cost of \$40. Motion by McKamey, supported by Sommers, to approve \$40 to repair the guardrail. Roll call vote, all ayes (McKamey, Tackitt, Jones, Sommers, Green), motion carried. Jack Dodds reported that 108 park surveys were returned. Grant will be looked into, and will report back in November. Mystery land property number is available. The dead trees need cutting.
- **Roads Committee:** The minutes were provided. Sommers gave a brief overview of what has been happening with roads. He reported that Elm Valley was built 80 years ago, and the residents would like something done to repair it, and not ground up. We will see what happens with the Road Millage at November election. A Road Meeting is being sponsored by the Good Roads Committee and scheduled at FoNT for Thursday, 10/16/14, 7:00 p.m.
- **Website Committee:** Mike Metz reported a meeting is to be scheduled for next week.
- **Drains Committee:** Sommers reported that the bridge has been started on Pardee Road and other ongoing work. The guardrail has been installed on Log Cabin Rd.

NEW BUSINESS:

- None

OLD BUSINESS:

- **Comcast Phone Service:** Several issues were identified. Mike Metz will contact Pete Hauch/Hauch Communications and they will come to the Township next week to work together to see if these ongoing telephone problems can be resolved.
- **Cemetery Ordinance Draft:** Green provided a copy of the proposed Cemetery Ordinance for the Township Board to review and recommend editing. This will be placed on the Oct. 22 Special Meeting Agenda. It was reported that Burkholder will fill in the Glendora Cemetery with dirt as needed at the end of the week. C&D will be repairing the driveway also.
- **Street Lights Ordinance:** Green requested that McKamey contact Attorney Sara Bell to see if the engineer has been contacted to get the ball rolling on the street light ordinance.
- **Wee-Chik Lift Station Status Update:** Sommers reported that the parts arrived, and Underground Pipe is working on the estimate for the job. Ballpark for VFD is \$5000 each or \$10,000 for both. Sommers will get firm prices also for 3 phase from AEP and VFD from Underground Pipe. This will be added to the Oct. 22 Special Meeting Agenda also.
- **PUBLIC COMMENTS:** None
- **ADJOURN:** Motion by McKamey, supported by Jones, to adjourn at 9:38 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



WEESAW TOWNSHIP
New Troy, MI 49119

SPECIAL BOARD MEETING
Monday, November 10, 2015



In the absence of the Supervisor, Clerk Green called the Special Board Meeting to order at 6:10 p.m. The Special Meeting was called for the Board to meet with Jeff McCray/Burnham & Flower Insurance for insurance discussion.

Roll Call by Clerk Green: Members Present: Wanda Green, Jack Jones, Gary Sommers. Members Absent: Sandy McKamey, Michelle Tackitt

Set/Amend Agenda Items: With only three Board members present, the Agenda was set as posted.

Jeff McCray, Account Manager/Burnham & Flower Insurance Group was present to review and answer questions for the Board regarding the policy which will be renewed as of 12/1/14. He spoke regarding the Par Plan which sets the premiums and is a municipal insurer.

Michelle Tackitt arrived at 6:15 p.m.
Sandy McKamey arrived at 6:23 p.m.

Mr. McCray stated that the Par Plan covers 3 major items: Township's liability, Township's property, Bonding, with one exception, fire vehicles and related equipment are covered as Inland Marine with Travelers Insurance. The premium for 2014 increased \$300 from last year. There was discussion as to raising the coverage for the fire trucks. He presented a current syllabus regarding the insurance, and an invoice to the Clerk. There are several options available which will provide additional coverage. The Township Board wants to digest the information and make a decision as whether or not the options are necessary. There were other questions from the Board members with information provided by Jeff McCray. He will be present at the November Regular Meeting on 11/19/14 to provide information as needed.

Public Comments: None

Adjourn: Motion by Green, supported by McKamey, to adjourn at 7:00 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



WEESAW TOWNSHIP
New Troy, MI 49119

REGULAR BOARD MEETING MINUTES
Wednesday, November 19, 2014



The Regular Board Meeting was called to order by Supervisor Sandy McKamey at 7:03 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** All Members Present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers, Michelle Tackitt.
- **BERRIEN COUNTY SHERIFF'S DEPT REP:** Deputy Yech was present. Stats for 9/1-9/30/14: Complaints: 18; Tickets Issued: 1; Arrests: 1.
- **JEFF MCCRAY, ACCT. MGR., BURNHAM & FLOWER INSURANCE GROUP:** Jeff was present to provide information concerning the insurance which is due December 1, 2014. He reported that he contacted Mr. Sanford regarding the lift station breakdown. The diagnosis was that the manual gate valve was not opened enough. It was opened 5 turns and needed to be opened 25 turns.

There was discussion regarding the breakdown and determined to be operator error. Discussion of the insurance policy ensued. Motion by Green, supported by McKamey, to approve the \$16,970 plus \$751.00 option for Par Plan insurance on the trucks and \$47 option to increase property & contents values by 6% for a grand total of \$17,768.00. Roll call vote, all ayes (Tackitt, Sommers, Jones, McKamey, Green), motion carried. The insurance policy acceptance was signed by Supervisor McKamey and provided to Mr. McCray. Green will send a check for payment next week.

- **SET/AMEND AGENDA ITEMS:** Motion by McKamey, supported by Tackitt, to set the Agenda as is. Voice vote, all ayes, motion carried.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** No comments.
- **APPROVE PREVIOUS MINUTES:** Motion by Jones, supported by Sommers, to accept the Regular Board Meeting Minutes of 10/15/14 and Special Board Meeting Minutes of 10/22/14 and 11/10/14, as presented. Voice vote, all ayes, motion carried.
- **CORRESPONDENCE PROVIDED TO BOARD:**
 - 5) C. Strauss & R. Kaufman letters to Board re Mining operation. Attorney Sara Bell will send update to D'Agostino's attorney.
 - 6) Pam Baker/MI Twp Par Plan letter. The Fire Dept. has completed their procedures, which will be provided to the Township Board members for their approval and adoption, and then sent to Attorney Bell for her endorsement.
 - 7) S&W Electric repair Quote. A bid of \$1,690.00 has been received from S&W to rebuild the burned-out lift station motor, which we will keep as a reserve motor. Motion by Sommers, supported by McKamey, to approve rebuilding the lift station motor for \$1,690.00. Roll call vote, all ayes (Green, Sommers, McKamey, Jones, Tackitt), motion carried.
- **APPROVE EXPENDITURES:** Motion by Jones, supported by Sommers, to approve the expenditures in the following amounts: General Fund \$12,792.53; Fire Dept. \$5,376.16 plus \$51.94 payable to New Troy Fire Brigade to reimburse for food for an extended fire call to which the Fire Dept. was called, making a Fire Dept. total of \$5,428.09; Ambulance \$2,211.27; Sewer \$10,881.60; for a Grand Total of \$31,313.49. Roll call vote, all ayes (Jones, McKamey, Sommers, Tackitt, Green), motion carried.
- **DEPARTMENTAL REPORTS:**
 - **Treasurer:** Tackitt gave a verbal report. Bank balances provided, as well as a report of new investments due to maturation of CD's for the ambulance, with \$58,354.26 going into the Ambulance Checking Account., maturing in 28 months (2/20/17), 1% interest. Two cemetery CD's matured – 3 CD's at \$30,000 and one @ \$28,963.11 were opened with the cemetery funds, maturing 5 years (10/20/19) 2% interest. All CD's have a clause that we may cash without penalty if an emergency arises during this time. Tackitt also reported that winter taxes will be mailed about 11/28/14, with an insert included of her office hours during the tax collection period which concludes the March 2, 2015, due to the closing date being on a weekend day.
 - **Fire Dept.:** Fire Chief Tim Williams gave a verbal report: 5 calls: 2 house fires, 2 power lines down, 1 PI accident. There was 1 maintenance meeting and 1 training meeting. The officers have 2 more classes to attend. Daryl DeRossi purchased a keyless entry lock for the **red walk-in** 46' door for \$115.00 from Lowes. Motion by Jones, supported by Sommers, to reimburse Daryl DeRossi in the amount of \$115.54 for the keyless entry lock. Roll call vote, all ayes (McKamey, Tackitt, Green, Sommers, Jones), motion carried. Williams also gave a presentation for I-Pads to be purchased for the trucks. He is to get prices to see if it is something we should do. He also mentioned Wi-Fi. Green to call Justin/ PC Consultants to see if he can do this. Chief Williams thanked Scott McKamey for the work he put in on the procedures and policies that were written for the Fire Dept.
 - **Building, Zoning & Enforcement Reports:** Report provided by B/Z Administrator, Bob Kaufman.

- **Planning Commission Minutes**: Minutes provided. Planning Commission Chair Mike Metz reported that Marcy Colclough was providing a contract for her work which has previously been approved by the Township Board. Green to sign contract.
- **Parks' Committee**: Jack Dodds had put together a request to purchase supplies in the amount of \$30 to remove graffiti on the new bridge at Mill Road Park. Since Weesaw Township does not own the bridge, it was felt by some it was not our responsibility and should be purchased by B.C.R.C. Motion by Sommers, supported by Jones, to spend up to \$30 to pay for the graffiti removal supplies. Roll call vote, Ayes (Sommers, Jones, McKamey, Tackitt), Nays (Green). Green stated she felt it would be an illegal expenditure to spend money on something that does not belong to the Township, and would pay the \$30 herself rather than approving an illegal expenditure. Motion was not completed, and Green will personally donate \$30 to pay the amount when the bill is presented. Jack Dodds will request that B.C.R.C. pay for the supplies.
- **Roads Committee**: The minutes were provided. Sommers gave a brief overview of the minutes. Mr. Csokasy wants to grind Elm Valley Road, but the residents don't want this to happen. In addition to the minutes, Sommers reported that the Road Committee will meet with Rep. Pagel and Comm. Vavra at the Sawyer truck stop to discuss additional grants and funds for the roads. Further, Mr. Csokasy has requested of Brian Berndt that the paperwork for the **Mill Road Park Mystery Land** be handed over to him so he can go forward with taking care of the issue for the Township himself. Tim Williams suggested that the roads to be repaired with the road millage monies be ground soon.
- **Website Committee**: Mike Metz reported that the Web Committee is going forward with posting businesses on the website.
- **Drains Committee**: Sommers reported the Blue Jay Drain is being completed. The paving is done.

NEW BUSINESS:

- **Approve Township Office Hrs.** – Thanksgiving; Christmas, New Year's: Green proposed that the Township Office hours be open Monday & Tuesday only of those weeks. Motion by Green, supported by Jones, that office hours be Monday and Tuesday, 9-12 and 1-4 of Thanksgiving, Christmas and New Year's weeks. Voice vote, all ayes, motion carried.
- **Bid from 2nd Look Laptops for NOD 32 Antivirus Software**: There are 7 computers, not 6 as originally reported. Green to request another quote for 7 computers, 1 and 2 year versions.
- **Phase 2 Sewer**: The 2 grinder pumps on Wee-Chik Rd. need to have maintenance service on regular intervals. One of them recently was alarming and had to have service. We had the other one cleaned out at the same time. Green was informed by White Septic Service, this maintenance should be done regularly at approximately 4-5 year intervals.

OLD BUSINESS:

- **Attorney Updates**: Attorney Bell requested to meet with Green to discuss several ongoing issues. Green requested a closed meeting, but Attorney Bell didn't feel that was necessary. Since Sommers was present in the Township Hall at the time, Green requested that he be allowed to be present at the meeting, whereupon Attorney Bell said that was fine. Several issues [Cemetery Ordinance (she is providing new clarification verbiage for Section 7), Street Lights [engineer needs to be employed to do the work], Mystery Land, and Mining) were discussed, with a write-up provided to the Township Board by Green and Sommers.
- Motion by Sommers, supported by Green, to approve giving Attorney Bell permission to contact Merritt Engineering to have the new lighting district set up. Voice vote, all ayes, motion carried.
- **Wee-Chik Lift Station Status Update**: Sommers reported on this issue, 3-phase, VFD (variable frequency). He was told that VFD is the best option. He will get additional information from S&W. Sommers reported that Mike Gzeskowiak/S&W will come to the Township and talk with the board at a special meeting, if needed.
- **PUBLIC COMMENTS**: None

- **ADJOURN:** Motion by McKamey, supported by Jones, to adjourn at 9:56 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk



WEESAW TOWNSHIP
New Troy, MI 49119



REGULAR BOARD MEETING MINUTES
Wednesday, December 17, 2014

The Regular Board Meeting was called to order by Supervisor Sandy McKamey at 7:01 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** Members Present: Wanda Green, Jack Jones, Sandy McKamey, Gary Sommers. Members Absent: Michelle Tackitt (at her child's Christmas program. Will arrive asap.)
- **BERRIEN COUNTY SHERIFF'S DEPT REP:** Sheriff's representative not present. Stats faxed to Township 10/01/14-10/31/14: Complaints: 22; Tickets Issued:4; Arrests: 2
- **ALL PRO SERVICES REP:** Absent due to illness.
- **MERRITT ENGRG. REP. RE WEE-CHIK LIFT STA:** Rob Andrew was present and stated that the Lift Station was installed 6/2000 – 14 yrs. of service. He stated we don't know why one of the motors stopped working and had to be rebuilt. It could have been one of a number of things. He also stated that before going the expensive route, that we look into phase converter to see if it can be repaired – capacitors. He suggested that we have Gasvoda/East Chicago troubleshoot it, which would take about ½ day service call at about \$600. Contact Ron Sanford for contact information. Motion by Sommers, supported by Jones, to move forward by contacting Gasvoda for troubleshooting the reason for the breakdown. Voice vote, all ayes (Tackitt not present), motion carried. Mr. Andrew departed at 7:19 p.m.
- **SET/AMEND AGENDA ITEMS:** Motion by Green, supported by McKamey, to set the Agenda as is. Voice vote, all ayes (Tackitt absent), motion carried.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** No comments.
- **APPROVE PREVIOUS MINUTES:** Sommers reported 2 errors in the minutes: Verbiage under Fire Dept "10' door" should read "**red walk-in door**" and under Roads Committee verbiage "paperwork for the Mystery land be handed over" should read "paperwork for the **Mill Road Park** be handed over". Motion by Sommers, supported by Jones, to accept the Regular Board Meeting Minutes 11/19/14 as amended. Voice vote, all ayes (Tackitt absent), motion carried.
- **CORRESPONDENCE PROVIDED TO BOARD:**
8) Comcast Price Changes
- **APPROVE EXPENDITURES:** Motion by Jones, supported by Sommers, to approve the expenditures in the following amounts: General Fund \$16,218.21; Fire Dept. \$12,920.60; Ambulance \$2,211.27; Sewer \$3,489.55; for a Grand Total of \$34,839.63. Roll call vote, all ayes (Jones, McKamey, Sommers, Green – Tackitt absent), motion carried.

▪ **DEPARTMENTAL REPORTS:**

- **Treasurer:** Tackitt not present yet. She was attending her child's school Christmas program.
- **Fire Dept.:** Fire Chief Tim Williams gave a verbal report: 3 calls: 1 oven fire, 1 P.I., 1 power pole fire. Certificates handed out to Tim Williams, Adam Williams, Daryl DeRossi for completing Fire Officer Training.
- It was reported that the water softener is using an excessive amount of water softener salt. It recycles constantly.
- Adam Williams stated he will have a training schedule by next meeting. Green notified the Fire Dept. that Justin, P.C. Consultants, will be installing Wi-Fi on Monday, 9:00 a.m.
- **Building, Zoning & Enforcement Reports:** Report provided by B/Z Administrator, Bob Kaufman.
- **Planning Commission Minutes:** Minutes provided. Metz requested that Green make additional copies of the information he forwarded relating to the Master Plan, and which was provided by Marcy Colclough/SW MI.
- **Parks' & Rec. Committee:** Sommers reported regarding latest Parks meeting. There are no grants available at this time. The 5-year plan needs to be revisited. We need to move ahead on the mystery land. Committee members are looking into picnic tables. In the surveys there was interest shown in benches. A new parks plan has to be completed prior to requesting grants. Also looking into porta-johns for park. Green to provide copies of the Parks Plan. McKamey requested of Mike Metz that he ask Mr. Paul Pantaleo return the books to the Township that were compiled by the students along with Abonmarche and were loaned to Mr. Pantaleo by McKamey for his perusal some time ago and were to be returned to her. Metz agreed to do so. Tackitt arrived at 7:51 p.m.
- **Roads Committee:** Minutes were provided. Sommers gave an overview of recent roads information. Sommers reported there is a proposed \$1.2 billion legislative bill being considered and bandied about in the MI legislature. Jack Dodds provided a handout and explained his proposed plan for rebuilding Elm Valley Road – the Dodds Plan.
- **Website Committee:** Mike Metz reported that Jack Dodds has provided maintenance to the website.
- **Drains Committee:** Sommers reported that Pardee is open and the guardrail is up on Pardee beginning at Browntown and going south. Drain Commissioner Roger Zilke has assured that he will police the drains.
- **Treasurer Tackitt:** Tackitt reported that 2 CD's are maturing. She is looking into reinvesting the funds with other banks. 5th/3rd is presently offering 2% interest. She will look into other banking to get the best deal she can for the Township.

NEW BUSINESS:

- **Military Plaques:** No one present knows how to get in touch with the relatives of the 3 military men who are indicated on the plaques. – Charles Jay Post (US Army); Irving Dorn (US Army); Wayne S. Diver (US Marines). The American Legion has been given the information also.
- **Grinder Pump Letter:** Green requested approval to send a letter to former Township Supervisor to see if information she has gleaned is correct. Motion by McKamey, supported by Sommers, to send an explanatory letter to Dave Heiniger to see if the information in the "draft" letter is accurate. If so, to send the letter to the owner of the properties. Voice vote, all ayes, motion carried.
- **Sexton request for resurvey of Glendora Cemetery:** Motion by Tackitt, supported by Sommers, to approve contacting contractor to get a proposal of how much it would cost to resurvey the cemetery as requested. Voice vote, all ayes, motion carried.
- **Board of Review:** Motion by Green, supported by McKamey, to reappoint Mary Ann Wittlieff and Vicki Hauch to the Board of Review for the next two years. Voice vote, all ayes, motion carried. It was reported that George Freehling has resigned. A letter has not been received from him yet though. Sommers has asked someone if he would like to be on the Board of Review and has been promised that he would have a response sometime in January. The next Board of Review meeting is scheduled for March.

- Zoning Board of Appeals: Motion by McKamey, supported by Green, for Green to contact Mike Wittlieff and Craig Strauss to find out if they want to be regular members of the ZBA. Planning Commission: Green to look up in past minutes to see what the appointments dates are for the P.C. members.

OLD BUSINESS:

- **Attorney Updates:** Attorney Bell provided the updated Cemetery Ordinance to the Board. Green provided the edits that were made by Atty. Bell. It was reported that she had sent a letter to D'Agostino's attorney regarding the mining operation.
- **Bid from PC Consultants:** Motion by Sommers, supported by McKamey, to purchase the 2-year subscription to Eset for the 7 Township computers including the Fire Dept. laptop at a total of \$462.91 (estimate #2035). Roll call vote, all ayes (Tackitt, Jones, McKamey, Green, Sommers) motion carried.
- **PUBLIC COMMENTS:** Several comments.
- **ADJOURN:** Motion by McKamey, supported by Jones, to adjourn at 9:11 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green
Clerk