



WEESAW TOWNSHIP
New Troy, MI 49119



REGULAR BOARD MEETING MINUTES
Wednesday, September 20, 2017

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

- **Roll Call by Clerk Green:** Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
- **Berrien County Sheriff's Dept. Rep:** Deputy R. Sullivan presented an oral report. Written report for Weesaw Township: 27 complaints; 1 ticket issued; 1 arrest.
- **Set/Amend Agenda Items:** Motion by Warmbein, supported by Sommers, to amend the Agenda as follows: Add BCRC meeting at Lake Twp. Hall, 1:00 p.m.; Fire Dept. – Add Pancake Breakfast; Halloween Party, October 28; Escort Santa to FONT; Use of Trucks to deliver Christmas Baskets; Hire Rick Granke; replace lights on tankers with LED lights @ \$266.87 (8 lights, 4 on each truck). The strobes are burning out. Voice vote, All ayes, motion carried.
- **Hearing of Persons Present on Agenda Items:** Lori Wallace, CA Rd., was present in the audience and stated that she had attempted to get in touch with Code Enforcement Officer Krauss a number of times, as her house was scheduled to be demolished by September 1, 2017. It has not been taken down at this point. Green said she would call Robert Krauss to see what is happening with this issue.
- **Robert Krauss , Enforcement Officer:** Krauss was unable to attend the meeting; however, he provided a written report to the Board – working on complaints. Some progress with rental properties on CA Rd. and Lynn St. belonging to one person
- **Fire Dept. Report:** Fire Chief and Assistant Chief were unable to attend the meeting. Firefighters Johnson II and Nitz (maintenance) provided the report. 5 calls – 2 power line, 1 ambulance assist, 1 smoke investigation, 1 natural gas odor/investigation.
 - The New Troy Fire Brigade. needs to get a one-day insurance policy for the Halloween Party (10/28/17) and the Pancake Breakfast. They will also need a Health Dept. inspection for the Pancake Breakfast (10/8/17). The Special Events forms for the Pancake Breakfast and Halloween Party need to be sent to Jean Perry, Burnham & Flower Insurance Co. for approval. The Fire Dept. also needs to sign up for receiving driving record reviews, as indicated by Pam Code, Par Plan, in a second letter of 8/24/2017, of which the Fire Dept. received a copy. The New Troy Fire Brigade also needs to update and keep their 501C document up to date. Warmbein said he will work with them on this.
 - Motion by Warmbein, supported by King, to approve the Pancake Breakfast, Halloween Party, Santa Claus to FONT on Fire Truck, Christmas baskets delivery using township trucks, contingent upon their getting the one-day insurance riders for the Halloween Party and the Pancake Breakfast including Health Dept. inspection and paperwork, Special Events Forms approved, updating their 501C for tax purposes. Voice vote, all ayes, motion carried.
 - Hiring Nick Granke – The Safety Committee has reviewed his application. It is not complete. The Safety Committee is recommending that we return Granke's application back to Chief Tim Williams for completion by Granke. Williams will pick up the application tomorrow, Thursday, 9/21/2017.
 - Nitz reported we need LED Lights in the amount of \$266.87 with sockets for the 2 tankers. Motion by Warmbein, supported by Sommers to replace the flashing lights on the two tankers with LED lights. Maintenance Captain, Ted Nitz, will install the lights on the trucks. The cost for these lights is \$266.87. Roll call vote, all ayes (King, Sommers, Tackitt, Warmbein, Green), motion carried.

- **Approve Previous Minutes:** Motion by Warmbein, supported by King, to approve the Regular Board Meeting minutes of, 8/23/17 and Special Board Meeting Minutes of 9/18/2017; as presented. Voice vote, all ayes, motion carried.
- **Correspondence:**
 - 09/09/17 – **D’Agostino Excavation.** 3 people inspected this site, Sommers, Bob Kaufman, and Robert Krauss. A report was received from Kaufman and Krauss. The driveway situation D’Agostino is using is not as approved by the Planning Commission upon approval of the Special Land Use. They were not to use the lower driveway owned by Strausses. Discussion ensued. Due to conflicting information, no action was taken. Planning Commission Chair, Mike Metz, will discuss the issue with Bob Kaufman, Bldg. Zoning Administrator.
 - **Burnham & Flower Insurance Renewal:** provided to Board Members and Fire Dept. for review and changes.
 - **SEMCO Energy :** Public Improvement Projects, 9/13/17
 - **Par Plan Letter (8/24/17) & email (9/6/17) from Pam Code:** Copies to Board & Fire Dept.
 - **BCRC meeting:** at Lake Township tomorrow, 1:00 p.m. (Communication Service Provider Permits)
- **Approve Accounts Payable Monthly Expenditures Report:** Due to a last minute check written for Zach Bailey to attend Firefighter I and II Training, add \$400 to expenditures as appropriate. Motion by Warmbein, supported by Sommers, to correct the Fire Dept. payables and to update the total expenditures as follows: General Fund \$22,842.74; Fire Dept. \$4,330.04; Ambulance \$2,261.27; U.S.D.A. (Phase 2 Sewer) \$14,233.43; Sewer Fund \$4,811.90; for a grand total of \$48,579.38. Roll call vote, all ayes (King, Warmbein, Sommers, Tackitt, Green), motion carried.

DEPARTMENTAL REPORTS:

- **Treasurer’s Report:** Tackitt provided the bank balances report. It is time for the Township to sign another 2-year agreement (for 2018-19) with Berrien County Board of Commissioners to provide tax processing service which utilizes BS&A application and software. Motion by Green, supported by King to approve the BS&A Application and Software agreement at \$1,882.00 per year. Roll call vote, all ayes (Green, Tackitt, Sommers, King, Warmbein), motion carried.
- **Bldg./Zoning Administrator/Enforcement:** Kaufman provided written report. After approx. 6 hours on the phone with Verizon representatives, Green finally contacted a Verizon representative who provided necessary information and was able to set up a PIN for Bob Kaufman to use in securing an updated cell phone. His old phone is not working properly.
- **Planning Commission Minutes:** P.C. Minutes provided.
- **Parks/Recreation & Cemetery Committees:** Butch Jarvis plotted and mapped out Segment 1 of Glendora Cemetery. Reportedly there is a discrepancy in a recent burial. Sommers plans to talk with the family regarding the burial.
Parks: Sommers reported that the \$1,000 approved for the bridge project is not enough. Motion by Sommers, supported by King, to preapprove another \$500 under the new line item 751-975 Park Improvement (which Green set up last month) to complete the bridge project. Roll call vote, all ayes (Warmbein, King, Sommers, Tackitt, Green), motion carried. Since the “Reward” sign in the Mill Rd. Park has been stolen, motion by Warmbein, supported by Sommers, to purchase a new “Reward” sign, up to \$70. Roll call vote, all ayes (Warmbein, King, Tackitt, Green, Sommers), motion carried
Amend Parks Budget: Motion by Green, supported by Sommers, to Amend the Parks Cost Center in the General Fund to change line item 751-970 Capital Outlay from \$7,500 to \$6,000 and insert the additional \$1,500 funds to 751-975 Park Improvement line item. Roll call vote, all ayes (Sommers, Tackitt, Warmbein, King, Green), motion carried. Resident Mike Metz handed out photos of the bridge for review.
- **Roads Committee Meeting:** No minutes. Ezra Scott met with Jack Dodds and Gary Sommers for a special meeting. He stated that he is attempting to get funding for infrastructure from Washington D.C. No minutes provided. Pardee Rd. was discussed. Dead trees will be taken down soon. Larson Rd. should be checked out.

- **Website Committee:** No meeting.
- **Drains Committee:** Nothing to report.

New Business: Survey of Other Local Government Entities Cemetery Lot Prices: An email survey was sent out by Elizabeth Palulis with the results from the entities who responded being provided to board members. This issue was tabled.

Unfinished Business:

- **Atty. Sara Senica:** Atty. Sara Senica provided revised verbiage for a Fire Dept. mileage reimbursement policy. After discussion, motion by Green, supported by Tackitt, to adopt the mileage reimbursement policy. Roll call vote, Warmbein (No), King (No), Sommers (No), motion failed. The men wanted to talk with Fire Chief Tim Williams.
- **Burnham & Flowers Insurance Renewal:** Already discussed earlier in the meeting.
- **Approve Olson Electric Bid:** Green spoke with Ken Simpson regarding electrical permits, and was told that if the electrical work was all done at one time, only one permit was required. Motion by Warmbein, supported Sommers, to approve up to \$500 for extra electrical outlets (in addition to the one approved last month for the surveillance cameras) for the Township Hall. Roll call vote, all ayes (Tackitt, Sommers, Warmbein, King, Green), motion carried.
- **Public Comments:** Metz informed that AEP had finished trimming on the property which is owned by the township across the street from his property on Wee-Chik Rd.

ADJOURN: Motion by Green, supported by Warmbein, to adjourn at 10:03 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk