

## **Baroda Township Board Meeting Minutes June 19**

The Baroda Township Board held a regular meeting on Monday June 19, 2017 in the Baroda Municipal Building, 9091 First St. at 7:00 p.m. Present were James Brow, Wendie Shafer, Brenda Troxell, David Wolf, and John Harner. There were 3 audience members. Supervisor James Brow opened the meeting and the Pledge of Allegiance was recited.

Baroda-Lake Police Department officer Howell reported the Police department attended 186 Calls in May. He said 35 of the calls were in the Township and 17 were in the Village with the remainder being in Lake Charter Township. He said to date the Department had answered 1164 calls this year.

Fire Department Capitan Doug deBest reported the Fire department answered 3 calls in May. There were two possible structure fires, and one controlled burn. He reported the firemen completed 195.5 training hours during the month. 191 of the hours had been spent at the Baroda Fire station. He reported that Brian Kordansky has completed the required ICS training, and Adam Prosser passed his testing to become a member of the Michigan Region 5 Technical Rescue Team, and that Patrick Hanlin has completed the Firefighter I and II courses.

Diane Nye from the Lincoln Township Library reported that their Director Mary Hill has accepted a position with another entity. The Library board posted the opening for a new director last Friday.

Robert Gerbel of Gerbel & Company gave the Township audit report. He gave the Township a clean report saying the Township has done a good job of handling the Township's finances and has 5 months reserve operating funds. Mr. Gerbel answered questions from the Audience and Board. After discussion David Wolf moved, seconded by Brenda Troxell to approve the Audit report. Vote – All yes. Motion Carried.

The Treasurer's report was presented by Brenda Troxell and discussed. The Checking account balances in the Baroda Township funds as of April 30, 2017 are as follows; General Fund \$103,108.51, Library Fund \$40.27, Baroda Police \$161,934.58, Fire Maintenance Fund \$102,327.60, Fire Equipment Fund \$144,625.62, Rubbish Fund \$154,566.48, Building Fund \$19,837.58, Water Fund total of all accounts \$117,393.77, and Tax Fund \$641.03.

Wendie Shafer presented a budget amendment motion, seconded by David Wolf to increase General Fund expenses by \$4,700, to Increase Fire Maintenance expense by \$1,310.00 and to increase Building Fund income by \$10, 400. After discussion, Vote – All yes. Motion Carried.

She reported having received notice that the liquor license transfer from Hickory Creek Winery to the Rock Paper Scissors Wine Company LLC has been completed.

She read a positive comment letter from the Berrien County Planning Commission regarding the Township Master Plan update.

She read a letter from the Township Planning Commission asking the Township Board to send a letter to the County Drain Commissioners office regarding a drainage issue on 2171 and 2183 W. Shawnee Rd. She also reported that the Planning Commission had denied an application for a Special

Land Use permit for a Tourist Home for Dablon Vineyards.

Unfinished Business – The Township Board was provided with the Baroda Village Water and Sewer extension policy. David Wolf noted that this did not constitute an intergovernmental agreement with the Township and reminded the Board members that some time ago the Village had agreed to have Steve Carlisle from Wightman & Assoc. to write an agreement. David Wolf volunteered to contact Bob Getz regarding the promised agreement.

Jim Brow reported that Bob Demler had been out to inspect the roof, and would patch it when he had time for our small fill-in job.

Jim Brow reported the date for the combined public hearings with the Village of Baroda to adopt the Master Plans and Community Strategy Plan is Monday, July 10, 2017 at 6:30 p.m. in the Baroda Municipal Building meeting room.

New Business - Brenda Troxell presented an estimate from Berrien County Road Commission for the Township to spend \$6600 and the Road Commission to spend \$1400 to Add HMA as needed up to 50 tons per mile then Sealcoat Shafer Rd. She explained that this project was presented to the Township at the time of their joint meeting in March as to be completed with no charge to the Township. She also explained that the County Road Commission Auditor has recommended the matching funds held for the municipalities be disbursed, and no more collected. Baroda Township is the last of the Berrien County municipalities having matching funds still held at the Road Commission. She reported she had called the Road Commission finance Dept. and explained that Baroda does not have a road millage and it would be fiscally irresponsible to use the funds for projects for which the County has already allocated funds. She requested the Road Commission send a check for the \$30,625.00 held in the matching fund for Baroda Township. She further explained that the Hills Rd. project for which funds had been allocated for last year has not yet been done. David Wolf moved, seconded by John Harner to decline the estimate as presented. After discussion, Vote – All Yes. Motion Carried.

Brenda Troxell presented, supported by Wendie Shafer, a resolution to address tax payments received that are either under or over \$5.00 of the original bill to be in compliance with State law. She explained that Berrien County has a policy of not collecting on taxes paid that are within \$5 less or more than total tax bill. After discussion, by Roll Call Vote, Voting to adopt the resolution: John Harner, David Wolf, Jim Brow, Brenda Troxell and Wendie Shafer. Voting No – None.

Jim Brow presented a petition from Richard Dragomer for the Township Board to approve a resolution to work on the Nash Drain # 355 by which the Township would agree to pay a percentage of the work to be done. David Wolf said it would irresponsible to approve the resolution without knowing what the cost would be to the Township. Jim Brow volunteered to call the Drain Commission to get a quote for the work. No action taken.

Wendie Shafer presented a request for reimbursement of \$1330.22 for ordering General Fund, Fire Maintenance Fund and Rubbish Fund Checks and Rubbish Fund deposit slips for the Township and paying for them with her personal credit card. David Wolf moved, seconded by John Harner to approve the reimbursement as described. After discussion, Vote – All Yes. Motion Carried

Brenda Troxell presented a request for reimbursement of \$606.25 for the purchase of 1000 postage paid envelopes for the Township and paying for them with her personal credit card. David Wolf moved, supported by Wendie Shafer to approve the reimbursement as described. After discussion, Vote – All Yes. Motion Carried.

Jim Brow presented the Consent Agenda (Minutes of last meetings, Treasurer's report and Bills). Brenda Troxell moved, seconded by David Wolf to approve the consent agenda. Vote – all Yes. Motion Carried.

Jim Brow reported that the Baroda-Lake Police department has changed the time of their Board meetings to 5:00 p.m. the next meeting is to be on July 11<sup>th</sup>.

The meeting was adjourned at 8:05 p.m. The next Baroda Township Board meeting is Monday, July 10, 2017 at 6:30 p.m. with a combined meeting with the Baroda Township and Village Planning Commission and Village Council. The next regular meeting of the Township Board is July 17, 2017 at 7:00 p.m.

Submitted by,

Wendie Shafer  
Baroda Township Clerk