

## **Baroda Township Board Meeting May 15, 2017**

The Baroda Township Board held a regular meeting on Monday May 15, 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.

There was no report from Baroda-Lake Police Department.

Chief Larry Klug reported that the Fire Department answered 4 calls in April. There was one possible structure fire, two wires down calls, and one auto accident assist. He reported the firemen completed 222 training hours during the month. Thirty of the hours had been spent on more of the fire fighters learning to use the new tanker. He reported that Doug de Best, Kevin Burkett, Adam Prosser and Andy Adkin had done special training for the Fire Department. He reported that Brian Kordansky is on the process of joining the Department, and that S. Ray Manke has resigned from the Dept. to spend more time with his family. He reported a fire code violation had occurred in the Village.

Mary Hill reported on the very busy summer schedule for the Lincoln Township Public Library. She noted that a reading program for children is scheduled for the Township Park. She provided a report of the number of Baroda Township residents who used the Library in some capacity during April 2017. The report accompanies these minutes.

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 \$89,935.19, Library Fund \$40.27, Baroda Police \$161,915.51, Fire Maintenance Fund \$114,859.72, Fire Equipment Fund \$144,613.34 Rubbish Fund \$169,763.50, Building Fund \$16,463.79, Water Fund total of all accounts \$117,383.80, and Tax Fund \$639.76.

Wendie Shafer read a thank you letter from the Baroda Area Business Association for the Township's support of the 2017 Party on the Pavers event.

She reported that on Monday April 8<sup>th</sup> the Planning Commission held a controversial public hearing on a Special Land Use Permit application for a tourist home from Dablon Winery who purchased a home on a mostly wooded 5 acre lot at the east end of Spring Rd. The Winery owner plans to use the home primarily for guests of the Winery, but would like to also rent the home on a short –term basis. She reported the neighbors are concerned that a road would be built from the house to the winery, extending Spring Rd. to Shawnee Rd. The application submitted does not ask for the construction of a road. She reported that the Planning Commission plans to go address the terms of the basis of determination and act on the application at their next meeting on Monday June 12<sup>th</sup>.

Wendie Shafer reported that Building permits for two new homes were issued in the last week. This is a many as all of last fiscal year.

The need to adopt the transfer of the Web Hosting from Iserv to another company was reported by Wendie Shafer. She said the Web site was developed through WordPress and the internet service provider they use is called Dream Host. She recommended that Township contract for three years at \$7.95 per month, or a one-time payment of \$286.20 for the three years. David Wolf moved, seconded by Brenda Troxell to accept the Dream Host quote for a three year plan to be paid by a

one- time payment of \$286.20. After Discussion, Vote – All yes. Motion Carried.

Unfinished Business – Jim Brow reported having spoken with Village President Bob Getz regarding a Water/Sewer agreement with the Village of Baroda. Mr. Getz indicated he is in favor of such an agreement. David Wolf reminded the Board that he had understood from a conversation several months ago with Steve Carlisle of Wightman & Assoc. that Mr. Carlisle would create the agreement document for the Village.

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.

New Business - Wendie reported that the Tentative 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.

Brenda Troxell presented a quote from Parrett Co. to replace the failing Township Copier/scanner/fax machine, and a contract for a new maintenance agreement. The \$2969.50 was budgeted for the copier for the fiscal year. The copier will handle up to 8 X 17 paper, but will not handle ledger (11x18) size. The Village has agreed to let the Township use their copier for the rare instances we would need to use ledger paper. The Maintenance agreement is for \$.0155 per page. David Wolf moved, seconded by John Harner to replace the copier and enter into a maintenance agreement as quoted. After discussion, Vote – All Yes. Motion Carried.

Wendie Shafer presented a resolution from the Berrien County Elections Clerk for the Township to enter into a State Grant for the purchase of new electronic election equipment. She explained the Grant covers the full cost of the tabulator and voter assist terminals and 5 years of a ten-year maintenance agreement. She said the final five years of the maintenance agreement would cost \$595.00 for each year. Brenda Troxell moved, supported by Wendie Shafer to adopt a resolution to authorize the Township Clerk to submit the grant application on behalf of Baroda Township for the purchase of election equipment and maintenance agreement as described and to approve the purchase of thermal paper rolls and a tabulator bag for the new equipment. By Roll Call Vote – Voting to adopt the resolution; John Harner, David Wolf, Jim Brow, Brenda Troxell and Wendie Shafer. Voting Against adoption – None. Resolution Declared adopted.

Brenda Troxell presented a request from Berrien County Road Commission for approval from the Township Board to spend \$30,624.91 from matching funds to grind, grade, level, and prime and double seal Shafer Rd. She explained that the former director before leaving office had requests sent to most municipalities wanting to use up the matching funds. Brenda Troxell reported that this is contrary to what was agreed upon and talked about at the annual meeting held between the Township Board and the Road Commission. David Wolf moved, seconded by Brenda Troxell to decline the request from the Berrien County Road Commission to spend \$30,624.91 from matching funds to repair Shafer Rd. After discussion, Vote- All Yes. Motion Carried.

Brenda Troxell began discussion on the need to raise the Rubbish assessment. Dave Wolf requested to find out how much the Township pays Michiana Recycling and Disposal per parcel for Rubbish Pick-up. No action was taken. Item tabled until next meeting.

Jim Brow presented an ad for a free estimate on seaweed removal. He requested to get a quote to have weeds removed at Hess Lake. He volunteered to call the DNR to learn whether a permit would be required, and to get the quote.

Jim Brow presented the Consent Agenda (Minutes of last meeting, Treasurer's report and Bills. The

April 2017 Board minutes were corrected. David Wolf moved, seconded by Brenda Troxell, to approve the consent agenda as corrected. After discussion, Vote – All Yes. Motion Carried.

Jim Bow reported that a young man had installed a cemetery foundation and hand-made monument on a grave in Ruggles Cemetery without permission. He said the monument would be removed the next day.

Audience member Tom Lippert remarked that he thinks any special assessment for a road should be figured on road frontage as opposed to numbers of parcels.

The meeting was adjourned at 8:12 p.m. The next Baroda Township Board meeting is Monday, June 19, 2017.

Submitted by,

Wendie Shafer  
Baroda Township Clerk