

BARODA TOWNSHIP

Board Meeting Minutes October 21, 2019

The Baroda Township Board met on Monday, October 21, 2019 in the Baroda Municipal Building at 9091 First St., Baroda. Present were Board Members Jim Brow, Brenda Troxell, David Wolf, Christina Price and John Harner along with Deputy Clerk Wendie Shafer. There were 4 audience members along with members of the Fire Dept. and their families. The meeting was opened at 7:00 pm with a recitation of the Pledge of Allegiance.

Officer Jim Howell of the Baroda – Lake Police Department reported that the department had attended 275 complaints in September. He reported the department has attended 2,467 this year to date. He asked people to be especially watchful on Trick-Or-Treat night when children will be out on the streets.

Jim Brow introduced Ryan Marschke, representative from Hungerford Nichols, who was involved in the annual Township audit. He reported the Township received a clean report and that there are funds to cover about 7 months-worth of additional operating expenses. After discussion, David Wolf moved, seconded by John Harner to approve the Auditor's report. Vote – All Yes. Motion Carried.

Jim Brow introduced Kathy Stady from the Berrien County Community Foundation. She spoke on the importance of making sure that every person in the community is counted during the 2020 census. She said that in the past communities have been undercounted by about 17%. She said this amounts to the loss of millions of dollars in Federal and State funding over the ten years between censuses. She said in March households will receive an individual passcode to go online to complete the census form. At the end of April a paper form will be sent out to those who have not replied online, and staff will begin going door to door.

Fire Chief Larry Klug presented the Baroda Fire Dept. report saying, in September the fire fighters had attended 6 incidences and had done 217 hours of training. He reported several firemen had received certification through the Firefighters training courses. He reported that all of the smoke alarms they had received were installed and that they had received and installed extra smoke alarms from the City of Holland. He reported that the Department had completed pre-emergency plans for Nye's Autotechs, Baroda Tire and the Village Water Tower. A printed report was submitted for inclusion in the Township record. Chief Klug presented plaques to Firemen David Davis, Kevin Burkhard, and Chris Burch for completing the Officer I and II training and certification. It is a mark of dedication that Baroda has so many highly trained firemen on the department.

Jessica Enget has married and her last name has changed to Ishmael. She reported on the activities of the Lincoln Township Library for the month of September. She reported a circulation of 1,034 by Baroda Township residents with the Library wide total circulation being 15,910 for the month. She reported on engineering work being done to insure the most efficient use of the Library space and the possibility of expansion in the future. She provided a printed copy of her report.

Brenda Troxell presented the Treasurers report. As of September 30th, 2019 Baroda Township Funds had cash balances as follows: General Fund = \$167,000.08, Library Fund = \$57.04, Road Fund = \$5906.59, Baroda Police Fund = \$129,063.18, Fire Maintenance Fund = \$66,362.60, Fire Equipment Fund = \$469.16, Rubbish Fund = \$119,273.18, Building Fund = \$38,581.14, Water Fund = \$133,529.26 and Tax Fund = \$51,593.71.

Brenda Troxell reported the Planning Commission has reviewed and renewed the Special Land Use Permits for Wothenbury Home owned by Steven Salisbury, and Among The Vineyards B&B owned by Barb Antonucci. She said there were neither negative comments nor issues with the two approved businesses. She reported the issue with NIMBY Pond is ongoing. She reported a meeting is being scheduled between the Township Attorney, Mr. Schutze's attorney and members of the Planning Commission to hammer out a solution for the property, and will be addressed further at the November meeting. It was discussed that Ordinance violations on the Schutze and other Baroda properties should be addressed by Ordinance Enforcement Officer John Hopkins. Christina Price requested anyone who sees or knows of violations should write down the addresses and give them to her to be forwarded to John Hopkins.

Christina Price gave the Clerk's report and the Budget Report. After discussion Brenda Troxell moved to approve the budget report, seconded by John Harner. Vote – All yes Motion Carried. Brenda Troxell asked to have the bill from Berrien County for Chloride application to Spitzke and Keehn Roads added to the list of bills needing approved. After discussion of bills to be paid, David Wolf moved, Seconded by Brenda Troxell to Pay the Bills as amended. By Roll Call Vote – Voting Yes; John Harner, David Wolf, Jim Brow, Brenda Troxell, and Christina Price. Motion Carried.

Corrected Budget Amendments were presented by Christina Price to increase General Fund expenses by \$8064.00, to increase Fire Maintenance Fund expenses by \$2,947.00 and to increase Building Fund expenses by \$900.00. Brenda Troxell moved, seconded by David Wolf to approve the amendments as corrected. Vote – All Yes. Motion Carried.

Jim Brow acknowledged Cemetery Sexton Dennis Schutze and asked if there are any issues at the Park or Cemetery. He reported there were no unusual issues.

Unfinished Business –

Christina Price reported that she plans to get back into her regular work schedule by mid-November and will be learning more about elections. She reported the Ordinance committee would be a slow process for looking at and determining amendments for the Townships ordinances. She has no immediate plans to have the committee meet.

New Business –

Christina Price read a letter from Allen Skiver requesting the monument that is positioned across two graves to be moved to the far right grave and for the remains of his son to be moved from the third grave to the second one in the middle. He intends to have a foundation put on the second (middle) grave next spring. Discussion ensued. It was noted that it was the original intention of Mr. Skiver that the monument even though it is a double monument should have been placed on one grave rather than centered across two. It was thought there should be no charge to Mr. Skiver for moving the monument and foundation.

Christina Price requested approval for the Township to pay for a Notary Bond and filing fees for her to receive her Notary license. It was discussed that the same process had been followed for the former Clerk. David Wolf moved, seconded by Brenda Troxell to approve purchasing a Notary bond and paying the filing fees for Christina Price to receive a Notary license. Vote – All Yes. Motion Carried.

It was reported that the toilet seat in the public men's bathroom is broken and needs to be replaced. Dennis Schutze was asked to see if Lowe's carries a replacement part and to make the repair.

It was reported that the chair cart in the Hall is broken and nonfunctional. David Wolf asked if it just needed welding and Dennis Schutze said yes. The Township does not have a welder. David Wolf suggested asking Tigmaster to do the repair. Brenda Troxell suggested that her husband Brian may also be able to make the repair.

Brenda Troxell moved, seconded by Christina Price, to approve the minutes of the last meeting. Vote – All Yes. Motion Carried.

Jim Brow read a letter from the State Treasury Dept. that the Assessor had achieved a perfect score on her annual review.

David Wolf requested adding an item to the agenda. He reported that there has been a recommendation to adopt an ordinance requiring businesses to install a “Knox Box” on any newly constructed buildings and remodels, which would contain a key to the business. The Fire Department would be provided with a key to the Knox Box. It was discussed to recommend but not require the boxes to be installed on existing buildings. It was decided to consult the Village Counsel to develop identical ordinances to be adopted by both the Township and Village. David Wolf is to receive a sample ordinance from Acting Chief – Doug deBest.

The meeting was adjourned by Supervisor Jim Brow 7:48 p.m.

The next regular meeting of the Baroda Township Board is scheduled for November 18, 2019 at 7:00 p.m.

Wendie Shafer
Baroda Township Deputy Clerk,