

BARODA TOWNSHIP
Board Meeting Minutes
May 17th, 2021

The Baroda Township Board met on Monday May 17th, 2021 at Hess Lake Parks New Pavilion at 640 Lemon Creek, Baroda. Present were Board Members Dennis Krotzer, David Wolf, Christina Price and Larry Klug. Absent was James Zobl. 21 audience members The meeting was opened at 7:00pm with a recitation of the Pledge of Allegiance.

Police Report- Supervisor Dennis Krotzer read the Police Report from Chief Shawn Martin. He also mentioned information about the original agreement with Baroda-Lake Police Department share portion was 53% Lake Township and 47% Baroda Township. Baroda Township is only contributing 27% of the original agreed amount and that we need to add a millage increase to the next available Election that could take place in November 2021.

Fire Chief Jeff Gaul gave the Fire Departments report. He reported total incidents for the month of April 2021 was 4. He reported the total hours of training for April was 227.75 hours, monthly sessions 74 hours, and fire fighter courses 34.75 hours and Webinar Courses 30.50 hours. Burn Permits requested 18, year to date total is 42. The Fire Departments Donated time in April was 179.75 hours.

Fire Department Resident Complaint – Supervisor Dennis Krotzer read two complaint letters received on April 1st 2021 from one resident on two different incidents that occurred last year by a Volunteer Fire Fighter and Volunteer Auxiliary Member both Husband and Wife that was never addressed properly and needs to be. He mentioned that this does not represent the Baroda Township and does not need to be condoned. No disciplinary actions were discussed of these incidents.

Washer – Postponed

Fire Board Meeting Dates- Supervisor Dennis Krotzer made a motion to change the Fire Board Meeting Dates since the Fire Chief works on the previous dates chosen to Tuesday July 13th, 2021 @7:30pm, Tuesday October 12th, 2021 @ 7:00pm and Tuesday January 11th, 2022 @ 7:30pm. Supported by David Wolf. Vote-All yes. Motion carried.

Fire Department Radios – Postponed

Fire Departments Policy and Procedures – Postponed

Fire Departments Fire Chief, Assistant Fire Chief Description, Position Descriptions – Postponed

Medic One – Supervisor Dennis Krotzer mentioned that Medic One will be asking for more money.

Jessica Ishmael- Reported on behalf of the Lincoln Township Library that April 2021 total circulation was 14,128, with Baroda Townships at 1,018. Jessica also mentioned the Programming that was being offered and that effective May 2021.

Supervisor Dennis Krotzer presented the Treasurers report as of April 30th, 2021, Baroda Township Funds had cash balances as follows: General Fund = \$328,935.22, Library Fund = \$58.88, Road Fund = \$5,152.94, Baroda Police Fund = \$189,331.23, Fire Maintenance Fund = \$133,695.53 Fire Equipment Fund = \$28,993.40, Rubbish Fund = \$230,968.82, Building Fund = \$60,337.90, Water Fund = \$145,890.15 and Tax Fund = \$1229.71. Dennis Krotzer made a motion to accept the Treasures Report as presented, David Wolf Seconded. Vote – All yes. Motion Carried.

Assessors Report- Supervisor Dennis Krotzer presented the Assessors report from Angie Story.

Clerk Price reported that Krista Wolf emailed her in regards to having the 2021 Court appear at the Townships Board Meeting on June 21st, 2021. The Township Board agreed and also mentioned that they will continue to have the Township Board Meetings at the park as long as weather permits.

Christina Price presented the Clerk's report. After discussion Dennis Krotzer moved to approve the bills report, seconded by David Wolf. By Roll Call Vote – Voting Yes; Dennis Krotzer, David Wolf, Larry Klug and Christina Price. Voting No, None. Motion Carried

Clerk Price presented the Budget Amendments for May 2021, after further discussion Dennis Krotzer made a motion to approve the Amendments, seconded by David Wolf. Vote-All Yes. Motion Carried.

Maintenance:

Getting rid of broken equipment - Postponed

Maintenance Garage Foundation Issues – Postponed

New Maintenance Truck Damage – It was reported that another incident happened of someone hitting another white T-post at Ruggles Cemetery. After further discussed it was decided to keep record of who is driving the truck at all times.

Employee 90 Review – Supervisor Dennis Krotzer reported that Dennis Schutze had a 90 day review and will be reviewed again in another 90 days. He also mentioned the additional tasks that Jason Keith has been taking on showing leadership skills and recommended that he receives a \$1.50 raise. After further discussion a dollar was agreed upon and Dennis Krotzer made a motion to increase Jason Keith's pay to \$15.50 effective immediately, support by Christina Price. Vote-All Yes. Motion Carried.

Unfinished Business –

Construction Board of Appeals- Supervisor Dennis Krotzer mentioned that we are still looking to hire Licensed Contractors to create a Construction Board of Appeals. He also mentioned that the Property on Hollywood has agreed to tear down their vacant home by July 1st, 2021, which leaves the Township with one property to address on Hills Rd.

Park Mulch, Sand Box, Bridge, Misc Updates, Park Signs, Park Paint Marker, Soccer Nets, Basket Ball Net, Trees along fence – After further discussion it was decided to get two more quotes on Mulch for the playground and Sand for the sandbox, No updates for new soccer nets, no update on Basket Ball Net or back board, no update with marking out the soccer field or baseball mounds, but it was discussed to try and find previous mounds on the baseball field or make some. The Township Board ok the Maintenance depart to rent a chipper from Taylor rental for \$266.53 for one day to chip what has been cut down from the Pine Trees. Also approved was to purchase a new grill that will replace a rusted out one that was removed. A new light for the Maintenance Truck was discussed so the tool box could fit in the truck and It was mentioned that an adapter could be added to have the tool box fit.

Concrete Mixer – It was reported that no smaller size was available through previous company quoted. This will be postponed.

Foundation Pricing - Postponed

Keys to all Buildings – Clerk Price presented quotes from Lake Shore Lock and Key and from Elmer's Locksmith. After further discussion David Wolf made a motion to go with Elmer's Locksmith with the Stipulations of making a key flow chart and emailing it to the Board, Fire Chief and Village for approval along with 35 keys to be made. Support by Dennis Krotzer. Vote- All Yes. Motion Carried.

Cemetery Phone- The phone stays at the garage and is checked daily.

Maintenance T-shirts – It was discussed to price out vest that have the Board Township name on it.

Water Contract with Lake Twp. – Postponed

Hess Park Lights –Postponed

Zoning Board of Appeals Committee-Postponed

Grants for Ruggles Cemetery expansion- Postponed
Grants for Hess Lake Park expansion or improvements-Postponed
Baroda Township Improvements Program-Postponed

New Business –

10Trail Challenge- From Chikaming Open Lands – After further discussion Larry Klug made a motion to approve the 10 Trail Challenge Event for Hess Lake Park through the Month of July, along with a selfie frame in the trail. Supported by David Wolf. Vote- All- Yes. Motion Carried.

Fire Works Operation – Supervisor Dennis Krotzer gave a report to how many officers have participated over the years. Larry Klug mentioned that the Fire Chief is in charge of managing the Fire Works.

Flag Box- Clerk Price reported that the Flag has been returned and made a recommendation that it would be moved to the East Side of the Grey Drop Box and the current location is now for the Elections Ballot Drop Box.

Pre-Approved Monthly Spending amount for Maintenance Department & Pre-Approval for Monthly General Maintenance tasks and Grounds Keeping tasks- After further discussion Dennis Krotzer made a motion to approve \$500.00 for each Maintenance Department and Grounds Keeping Tasks. Supported by David Wolf. Vote-All-Yes. Motion Carried.

Power Tools for Maintenance Department- After further discussion Dennis Krotzer made a motion to purchase a Tool Box, Power Tool Set, Screw Drivers, Wrenches, Pliers Set and Vise Grip Set with the stipulation the inventory of all old and new tools is created. Supported by Larry Klug. Vote-All Yes. Motion Carried.

Planning Commission Re-appointment of Dean Schmaltz & Peter Van Vooren- Clerk Price made a motion to re-appoint Dean Schmaltz and Peter Van Vooren for another 3years on the Planning Commission. Supported by David Wolf. Vote- All Yes. Motion Carried.

Building Permits for AG Buildings- Clerk Price reported that the Planning Commission wanted to have the Township Board Consider adding a Agricultural Building Affidavit to the Building Permit Process. After further discussion the form needs additional information and will be presented at the next Township Board Meeting.

Cemetery Computer Program – Clerk Price presented a Quote from CemSites in regards to considering a Cemetery Software to help update records for the Township and Public. Concern was brought up about it being Cloud Based and further investigation on different programs will take place.

Audit –Capital Outlay Range- Clerk Price reported that our current depreication list is at \$500 and after further discussion David Wolf made a motion to increase the amount to \$5,000.00. Supported by Dennis Krotzer. Vote-All Yes. Motion Carried.

Consent Agenda-

Minutes of the last Township Board Meeting. After further discussion David Wolf made a motion to accept the consent agenda. Dennis Krotzer Supported. Vote – All yes. Motion Carried.

Supervisors Comments –

Supervisor Dennis Krotzer revisited the Police Millage and the Care act money that the Township should be receiving.

Audience Comments-

- **Teri Freehling** - presented the Township Board with Berrien County Broadband Data Collection and did a brief overview.
- **Suzanne Newcomer** – Asked Police Board Questions.
- **Rich Herrman** – Asked if there was a backup plan if the Police millage did not pass.
- **Kelly Clark** – Asked if there was a better way to post the Clerks Email instead of searching through the contacts.
- **Donnie Johnson II** – Mentioned that sand would be better at the park instead of mulch
 - Mentioned that a police report should happen when the truck damage happened and if we drug test our employees when damage happens.
- **Audra Johnson** – Asked if we knew about the free attorney service from MTA
 - Asked how long Dennis Schutze has been an employee and his rate
 - Stated that Jason Keith is at the same rate as the current Maintenance person and he is new.
 - Asked about what the process was for people renting the pavilion and cleaning up after themselves.
 - Asked about installing lock boxes since the Township is rekeying locks
 - Asked if there was a maintenance service on the new Kubota
 - Mentioned the Fire Maintenance Fund and General Fund Reserves
 - Claimed that complaint letter was for an activity that was more than 180 days and stated that it could not be reviewed.

David Wolf made a motion to adjourn the meeting, seconded by Dennis Krotzer. Vote – All yes. Motion Carried. Meeting was adjourned at 10:04pm

Christina Price,
Baroda Township Clerk