

BARODA TOWNSHIP
Board Meeting Minutes
Draft
October 17th, 2022

The Baroda Township Board met on Monday October 17th, 2022, at 9091 First St in the Municipal Buildings meeting room, Baroda. Present were Board Members Dennis Krotzer, David Wolf, Christina Price, William Hurst and Larry Klug. There were 20 audience members. The meeting was opened at 7:00pm with a recitation of the Pledge of Allegiance.

Guest- Berrien County Drain Commissioner Christopher Quattrin, presented Miller Drain & Johns Drain Watersheds with an explanation of why it would be important for the Township to support the Petition for maintenance, improvement and consolidation of drains pursuant to chapters 8 and 19 for the Michigan Drain Code of 1956, as amended. After further discussion David Wolf made a motion to accept the Petition for Maintenance, Improvements, and consolidation for drains pursuant to chapters 8 and 19 of the Michigan drain code of 1956, as amended (John Drain #263), seconded by Dennis Krotzer. Vote All- Yes. Motion Carried. David Wolf also made a motion to accept Resolution for the Petition for Maintenance, Improvements, and consolidation for drains pursuant to chapters 8 and 19 of the Michigan drain code of 1956, as amended (John Drain #263), seconded by Dennis Krotzer. By Roll Call Vote – Voting Yes; William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No, None. Motion Carried

Guest - Pike Funeral Home- Postponed until November Meeting

Guest - George Himmelein (IT Person) - George was asked to present a quote for the Townships Computer programs for Microsoft Office and a backup server for all office computers. After three quotes were reviewed David Wolf made a motion to accept Estimate 1050 for \$2,144.40, as the Township will own Mircrodoft Office 2021 on all office computers and Back Blaze online backup will be installed with an additional annual fee to the Back Blaze Online Company, seconded by Dennis Krotzer. By Roll Call Vote – Voting Yes; William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No, None. Motion Carried

Police Report- Dennis Krotzer read the Police Report from Chief Shawn Martin with a total of 217 calls for September 2022. Lake Twp. had 127, Baroda Twp. 59, Baroda Village 19 and 12 outside our jurisdiction.

Fire Department Report

Fire Chief Jeff Gaul gave the Fire Department report. He reported total incidents for the month of September 2022 were 2 and Year to Date is 35. He reported the total hours of training for September were 47.50 hours. Burn Permits requested 7, year to date total is 49. October 14th, 2022, Emergency Vehicles Plus pump tested the FD Engines. Preliminary results are 220 Pierce, 222 Rosenbauer passed. 221 Spencer passed, but needs a leaky valve replaced on monitor. 234 Rosenbauer Tanker failed vacuum test to a leaking main seal in the rear pump. The Fire Chief was requested to check into this and see if there is a warranty by calling Rosenbauer. Tele-rad will be at the Fire Department on October 18th to install 7 mobile radios in trucks and one base station radio. Baroda Fire Department will be participating the in the Trail and Treat event on October 29th, 2022. Baroda Fire Department will be hosting an open house for Halloween Night. Motorola invoice was mentioned with no new information.

Fireworks Donations and Update – Dennis Krotzer discussed the Fireworks for 2023 and the current amount of donations received in so far is \$20,057.41, and the Township will need to raise about \$7,000 more to help pay for this event. The firework company plans to raise the price to \$25,000 - \$30,000 and would need half up front to order fireworks. A contract still needs to be worked out and after further discussion Dennis Krotzer made a motion to pay \$12,500.00 for fireworks, seconded by William Hurst. By Roll Call Vote – Voting Yes; William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No, None. Motion Carried

Fire Hydrant Rental with the Village- Postponed

Washer - Postponed

Fire Departments Policy and Procedures – Postponed & to be presented to the Fire Board for review

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

Medic One – Dennis Krotzer mentioned that there is an interim director and there is an ongoing investigation.

Library Report

Joelle Wake the new Lincoln Township Library Director was present to give the library report for September 2022. Baroda Check out Counts for August 2022 was reported at 833 based on the population 2,835. It was also mentioned that the library plans on attending the Trail and Treat on October 29th to offer crafts to the community children and will be donating their hotspot to Honor Credit Unions photo Booth. The Library's mobile/wireless printing is now available. Gentle Yoga and Meditation on 10/25/2022

Assessors Report- Dennis Krotzer read the Assessors report for October 2022.

Treasurers Report

William Hurst presented the Treasurers report as of September, 2022, Baroda Township Funds had cash balances as follows: General Fund =Honor Credit Union \$557,696.41 & Huntington \$12989.18 Library Fund = Honor Credit Union \$4,117.88, Road Fund =Honor Credit Union \$41,428.73, Baroda Police Fund = Honor Credit Union \$154,102.12, Fire Maintenance Fund = Honor Credit Union \$180,037.37 Fire Equipment Fund = Honor Credit Union \$15,908.54 Rubbish Fund = Honor Credit Union \$155,483.01, Ambulance Fund = Honor Credit Union \$26,783.19, Building Fund = Honor Credit Union \$61,807.16 & Huntington \$2211.68, Water Fund = Honor Credit Union \$143,960.54, and Tax Fund = Honor Credit Union \$70,939.66 – Dennis Krotzer made a motion to approve the Treasurers report as presented, supported by Christina Price . Vote. All yes. Motion Carried.

Ordinance Officer Report

No Report

Clerks Report

*Christina Price presented itemized credit card report with copies of all receipts that will be stated in the bills report.

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

* **Christina Price presented the Budget Amendments for October 17th, 2022.** David Wolf moved, seconded by Dennis Krotzer to amend the Baroda Township Budget as presented.

* **Christina Price presented the State Shared Revenue 2022-2023 Report** as there was questions about it at the last months Board Meeting. She stated that the Auditors had her do a Journal Entry to move Aprils Deposit to Fiscal Year ending March 31st, 2022. The Total Stated Shared revenue expected to receive by February 2023 will total \$176,712.00. The Board Budgeted 180,000.00.

***Christina Price reported that the Planning Commission** is currently waiting on the Village Planning Commission to meet and report back on their decisions for the Master Plan.

***Trail and Treat update** – Christina Price reported that she has collected a total amount of \$1,050 in donations which includes the \$300.00 from the Township, \$200.00 from the Baroda Party Store, \$200.00 from Baroda Village, \$50.00 from Alex Veggies, \$300.00 from Baroda Lions. She also reported that Harding's will be donating 400 cookies, Pleasing Pastors will be bringing farm animals, Double J Farms will be bringing farm animals, Price Family Farms will be donating Mini Pumpkins, Straw Bales, Cotton Candy Machine and Popcorn Machine, Slushy Machine, Martins Supermarket will be donating a \$50.00 gift card to shop at their store and Walgreens in Stevensville donated a shopping cart full of bags of candy, Jolly Orchard will be donating 15 gallons of Apple Cider and Baroda Party Store will be donating 400 Hotdogs and Buns, Biggby Coffee will be setup to give away hot beverages and Taylor rental donated a fire truck bounce house. Medic One, Baroda Lake Police and Baroda Fire Department plan to attend. Honor Credit Union will be doing a photo booth and the Library will be offering crafts and a Hotspot for Honor Credit Unions photo booth. Christina reported that she has spent \$316.02 so far and could possibly need additional funding from the Township as the per post on Facebook as about 800 people interested in going and as of right now she was planning on 400 in attendance.

Election Update- Christina Reported that is has been a bit challenging for the Clerks all around and that she is ready for the General Election.

Maintenance Report

None

Unfinished Business –

Maintenance Garage Foundation Issues – Postponed

Welder for Maintenance Department- Postponed

Water Contract with Lake Twp- Postponed

Grants for Ruggles Cemetery expansion- Postponed

Grants for Hess Lake Park expansion or improvements-Postponed

Baroda Township Improvements Program-Postponed

Cemetery Ordinance Draft – Postponed

Broadband – William Hurst presented a letter to the Board giving a Broadband update. He mentioned that Southwest Michigan Planning Commission would like a more descriptive Grant Application more specific to the two phases as described in the letter. The Application is due October 31st, 2022. Teri Freehling mentioned that she could supply the Township with a copy of a recently used resolution. After further discussion the Dennis Krotzer made a motion to approve moving forward with the grant writing, seconded by William Hurst. By Roll Call Vote – Voting Yes; William Hurst, David Wolf, Dennis Krotzer, Larry Klug, and Christina Price. Voting No, None. Motion Carried

Masterplan- The Board is waiting to hear back from the Township Planning Commission and Village Planning Commission.

Look into additional funds for Medic One – Dennis Krotzer mentioned this would be something to look into in the near future.

Look into additional funds for Police Department – Dennis Krotzer mentioned this will be a discussion closer to the time when the Police Department does their yearly budget.

Lake Township Sewer Contract – This is postponed until November.

New Business –

Ross Rogien Letter of Resignation as Building Inspector – Dennis Krotzer presented Ross Rogiens letter of resignation explaining time constraints and would like to recommend Jim Nelson of Oronoko Township to replace him. After further discussion Dennis Krotzer made a motion to accept his resignation as presented, seconded by David Wolf. Vote-All Yes. Motion Carried.

Resume of Jim Nelson – It was discussed that Jim Nelson would get the same contract as Ross Rogien and that Ross Rogien would stay on as Building Official until April 2023 when Jim Nelson would be qualified to take over. After further discussions Dennis Krotzer made a motion to hire Jim Nelson as Building Inspector under the same terms as Ross Rogien, seconded by David Wolf. Vote- All Yes. Motion Carried.

Treasurer BS&A Rate Increase – A letter was presented from Berrien County Stated that the rate for BS&A for the Treasurer will go up in 2023 from \$2356 to \$2434.

Drain Commissioner bill for February 28, 2023 – The Township Clerk Presented what the Drain bill will be \$19,207.55 in February of 2023 and the Township Board budgeted \$20,000.

Brunke Geiger H & C Planned Service Agreement Renewal – After further discussion Dennis Krotzer made a motion to approve the agreement with increase, seconded by David Wolf. Vote-All Yes. Motion Carried.

Ordinance Officer- Duan Miller turned in his resume to apply to for the Townships Ordinance Officer. This will be revisited if the current Ordinance Officer plans to resign.

Hungerford Nichols Budget Spreadsheet – Christina Price mentioned that she would like Ryan Marschke from Hungerford Nichols to edit her Budget Spreadsheet. After further discussion David Wolf made a motion not to exceed \$1200 for his services, seconded by Dennis Krotzer. Vote – All Yes. Motion Carried.

Attorney Invoice – After further discussion William Hurst made a motion to pay the Townships Attorney bill from January – August 2022 for \$2,520.00, seconded by Dennis Krotzer. Vote – All Yes. Motion Carried.

Treasurer Tax Mailing and Stuffing – William Hurst ask the Township Board if he could have SBF Stuff and the all the Tax notices moving forward. After further discussion Dennis Krotzer made a motion to approve SBF to do all the tax mailings, seconded by William Hurst. Vote – All Yes. Motion Carried.

Minutes-

After further discussion William Hurst made a motion to accept the minutes as presented from 9/19/2022 and a Special Meeting on 10/3/2022, supported by David Wolf. Vote-All Yes. Motion Carried.

Supervisors Comments – None

Audience Comments –Steve Salisbury had questions about Broadband, Tom Giudice from the Fire Department reported about INFRS Reports, Kathy Kissane asked the Township to have someone present to represent the Township at the Drain Commissioners Lunch in on November 4th, 2022.

Dennis Krotzer made a motion to adjourn the meeting at 9:26pm, seconded by William Hurst. Vote- All Yes. Motion Carried.

Christina Price,
Baroda Township Clerk