

BERRIEN TOWNSHIP BOARD OF TRUSTEES  
APRIL 11, 2017 MINUTES

The Berrien Township Board of Trustees met on Tuesday, April 11, 2017 at 7:00 p.m. at the township hall. Supervisor Bryan Bixby called the meeting to order and opened with the pledge to the flag.

Members present: Supervisor Bryan Bixby, Treasurer Paul Sprung, Trustees Julie Burke, Howard Henderson, Jeff Marks, Harold Bishop and Clerk Mary Jane Dean.

Also present: Deputy Supervisor Julius Grau, Building Inspector Ross Rogien, Fire Chief Norm Carl, Jr., reporter Mary Simko and two residents.

**AGENDA:**

Paul Sprung made a motion seconded by Howard Henderson to approve the agenda as presented. All ayes, none opposed. **MOTION CARRIED.**

**MARCH 14, 2017 MINUTES:**

Paul Sprung made a motion seconded by Harold Bishop to approve the March 14, 2017 minutes. All ayes, none opposed. **MOTION CARRIED.**

**MARCH 28, 2017 MINUTES:**

Julie Burke made a motion seconded by Harold Bishop to approve the March 28, 2017 minutes. All ayes, none opposed. **MOTION CARRIED.**

**BILLS:**

Julie Burke made a motion seconded by Harold Bishop to approve the township bills in the amount of \$32,913.46 for payment. All ayes, none opposed. **MOTION CARRIED.**

**FIRE BILLS:**

Julia Burke made a motion seconded by Harold Bishop to approve the (2) fire bills in the amount of \$7,836.29 with township share of \$5,062.24 contingent to approval by the fire board and Pipestone Twp. to be put in last fiscal year (2016-2017). All ayes, none opposed. **MOTION CARRIED.**

**MEDIC I:**

While checking all the cost centers it was discovered that one quarterly payment to Medic I had not been paid for 2016-17 fiscal year. Mary Jane Dean made a motion seconded by Harold Bishop to approve the payment to Medic I in the amount of \$7,308.25 to be put in the last fiscal year 2016-17. All ayes, none opposed. **MOTION CARRIED.**

**PROPERTY MAINTENANCE:**

Included in the board's packets was a revised copy of the Property Maintenance Ordinance that Julius Grau and Attorney Scott Dienes had been reviewing. The Board is to read the ordinance before the next meeting and contact Julius with any questions. This ordinance will be complaint driven. If there are no changes possibly a public hearing can be held in June.

**PLAYGROUND EQUIPMENT:**

The present playground equipment has been dug up because of liability we can't sell the items but we can give them away. Anyone interested in any of the items will need to call the office. Paul Sprung made a motion seconded by Harold Bishop to approve up to \$5,000.00 for preparing the ground for the new equipment. All ayes, none opposed. **MOTION CARRIED.**

**UNION CHURCH:**

Supervisor reported that as soon as weather permits the church painting will be continued hopefully next month.

**VETERANS MEMORIAL DAY:**

Paul Sprung made a motion seconded by Mary Jane Dean to approve \$300.00 for flags in memory of veterans for Memorial Day. All ayes, none opposed. **MOTION CARRIED.**

**FORESTRY MANAGEMENT:**

Supervisor explained having an agreement with Mark Janke, Consulting Forester with the objective of performing proper forest management will help with our application for the original grant application with Michigan Natural Resources Trust Fund. Forest Stewardship Program Outreach and Education Projects Grant Application requires a matching amount of \$500.00 with the remaining DNR match of \$1,045.00. Julie Burke made a motion seconded by Harold Bishop that the Board provides the \$500.00 local match to the Grant. All ayes, none opposed. **MOTION CARRIED.**

**FIRE REPORT:**

Fire Chief Norm Carl, Jr. reported that the Dept. had 16 calls in March of which 14 were in Berrien Township and 2 were in Pipestone for a labor cost of \$2,889.00.

**BUILDING PERMITS:**

Building Inspector reported that he had only one building permit in the amount of \$510.00 for a pole barn. Electrical inspector had (3) electrical permits for a fee of \$592.00.

**ROADS:**

Supervisor reported that the road commission is cutting some edging along the roads. Also Louis Csokasy managing director at the Berrien County Road Commission had resigned.

**EMERGENCY MANAGEMENT:**

Julius Grau reported that Mejers was having the all weather radios for \$35.00 on May 6, 2017 from 7-10:00 a.m. He also reported on (3) UAS units it's amazing the feedback you get from them.

**CEMETERY:**

Clerk Dean reported that there had been one burial since last meeting. She also stated that she is working with Ryan Mishler owner of St. Joe Monument on a date to work on the repairs of the markers that had been vandalized in Nov. 2015. The markers she believes are pretty much where they should be as it is very difficult to read some of the names to match the cemetery records. She is working on various ways to clean the markers in order to hopefully read them.

**FINANCIAL REPORT:**

Treasurer Paul Sprung reported that revenue was considerably higher as of March 31, 2017 at \$844,881.50 compared to March 31, 2016 (760,546.75). The end of the year report shows that there are 9 cost centers that need to be amended. Mary Jane Dean made a motion seconded by Harold Bishop to amend the cost centers for: payroll expense; supervisor; finance & office admin.; clerk; board of review; twp. hall & grounds; building inspector; special assessments and community services by transferring funds from (2) other cost centers. All ayes, none opposed. **MOTION CARRIED.**

With no further business the meeting was adjourned at 8:25 p.m.

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MARY JANE DEAN BERRIEN TOWNSHIP CLERK

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BRYAN BIXBY BERRIEN TOWNSHIP SUPERVISOR