



# WEESAW TOWNSHIP New Troy, MI 49119



## REGULAR BOARD MEETING MINUTES

Wednesday, January 11, 2017

The meeting was called to order by Supervisor Gary Sommers at 7:00 p.m.

- **PLEDGE OF ALLEGIANCE TO THE FLAG:** The Pledge of Allegiance to the Flag was recited by all present.
- **ROLL CALL BY CLERK GREEN:** All Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
- **B.C. SHERIFF'S DEPT. REPORT:** Deputy Ryan Sullivan had arrived and presented the township statistics for the period of 11/1-11/30/2016, as follows: Complaints worked 21; Tickets issued 1; Arrests 0. He provide dialog regarding the recent activity in relation to the numerous thefts in this vicinity and other nearby locations, such as Three Oaks, Bertrand, Buchanan. He provided a new detective's phone number to call Chief Deputy Robert Boyce, 269-983-7141, ext. 7224. The Sheriff's Dept. has put on an additional car to patrol. He warned people not to confront these people that are involved in the thefts. Michigan goes by the Castle Doctrine, which relates to offenders entering one's home without permission.
- **SET/AMEND AGENDA ITEMS:** Motion by Sommers, supported by Warmbein, to move Robert Krauss' report to before the Fire Dept. report. Roll call vote, all ayes, motion carried.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** None
- **ENFORCEMENT OFFICER REPORT:**
  - Robert Krauss reported that he is still working on the three properties which are going to court on Friday, January 27. The outcome will be between the attorney and the property owner – 2 are located on California Rd., and the other on Pine St.
  - Robert has also been working with AEP to take down the dead trees on Wee-Chik along the property purchased by Weesaw and the John Edwards' tree line.
  - Robert also advised that he feels the State wants the Township to work on the list of dangerous properties at the local level that we provided them last month. He mentioned that he will contact the owners and get moving on this issue. Some improvement has been accomplished but more is needed.
- **FIRE DEPT:** Fire Chief Tim Williams reported 3 P.I.'s and 1 structure fire
  - Limited mileage reimbursement for Brittney Williams for attendance at Firefighter Classes in Berrien Springs. A board member indicated that the Township Board had not expected to pay for this mileage. Green stated that she felt the board should table this issue until the board had an opportunity to discuss it and write a policy as to how much and under the circumstances we would pay in the future for fire dept. mileage, which is different from Board Members' mileage. After further discussion to come up with a policy to be discussed further at a special meeting, motion by Warmbein, supported by Sommers, to pay Brittney Williams the \$416 she was requesting for the period of from Sept. through Dec. Roll call vote, all ayes (Sommers, Warmbein, King, Tackitt, Green), motion carried.
  - Request that heating company evaluate value of installation of foam board to insulate attic due to heat loss. The roof is also not vented. Motion by Warmbein, supported by

Green to look into storage and venting the roof, via AEP or gas company. Voice vote, all ayes, motion carried.

- Williams requested removing petty cash item from agenda.
- Trimming of limbs on tree west of Township Fire Dept. by Schiller Tree Service. Tim Williams advised he had talked with Chad Sperry (on whose property the tree is located) and Chad said we could trim the tree. Williams said we should write up a permission document for Chad to sign giving us permission to trim the tree.

- **APPROVE PREVIOUS MINUTES:** Motion by King supported by Warmbein, to approve the Regular Board Meeting Minutes of 12/21/16, as presented. Voice vote, all ayes, motion carried.

- **CORRESPONDENCE PROVIDED TO BOARD:**

- Sommers reported he has contacted the U.S. Census Bureau and will provide the information they require by 3/30/2017.
- SEMCO public hearing (no action taken)
- 1/17/17 Wind Turbine Newsletter provided

- **APPROVE ACCOUNTS PAYABLES MONTHLY EXPENDITURES:**

Motion by King, supported by Sommers, to approve the Accounts Payables expenditures of 1/11/2017 as follows: General Fund \$7,671.42; Fire Dept. \$5,468.75, Ambulance \$2,211.27; Sewer \$2,811.81 for a Grand Total of \$13,110.00. Roll call vote, all ayes (Tackitt, Sommers, Warmbein, King, Green), motion carried.

- **DEPARTMENTAL REPORTS:**

- **Treasurer Report:** Treasurer Tackitt – bank balances and CD balances provided. Tackitt reported that she had surveyed a number of banks for better interest rates, due to a CD coming up for rollover. She ended up with New Buffalo Savings & Loan at .75% for 18 months, as they offered a better rate.
- **Building/Zoning Administrator:** Zoning Report provided by Bob Kaufman.
- **Planning Commission Minutes:** No December meeting.
- **Parks & Rec. Committee:** The Parks/Rec Committee met Mon., Jan. 9. Minutes were presented by Sommers. The committee recommended several items to be considered by the board for purchase, e.g., new bench to replace old one at front of New Troy Park, plantings, holiday decorations and other incidentals and maintenance in both Mill Rd. and Weesaw Township parks.
- **Roads Committee:** Sommers reported there was no meeting. He learned that the Road Commission has cut 5 trees, including a tree in Tackitt's yard. A letter was received from Louie Csokasy regarding a meeting he wants to hold in the township hall on Wednesday 6/14, 5:30 p.m., 5 BCRC people to attend.
- **Website:** Mike Metz said nothing to report at this time. There will be a meeting next month. Minimal amount in the budget for website requested.
- **Drains Committee:** Sommers advised that there is nothing further to report.

**NEW BUSINESS:**

- **Board of Review Resolutions/Newspaper Ad.** There were 3 resolutions pertaining to the Board of Review: 17-01 Accepting Letters of Protest from Twp. Residents ...; 17-02 Resolution to Provide for Alternate Starting Dates ...; 17-03 Resolution Updating State Required Poverty Level Income .... Motion by Sommers, supported by Tackitt, to adopt the three Board of Review Resolutions as presented. Roll call vote, all ayes (Green, Tackitt, Sommers, King, Warmbein), motion carried. Motion by King, supported by Warmbein to place the ad for the Board of Review meeting in the Harbor Country News. Roll call vote, all ayes (Warmbein, Sommers, King, Green, Tackitt), motion carried.

**UNFINISHED BUSINESS:**

- **Atty.Sara Bell Update:** No update from attorney.
- **Dangerous Buildings:** Discussed under Enforcement Officer

- **PUBLIC COMMENTS:** Ezra Scott, District 9 Commissioner, introduced himself and provided his email address: [escott@berriencounty.org](mailto:escott@berriencounty.org). His cell phone is 269-240-0509, and he is presently working with Chris Quattrin, Drain Commissioner. He provided additional information and discussed drains issues.
- **ADJOURN:** Motion by Warmbein, supported by King, to adjourn at 9:18 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



## WEESAW TOWNSHIP New Troy, MI 49119



### **REGULAR BOARD MEETING MINUTES** **Wednesday, February 15, 2017**

The meeting was called to order by Supervisor Gary Sommers at 7:00 p.m.

- **PLEDGE OF ALLEGIANCE TO THE FLAG:** The Pledge of Allegiance to the Flag was recited by all present.
- **ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Gary Sommers, Michelle Tackitt (Tackitt arrived at 7:01), Robert Warmbein. Member Absent: Art King
- **B.C. SHERIFF'S DEPT. REPORT:** Deputy Pfeiffer arrived and presented the township statistics for the period of 12/01/16-12/31/16, as follows: Complaints worked 34; Tickets issued 0; Arrests 0. Relating to the thefts that have been ongoing in the area, she reported they have 2 people in custody (stolen items were found in the possession of these people), and are watching others.
- **SET/AMEND AGENDA ITEMS:** No changes to be made to the Agenda items.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** Resident Victor Palulis asked to read a letter he had written during the meeting and will do so later.
- **ENFORCEMENT OFFICER REPORT:** Robert Krauss not present.
- **FIRE DEPT:** Fire Chief Tim Williams reported 3 calls: P.I., lift assist and a house fire.
  - Williams requested to purchase 2 Lifetime tables to match the chairs purchased previously for \$80/each. Motion by Warmbein, supported by Green, to approve \$160 to purchase the tables as requested. Roll call vote, all ayes (Sommers, Tackitt, Warmbein, Green), motion carried.
  - Reported ice forms by the Fire Dept. An energy study is being performed by SEMCO Energy to alleviate the heat loss. The Township will wait until we get the written report from SEMCO to go forward in accepting a bid to improve the loss of heat in the Fire Dept. area
  - Williams indicated he would like to provide CPR classes in the fall, and possibly make it available to outsiders.

- **VICTOR PALULIS LETTER READ:** Mr. Palulis read his letter regarding incessant firearms shooting near his home, which disrupts his peace. He has called the police on several occasions, with no encouraging results.
- **APPROVE ACCOUNTS PAYABLES MONTHLY EXPENDITURES:**  
Motion by Warmbein, supported by Sommers, to approve the Accounts Payables expenditures of 02/15/2017 as follows: General Fund \$39,992.37; Fire Dept. \$3,868.40, Ambulance \$2,211.27; Sewer \$8,524.30 for a Grand Total of \$54,596.34. Roll call vote, all ayes (Tackitt, Sommers, Warmbein, Green), motion carried.

Comments from resident and discussion regarding a call to Medic-1 for an ambulance she had made regarding her young son. She felt that Medic-1 Ambulance personnel had not followed proper protocols during this ambulance response. A Township board member volunteered to contact Medic-1 on behalf of the Township Board, with information to be provided by the resident.

- **DEPARTMENTAL REPORTS:**
  - **Treasurer Report:** Treasurer Tackitt – bank balances provided. Winter tax collections will be coming to an end 2/28.
  - **Building/Zoning Administrator:** Zoning Report provided by Bob Kaufman.
  - **Planning Commission Minutes:** No minutes available due to lack of approval of January minutes.
  - **Parks & Rec. Committee:** The committee is trying to do planting of redbud and other trees. The Committee will meet with Terry Hanover regarding the exploration of new trails to be established in the future.
  - **Roads Committee:** Sommers gave an overview of the B.C.R.C. annual meeting with Township Board members recently. Road Committee minutes presented by Sommers.
  - **Website:** Mike Metz reported a meeting was to be held on 2/16/2017.
  - **Drains Committee:** Nothing to report at this time.

#### **NEW BUSINESS:**

- **Approve Purchase of American Flags for New Troy & Glendora to Replace Old:** Sommers tabled to next meeting.
- **Approve Landfill Trash Passes:** Passes for 4/1-11/30/17, up to \$25 per pass, 2 mos. expiration date, 1 per household. Motion by Tackitt, supported by Warmbein, to approve up to 50 passes (up to \$1250) for residents in Weesaw Township. Roll call vote, all ayes (Green, Warmbein, Sommers, Tackitt), motion carried.
- **2<sup>nd</sup> Annual Day of Cemeteries Clean-Up by Volunteers:** Last year a number of volunteers removed faded, memorial decorations from the cemeteries. It was such a success that the Township would like to plan another this year on 4/1/17, 9:00 a.m., or rain date of 4/8/17, 9:00 a.m. Trash bags will be furnished. Volunteers should bring yard tools – rakes, pruners, loppers. Janet Hayes will put a blurb in the paper regarding this day of cemetery volunteerism.
- **Approve Newspaper Ad for Mowing Bids:** The township board members reviewed the verbiage from last year and edited for this year's bids. Motion by Warmbein, supported by Sommers, to approve the mowing specifications as edited and advertise the updated verbiage in the Harbor Country News. Roll call vote, all ayes (Sommers, Tackitt, Warmbein, Green), motion carried.
- **Bid for Tree Trimming by Schillers Tree Service:** A bid was received in the amount of \$500 to trim the trees west of the Township Hall, due to its dropping foliage in the Fire Dept. gutters and touching the Fire Dept. roof. Motion by Sommers, supported by Warmbein, to accept the bid from Schillers in the amount of \$500. Roll call vote, all ayes (Tackitt, Green, Sommers, Warmbein), motion carried.
- **Additional Bell Project Funds (\$91.48):** The project at the Weesaw Township Park for the old bell has been completed with a remainder of \$91.48. The overage was donated to the Township and the township will use it for future maintenance of the Bell Project. Motion by Sommers, supported by Green, to accept the overage from the Bell Project in



the amount of \$91.48, which will be deposited in the General Fund under an appropriate income line item. Voice vote, all ayes, motion carried.

**UNFINISHED BUSINESS:**

- **Atty.Sara Bell Update:** Attorney Sara Bell contacted the Township via phone call and spoke with Supervisor and Clerk. Green wrote the comments from the Sara into a document and provided it to all the board members for their information also.
- **PUBLIC COMMENTS:** Metz commented regarding possibly creating secondary parking in the Township Hall additional lot.
- **ADJOURN:** Motion by Warmbein, supported by Green, to adjourn at 9:53 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**



**SPECIAL MEETING/BUDGET WORKSHOP MINUTE**

**Wednesday, February 21, 2017**

The meeting was called to order by Supervisor Gary Sommers at 10:00 a.m.

- **ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Gary Sommers, Michelle Tackitt, Robert Warmbein. Member Absent: Art King
- **SET/AMEND AGENDA:** Cannot amend due to lack of full board members.
- **APPROVE SALARY INCREASE RESOLUTIONS FOR TOWNSHIP BOARD MEMBERS:**
  - Due to lack of lack of payroll raises for over 5 years, Salary Resolutions had been prepared and were budgeted by the Supervisor in the following amounts. The requested salaries will be voted upon by the residents at the Annual Meeting, Saturday, April 25, 2017.
    - Supervisor, request of increase of \$1100 per year per Resolution #2017-04A. Motion by Green, supported by Warmbein, to increase the Supervisor's salary from \$8900 to \$10,000 per year. Roll call vote, all ayes (Tackitt, Green, Warmbein, Sommers), motion carried.
    - Treasurer, request of increase of \$1000 per year. Motion by Sommers, supported by Green, to increase the Treasurer's salary from \$11,000 to \$12,000 per year per Resolution #2017-04B. Roll call vote, all ayes (Warmbein, Sommers, Tackitt, Green), motion carried.
    - Clerk, request of increase of \$2000 per year per Resolution #2017-04C. Motion by Tackitt, supported by Warmbein, to increase the Clerk's salary from \$12,000 to \$14,000 per year. Roll call vote, all ayes (Sommers, Tackitt, Warmbein, Green), motion carried.
    - Trustees (2), request of \$1000 per year per each Trustee per Resolution #2017-04D. Motion by Green, supported by Tackitt, to increase the Trustees' salaries from \$2500 to \$3500 per year per each. Roll call vote, 3 ayes (Green, Sommers, Tackitt – Warmbein abstention), motion carried.

- **APPROVE PLANTING OF BLUE SPRUCE TREES IN NEW TROY PARK:** Blue Spruce Trees have been purchased in the amount of \$135.00. Motion by Green, supported by Warmbein, to approve the cost of the trees in the amount of \$135 (\$45/ea.) and plant them in the Weesaw Township Park at predetermined sites. Roll call vote, all ayes (Sommers, Tackitt, Green, Warmbein), motion carried. In addition, a suggestion to possibly get rid of the tree by the bench and plant one of the new trees there for Christmas decorating.
- **AMEND FY 2016-17 BUDGET:**
  - The Budget for this fiscal year needed amending due to overspending in a couple cost centers. The amendments will be corrected by the Clerk and the amended budgets will be provided to the board members for their review. Motion by Green, supported by Warmbein, to approve the FY 2016-17 General Fund budget, as amended. Roll call vote, all ayes (Sommers, Tackitt, Green, Warmbein), motion carried.
- **REVIEW PROPOSED NUMBERS & EDIT AS NECESSARY FY-2017-18 BUDGET:** The board members reviewed the proposed budget for the upcoming year and made changes to the numbers as necessary. The next time the board meets for a Budget Workshop, they will begin at the 254 Treasurer cost center. The next Budget Workshop meeting was planned for Tuesday, 2/28/17, 10:00 a.m.
- **PUBLIC COMMENTS:** Comments from audience member regarding additional parking.
- **ADJOURN:** Motion by Green, supported by Sommers, to adjourn at 2:00 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



## WEESAW TOWNSHIP New Troy, MI 49119



### **SPECIAL MEETING/BUDGET WORKSHOP MINUTE** **Tuesday, March 7, 2017**

The meeting was called to order by Supervisor Gary Sommers at 10:00 a.m.

- **All Members Present:** Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
- **Budget Workshop to review and establish FY 2017-18 Budgets for various cost centers:**
  - Sommers presented a letter from Terry Hanover pertaining to a parks proposal.
  - Sommers began the process of going forward with the General Fund Budget (beginning at cost center 253 Treasurer); afterward the board went on to the Fire Dept. budget and made changes as necessary to numbers that had been proposed; then Sewer Phase I and 2; review of the Ambulance budget. We still have several budgets to review, with a meeting planned on Tuesday, March 14, 2017, 10:00 a.m., to complete the remaining budgets.

- **PUBLIC COMMENTS:** Comments and suggestions were received from the public (Mike Metz) throughout the meeting.
- **ADJOURN:** Motion by Sommers, supported by King, to adjourn at 2:25 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



## WEESAW TOWNSHIP New Troy, MI 49119



### **SPECIAL MEETING/BUDGET WORKSHOP MINUTE** **Tuesday, March 14, 2017**

The meeting was called to order by Supervisor Gary Sommers at 10:00 a.m. The purpose of the meeting was to complete the process of establishing the FY2017-18 budget.

- **All Members Present:** Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
- **Budget Workshop to continue reviewing and establishing the FY 2017-18 Budgets for various cost centers:**
  - The Board members began to discuss and make changes to the Fire Dept budget, then went on through the General Fund and the other cost centers where questions needed to be answered and changes were made to the numbers as appropriate.
  - After the cost centers were edited for the budget, Sommers informed the board that the remaining faucet in the New Troy Cemetery had been installed and an invoice would be forthcoming. He also related information regarding Medic-1
  - Another Special Meeting was scheduled and will be held on Tuesday, March 28, 10:00 a.m., to approve the FY 2017-18 budget for the various cost centers, in addition to resolutions needing to be approved.
- **PUBLIC COMMENTS:** Comments and suggestions were received from the public throughout the meeting.
- **ADJOURN:** Motion by Green, supported by King, to adjourn at 1:06 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



## WEESAW TOWNSHIP New Troy, MI 49119

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# Regular Board Meeting Minutes

Wednesday, March 15, 2017

- **CALL TO ORDER:** The meeting was called to order by Supervisor Gary Sommers at 7:00 p.m.
- **ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein
- **BERRIEN COUNTY SHERIFF'S DEPT. REPRESENTATIVE:** Deputy Sheriff John Duthler was present. He reported 28 complaints, 0 tickets, 7 arrests. He reported that the thefts in the area have slowed. They have a person in jail and another person of interest is being watched. Sommers asked if there were questions for either Deputy Duthler or Code Enforcement Officer Robert Krauss. A resident of Glendora village reported blight, gunfire, junk autos, and changing of license plates from car to car. She reported that the recent gunfire was extremely loud. There was discussion on these matters. Due to speeding, Deputy Duthler reported he would ask for the traffic trailer for Weesaw Township for one day a week.
- **SET/AMEND AGENDA:** Motion by King, supported by Green, to set the agenda as presented. Voice vote, all ayes, motion carried.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** None
- **ROBERT KRAUSS, CODE ENFORCEMENT OFFICER:**
  - Krauss presented slides of the dangerous structures and other properties on which he has been working since 5/15/15 – there are 26 properties. Krauss explained his activity in the past as far as enforcement is concerned. In addition, there were questions from the audience regarding installing bells at the church on the corner of Cleveland Ave. & Glendora Rd. Other concerns, such as fence location. No board action.
- **FIRE DEPT.:** Fire Chief Tim Williams reported 4 calls, 1 structure, 3 grass fires; training – search and rescue, house fire, a special meeting to clean up equipment. He requested that 5 firefighters attend free training; but needed to purchase books at \$70/each, or a total of \$350. There are 9 classes and the firefighters attending the officer classes are Cody, Ben, Donnie, Scott, Ted. Tackitt remarked that the books should be kept at the township as part of a Fire Dept. library. Mileage will not be paid. They will be taking the grass rig to the classes. Motion by Warmbein, supported by Sommers, to approve \$350 to purchase the books for the free classes. Roll call vote, all ayes (Sommers, Warmbein, Tackitt, King, Green) motion carried.
  - Tim Williams also requested that the township board approve having the 2 main pumper trucks serviced and certified at \$294.04 each. Motion by Sommers, supported by Warmbein, to approve up to \$900 to have the work performed on the 2 pumpers from this fiscal year's budget. Roll call vote, all ayes (Warmbein, King, Sommers, Green, Tackitt), motion carried. Sommers told Tim to let the Safety Committee know prior to servicing/certified for the next pumpers, and the service work will be paid for out of FY 2017-18 budget.
  - Tim reported that they replaced the dryer on a fire truck, and the price to rebuild the old dryer is \$100. It would then be set on the shelf until needed. Sommers said to have it done and hold until needed as a replacement.
  - Asst. Chief Daryl DeRossi designed a patch for the fire dept. employees. The price to make the badges by the vendor is \$350 for 50 patches. There is a time factor involved so he asked if we could order now to be received in the next fiscal year. Motion by Warmbein, supported by Sommers, to have the patches made for delivery during FY2017-18 budget, in the amount of \$350 for a quantity of 50. Roll call vote, all ayes, (King, Sommers, Tackitt, Green, Warmbein), motion carried.

- **APPROVE PREVIOUS MINUTES:** Motion by Sommers, supported by Tackitt, to approve the minutes of Regular Board Meeting of 02/15/17, and Special Board Meetings of Tue., 2/21/17; Tue, 03/07/17; and Tue., 03/14/17. Roll call vote, all ayes, motion carried.
- **CORRESPONDENCE:** Burnham & Flower Insurance Coverage – Table and put on next month's meeting Agenda.
- **APPROVE ACCOUNTS PAYABLES REPORT:** Motion by Warmbein, supported by Sommers, to approve the expenditures as presented: General Fund \$14,654.95; Fire Dept. \$4,613.05; Ambulance \$2,211.27; Sewer \$4,829.49; Grand Total of all Expenditures \$26,308.76.
- **TREASURER'S REPORT:** Tackitt reported that February 28 was the last day of tax collection. Other payments must be made at the Berrien County Treasurer's office. Bank balances are provided. An ambulance CD matured and she is looking for a better interest rate to reinvest it. In the meantime, it has been deposited in the ambulance checking account.
- **BUILDING/ZONING ADMINISTRATOR:** Zoning report provided. Bob Kaufman mentioned he has not had a chance to look at smart phones to replace his present cell phone.
- **PLANNING COMMISSION:** January meeting minutes provided.
- **PARKS, RECREATION & CEMETERY COMMITTEES:** Sommers reported that the Parks Committee is looking into acquiring frontage on California Rd. to develop. Terry Hanover is working with them on the project, as he knows the owners of the property. Gary handed out a letter written by Jack Dodds. Since the board wants to read the letter over carefully and perhaps make changes, Sommers tabled the matter until next month.
- **ROAD COMMITTEE:** Road Plan presented to Board Members by Sommers. Contracts for 3 roads to be graveled this year were received from BCRC and must be signed and returned. Motion by Sommers, supported by King, to approve the 3 contracts and that Sommers and Green sign and return them to the Road Commission. Roll call vote, all ayes (Sommers, King, Warmbein, Tackitt, Green), motion carried.
  - Sommers also reported that BCRC will install a guardrail where the lady slid into Kirktown Creek off Wee-Chik Rd.
  - Another letter from Michael Jangling, BCRC, in which he provided an analysis of the auto crash at the corner of Cleveland Ave. and Warren Woods Rd. More warning signs will be installed at that crossing.
- **WEBSITE COMMITTEE:** No report
- **TOWNSHIP DRAINS COMMITTEE:** Warmbein reported that the Drains Commission will be working on the drain that dead ends on Heidinger's property on Glendora Rd. It was cut off by the county. Berrien County Drain Commission to repair.
- **NEW BUSINESS:**
  - Approve \$60,000 payment to USDA/Grand Rapids for Sewer Phase 2 loan to save on interest throughout the remaining 30 years of loan payments. Motion by Green, supported by King, to approve \$60,000 to pay to USDA. Roll call vote, all ayes (Sommers, Tackitt, Warmbein, King, Green), motion carried. This payment consists of assessments that have been paid off in the past 10 years, and was recommended that we do this by Paul Bristol/USDA, who oversees the loan.
  - Approve purchase of American flags for New Troy and Glendora Cemeteries to replace faded flags. Motion by King, supported by Warmbein, to purchase two 5x8 flags at a price of \$20/each. Roll call vote, all ayes (Green, Tackitt, Warmbein, Sommers, King), motion carried.

- Appointment of new member to Planning Commission: Sommers had spoken with Andy Ott, and he has indicated that he would like to be on the Planning Commission. Motion by Green, supported by Tackitt, to appoint Andy Ott to complete Mary Ann Wittlieff's term. Voice vote, all ayes, motion carried.
- Approve FY2017-18 Fiscal Year meeting dates for Regular Board Meetings and Planning Commission Meetings (listed below). August Regular Board Meeting was changed. Motion by Warmbein, supported by King, to approve the meeting dates as amended. Voice vote, all ayes, motion carried.

#### **REGULAR BOARD MEETINGS (3<sup>rd</sup> Wed)**

April 19, 2017	October 17, 2017
May 17, 2017	November 15, 2017
June 21, 2017	December 20, 2017
July 19, 2017	January 17, 2018
August 23, 2017 (4 <sup>th</sup> Wed)	February 21, 2018
September 20, 2017	March 21, 2018

#### **PLANNING COMMISSION (4<sup>th</sup> Mon)**

April 24, 2017	October 23, 2017
May 22, 2017	November 27, 2017
June 26, 2017	December – no meeting
July 24, 2017	January 22, 2018
August 28, 2017	February 26, 2018
September 25, 2017	March 28, 2018

- **UNFINISHED BUSINESS** – None
- **PUBLIC COMMENTS**: Comments from audience member regarding blight and expressions of appreciation for Robert Krauss' work.
- **ADJOURN**: Motion by Green, supported by Warmbein, to adjourn at 9:28 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



## **WEESAW TOWNSHIP New Troy, MI 49119**

### **SPECIAL BOARD MEETING Tuesday, March 21, 2017**



The meeting was called to order by Supervisor Gary Sommers at 10:00 a.m. The purpose of the meeting was to open the lawn mowing bids which had been advertised in the paper and online.

- **Members Present**: Wanda Green, Gary Sommers, Michelle Tackitt. Members absent: Art King, Robert Warmbein

- **There were 5 bids presented by contractors: Lawnsapes Services; Timothy Williams; Seeder & Co; Schiller's Nursery & Tree Service; and Kemp's.**
- After opening, reading, and discussing the bids in depth, motion by Green, supported by Tackitt, to accept the bid of Lawnsapes Services who has performed the mowing for several years in the past, with a total weekly bid of \$675, and Spring and Fall cleanup of \$950 for New Troy Cemetery (Glendora Cemetery at no charge) including disposal of trash in cans. Roll call vote, all ayes, (Green, Tackitt, Sommers), motion carried.
- **PUBLIC COMMENTS:** Comments were heard from the audience.
- **ADJOURN:** Motion by Green, supported by Sommers, to adjourn at 11:30 a.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



WEESAW TOWNSHIP  
New Troy, MI 49119



## **ANNUAL MEETING & FY 2016-17 BUDGET PUBLIC HEARING**

**Saturday, March 26, 2016**

**Call Annual Meeting of the Township Citizens to Order:** The Annual Meeting of the residents of Weesaw Township was called to order at 1:03 p.m. by Sandy McKamey. There were 4 members from the Township Board and 2 other residents in attendance. Wanda Green recorded the minutes of the meeting.

**Welcome from Sandy McKamey:** Sandy McKamey welcomed the audience to the meeting.

**The Pledge of Allegiance to the Flag** was recited by all present.

**"State of the Township" Address:** Sandy McKamey read a statement she had prepared regarding the good financial condition of the Township and mentioned that the 2015-16 revenues for the General Fund were \$230,418.00 and proposed revenues for FY 2016-17 are \$251,874. The Township is attempting to acquire property for the parks known as the "Mystery Land".

The Fire Dept. meeting room was renovated this year.

**Approve Minutes of Saturday, March 28, 2015, Annual Meeting:** Motion by Gary Sommers, supported by Elizabeth Palulis, to approve last year's Saturday, March 28, 2015, Annual Meeting Minutes. Voice vote, all ayes, motion carried.

**Unfinished Business:** None

**New Business:** Sandy McKamey indicated that we might have to cash-in a CD if we intend to replace the 50-year old carpet in the Township Hall.

**Public Comments:** None



**Adjournment:** Motion by Elizabeth Palulis, supported by Mike Metz to adjourn at 1:09 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk

## **BUDGET PUBLIC HEARING** **Saturday, March 26, 2016**

**Open Budget Public Hearing:** 1:10 p.m.

**Board Members Present:** Wanda Green, Sandy McKamey, Gary Sommers, Michelle Tackitt; Absent: Jack Jones

McKamey provided proposed budgets for the township cost center funds, and briefly went through the cost centers for General Fund, Ambulance, Fire Dept., Cemetery, Sewer, Road Millage, with comments and questions from those present. There was additional conversation regarding the Road Millage and proposed millage, as well as the road matching funds. There were questions as to the matching funds being put in the Voted Road Millage Cost Center. It was felt that it should appear under General Fund B.C.R.C. cost center, as the road millage revenues are intended strictly for the voted millage approved by the taxpayers at the millage vote. There was controversy between the citizens and the Chairperson McKamey regarding several issues in the budget.

**Public Comments** were expressed throughout the Public Hearing. A Special Meeting will be held on Thursday, March 31, 2016, 6:30 p.m., to amend/approve the FY 2015-16 and FY 2016-17 Budgets.

**Adjourn:** Motion by Michelle Tackitt, supported by Gary Sommers, to adjourn the Public Hearing at 1:39 p.m.



## **WEESAW TOWNSHIP** **New Troy, MI 49119**

### **Special Board Meeting Minutes** **Tuesday, March 28, 2017**



- **CALL TO ORDER:** The meeting was called to approve the FY 2017-18 Budgets as well as other budget requirements and issues that have come arisen and require Board approval. It was called to order by Supervisor Gary Sommers at 10:00 a.m.
- **ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein. Absent: Michelle Tackitt (arrived at 10:20 a.m.)
- **SET/AMEND AGENDA:** No changes could to be made, as Tackitt had not arrived yet.
- **APPROVE FY 2017-18 GENERAL APPROPRIATIONS ACT RESOLUTION #2017-05:** After explanation by Sommers and discussion, motion by Warmbein, supported by King, to adopt Resolution #2017-05. Roll call vote, all ayes (Sommers, King, Warmbein, Green), motion carried.

- **APPROVE FY 2017-18 BUDGET RESOLUTION 2017-06 TO ATTACH RESOLUTION AS ADDENDUM TO BUDGET:** This resolution was to approve emergency funds from the Fund Equity of several cost centers to be used during the upcoming fiscal budget year, only if necessary – General, Fire, Cemetery Trust. Motion by Green, supported by Warmbein, to adopt Resolution 2017- 06, Fund Equity Transfers to Various Township Budgets. Roll call vote, all ayes (King, Sommers, Warmbein, Green), motion carried.
- 10:20 a.m.: Michelle Tackitt arrived
- **AMEND FY 2016-17 BUDGETS:** The Cemetery Fund, a cost center within the General Fund, was very close in the budget vs. actual report, and with there being a possibility of going over budget due to some expenditures planned prior to the fiscal year-end, Green made the Board aware of this situation and recommended that the Board amend the budget. After questions and discussion by the Board, motion by Green, supported by King, to adjust the budget by removing \$4,000 from the Township Budget 101 Capital Outlay, which is over funded, to the Cemetery cost center 276 Land Improvement, being underfunded. Roll call vote, all ayes (Tackitt, Green, Sommers, King, Warmbein), motion carried.
- **APPROVE MOVING TREE PLANTING TO MILL RD. PARK:** At a previous meeting, the Board had approved paying for and planting 3 Blue Spruce trees in the Weesaw Park. Due to blockage of the view in the park, it was suggested that the trees be planted in Mill Road Park instead. The Weesaw sign will be moved closer to the S.E. corner, and the evergreens will not fit into the landscaping. Other small trees will be planted there in the future. Motion by Green, supported by Sommers, to plant the 3 evergreens in Mill Rd. Park and also pay for the trees upon receipt of the invoices. Roll call vote, all ayes (Sommers, Tackitt, Warmbein, King, Green), motion carried.
- **APPROVE SURVEY OF FENCE LINES AT NEW TROY CEMETERY:** Abonmarche has provided a proposal in the amount of \$1,200 to survey the east and south cemetery lines at the New Troy Cemetery, staking every 100-ft. Motion by Sommers, supported by Warmbein, to approve \$1,200 for Abonmarche to survey the cemetery property lines per their proposal. Roll call vote, all ayes (Warmbein, Tackitt, Sommers, Green, King), motion carried.
- **APPROVE LAWNSCAPES SERVICES BID FOR CUTTING TREE BRANCHES & BRUSH FROM SOUTH AND EAST FENCE ROWS IN NEW TROY CEMETERY:** Motion by Warmbein, supported by Green, to spend up to \$1,000 for removing the branches and brush from the fences, without treating the trees unless they find a chemical more target-oriented. Roll call vote, all ayes (Green, Tackitt, King, Sommers, Warmbein), motion carried.
- **PLOTTING OUT GLENDORA CEMETERY:** The cemetery sexton has indicated that this cemetery needs to be have new markers installed in the sections due to the loss and deterioration of the lots' corner markers over the years, as well as plotting out sections that have not been plotted in the past. This will be done in segments over the next couple of fiscal year, with Segments 1 and 2 being started in this fiscal year. Section 1 is \$1,600 for both placing new markers and mapping (showing individual name/space). Section 2 is \$3,080 for remarking and providing the map. The contractor for this service is Eugene Jarvis. He has provided his cost estimate. Motion by Green, supported by Warmbein, to approve Jarvis doing this work at Glendora Cemetery at a total cost for Section 1 and 2 of \$4,680. Roll call vote, all ayes (Tackitt, Sommers, King, Warmbein, Green), motion carried.
- **APPROVE MEETING DATES FOR ROADS & PARKS COMMITTEES:** Motion by Warmbein, supported by King, to approve the monthly meeting dates, (after Green checks the Road Committee's April date to ensure the schedule is correct). Voice vote, all ayes, motion carried.
- **ANNOUNCEMENTS BY SOMMERS:** Berrien County Road Commission personnel changes: Doug Hartzel his leaving his position as Bakertown foreman, as of April 1. Also, Louis Csokasy will

be retiring. The proposed BCRC meeting originally planned for June 14 at Weesaw has been cancelled.

- **PUBLIC COMMENTS:** Comments heard throughout the meeting.
- **ADJOURN:** Motion by King, supported by Warmbein, to adjourn at 11:53 a.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



## WEESAW TOWNSHIP New Troy, MI 49119



### Regular Board Meeting Minutes Wednesday, April 19, 2017

- **CALL TO ORDER:** The meeting was called to order by Supervisor Gary Sommers at 7:00 p.m.
- The Pledge of Allegiance to the Flag was recited by all present.
- **ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein. Member Absent: Michelle Tackitt was expected to arrive late.
- **BERRIEN COUNTY SHERIFF'S DEPT. REPRESENTATIVE:** There was not a representative from the Sheriff's Dept. present. The Sheriff's monthly report had not been received either.
- **SET/AMEND AGENDA:** Sommers requested that the following items be added to the Agenda: 1) ADA for Park; 2) Letter to owners of Band Bldg.; 3) Purchase of Trees; 4) Purchase Bench. Motion by Green, supported by King, to amend the Agenda with the four items added. Voice vote, all ayes, motion carried.
- **HEARING OF PERSONS PRESENT ON AGENDA ITEMS:** None
- **ROBERT KRAUSS, CODE ENFORCEMENT OFFICER:**
  - Krauss had performed further inspections, and reported that an attorney had gotten involved with a property on Cleveland Avenue. Krauss also requested that if any complaints arose on Thurs.-Sat. that residents please attempt to call him at 269-369-2784 while the activity was happening, so he could actually see the disturbance while it was in process. Since he is not a police officer, he would not be able to write a ticket; but the complainant could do so and he could deliver the ticket. He also mentioned getting our ordinances updated by the Board. Green requested receiving verbiage if he can make it available. There is a difference in handling code enforcement as a police officer. Krauss will look into the guidelines in proceeding with his policing for the township. He will report back to the board.
- **RESIDENT VICTOR PALULIS, "Spring Cleaning":**
  - Mr. Palulis mentioned this is the 2<sup>nd</sup> anniversary he initiated on 4/25/15 requesting a spring clean-up in New Troy. He also stated that there needed to be more working with

the Sheriff's Dept. Other items mentioned were shooting, repairs to Pardee Rd. relating to gravel, chloride, pot holes. His talk went well over the time allotted.

- **FIRE DEPT.**: Assistant Chief Daryl DeRossi reported 5 calls: 2 crashes, 2 power lines down, 1 stand-by for Berrien County Dispatch. He requested \$45 admission for Donnie Johnson II to attend the FDIC Convention in Indianapolis, IN. plus mileage (approx. 178 miles one way). Motion by Warmbein, supported by King, to approve the \$45 admission fee plus mileage for the firefighter to attend the FDIC Convention as requested. Roll call vote, all ayes (Warmbein, King, Sommers, Green), motion carried.
- **PREVIOUS MINUTES**: Motion by Warmbein, supported by King, to approve the Regular Board Meeting Minutes of Wed., 3/15/17; and Special Board Meeting Minutes of Tues., 3/21 and 3/28/17 as presented. Voice vote, all ayes, motion carried
- **APPROVE ACCOUNTS PAYABLES**: Motion by Warmbein, supported by King, to approve the Accounts Payables in the following amounts as presented: General Fund \$14,690.42; Fire Dept. \$4,607.66; Ambulance \$2,211.27; Sewer \$4,926.26; Other- Lynn St., Ph 2 Sewer \$88,471.90; for a Grand Total of \$114,907.51.
- **CORRESPONDENCE**: email from Culverhouse re cemetery – Green to respond. Hop Head Farms

#### **OTHER TOWNSHIP REPORTS:**

- **TREASURER'S REPORT**: Tackitt was not present.
- **BUILDING/ZONING ADMINISTRATOR**: Zoning report provided.
- **PLANNING COMMISSION**: February meeting minutes provided.
- **PARKS, RECREATION & CEMETERY COMMITTEES**: Several minor changes were suggested to the letter relating to the parks and was tabled last month. Motion by Sommers, supported by Warmbein, to send the letter written by resident Jack Dodds to the attorney to get her input prior to sending it out to the owners of the former school Band Building. Roll call vote, all ayes (King, Sommers, Warmbein, Green), motion carried.

#### **ITEMS ADDED TO AGENDA PREVIOUSLY:**

- 1) **ADA Accessible Compliant nature trail (bridge) for the Weesaw Park area** Green suggested that we contact Disability Network, S.W. MI. (Joanne). Motion by Sommers, supported by King, to contact an ADA official to do an evaluation of the park as relating to ADA compliance. Voice vote, all ayes, motion carried.
  - 2) **Letter to Owners of Band Bldg.**: Response earlier.
  - 3) **2 Redbud Trees**: Eastern 5-6', 7 yrs. old. \$120 each. Motion by Sommers, supported by King, to purchase 2 trees for up to \$300, including planting. Roll call vote, all ayes (Green, King, Sommers, Warmbein), motion carried.
  - 4) **Purchase Bench**: It was suggested that we clean and seal the concrete where the bench will be installed at the front of Weesaw Park. Motion by Warmbein, supported by Sommers, to purchase an 8' green bench from Belson Outdoors for the front of the Weesaw Park for an amount of up to \$1150, including shipping. Roll call vote, all ayes (Warmbein, King, Sommers, Green), motion carried.
- **Roads Committee**: Minutes provided. Sommers provided an update. A letter was received from B.C.R.C. relative to upcoming road work. Louis Csokasy has retired from B.C.R.C. Larsen Rd is in poor condition. The gravel that was installed is working itself into the road due to excessive rain. Notice from B.C.R.C. regarding roads to be repaired -- Hills Rd., Warren Woods Rd.
  - **WEBSITE COMMITTEE**: Mike Metz reported a meeting with Jack Dodds and himself. They made aesthetic changes. They may need to have the Township members on the committee meet soon. Wix may be coming up again soon.

- **TOWNSHIP DRAINS COMMITTEE:** Sommers reported 3 drains of concern: 1) Wagner Rd/Cleveland Ave; 2) Pardee Rd – by Hauch’s new home -- Pletcher Drain; 3) Glendora Rd. – Tile collapsed by Heidinger’s home.
  
- **NEW BUSINESS:**
  - PA116 Farm Preservation: Shirley Busick, 1739 Browntown Rd., Buchanan presented documents for this program. Sommers signed the document and it will be sent to the Government as required.
  - Auditors Kruggel Lawton CPA Proposal: This item was tabled so board members can read the engagement letter in depth prior to approval.
  - Adopt Resolution 2017-07: Resolution to approve Green’s writing a grant to purchase surveillance cameras for the Township Hall/Fire Dept. areas. Motion by Art King, supported by Warmbein, to approve the grant as written. Roll call vote, all ayes (Green, Sommers, King, Warmbein), motion carried.
  - Trees/Stumps Removal. Other work performed: 3 Schillers’ Nursery Estimates for tree work: Estimate #15 Remove 4 trees, dig out stumps, at New Troy Cemetery @ \$1120.00. Motion by Sommers, supported by Green, to approve Estimate 15 as presented by Schillers. Roll call vote, all ayes (Sommers, Warmbein, King, Green), motion carried.
  - Estimate #16: Cut down balance of tree that broke off in the wind in New Troy Cemetery at a cost of \$450.00. Motion by King, supported by Warmbein, to approve Estimate #16 as presented by Schillers. Roll call vote, all ayes (Warmbein, King, Sommers, Green), motion carried.
  - Estimate #17: Cut down tree at Weesaw Township Park for a cost of \$230. Motion by Sommers, supported by Warmbein, to approve Estimate #17 as presented by Schillers. Roll call vote, all ayes (King, Green, Sommers, Warmbein), motion carried. All 3 estimates include clean-up, covered with dirt, stumps removed and grass seed planted.
  - Lynn Street Water Assessment Loan: Request to approve prepayment on this assessment district. Matter tabled until Special Meeting.
  - Paint Posts at Log Cabin Lift Station: A request has been made to pain the posts at the Log Cabin Lift Station, as their appearance is very poor. GRSD quoted a price, but it was suggested that the Township maintenance person do the work at \$12.50/hr. GRSD said to purchase paint comparable to Rustoleum along with a like primer. Motion by King, supported by Warmbein, that maintenance man Skip Green do the painting for time and materials. Roll call vote, 3 ayes (Sommers, King, Warmbein – Green abstaining, due to Skip’s being her husband), motion carried.
  - Approve Purchase of Lateral File: Motion by King, supported by Sommers, to approve the purchase of a lateral file for Green’s office at a cost of up to \$400. Roll call vote, all ayes (Green, Sommers, Warmbein, King), motion carried.
  
- **UNFINISHED BUSINESS:**
  - Atty. Sara Bell:** No report received.
  - Tabled Item:** Last month Burnham & Flower fire insurance was tabled. Tabled again this month.
  - Thank you:** Sincere Thank you’s expressed to the following volunteers for helping clean up the cemeteries on 4/1/17: Jack & Judy Dodds, Skip & Wanda Green and granddaughter Alivia, Art King, Elizabeth Palulis, Gary & Carolyn Sommers, Jerry Vitek, Robert Warmbein.
  - Set Hourly Wage Increase:** Skip Green has worked as custodian/maintenance man since 12/05/2007, without an increase. Motion by Sommers, supported by King, to increase the Custodian/Maintenance employee’s hourly pay from \$12.00 to \$12.50 per hour. Roll call vote, 3 ayes (Sommers, Warmbein, King – Green abstained due to his being her husband), motion carried.
  - Phase1/Phase 2 Sewer Invoice Division:** It is the suggestion to change the division of invoices in the Phase 1-Phase 2 be revised to be in accord with the actual number of REU’s for these assessment districts: Motion by Sommers, supported by Green, to change the percentages for Phase 1 from .3333 to .25 (42 REU’s) and for Phase 2 from .6667 to .75 (134 REU’s). Voice vote, all ayes, motion carried.

**Survey 28 Acres of recently-purchased property for Cemetery/Park Land:** Abonmarche quoted \$1600 to survey this property plus \$1100 to stake every 100-ft. This issue was tabled until a Special Meeting. No action taken. Tabled.

- **PUBLIC COMMENTS:** Comments from Ezra Scott, County Commissioner, who was present in the audience.
- **ADJOURN:** Motion by Warmbein, supported by King, to adjourn at 9:50 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



## **WEESAW TOWNSHIP New Troy, MI 49119**

### **Special Board Meeting Minutes Wednesday, April 26, 2017**



- **Call to Order:** The meeting was called to order by Supervisor Gary Sommers at 10:00 a.m.
- **Roll Call by Clerk Green:** Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein. Member Absent: Michelle Tackitt
- **Set/Amend Agenda Items:** The full board was not present, so the Agenda could not be changed.
- **Approve Kruggel Lawton Engagement Letter for Audit of FY 2016-17:** Motion by King, supported by Warmbein, to approve the Kruggel Lawton Engagement Letter for the FY 2016-17 audit in the amount of not more than \$8500; with any additional charges from Kruggel Lawton to be brought to the board for approval prior to charges. Roll call vote, all ayes (Sommers, King, Warmbein, Green), motion carried.
- **Approve Prepayment of Lynn St. Water Assessment Funds to 5<sup>th</sup>-3<sup>rd</sup> Bank:** Green talked with representatives from 5<sup>th</sup>-3<sup>rd</sup> Bank, and it was recommended that we pay \$15,000 toward the loan, as it would save the Township interest over the remaining years of the loan. Jonathan said they would provide a new amortization schedule in order that the two payments annually would be in line with the assessment amounts coming in on their taxes from the residents in the district. After discussion, motion by Warmbein, supported by Green, to prepay the \$15,000 as recommended by Jonathan. Roll call vote, all ayes (Sommers, Green, Warmbein, King), motion carried.
- **Weesaw Township Park \$800 Restricted Donation:** An anonymous person has come forward to Terry Hanover, FONT, to donate \$800 to purchase the other park bench that is not designated and is located by the Bell Project. This person wants his/her name engraved on the bench. After discussion, this matter was tabled until Sommers talks with Mr. Hanover.
- **B&F Fire Dept. Insurance:** The documents that were received were merely insurance cards that must be placed in the fire trucks. Warmbein will hand the certificates over to a firefighter to place in the trucks.

- **Approve Survey of Recently-Purchased 28-Acre Parcel to be used for Cemetery/Park Land:** Abonmarche bid \$1600 to survey the corners only plus \$1100 to post it every 100-ft. Gary talked with Abonmarche representative and he said he could change the price to \$1600 plus \$800 to stake it every 200-ft instead of every 100-ft. After discussion, motion by Sommers, supported by Green, to approve the bid of \$1600 plus \$800, or a total of \$2400, and have them stake it every 200-ft. Roll call vote, all ayes (Green, Sommers, King, Warmbein), motion carried. Sommers informed that part of the property is cut off by the river. There will also be a line on the GPS that will indicate where the cemetery land can be. Sommers and Metz will meet with the person that lays out cemeteries.
- **Approve Letter in response to Township Resident's email:** After discussion and reading of a letter relating to the cemetery and other issues written by a resident, Green had been requested to respond on behalf of the board. Motion by Sommers, supported by King, to approve the verbiage and sending the letter to the resident with all board names listed thereon. Voice vote, all ayes, motion carried. Green will make the change in verbiage as requested and mail.
- **Help with Installing Iron Stakes for Cemetery Survey & Help Planting 3 Blue Spruce Pine Trees:** Discussion ensued regarding having a firefighter help with these 2 projects. After discussion, it was decided that it would be handled by the board members instead. There will be 12 stakes required, as there are 12 laths that were installed by the surveyor at 100-ft. intervals. King stated he has stakes that he will donate for this particular project.
- **Public Comments:** No audience members present.
- **Adjourn:** Motion by Warmbein, supported by Sommers, to adjourn at 11:22 a.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



## WEESAW TOWNSHIP New Troy, MI 49119

### Special Board Meeting Minutes Monday, May 8, 2017



- **Call to Order:** The meeting was called to order by Supervisor Gary Sommers at 9:15 a.m.
- **Roll Call by Clerk Green:** Members Present: Wanda Green, Gary Sommers, Robert Warmbein. Member Absent: Art King (scheduled out of town), Michelle Tackitt (Tackitt hoped to arrive a little late – ill child)
- **Set/Amend Agenda Items:** The full board was not present, so the Agenda could not be changed.
- **Address Resolutions Numbers 2017-09 and 2017-10:** Sommers explained the reason for calling of the Special Meeting in that Berrien County Road Commission had forwarded by email a Resolution pertaining to Critical Bridge #966, Glendora Road over E. Branch Galien River being inadequate for its present use and the fact that the bridge's load limits had recently been reduced



to 10 tons. Due to the fact that the resolution was provided by B.C.R.C. to Weesaw Township on May 1, and the Resolution's endorsement deadline was May 1, the Resolution was signed and returned to B.C.R.C. that selfsame day in order to meet the deadline of May 1, which was set forth by the State and Federal Critical Bridge Funds through the Michigan Dept. of Transportation. The Board now needed to approve the B.C.R.C. Resolution (which was assigned Weesaw Township's Resolution #2017-09 "Resolution supporting B.C.R.C. Application for State and Federal Critical Bridge Funds") and also the Resolution #2017-10 "A Resolution of Justification of Immediate Action taken . . . ". Motion by Warmbein, supported by Sommers, to adopt Resolution #2017-10 which supported the emergency board actions taken regarding Resolution 2017-09. Roll call vote, all ayes (Warmbein, Sommers, Green [King and Tackitt absent]), motion carried. King and Tackitt were absent due to prior commitments, but had been provided all the information relating to the resolutions when the meeting was initially set and both had verbally agreed with the board's actions relating to the two Resolutions.

- **Public Comments:** No comments from audience.
- **Adjourn:** Motion by Green, supported by Warmbein, to adjourn at 9.23 a.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



## WEESAW TOWNSHIP New Troy, MI 49119



### REGULAR BOARD MEETING MINUTES Wednesday, May 17, 2017

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein. Members absent: Michelle Tackitt
- **Set/Amend Agenda Items:** None
- **Berrien County Sheriff's Dept. Rep:** Deputy Sheriff Duthler was present to provide the statistics for Weesaw Township for 3/01-03/31/17 as follows: Complaints: 19; Tickets Issued: 1; Arrests: 1. Township concerns: A sign in Mill Rd. park had been pulled up, with a report to the Sheriff. Jack Dodds waited for someone to show up and finally left at 6:30 p.m., as nobody from the Sheriff's Dept. ever showed up. Deputy Duthler said to contact the Dispatch Center for reporting in the future to assure someone responds.
- **Hearing of Persons Present on Agenda Items:** None.
- **Robert Krauss Enforcement Officer:** Krauss gave a slide presentation of 31 total complaints of the parcels on which he has been working. Positive progress is being made on some of the properties. He mentioned that the complaints are anonymous. Lynn St. residents have several violations present. Sommers queried if there has been anything else on having a police officer presence. Krauss indicated the fees are quite expensive and he wants to focus on code violations for now. He said the Township would need to adopt a Resolution to have a police department presence for the Township.

- **Fire Dept. Report:** Chief Tim Williams reported 1 grass fire, 1 P.I.; 2 meetings. They ordered handheld batteries for the radios. He also reported the Sheriff's grant was successful for the 800 MHz radios, and would require a 20% match. Brittney Williams passed the State Practical Test for new firefighters. Congratulation to Brittney. Justin Milliken has not been attending the classes. He can retake it next year, if working. The American Flags were installed in New Troy and Glendora. The Memorial Day Parade sponsored by the American Legion will be Sunday, May 28, at 2:00 p.m.
- **Approve Previous Minutes:** Motion by Warmbein, supported by King, to approve the Regular Board Meeting Minutes of Wed., 4/19/17, and the Special Board Meeting Minutes of 04/26/17 and 05/08/2017, as presented. Voice vote, all ayes, motion carried.
- **Correspondence:** Hop Head Farms Bureau (05/09/17). DEQ will monitor this issue for any adverse issues which may arise; Special Assessment Bonds Revised Principal Repayment Schedule – handed out to board members. Green will contact Paul Bristol/USDA regarding the amounts due in the future.
- **Approve Accounts Payable Monthly Expenditures Report:** Motion by King, supported by Warmbein, to approve the expenditures as presented as follows: General Fund \$15,118.32; Fire Dept. \$3,284.11; Ambulance \$2,211.27; Sewer \$6,677.28; Other – Lynn St. Water Assessment Prepayment \$15,000.00, for a Grand Total of \$42,290.98. Roll call vote, all ayes (Warmbein, King, Sommers, Green – Tackitt absent), motion carried.

#### DEPARTMENTAL REPORTS:

- **Treasurer's Report:** Tackitt had provided the bank balances.
- **Bldg./Zoning Administrator/Enforcement:** Bob Kaufman provided written zoning report.
- **Planning Commission Minutes:** March 27, 2017, Minutes were provided for review.
- **Parks/Recreation & Cemetery Committees:** The Cemetery rules sign at the New Troy Cemetery was moved to another section by American Legion representatives, to better accommodate the Memorial Day Parade activities. Four trees were removed at the Glendora Cemetery. Survey of the 28-acres parcel of land located on Wee-Chik Rd. which was purchased as Township cemetery land, trails, and other Township amenities will be forthcoming.
  - **Accept Plan to Receive \$800 Restricted Donation for Weesaw Park Bench:** The bench is installed in the Bell Project's area and is to be engraved with the name of the donor's choosing. Motion by Green, supported by Sommers, to accept the \$800 restricted donation to be used towards another Weesaw Park project in the future. Voice vote, all ayes, motion carried.
- **Road Committee Meeting:** Minutes were provided. Motion by King, supported by Warmbein, to approve letter of appreciation to be sent to former B.C.R.C. Managing Director Louis Csokasy, as written by Jack Dodds. Voice vote, all ayes, motion carried.
- **Website Committee:** Mike Metz reported that historical pictures will be posted on the website.
- **Drains Committee:** Relative to the 3 drains mentioned last month: Regarding drains on Pardee Road and Glendora Rd. (Mike Heidinger's property) water is receding, a new tile has been installed almost to the road at Heidinger's; Wagner Rd., E. side of Cleveland the tile was plugged. Nothing more has been heard. Sommers will follow-up.

#### **New Business:**

- **Approve Election Equipment Options:** Green reported that the State of MI is supplying the new election tabulator, tablet and printer free of charge. However, there are additional equipment that is required for which we must pay. Motion by Sommers, supported by Green, to approve the following additional election equipment for future elections: Dominion Thermal Paper Roll (3 rolls @ \$3.50 each), Tabulator bag (\$49.00); Adjustable Height Folding Precinct Table (\$70.00); ICX Case (\$380); ICX Shield (\$450) for a total of \$529.50 additional. Roll call vote, all ayes (Green, Sommers, King, Warmbein), motion carried. In addition, an additional ballot bag is needed, motion by Warmbein, supported by King, to purchase the ballot bag made in the U.S.A. at a cost of \$159.00. Roll call vote, all ayes (King, Sommers, Warmbein, Green), motion carried.

- **Approve Resolution #2017-18:** Resolution of Application to MI SOS for a Grant for a new Voting System for Weesaw Township. Motion by Sommers, supported by King, to adopt Resolution 2017-18. Roll call vote, all ayes (Sommers, King, Warmbein, Green [Tackitt Absent]), motion carried.
- **Review "Independent Contractor Agreement":** Sample document provided. Tabled until next month's meeting for board members to review and make changes, if necessary.

#### **Unfinished Business:**

- **Atty. Sara Bell:** Atty Bell contacted Green via telephone prior to the meeting. A confidential write-up of the call was provided to the Township Board members for review.
- **Public Comments:** Metz commented about other miscellaneous ordinances and digitizing the ordinances.

**ADJOURN:** Motion by Sommers, supported by King, to adjourn at 8:44 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



## **WEESAW TOWNSHIP New Troy, MI 49119**

### **Special Board Meeting Minutes Wednesday, June 14, 2017**



**Call to Order:** The meeting was called to order by Supervisor Gary Sommers at 9:15 a.m.

- **Roll Call by Clerk Green:** Members Present: Wanda Green, Art King, Michelle Tackitt, Gary Sommers, Robert Warmbein.
- **CEMETERY RULES INSERT IN TAX BILLS:** Discussion of putting the cemetery rules (copy presented to board members) in with the tax bills, so residents are aware of the rules which were enacted and condensed versions posted in the cemeteries within the past year or so. Motion by Sommers, supported by King, to insert the complete version of the cemetery rules into the tax bills, with an addition to the bottom that the cemetery ordinance verbiage is available at the Weesaw Township Hall or on the Township website: weesawtownship.net. Voice vote, all ayes, motion carried.
- **DISCUSSION OF THE RESULTS OF THE 3-YEAR RISK ASSESSMENT BY PAM CODE, PARTICIPATING PLAN REPRESENTATIVE:** Letters relating our recent risk assessment by Pam Code were received. Motion by Sommers, supported by Green, to accept the printed letters/reports in their entirety from Pam Code/Michigan Township Participating Plan and to begin to develop written policies pertaining to her recommendations on each of her proposed changes. At that point, Sommers went through the 4 letters (3 letters dated 4/18/17, one of which was addressed to Daryl DeRossi/Fire Dept., another letter dated 5/17/17). All were from Pam Code, and Sommers had highlighted regarding the various risk factors she brought forth and Sommers indicated each of the at-risk issues that she recommended to be made for the future and to which she expected the Township employees to adhere. This information related to both the Township Board and the Fire Department. There was discussion and comments relating to the recommendations. Warmbein suggested that the risk assessment process should be looked at. After the discussion of the letters and recommendations, Sommers called for a vote on the motion that had already been made relating to the Par Plan letters. Roll call vote, all ayes (Green, Tackitt,

Sommers, King, Warmbein), motion carried. Green questioned Sommers if the policies to be written should be done as a group or individually. Sommers felt they should be individual. They should also have our attorney's approval prior to adopting. Green also provided a draft sidewalk ordinance for the board to review, make edits, and return for compiling into a version to be sent to the attorney for her approval and/or changes.

- Tackitt left at 10:10 a.m. The expected representative for Disability Network, Terazie Harazinova, had not arrived at that time. She was scheduled to arrive at 10:00 a.m.
- **PUBLIC COMMENTS**: There were many comments regarding the policies to reduce liability, Terry Hanover presented the \$800 donation which was discussed last month that someone wanted a name put on the park bench and donated money for that purpose. It is be a designated donation for park improvement. Terry Hanover also presented a sketch of the park area and bridge which he had laid out. There are phases to the recommendations for the park. Phase 1 is the path through the trees (questions re. ADA compliance). Phase 2 is the Weesaw Park walking path and nature trail (a map which was all presented by Jack Dodds).
- **ADJOURN**: Since the Disability Network representative had not arrived by 10:45 a.m., motion by Green, supported by King, to adjourn at 10:45 a.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk



## WEESAW TOWNSHIP New Troy, MI 49119



### **REGULAR BOARD MEETING MINUTES** **Wednesday, June 21, 2017**

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- Roll Call by Clerk Green: Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
- **Set/Amend Agenda Items**: Motion by Green, supported by King, to approve the Agenda as presented. Voice vote, all ayes, motion carried.
- **Berrien County Sheriff's Dept. Rep**: Had not arrived.
- **Hearing of Persons Present on Agenda Items**: None.
- **Robert Krauss Enforcement Officer**: Krauss, being out of town, provided a listing of 32 complaint properties on which he has been working with regular and certified mail having been sent, and one closed complaint.
- **Fire Dept. Report**: Chief Tim Williams reported 2 structure fires, 1 grass fire, 1 PI accident, 1 fire alarm, 1 other call.
  - **Purchase work light for Truck 2220**: The Fire Dept. received a bid of \$950 to replace a work light which has failed on pumper truck #2220. The light will be installed by Ted Nitz. Motion by Warmbein, supported by Tackitt, to approve the HEI Wireless proposal of \$950 for the Site Series Hybrid Spot 80/40 Combo light which is to be installed by Ted Nitz (no

installation charge requested). Roll call vote, all ayes (Green, Tackitt, Sommers, King, Warmbein), motion carried.

- **Harding's Account:** The Fire Dept. has had an account with Harding's market for quite some time, which was reportedly cancelled by a female at the Township. Green and Tackitt both emphatically stated that they did not cancel the account. Motion by Warmbein, supported by King, to reestablish the account for purchase of board-approved items. Roll call vote, all ayes (Warmbein, King, Tackitt, Green, Sommers), motion carried.
- **Firefighter Application:** Matt Keller has applied for employment on the Fire Dept. Tim Williams reported that he has passed Firefighter 1 & 2 practicals and the written test is to be taken on Thursday, June 21, 2017. Tim Williams stated that the township will not have to pay anything out of Township's funds for this potential employee's training, as he has already taken the classes. Motion by Warmbein, supported by King, to approve Matt Keller as a firefighter on the Fire Dept., contingent upon the following actions: his providing a copy of his Social Security card, driver's license, his signature on required paperwork, his passing the firefighter test as indicated by Williams, and his passing a background check. Voice vote, all ayes, motion carried.
- **Congratulations to Brittney Williams:** for passing Firefighter 1 & 2, on May 25, 2017 (copy of certificate provided to Sommers for her employee file).
- Chief Tim Williams questioned the mileage reimbursement in the amount of \$1,508.70 for which Brittney had requested. It was specified in September 2016 when the training was brought up by Chief Tim Williams that the township would not have to pay anything for these classes for Brittney, as there was a school bus to take the students to class and the classes were provided at the expense of the school. Atty. Sara Senica had written a letter to the board relating to the Fire Dept.'s mileage issue. Sommers requested and was granted permission from the board members to read the letter from Atty. Senica relating to Brittney Williams' mileage reimbursement. There were discussion and questions from the audience members pertaining to this issue. Motion by Green, supported by Tackitt, to table the mileage issue as Atty. Senica had advised in her letter to the Township Board. Voice vote, all ayes, motion carried.

- **Resident Bill Fritz** had not arrived at this time.
- **Berrien County Sheriff's Dept. Rep:** Deputy Sheriff Pfeiffer arrived. She reported the following statistics for Weesaw from 04/01-04/30/17: Complaints 11; tickets issued 1; arrests 0.
- **Approve Previous Minutes:** Motion by Warmbein, supported by King, to approve the Regular Board Meeting Minutes of Wed., 5/17/2017 and the Special Board Meeting Minutes of Wed., 06/14/2017, as presented. Voice vote, all ayes, motion carried.
- **Correspondence:** None
- **Approve Accounts Payable Monthly Expenditures Report:** Motion by King, supported by Sommers, to approve the expenditures as presented as follows: General Fund \$16,586.49; Fire Dept. \$5,415.80; Ambulance \$2,211.27; Sewer \$5,415.32; for a Grand Total of \$29,628.88. Roll call vote, all ayes (King, Warmbein, Sommers, Tackitt, Green), motion carried.

#### DEPARTMENTAL REPORTS:

- **Treasurer's Report:** Tackitt provided a verbal report and bank balances. The summer tax bills will be mailed out on July 1. They will be due on September 14. One may schedule an appointment with Tackitt to pay their taxes, if needed. Her email address is weesawtreasurer@comcast.net.
- **Bldg./Zoning Administrator/Enforcement:** No report provided.
- **Planning Commission Minutes:** P.C. Minutes & zoning activities' log provided for review.
- **Parks/Recreation & Cemetery Committees:** The Township Board is working with others on getting some trails in place towards the marsh, along with a bridge and bench in the Weesaw Township Park.
- A number of headstones in the cemeteries were repaired and set upright by Mr. Cooley.

- **Roads Committee Meeting:** No meeting. Sealcoat on Pardee Rd, with a 2<sup>nd</sup> coat in a few weeks. Sommers provided additional information which was in the Herald Palladium – there are 5 members back on the B.C.R.C. Board. Lindy Delk has temporarily been appointed.
- **Website Committee:** Mike Metz reported that the committee is presently working on the history page.
- **Drains Committee:** Warmbein reported that the drain on Mike Heidinger's property on Glendora Rd. has been completed.

#### **New Business:**

- **Abonmarche bid for 28-acre land survey:** Sommers stated that he'd like to get the 28-acre parcel that was purchased by the township staked with more permanent iron or steel posts rather than wooden laths with ribbons. He wanted to know if we wanted to wait to get the survey done in the fall, rather than now and in that case Abonmarche specified they will install Township-provided stakes for free, as they are extremely busy now. Should we pay an additional \$300 to have the land staked at 100' intervals, rather than at 200' intervals? Motion by Sommers, supported by Green, to table this issue until next month. Voice vote, all ayes, motion carried.
- **Adoption of MTA Principles of Governance:** MTA provided a copy of the document for the township to review and adopt, if we were so inclined. Since this document had not been reviewed previously by the entire board, motion by Warmbein, supported by Green, to table this issue until next month. Voice vote, all ayes, motion carried.
- **Ron Sanford/GRSD:** Mr. Sanford contacted the Township regarding problems with the Wee-Chik Rd. lift station motor. Green referred him to Sommers and Ron Sanford spoke with him. Sommers indicated that Sanford will get a bid from Gasvoda for repairs – 3-phase is very expensive. We do have a motor that we had rebuilt in the possession of GRSD. Mr. Sanford will get back with us when he hears from Gasvoda with a bid.
- **Wilma Burkholder's Property at 3849 Wee-Chik Rd.:** The boiler at this property blew up and took the back out of the house. Mrs. Burkholder has advised that her son, Scott Burkholder, will demolish the house (as Mrs. Burkholder does not plan to rebuild the house) and cap off the sewer. Motion by Green, supported by Warmbein, to terminate billing of sewer at the end of the present billing cycle, as sewer will no longer be used. In the event another home is built at this location in the future, the sewer shall be reinstated by the new owner and the grinder pump will be the responsibility of the new owner. Roll call vote, all ayes (Tackitt, Warmbein, King, Green, Sommers), motion carried. Mike Metz (chairman of the Sewer/Water Advisory Group [SWAG]) advised that the sewer grinder pump belongs to the Township, so it should be left in the ground. The board needs to notify the Burkholders to leave the grinder pump where it is in the event someone purchases the property in the future and wants to build a home on that location. In that case, the new homeowner would be financially and tangibly responsible for the hooking up of the grinder pump into the sewer line, as well as having it cleaned at regular intervals, any repairs and maintenance along with keeping it in proper working order throughout upcoming years.

#### **Unfinished Business:**

- **Atty. Sara Senica:** Atty. Sara Senica (formerly Atty. Sara Bell), provided a letter to the board as indicated earlier in the minutes. No further updates.
- **Approve "Independent Contractor Agreement":** Motion by Sommers, supported by Warmbein, to approve an Independent Contractor Agreement that Green provided last month and forward it to Attorney Senica for her review and approval. Roll call vote, all ayes, motion carried.
- **Resident Bill Fritz arrived:** He was upset that the flowers he had planted in the New Troy Cemetery by his family's graves, along with American flags, were run over by the lawn mowers. He requested that we talk with the lawn mowers. A board member will speak with them.
- **Public Comments:** Audience members requested information about ordinances. Metz talked with him and gave him information about the Planning Commission meeting. Other comments regarding various topics.

**ADJOURN:** Motion by Green, supported by King, to adjourn at 8:40 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



WEESAW TOWNSHIP  
New Troy, MI 49119



**REGULAR BOARD MEETING MINUTES**

Wednesday, July 19, 2017

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- Roll Call by Clerk Green: Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
- **Berrien County Sheriff's Dept. Rep:** Had not arrived.
- **Ron Sanford , GRSD:** Ron Sanford was present to give an update on the Wee-Chik Rd. lift station repairs. Mr. Sanford had forwarded a proposal from Gasvoda/Calumet City, IL in the amount of \$9811 for them to change out the existing static phase converter with digital phase converter, including installation and freight. The proposal had an option for a 3 year warranty of an additional \$300. Sommers mentioned that Merritt Engineering initially engineered the lift station and the township would like to contact Merritt to get information on this issue. Sanford provided additional information regarding the quote. There is a problem with the capacitors. Sommers questioned if they still had the 15-hp motor at GRSD that Weesaw had had overhauled, and Mr. Sanford said that they did. Supervisor Sommers will meet with Merritt Engineering's Robert Ambrose to discuss the issue, and also attempt to get additional proposals. Motion by Tackitt, supported by Warmbein, to table the system replacement until Sommers has received engineering information from the Merritt representative and also additional proposals. Voice vote, all ayes, motion carried.
- Berrien County Sheriff's Dept. Rep: Deputy Aaron Nanfeldt provided Weesaw Township statistics from May (5/1/17-5/31/17) of 11 complaints worked, 1 ticket issued, and 0 arrests. No questions from audience for deputy.
- **Set/Amend Agenda Items:** Motion by King, supported by Tackitt, to accept the Agenda as presented. Voice vote, all ayes, motion carried.
- **Hearing of Persons Present on Agenda Items:** Mrs. Tammy D'Agostino requested that the Township Board set a special meeting for D.A. D'Agostino to talk with the Board about reducing their insurance bond for the sand mining business. She said that other excavating companies' reclamation estimates are lower. The bond is presently \$250,000. Sommers will look into the matter and see how much is recommended and then determine if we should lower the bond. The D'Agostinos will email slope specs. to the Township which would be required to compare our estimated cost of reclamation with their estimates.
- **Robert Krauss , Enforcement Officer:** Krauss, reported 1 closed complaint on Lynn St., 33 properties under complaint, and actively working on 27 properties. Some of these property owners have requested additional time and others have not responded at all. He is working with those who are sincerely working on their properties. He requested of the Board that he be allowed to meet with Attorney Senica to prioritize the complaints. It was suggested that the complaints relating to the



properties of people not responding to the violation letters should be handled first. Motion by Green, supported by Tackitt, to approve Krauss to meet with Attorney Senica to discuss and determine the order in which the complaints should be handled and tickets written where appropriate. Roll call vote, all ayes (Tackitt, Green, Sommers, King, Warmbein), motion carried. Krauss will set up an appointment with Atty. Senica.

The medical hardship permit was also discussed. Since the Township has adopted the medical hardship verbiage which is in the ordinance book, it was discussed what the annual fee should be for the medical hardship permit. After discussion, it was suggested that the annual fees be as follows: \$25 for on-time filing, \$50 for filing late, and \$75 for filing after it is necessary that the Enforcement Officer becomes involved in the matter. Motion by Green, supported by King, that these amounts be approved for the annual physical hardship permit and added to the hardship applications. Voice vote, all ayes, motion carried.

Krauss assured the Township Board members that anytime he is driving his automobile in Weesaw Township with the Weesaw Township magnet stickers on it identifying it as township enforcement that he is using it for township business in his role as Enforcement Officer, and the Township would not be responsible for any liability, per an attorney with whom he has spoken.

- **Fire Dept. Report:** The Fire Dept. representatives Ben Nelson and Donnie Johnson II were in attendance and presented the report. Fire Chief Tim Williams was not in attendance.
  - **Status of Mileage Policy:** Sommers indicated that Attorney Senica is still working on the mileage policy. Sommers stated that since Tim Williams and Brittney Williams were not present, we would table this issue until we receive a response from Atty. Senica. Motion by Tackitt, supported by Sommers, to table the issue until next month. It was stated that the Township Board never approved mileage reimbursement for Brittney's training. Warmbein voiced disagreement with tabling the issue. Sommers brought the motion and support that were on the table to a vote. Voice vote, 4 ayes (Green, Tackitt, Sommers, King), 1 nay (Warmbein), motion carried. The issue was tabled until a mileage reimbursement policy is received from our attorney.
  - **Hose Testing Estimates:** The Fire Dept. received quotes from FireCatt and also presented their own quote for hose testing: FireCatt quoted \$3300, provide all labor for 10,000' hose; \$2600 for testing, if the Fire Dept. reloads apparatus. Weesaw Township Fire Dept. at \$2100 (consisting of 10 certified, trained firefighters @ \$14/hr., 240 man hours), not to exceed \$2500. There are also Weesaw firefighters who are not certified to perform this task, and they would not be in the township collecting pay for the hose testing. Those Fire Dept. employees who are not qualified and desire to be spectators to the hose testing to learn how to do it will not be paid and are there voluntarily. Any hoses that they cannot get to in the allotted time and thus will not be tested will be marked. This will be done as a payroll item with payroll taxes being deducted from checks of those employees receiving pay (\$14/hr.) on this task. Green was asked to enter a "hose testing" line item in payroll. Motion by King, supported by Warmbein, to approve 10 of the Weesaw Township Fire Dept. fire hose testing certified personnel to do the 10,000' hose testing as laid out (10 people, \$14/hr., 240 total man hours). Roll call vote, all ayes (Warmbein, King, Tackitt, Sommers, Green), motion carried.
  - **Accept Resignation of Adam Williams as Training Officer :** Fire Chief Tim Williams notified the Safety Committee that Adam Williams is resigning from the Fire Dept. (no written resignation – a firefighter who was present said they would get Adam's resignation in writing and provide it to Clerk Green in her mailbox prior to next month's meeting). Also, Assistant Chief Daryl DeRossi said he would take over as Training Officer until the Township Board appointed someone else to cover this responsibility. Motion by Warmbein, supported by Sommers to accept Adam Williams' resignation from the Fire Dept. contingent upon getting a written resignation to Green, and to also appoint Daryl DeRossi as Training Officer until someone else is appointed. Voice vote, all ayes, motion carried.
  - **Pump Testing \$200/ea. Truck (2 trucks):** Motion by Sommers, supported by Warmbein, to approve pump testing for 2 trucks at a cost of \$200/ea. Roll call vote, all ayes (Sommers, Tackitt, Green, Warmbein, King), motion carried.

- **Fire Dept. Calls:** 1 structure (mutual aid-Niles), 1 grass, 1 false alarm, 1 water-related (mutual aid-Galien), 2 down power lines, 1 illegal burn, 1 appliance fire
  - **Payroll Adjustment:** Due to the B.C. Youth Fair week, the Township Board moved the August Regular Board Meeting to August 23 (4<sup>th</sup> Wed. instead of 3<sup>rd</sup> ), thus the Fire Dept. personnel has requested that they be paid their earnings for work performed from the July meeting payroll to July 31 at a Special Meeting on Wed., August 2, so that they will have monetary resources for the Youth Fair. Motion by Warmbein, supported by Sommers, to pay the Fire Dept. for the period between the July payroll to July 31. This time is to be submitted to Clerk Green on July 31 for payment, and approved at a Special Board Meeting on August 2, 2017, 10:00 a.m. Voice vote, all ayes, motion carried.
  - **Radios:** Treasurer Tackitt asked about the radios that were purchased through a grant and township matching funds. It was reported that these radios will go to the officers. They are 800-mhz.
- **Approve Previous Minutes:** Motion by King, supported by Warmbein, to approve the minutes of June 21, 2017, as presented. Voice vote, all ayes, motion carried.
  - **Correspondence:** 7/13/17 Wealing Bros. re land application of biosolids on farmland of Rodney Streffling. No action required.-
  - **Approve Accounts Payable Monthly Expenditures Report:** Motion by Warmbein, supported by Sommers, to approve the expenditures as presented as follows: General Fund \$14,533.10; Fire Dept. \$8,770.74; Ambulance \$2,236.27; Sewer \$4,943.32; for a Grand Total of \$30,483.43. Roll call vote, all ayes (Green, Tackitt, Warmbein, King, Sommers), motion carried.

#### DEPARTMENTAL REPORTS:

- **Treasurer's Report:** Tackitt provided the bank balances report. Summer taxes are being collected.
- **Bldg./Zoning Administrator/Enforcement:** Kaufman provided the report for 2 months, as he was injured last month and was unable to do so.
- **Planning Commission Minutes:** P.C. Minutes provided.
- **Parks/Recreation & Cemetery Committees:** Sommers reported that there will be a representative from Disability Network to review the park land to determine what would be entailed to make the planned trails and bridge ADA-compliant. The meeting with her will be on Mon., July 24, 2017, 2:00 p.m.
- **Roads Committee Meeting:** Jack Dodds, Jerry Pilot and Bonnie Braje met. They discussed several roads including Larson Rd. BCRC was contacted regarding helping out on Larson. Traffic counters placed on Elm Valley and there are now over 100 cars traveling that road per day. Sealcoat is wanted on Elm Valley. The roads to be repaired this year have not been ground. Other problems discussed. Reminder that those contacting BCRC should be courteous with the new personnel structure.
- **Website Committee:** Mike Metz reported that he and Jack Dodds met and are working on the History page.
- **Drains Committee:** Nothing new to report.

#### **New Business:**

- **Approve \$500 to consult with Merritt Engineering :** Sommers requested that the Board approve \$500 to consult with Merritt Engineering regarding the Wee-Chik Rd. lift station. Motion by Green, supported by Warmbein, that the Board approve up to \$500 for Sommers to discuss with Bob Ambrose/Merritt Engrg. the engineering of the lift station and get his expertise as to handling the ongoing repairs to the lift station. Roll call vote, all ayes (Tackitt, Warmbein, King, Sommers, Green), motion carried. Mike Metz indicated that he would like to be permitted to be present at this discussion.
- **Brooaf Roofing Co.:** This company was recommended to Sommers for providing information regarding venting of the building, which was recommended by SEMCO earlier this year. This involved cutting 20 vents in the roof. Sommers is requesting that the Board approve having someone from this firm come out and give their opinion. Motion by Warmbein, supported by Sommers, to approve up to \$100 in the event there is a charge for this service. Roll call vote, all ayes (King, Warmbein, Tackitt, Sommers, Green), motion carried.

**Unfinished Business:**

- **Atty. Sara Senica:** No additional report.
- **Public Comments:** Green asked of board what to do with old electronics. Suggested to remove the hard drive and recycle.

**ADJOURN:** Motion by Warmbein, supported by King, to adjourn at 9:39 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**



**Special Board Meeting Minutes  
Monday, July 24, 2017**

- **Call to Order:** The meeting was called to order by Supervisor Gary Sommers at 2:00 p.m. Terazie Harazinova/Disability Network (Community Educator and Systems Advocate) was present to provide ADA compliance information. Resident Mike Metz was also present.
- **Roll Call by Clerk Green:** Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein. Member Absent: Michelle Tackitt (arrived at 2:07)
- Jack Dodds presented three maps with descriptions he had created. These maps were relating to the proposed trail and bridge (Phase 1). Phase 2 map of the project was also a part of the hand-out to the attendees of the meeting. Terazie Harazinova had a few questions. It was then suggested that those in attendance proceed to the park for all to see what is being proposed and for Terazie to answer any questions and provide information relating to ADA compliance and the steps needed to be taken. The audience members, except for Green, who is not on the Parks Committee and thus would have nothing of worth to contribute to the conversation and consultation regarding ADA compliance, left for a field trip to the park at 2:08 p.m.
- The group arrived back to the Township Hall from the New Troy Park at 3:15 p.m.. Green rejoined the others in the group at the wrap-up of the consultation. Ms. Harazinova stated there would be grants available for Phase 2 of the proposed plan. It was suggested that the bridge could be extended from 32' to 42' which would make it much higher and contribute to the ADA compliance. It was stated that 20% of the overall cost has to go towards making it accessible under ADA. It was stated that Terry Hanover will design the changes to be made to the proposed plans.
- Other notes of interest: Phase 2 of the plan will be about 5 years  
Federal Universal Design Code mentioned – Jack Dodds may have information on this.
- **Adjourn:** Motion by Warmbein, supported by King, to adjourn at 3:40 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,



**WEESAW TOWNSHIP**  
**New Troy, MI 49119**



**Special Board Meeting Minutes**  
**Wednesday, August 2, 2017**

- **CALL TO ORDER:** The special meeting, having a number of issues to be acted upon, was called to order by Supervisor Sommers at 10:00 a.m.
- **ROLL CALL BY CLERK GREEN:** All Members Present: Wanda Green, Art King, Michelle Tackitt, Gary Sommers, Robert Warmbein.
- **SET/AMEND AGENDA:** Motion by Green, supported by King, to accept the Agenda as presented. Voice vote, all ayes, motion carried.
- **Approve Partial Month's Payroll Payment to Fire Dept. in the amount of \$1,443.50 (14 checks):** Sommers explained that the Fire Dept. personnel requested payment for the partial month from July 17 up through July 31, 2017, so they would have monies for the Berrien County Youth Fair in August. There was a discrepancy in the request in that they had requested the full month's pay for the officers. After clarifying that issue with the Fire Dept. Chief, there was another question pertaining to the monthly meetings, it was stated by Chief Tim Williams that there would not be any meetings for the month of August, since their 2 meetings were held on July 29 for the August meetings. Motion by Warmbein, supported by Sommers, that we pay the partial amount of \$1,442.50 for the 14 employees who worked the partial month. Roll call vote, all ayes (Warmbein, Sommers, Tackitt, King, Green), motion carried. It was stated that their balance of earnings would be paid at the Board Meeting on August 23, 2017 (the meeting had been moved back one week due to the date of the Youth Fair.)
- **Fire Dept. Water Suppression System:** A fairly new business, Harbor Bank Winery Barn, in Galien has requested that the Fire Dept. provide 8,000 gallons of water for their building on Cleveland Ave., Galien, for fire protection. They are affiliated with the wedding venue Willow Harbor in Weesaw Township. The Fire Dept. requested that they be permitted to oblige this business with fire protection as an offshoot of mutual aid. The Fire Chief Williams verified that there will be no time charged to the township for the firefighters who wish to be a part of providing this service. Based upon this discussion, motion by Warmbein, supported by Sommers, that the Fire Dept. be approved to fill fire suppression systems only for the Townships who are affiliated with automatic mutual aid. . Roll call vote, all ayes (Tackitt, Warmbein King, Green, Sommers), motion carried. The direct cost will be for truck fuel. In addition, the Fire Dept. will charge \$100 per truck load of water which will be deposited into their Fire Dept. Bank Account as revenue
- **Approve Purchase of Power Washer for Fire Dept.:** The Fire Dept. requested a new power washer as their old one does not work. It was suggested by Sommers that they get one with a Honda Engine. Motion by Sommers, supported by Warmnbein, that the Fire Dept. be approved to purchase a new power washer for an amount up to \$500. Roll call vote, all ayes (Sommers, King, Tackitt, Green, Warmbein), motion carried.

- **Lynn St. Water Assessment Amortization Schedule:** 5<sup>th</sup>-3<sup>rd</sup> Bank has provided a new amortization schedule for Lynn St. Water Assessment District, which indicates that there will be a shortfall in the bank account for the October payment. Motion by Warmbein, supported by King, to approve the transfer of the shortfall for October 2017 loan payment from the General Fund to the Lynn St. Bank Account in amount not to exceed \$200, Roll call vote, all ayes (Sommers, King, Tackitt, Green, Warmbein), motion carried.
- **Guidelines Provided to Township Board for Review:** No action to be taken at this time. The guidelines were handed out by Green, who had been requested by the Board to put together policies relating to the matters raised by Pam Code, MI Townships Par Plan in her letters to the Board and Fire Dept.. Green requested that the Board members take the draft documents home, mark them up and return to the Clerk so she can provide the suggestions to the board to determine if they are viable suggestions. They will eventually be sent to our attorney for review and editing with legal terminology and expertise.
- **Approve Township Hall Improvement Project (carpet, tile painting, other):** Receptionist Elizabeth Palulis, who has spearheaded getting quotes and providing information for the improvement project, has pulled together pricing and information for the Board to review and make a decision. She gave a verbal overview and also provided a spreadsheet tallying the pricing. King suggested that we also get another painting bid. There were also a number of questions. Elizabeth will question the contractors and bring the additional information back to the Board. The matter was tabled until the questions can be answered.
- **Public Comments:** Comments heard throughout the meeting.
- **Adjourn:** Motion by Green, supported by King, to adjourn at 12:04 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



## WEESAW TOWNSHIP New Troy, MI 49119

### Special Board Meeting Minutes Wednesday, August 16, 2017



- **CALL TO ORDER:** The special meeting was called to order by Supervisor Sommers at 10:00 a.m.
- **ROLL CALL BY CLERK GREEN:** All Members Present: Wanda Green, Art King, Michelle Tackitt, Gary Sommers, Robert Warmbein.
- **Richard Mangona/Senior Security Consultant, Koorsen Fire & Security:** Mr. Mangona was present at the meeting to discuss and answer questions that the Board Members had regarding the camera project. A grant for eight surveillance cameras for the Township Hall and Fire Dept. areas had been written by Clerk Green. In a letter dated August 4, 2017, notification was received from MI Township Participating Plan that the Grant in the amount of \$5000 had been approved for funding. Green called and notified Mr. Mangona who had initially provided the bid for the cameras and monitor that we had received the grant, and requested that he meet with the board members for providing additional information regarding the project. During the meeting, it was suggested by

Sommers that we purchase 9 cameras instead of 8. Mr. Mangona stated that it would cost up to \$700 to purchase the additional camera and set-up. **CAMERAS:** After answering a number of questions and providing information regarding the camera project, motion by Green, supported to Tackitt, to accept the bid from Koorsen that we had received previously for the 8 cameras of approximately of \$5600 and add up to \$700 to provide the additional camera and monitor to the project, for a total of up to \$6,300. Roll call vote, all ayes (Tackitt, Green, Sommers, Warmbein, King), motion carried. Mr. Mangona stated that we should get the project rolling by first having the electrical work performed by an electrician. He also informed that the cameras have a one year parts and labor warranty, no acts of God are warrantied. The cameras can be set for motion recording, and they have at least 60 days recording capability. **MONITOR:** Motion by King, supported by Warmbein, to approve up to \$350 for as large a monitor as possible to view the cameras. Roll call vote, all ayes (King, Warmbein, Tackitt, Sommers, Green), motion carried. The shelf in the Clerk's office should be at least 18" deep (mounted from Clerk's east wall to window), and the monitor will be at least 20".

- **Set/Amend Agenda:** Motion by Green, supported by Sommers, to amend the Agenda by adding an emergency Agenda item to purchase 2 HP printers at a price of \$219.99 each to replace 2 printers and other office equipment that were irreparably damaged in the storm that occurred on Thursday, August 10, 2017. Voice vote, all ayes, motion carried.
- **Replace Printers, Other equipment:** Motion by Warmbein, supported by Sommers, to replace the two printers (receptionist and Clerk's office), which were damaged in the recent storm, with new Hewlett Packard model HP Color LaserJet Pro M252dw for @ \$219.99 each and to request billings from PC Consultants and any other vendors to turn into the insurance company for reimbursement of equipment (over \$1000 deductible) destroyed in the storm. Roll call vote, all ayes (Green, King, Tackitt, Sommers, Warmbein), motion carried.
- A conference call was conducted with Welch & Sons Electric regarding an updated bid for installing the electric line for the camera project. Mr. Welch will email an updated bid.
- Motion by Sommers, supported by Warmbein, to purchase UPS backups for up to a total of \$400 to protect electronic equipment in the future. Roll call vote, all ayes (King, Warmbein, Sommers, Tackitt, Green), motion carried.
- **Public Comments:** Comments heard throughout the meeting.
- **Adjourn:** Motion by King, supported by Warmbein, to adjourn at 12:26 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



**WEESAW TOWNSHIP  
New Troy, MI 49119**



**REGULAR BOARD MEETING MINUTES  
Wednesday, August 23, 2017**

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- Roll Call by Clerk Green: Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
- **Berrien County Sheriff's Dept. Rep:** Had not arrived. Report provided.
- **Set/Amend Agenda Items:** Motion by Warmbein, supported by King, to amend the Agenda under New Business to add Netgear Ready NAS in the amount of \$500. Voice vote, all ayes, motion carried.
- **Hearing of Persons Present on Agenda Items:** None
- **Robert Krauss , Enforcement Officer:** Krauss presented a slide show of the complaints. There are presently 37 property complaints open with 9 having been closed. Krauss went through the properties commenting on each one as appropriate. When he writes a citation, he sends it to everyone on the property's deed. They have 10 days to respond to the court. The court has given several of the ongoing complaints until Sept. 1 to be completed and closed by the owner. There are 4 complaints awaiting inspection. A Civil infraction entails a \$50 fine per code violation on the citation, and Krauss can indicate up to 3 code violations on each citation. Victor Palulis was present and voiced negative comments as to actions relating to the violations. Sommers shared that the board feels Krauss is doing a good job. It was suggested that Mr. Palulis attend some of the court proceedings to see how these types of complaints are handled.
- **Fire Dept. Report:** The Fire Dept. personnel were in training, thus there was nobody present to present the monthly report. There was a written report of 2 structure calls (1 of the structure fires was mutual aid for 3 Oaks Fire Dept.), 1 grass fire, and a PI. The annual hose tests were also completed.
  1. Approve Firefighter Zach Bailey to take Firefighter 1&2 training. Motion by Green, supported by Warmbein, to approve Firefighter 1&2 Training for Zach Bailey up to \$400 (no mileage reimbursement at this time – a policy is in the works). Roll call vote, all ayes (Warmbein, King, Sommers, Tackitt, Green), motion carried.
  2. Hose testing stats: Cost \$1,176.00; 8500' hose tested; 9 firefighters performed the work.
- **Approve Previous Minutes:** Motion by Warmbein, supported by King, to approve the Regular Board Meeting minutes of Wed., 7/19/17; and Special Board Meeting minutes of Mon., 7/24; Wed., 8/2/17; Wed., 8/16/17 as presented. Voice vote, all ayes, motion carried.
- **Correspondence:** 08/22/17 – D'Agostino Excavation restoration specs. were forwarded to the Township via email. Sommers indicated that an inspection was necessary by the Building & Zoning Administrator Bob Kaufman and the Code Enforcement Officer Robert Krauss prior to setting a new bond amount. The bonding is presently set at \$250,000. Sommers was provided the bonding amount information by Selge Construction when the bond amount required was initially placed on the Cleveland Ave. mining business. Green to call D'Agostino and let them know of the upcoming inspection.
- **Approve Accounts Payable Monthly Expenditures Report:** It was necessary to remove the \$298 payroll check from the Fire Dept. payroll due to instructions by Attorney Senica. Motion by Warmbein, supported by Sommers, to approve the corrected expenditures as follows: General Fund \$20,222.77; Fire Dept. \$5792.66 (corrected amount); Ambulance \$2,211.27; Sewer \$5,918.83; for a corrected Grand Total of \$34,145.53. Roll call vote, all ayes (Green, Tackitt, Warmbein, King, Sommers), motion carried.

#### DEPARTMENTAL REPORTS:

- **Treasurer's Report:** Tackitt provided the bank balances report. Summer taxes are being collected and tax collection will end on September 14, 2017.
- **Bldg./Zoning Administrator/Enforcement:** Kaufman provided written report.
- **Planning Commission Minutes:** P.C. Minutes provided.
- **Parks/Recreation & Cemetery Committees:** Park Committee minutes provided. Sommers reported that Terry Hanover (FONT) is anxious to get busy on the bridge and trail development in the



Weesaw Township Park. Motion by King, supported by Sommers to approve up to \$1,000 out of the township park budget to purchase materials to initiate the bridge and trails project. Roll call vote, all ayes (King, Warmbein, Sommers, Green, Tackitt), motion carried. Motion by Sommers, supported by Green, to also approve the \$800 which was previously donated to the Township by a former resident and identified for the trail project. Roll call vote, all ayes (Sommers, Warmbein, King, Tackitt, Green), motion carried.

Parks Committee member Jack Dodds presented a packet to the Board members and spoke regarding banners that the committee would like to see installed on telephone poles throughout the year. He presented quotes for the project from 3 vendors: Signature Signs-Vinyl (Galien); Art-FX-Vinyl (Bridgman); Dornbos Signs-aluminum signs. The Board was asked to think about the banners. Dodds also asked the board to think about adopting an ordinance about motorized vehicles upon the park trails.

**8:30 p.m.** – The Fire Dept. personnel came in from their training meeting and confronted the Township Board regarding lack of Adam Williams' payroll check. Earlier in the day the Township Attorney had counseled board members to hold back Adam's check, since the Board had already accepted a verbal resignation on 7/19/2017, which had been communicated by 2 firefighters, including the Fire Chief at an earlier date. Sommers requested that the resignation be provided in writing from Adam and the 2 firefighters said they would have Adam write it out and give it to the Board. Due to the Township Board having voted to accept Adam's verbal resignation, he was designated as no longer on payroll. Sommers informed Adam that Clerk Green would provide language for a letter that our attorney advised that he should write and we need to have on file; and that Adam needed to write the letter to the Township Board to request revocation of his resignation that was previously reported to the Board by Fire Personnel Chief Tim Williams, Ben Nelson and Donnie Johnson II. The board could then meet to vote on accepting his letter of reinstatement; whereupon, after a positive vote by the board, his payroll check could be released to him.

- **Roads Committee Meeting:** Minutes provided. There are concerns regarding Larson Rd and Elm Valley Roads. There needs to be an explanation regarding the flags that residents have put out along the road. Warmbein indicated there are lots of ash trees needed to be taken down. Sommers said the tree cutting is in process. Sommers and Jack Dodds need to have a discussion with Doug Hartzell/B.C.R.C.
- **Website Committee:** Mike Metz reported that he and Jack Dodds are still working on the History page.
- **Drains Committee:** A meeting is scheduled for August 29, 2017 in the afternoon. Warmbein and Sommers will attend.

**New Business:** Netgear Ready NAS – The back-up equipment was damaged in the storm. Motion by Warmbein, supported by Sommers, to replace the back-up that was destroyed in the storm on 8/9-10 in an amount of up to \$600. Roll call vote, all ayes (Tackitt, Green, Warmbein, King, Sommers), motion carried.

**Unfinished Business:**

- **Atty. Sara Senica:** Atty. Senica is working on a mileage reimbursement policy, mystery land, and documents to be approved by the Township Board after she has completed her review/edit.
- **Wee-Chik Lift Sta. Bids & Merritt Midwest Inc. Recommendation:** The lift station was constructed around the year 2000. Merritt advised Sommers to accept the bid from Utility Service. Motion by Sommers, supported by Tackitt, to accept the Utility Service bid in the amount of \$8,569.10 to upgrade the Wee-Chik Rd. Lift Station. Roll call vote, all ayes (King, Warmbein, Tackitt, Sommers, Green), motion carried.
- **\$5000 Surveillance Camera Grant Project:** Green had written a grant for surveillance cameras and it was awarded in the amount of a \$5000 for the Township buildings. Koorsen Fire & Security requested that we sign and return the surveillance camera contract. Sommers signed the contract and Green will fax it to Koorsen.
- **Public Comments:** Public comments were heard throughout the meeting.

**ADJOURN:** Motion by Sommers, supported by Green, to adjourn at 9:14 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk



**WEESAW TOWNSHIP**  
**New Troy, MI 49119**



**Special Board Meeting Minutes**  
**Monday, September 18, 2017**

- **CALL TO ORDER:** The special meeting was called to order by Supervisor Sommers at 10:00 a.m.
- **ROLL CALL BY CLERK GREEN:** All Members Present: Wanda Green, Art King, Michelle Tackitt, Gary Sommers, Robert Warmbein.

**Set/Amend Agenda:** Motion by King, supported by Tackitt, to amend the Agenda by adding question concerning Fire Dept. payroll. This will be added under "Fire Dept. Issues".

- **Jim Wisely, River Valley Assistant Principal/Athletic Director** Mr. Wisely began his presentation relating that the River Valley athletes will be doing voluntary community service projects – helping clean up, shoveling snow and so forth. He requested that the township board offer suggestions and possible cleanup and other jobs that need to be performed. There was a suggestion to clean up beside the roads and other job details were mentioned. As a further request, he mentioned they have instituted a program to put up 2'x4' banners in various townships on poles and would like Weesaw Township to be one of the entities involved. It is their intention to display the banners where the board would want them located. The initial price for the banners honoring a former graduate is \$110 including the holder; later it will be \$45, with the former honoree or his/her family paying for the banner. Anyone who has participated in River Valley Schools throughout the years would be eligible to purchase a banner and have it displayed. Other Weesaw Township schools are not included in this program. They also want to honor the R.V. present seniors. After Mr. Wisely left the meeting at 10:33 a.m. and after board discussion, motion by Sommers, supported by King, that Weesaw Township Board of Trustees support River Valley Schools in their promotion of athletic and family banners and community service. There can be further discussion by the board if a problem arises with the project.
- **Approve Electrical Wiring by Olson Electric for Surveillance Camera Set-up:** Olson Electric has provided a bid for \$875 for an electric line for the surveillance cameras grant. Due to a lack of adequate electrical outlets in the Township Hall, it was suggested that we could possibly get a better price to do all the electrical work at the same time, so perhaps in addition to the present line that we ask Olson to bid 2 extra outlets. These two outlets would be under a different invoice, with the Township General Fund paying them and not the grant. Warmbein stated that he would call Olson for an additional bid. After further discussion, motion by King, supported by Green, to approve the present Olson Electric's bid of \$715 plus \$160 including the electrical permit for a total of \$875.00. Roll call vote, all ayes (Tackitt, Green, Sommers, King, Warmbein), motion carried.
- **Approve Clerk Training 10/6 & 10/13 for Green \$15:** Motion by King, supported by Warmbein, to approve \$15 for Clerk Green to attend the two days of training in October. Roll call vote, all ayes (Sommers, King, Warmbein, Tackitt, Green), motion carried.

- **Send Letter to Former Band Building Owners (former FONT Property):** Discussion of Board's sending letter penned by Jack Dodds to ask the owners for permission to beautify the front section of their property and perhaps use it as additional park space. Motion by Green, supported by Tackitt, to approve the letter with minor changes. Green to sign the letter on behalf of the Weesaw Township Board of Trustees. Voice vote, all ayes, motion carried.
- **Fire Dept. Issues:**
  - Adam Williams' Check: Discussion of acceptance of Adam Williams' resignation as was reported by the 3<sup>rd</sup> parties, specifically, the Fire Chief and other firefighters. In the future no verbal resignations will be accepted. Motion by Warmbein, supported by Sommers, to accept Adam's letter requesting reinstatement and pay him for calls from August 1- August 23 that he made as listed on his letter. Roll call vote, all ayes (Green, Warmbein, Sommers, King, Tackitt), motion carried.
  - **Fire Chief Williams notified the Board of the 5k Walk/Run:** Motion by Sommers, supported by Warmbein, to retroactively approve the Fire Dept to perform traffic control for the 5k walk/run sponsored by FONT. Due to insurance requirements, Green to send a letter to FONT indicating that we need more time to organize events. Voice vote, all ayes, motion carried. In addition, the Fire Dept. should be aware timeliness is important. It was also discussed that the 501C paperwork for the New Troy Fire Brigade is not currently in compliance. In order for the Fire Brigade to accept monies, it is important to have this documentation compliant.
  - **Mileage Reimbursement:** Verbiage was provided by Attorney Sara Senica for Fire Dept. Mileage Reimbursement. After discussion and questions regarding the document, it was tabled. Resident Jack Dodds rewrote it in a condensed version. It will be typed and sent to Attorney Sara Senica for her to review to see if the condensed verbiage is acceptable, and request that she get it back to us prior to the board meeting.
  - **Fire Dept. Payroll Questions:** Green brought up a question regarding the payroll in relation to the Fire Dept.'s only asking for ½ of the officers pay this month. They should have requested the full amount and she will make the change when she cuts the checks.
- **Public Comments:** Comments heard throughout the meeting.
- **Adjourn:** Motion by Warmbein, supported by Sommers, to adjourn at 1:20 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



## WEESAW TOWNSHIP New Troy, MI 49119

### REGULAR BOARD MEETING MINUTES Wednesday, September 20, 2017



Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green:** Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
- **Berrien County Sheriff's Dept. Rep:** Deputy R. Sullivan presented an oral report. Written report for Weesaw Township: 27 complaints; 1 ticket issued; 1 arrest.
- **Set/Amend Agenda Items:** Motion by Warmbein, supported by Sommers, to amend the Agenda as follows: Add BCRC meeting at Lake Twp. Hall, 1:00 p.m.; Fire Dept. – Add Pancake Breakfast; Halloween Party, October 28; Escort Santa to FONT; Use of Trucks to deliver Christmas Baskets; Hire Rick Granke; replace lights on tankers with LED lights @ \$266.87 (8 lights, 4 on each truck). The strobes are burning out. Voice vote, All ayes, motion carried.
- **Hearing of Persons Present on Agenda Items:** Lori Wallace, CA Rd., was present in the audience and stated that she had attempted to get in touch with Code Enforcement Officer Krauss a number of times, as her house was scheduled to be demolished by September 1, 2017. It has not been taken down at this point. Green said she would call Robert Krauss to see what is happening with this issue.
- **Robert Krauss , Enforcement Officer:** Krauss was unable to attend the meeting; however, he provided a written report to the Board – working on complaints. Some progress with rental properties on CA Rd. and Lynn St. belonging to one person
- **Fire Dept. Report:** Fire Chief and Assistant Chief were unable to attend the meeting. Firefighters Johnson II and Nitz (maintenance) provided the report. 5 calls – 2 power line, 1 ambulance assist, 1 smoke investigation, 1 natural gas odor/investigation.
  - The New Troy Fire Brigade. needs to get a one-day insurance policy for the Halloween Party (10/28/17) and the Pancake Breakfast. They will also need a Health Dept. inspection for the Pancake Breakfast (10/8/17). The Special Events forms for the Pancake Breakfast and Halloween Party need to be sent to Jean Perry, Burnham & Flower Insurance Co. for approval. The Fire Dept. also needs to sign up for receiving driving record reviews, as indicated by Pam Code, Par Plan, in a second letter of 8/24/2017, of which the Fire Dept. received a copy. The New Troy Fire Brigade also needs to update and keep their 501C document up to date. Warmbein said he will work with them on this.
  - Motion by Warmbein, supported by King, to approve the Pancake Breakfast, Halloween Party, Santa Claus to FONT on Fire Truck, Christmas baskets delivery using township trucks, contingent upon their getting the one-day insurance riders for the Halloween Party and the Pancake Breakfast including Health Dept. inspection and paperwork, Special Events Forms approved, updating their 501C for tax purposes. Voice vote, all ayes, motion carried.
  - Hiring Nick Granke – The Safety Committee has reviewed his application. It is not complete. The Safety Committee is recommending that we return Granke's application back to Chief Tim Williams for completion by Granke. Williams will pick up the application tomorrow, Thursday, 9/21/2017.
  - Nitz reported we need LED Lights in the amount of \$266.87 with sockets for the 2 tankers. Motion by Warmbein, supported by Sommers to replace the flashing lights on the two tankers with LED lights. Maintenance Captain, Ted Nitz, will install the lights on the trucks. The cost for these lights is \$266.87. Roll call vote, all ayes (King, Sommers, Tackitt, Warmbein, Green), motion carried.
- **Approve Previous Minutes:** Motion by Warmbein, supported by King, to approve the Regular Board Meeting minutes of, 8/23/17 and Special Board Meeting Minutes of 9/18/2017; as presented. Voice vote, all ayes, motion carried.
- **Correspondence:**
  - 09/09/17 – **D'Agostino Excavation.** 3 people inspected this site, Sommers, Bob Kaufman, and Robert Krauss. A report was received from Kaufman and Krauss. The driveway situation

D'Agostino is using is not as approved by the Planning Commission upon approval of the Special Land Use. They were not to use the lower driveway owned by Strausses. Discussion ensued. Due to conflicting information, no action was taken. Planning Commission Chair, Mike Metz, will discuss the issue with Bob Kaufman, Bldg. Zoning Administrator.

- **Burnham & Flower Insurance Renewal:** provided to Board Members and Fire Dept. for review and changes.
- **SEMCO Energy :** Public Improvement Projects, 9/13/17
- **Par Plan Letter (8/24/17) & email (9/6/17) from Pam Code:** Copies to Board & Fire Dept.
- **BCRC meeting:** at Lake Township tomorrow, 1:00 p.m. (Communication Service Provider Permits)

- **Approve Accounts Payable Monthly Expenditures Report:** Due to a last minute check written for Zach Bailey to attend Firefighter I and II Training, add \$400 to expenditures as appropriate. Motion by Warmbein, supported by Sommers, to correct the Fire Dept. payables and to update the total expenditures as follows: General Fund \$22,842.74; Fire Dept. \$4,330.04; Ambulance \$2,261.27; U.S.D.A. (Phase 2 Sewer) \$14,233.43; Sewer Fund \$4,811.90; for a grand total of \$48,579.38. Roll call vote, all ayes (King, Warmbein, Sommers, Tackitt, Green), motion carried.

#### DEPARTMENTAL REPORTS:

- **Treasurer's Report:** Tackitt provided the bank balances report. It is time for the Township to sign another 2-year agreement (for 2018-19) with Berrien County Board of Commissioners to provide tax processing service which utilizes BS&A application and software. Motion by Green, supported by King to approve the BS&A Application and Software agreement at \$1,882.00 per year. Roll call vote, all ayes (Green, Tackitt, Sommers, King, Warmbein), motion carried.
- **Bldg./Zoning Administrator/Enforcement:** Kaufman provided written report. After approx. 6 hours on the phone with Verizon representatives, Green finally contacted a Verizon representative who provided necessary information and was able to set up a PIN for Bob Kaufman to use in securing an updated cell phone. His old phone is not working properly.
- **Planning Commission Minutes:** P.C. Minutes provided.
- **Parks/Recreation & Cemetery Committees:** Butch Jarvis plotted and mapped out Segment 1 of Glendora Cemetery. Reportedly there is a discrepancy in a recent burial. Sommers plans to talk with the family regarding the burial.  
**Parks:** Sommers reported that the \$1,000 approved for the bridge project is not enough. Motion by Sommers, supported by King, to preapprove another \$500 under the new line item 751-975 Park Improvement (which Green set up last month) to complete the bridge project. Roll call vote, all ayes (Warmbein, King, Sommers, Tackitt, Green), motion carried. Since the "Reward" sign in the Mill Rd. Park has been stolen, motion by Warmbein, supported by Sommers, to purchase a new "Reward" sign, up to \$70. Roll call vote, all ayes (Warmbein, King, Tackitt, Green, Sommers), motion carried  
**Amend Parks Budget:** Motion by Green, supported by Sommers, to Amend the Parks Cost Center in the General Fund to change line item 751-970 Capital Outlay from \$7,500 to \$6,000 and insert the additional \$1,500 funds to 751-975 Park Improvement line item. Roll call vote, all ayes (Sommers, Tackitt, Warmbein, King, Green), motion carried. Resident Mike Metz handed out photos of the bridge for review.
- **Roads Committee Meeting:** No minutes. Ezra Scott met with Jack Dodds and Gary Sommers for a special meeting. He stated that he is attempting to get funding for infrastructure from Washington D.C. No minutes provided. Pardee Rd. was discussed. Dead trees will be taken down soon. Larson Rd. should be checked out.
- **Website Committee:** No meeting.
- **Drains Committee:** Nothing to report.

**New Business: Survey of Other Local Government Entities Cemetery Lot Prices:** An email survey was sent out by Elizabeth Palulis with the results from the entities who responded being provided to board members. This issue was tabled.

### **Unfinished Business:**

- **Atty. Sara Senica:** Atty. Sara Senica provided revised verbiage for a Fire Dept. mileage reimbursement policy. After discussion, motion by Green, supported by Tackitt, to adopt the mileage reimbursement policy. Roll call vote, Warmbein (No), King (No), Sommers (No), motion failed. The men wanted to talk with Fire Chief Tim Williams.
- **Burnham & Flowers Insurance Renewal:** Already discussed earlier in the meeting.
- **Approve Olson Electric Bid:** Green spoke with Ken Simpson regarding electrical permits, and was told that if the electrical work was all done at one time, only one permit was required. Motion by Warmbein, supported Sommers, to approve up to \$500 for extra electrical outlets (in addition to the one approved last month for the surveillance cameras) for the Township Hall. Roll call vote, all ayes (Tackitt, Sommers, Warmbein, King, Green), motion carried.
- **Public Comments:** Metz informed that AEP had finished trimming on the property which is owned by the township across the street from his property on Wee-Chik Rd.

**ADJOURN:** Motion by Green, supported by Warmbein, to adjourn at 10:03 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green, Clerk



## **WEESAW TOWNSHIP New Troy, MI 49119**

### **Special Board Meeting Minutes Monday, October 16, 2017**



- **CALL TO ORDER:** The special meeting was called to order by Supervisor Sommers at 11:00 a.m.
- **ROLL CALL BY CLERK GREEN:** All Members Present: Wanda Green, Art King, Michelle Tackitt, Gary Sommers, Robert Warmbein.

**Set/Amend Agenda:** Motion by King, supported by Warmbein, to accept the Agenda as presented.

- **1) Approve Cold Patch for Cemeteries' Driveways:** Sommers advised that there are areas in the cemeteries' driveways and Weesaw Park parking area that are in need of patching. He asked to purchase ten 5-gallon containers from Arnt Asphalt Sealing material at a cost not to exceed \$200 to perform the work. Motion by Warmbein, supported by King, to approve an amount not to exceed \$200 to purchase the materials. Roll call vote, all ayes (Warmbein, King, Sommers, Tackitt, Green), motion carried.
- **2) Send Park Survey with Winter Tax Bill:** The Parks Committee members are working on a new Parks Plan for the parks, as the Plan has expired. Motion by King, supported by Warmbein, to send out the parks survey in the tax bills, with an edit to request that responders ask their immediate family of their park concerns or ideas also. Voice vote, all ayes, motion carried.

- **3) Approve Name of New Park Trail:** It has been suggested that the new trail in the Weesaw Park be named Terrill's Trail after Hosea Terrill, who was very active in Weesaw Township in the distant past, and actually owned the "Center of the World" grocery store in its beginning. He also was a Postmaster at one time. Motion by Green, supported by Sommers, to approve Tirrell's Trail as the name of the new trail in Weesaw Township Park. It is located west of the football field. Voice vote, all ayes, motion carried.
- **4) Cemetery Concern:** It has come to the attention of the Township Board that Duane Lick is buried in the wrong cemetery lot in the Glendora Cemetery. His lot should have been 167A, instead of 166A, and his family has requested that there be a disinterment/reinterment to rectify the problem. Starks Funeral Home is handling the correction of the issue. Motion by Sommers, supported by Warmbein, that Weesaw Township pay for half of the move of Duane Lick's vault to the correct lot at a cost of \$360 to the Township and the family to pay the remaining \$360. Roll call vote, all ayes (Sommers, Tackitt, Green, Warmbein, King), motion carried.
- **5) Mileage Reimbursement Policy:** Several months ago Township Board members spoke with Atty. Sara Senica about composing a mileage reimbursement policy, which would be apropos for Fire Dept. personnel who would be required to attend Firefighter 1 and 2 after employment. She provided verbiage and the board discussed the matter up at the September 20, 2017, Regular Board Meeting. A motion failed due to several board members wanting to run it by the Fire Chief prior to adoption. The Fire Chief Tim Williams was contacted by Safety Committee member Warmbein the next day, September 21, 2017, requesting that he meet with the Safety Committee to discuss the proposed mileage reimbursement policy. Fire Chief Williams did not respond to the request. It was felt that almost 4 weeks was adequate time for Williams to respond to Warmbein's request for a meeting regarding this matter. There was considerable discussion by the Board members concerning this issue. Motion by Green, supported by Sommers, to adopt Policy No. 2017-05 – Weesaw Township Fire Dept. Mileage Reimbursement Policy. Roll call vote (4 ayes: Green, Sommers, Tackitt, King; 1 nay: Warmbein), motion carried.
- **6) Fire Dept. Roofing Issues:** At the recommendation of Mr. Ambrose/Merritt Engineering, Sommers contacted Brooks Architectural to set up a meeting. The meeting was cancelled due to his heavy workload. It had been suggested in the past that the township needs to have 20 holes in the roof to correct the venting problems. After discussion, King reported that he knew a person who will look into the problem and give us a price for rectifying the problem. King felt that the person would not charge the township for the troubleshooting.
- **7) Fire Dept. Facebook:** A copy of the Fire Dept. Facebook page was presented by Sommers to the Board members. There was a negative and false main posting, with negative comments posted directed toward the Township Board. Sommers and Warmbein met with the Fire Dept. on Thurs., October 12, and when questioned who put this inaccurate posting on the "Weesaw Township Fire & Rescue" Facebook page, he was told by both Fire Chief Williams and Assistant Chief DeRossi that they did not know who posted the false, adverse posting on Facebook, and DeRossi stated that he would try to remove it.
- **8) Corrective Letter in Response to Fire Dept.'s Facebook Posting:** A letter was created by Sommers and edited by Jack Dodds relating to the Weesaw Township Facebook erroneous posting with corrections made. After reading the letter, motion by Warmbein, supported by Sommers, to display the Township Board rebuttal letter. Voice vote, all ayes, motion carried. It will be displayed in various places in the Township, Township Hall, Post Office and Community Center as well as if board members are contacted by residents who have read the Fire Dept. Facebook posting and have questions or comments about it.
- **Public Comments:** Website committee members, Jack Dodds and Mike Metz, will edit and provide to the Township Board for adoption a Social Media Policy which will cover all township employees. The policy verbiage was received from our Risk Control Representative, Public comments heard throughout the meeting.



- **Adjourn:** Motion by Warmbein, supported by Sommers, to adjourn at 1:14 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



## WEESAW TOWNSHIP New Troy, MI 49119



### REGULAR BOARD MEETING MINUTES Wednesday, October 18, 2017

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green – All present:** Wanda Green, Art King, Gary Sommers, Michelle Tackitt, Robert Warmbein.
- **Berrien County Sheriff's Dept. Rep:** No representative from B.C.S.D. present. Written report for Weesaw Township – 8/1– 8/30/17: 21 complaints; 1 ticket issued; 1 arrest.
- **Set/Amend Agenda Items:** Motion by Warmbein, supported by King, to accept the Agenda as presented.
- **Hearing of Persons Present on Agenda Items:** Captain/Firefighter Ted Nitz requested to speak regarding a letter of July 13, 2017, item 12. Motion by Warmbein, supported by Sommers, to approve Ted Nitz' request to speak. Voice vote, all ayes, motion carried. Firefighter Scott McKamey requested to speak in regards to the Facebook posting relating to the Township Board. Motion by Sommers, supported by Warmbein, to approve Scott McKamey's request to speak regarding Facebook posting of Mon., Oct. 16, 2017. Voice vote, all ayes, motion carried. These items will be added to the Agenda under Fire Dept. Report.
- **Robert Krauss , Enforcement Officer:** Krauss was not in attendance.
- **Fire Dept. Report:** Fire Chief Tim Williams reported 1 grass fire, 1 fire alarm, 1 car alarm. Request to hire Nicholas Granke as firefighter. He already has his Firefighter 1 and 2 certificate.
  - Discussion of Halloween Party. The Township Board had received information from our Risk Control Rep. stating that a Special Events Request Form and a one-day insurance certificate naming Weesaw Township as additional insured was required. Sommers reported that he had spoken with our insurance representative, Dustin Moore, and had explained the circumstances of the party and Mr. Moore had asked that we provide a requirement of the Special Events form only; no additional insurance rider will be required this time for this particular event. He also explained that a Pancake Breakfast is a different matter due to money being involved. Firefighter Scott McKamey stated that he had written the adverse Facebook posting on the Weesaw Township Fire & Rescue page; and that a township rebuttal letter had been posted on FONT's Facebook page on Oct. 14. The township board members stated that the meeting regarding McKamey's Facebook posting was held on October 16, and thus it was impossible for the Township Board's rebuttal letter to have been posted on FONT's Facebook page by Terry Hanover on October 14. More discussion ensued. An audience member informed that the FONT posting had been posted on Oct. 17, not the 14<sup>th</sup>, by Terry Hanover.

- Chief Williams wanted to know who was going to pay for repairing the fire truck which was moved by an electrician and was claimed to be needing repair. It was reported by Williams to have been repaired. Sommers stated we will wait until we get the bill and then we'll talk about it.
  - A resignation letter was received from Firefighter Matt Keller. He has been appointed to and accepted additional responsibilities with the Three Oaks Fire Dept., which would require additional hours, and thus does not have additional time to devote to Weesaw Township Fire Dept. Motion by King, supported by Warmbein, to accept Matt Keller's resignation as firefighter. Voice vote, all ayes, motion carried.
  - Captain/Firefighter Ted Nitz asked about item 12 on a list of items dated 7/13/17 penned by Supervisor Sommers stating "no fire personnel in the fire station except for calls, training and maintenance". Sommers told him that there will be a volunteer sign-up sheet available to sign when firefighters are in the township fire dept. area working voluntarily.
  - Motion by Warmbein, supported by Sommers, to hire Nicolas (Nick) Granke who already has a certificate for Firefighter 1 and 2, contingent upon his passing a background check. Voice vote, all ayes, motion carried. He stated that he also is a Three Oaks reserve police officer and he is looking forward to working with the Weesaw Township Fire Dept.
  - Ted Nitz informed the Township Board that he had recently suffered a heart attack. Ted Nitz also reported that the lights that were approved last month for purchase from T-A in the amount of \$266.87 are here, and that we need to pick up the parts to be installed on the fire truck.
  - Sandy McKamey arrived and additional discussion of Facebook posting and Township Board's rebuttal letter which had already been thoroughly discussed. Additional discussion followed.
  - Complaints were voiced by Fire Chief regarding members of the Township Board and Bldg. Custodian/Handyman being in the Township Hall at various times.
- **Approve Previous Minutes:** Motion by Warmbein, supported by King, to approve the Regular Board Meeting minutes of 9/20/2017, and Special Board Meeting Minutes of 10/16/17, as presented. Voice vote, all ayes, motion carried.
  - **Correspondence:**
    - 10/03/17 Berrien County Drains invoice received. Sommers had received concern about Blue Jay Drains not being complete. He has discussed this with the B.C. Drains Commissioner Christopher Quattrin. The Weesaw Township Drains Committee is being reactivated to meet for a meeting planned with Mr. Quattrin on 10/25/2017 at 9:00 a.m.
  - **Approve Accounts Payable Monthly Expenditures Report:** Motion by King, supported by Sommers, to approve the Accounts Payable report as presented in the following amounts: General \$26,116.82; Fire Dept. \$4,103.74; Ambulance \$2,411.27; Sewer \$14,160.25; Lynn St. Note Payment \$5,798.23; for a Grand Total of \$52,590.31. Roll call vote, all ayes (King, Sommers, Tackitt, Green, Warmbein), motion carried.

#### DEPARTMENTAL REPORTS:

- **Treasurer's Report:** Tackitt provided the bank balances report. Winter taxes will be mailed the 1<sup>st</sup> of December. The Board has requested that a park survey be sent out with the taxes, which is required when updating the Parks Plans and has to be updated every 5 years. The survey will be emailed to Tackitt to be inserted in with the tax bills by the mailing service.
- **Bldg./Zoning Administrator:** Kaufman provided written report.
- **Planning Commission Minutes:** P.C. Minutes provided.
- **Parks/Recreation & Cemetery Committees:** The area surrounding the sign area will be developed. Parks meeting minutes provided and were discussed. Thank you to Gary Sommers for taking down the weather battered American Flags in New Troy and Glendora areas.
- **Roads Committee Meeting:** No meeting.

- **Website Committee:** The website committee (Jack Dodds and Mike Metz) has been authorized to develop a new media policy and has requested a digital copy from the township insurance carrier that would cover all employees and that the Township Board may adopt for future internet social media and otherwise use. Green to request the digital verbiage from Par Plan to be edited and brought to the Board for adoption in the near future.
- **Drains Committee:** Reactivate drains committee. Sommers has added a few names of people who would like to be on the committee. Motion by Sommers, supported by Warmbein, to reactivate the Drains Committee with the additional names for a total of up to 12 members. Voice vote, all ayes, motion carried. Members: 1) George Freehling; 2) Jack Dodds, Secretary; 3) Art King (Board alternate; 4) Jerry Koebel; 5) Paul Kugler; 6) Roger Kugler; 7) Mike Morley; 8) Andy Ott; 9) Dale Seyfred; 10) Gary Sommers (Chair); 11) Karl Strefling; 12) Robert Warmbein (Board Liaison).

**New Business:** Winter Snowplowing Bids: After discussion and reviewing the specifications, motion by Green, supported by Tackitt, to place a one-day ad in the Harbor Country News for winter 2017-18 snowplowing. Roll call vote, all ayes (Green, Tackitt, Sommers, Warmbein, King), motion carried

**Unfinished Business:**

- **Atty. Sara Senica:** No report provided.
- **Burnham & Flower Insurance Renewal:** The Fire Dept. had changed a few amounts for the Fire Dept. equipment in the insurance renewal amounts: Motion by Green, supported by Warmbein, to change the insured amounts recommended below by the Fire Dept. and Board members. Voice vote, all ayes, motion carried. Following are the amounts recommended by the Fire Dept. & Board to report to B&F Insurance: **Fire Changes:** Add \$20,000 to Navistar Pumper, Add \$5,000 to Int'l Pumper/Tanker; Add \$20,000 to Handy Talkies; In addition, **General Fund additions & changes:** Add Surveillance Cameras (Twp. Hall) \$7,000; Voting tabulators: ICX (Dominion Image Cast X) (for handicap) \$3900; Add ICP machine & ballot box \$5300; Update Lift Sta. Wee-Chik.—amount ??
- **Public Comments:** Mike Metz advised that the Township Board members are salaried and not hourly; thus are on duty at all times, and can be in the Township Hall whenever they have Township responsibilities to be done. Also, another suggestion, whenever one places one's signature to a document, there should be a space for the date to be placed alongside the signature. He also mentioned that Facebook and other internet pages cannot look like an official Weesaw Township site; it should neither contain pictures of Township equipment nor the station number, or anything officially belonging to the Township.

**ADJOURN:** Motion by King, supported by Warmbein, to adjourn at 10:02 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



**WEESAW TOWNSHIP**  
**New Troy, MI 49119**

**Special Board Meeting Minutes**  
**Friday, November 10, 2017**



- **CALL TO ORDER:** The special meeting was called to order by Supervisor Sommers at 9:00 a.m.

- **ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein. Absent: Michelle Tackitt

**Set/Amend Agenda:** A Board member was absent; could not amend.

- **1) Open Snow Plowing Bids:** There were 3 bids submitted from the following: Scott Burkholder (\$250)(did not supply liability insurance certificate), Hartzler (\$350) Excavating, Seeder & Co. (\$300). Motion by Warmbein, supported by King, to approve snowplowing contract with Seeder & Co. @ \$300 total per plow for all properties named in the specs. Roll call vote, all ayes (Warmbein, Sommers, King, Green). Seeder provided liability insurance and Workers' Comp. documents.
- **2) Adopt Resolution 2017-11 Street Lights Assessment District:** The Street Light Assessment District Annual Review must be accepted by Resolution annually. The board members voted on the Resolution as follows: Motion by Warmbein, supported by King, to adopt Resolution No. 2017-11 Weesaw Township Street Lights' Assessment District Annual Review. Roll call vote, 4 ayes (Green, Sommers, Warmbein, King – Tackitt absent), motion carried.
- **3) MI Rural Water Assoc. (MRWA) re. Wee-Chik Lift Station Issues:** Matt Lumbart/MRWA was requested to be present to provide information about the lift station problem and also about his organization that will come in and do smoke testing to see where the problem lies. Mr. Lumbart was not able to be present, as he had a previous appointment, thus Sommers provided information as to the fact that rainwater is somehow getting into the sewer and going to GRSD and going through the process. We are, therefore, being charged for the extra water going through GRSD. It was brought to our attention by Ron Sanford/GRSD. Mr. Sanford also gave us the name of this organization to contact for help in resolving this problem. The board members would like to hear Mr. Lumbart's presentation of his organization prior to making any decisions. Motion by Warmbein, supported by King, to table this issue until we have heard Mr. Lumbart's presentation and additional information is available. Voice vote, all ayes, motion carried.
- **4) Set Thanksgiving, Christmas, New Year's Day Township Hall Closings:** Motion by Warmbein, supported by Green, to post the dates the Township Hall will be closed for the upcoming holidays: Voice, vote, all ayes, motion carried. The dates closed are following:
  - Thanksgiving – off from Tues., Nov 21, through Sun., Nov. 26;
  - Christmas – off from Thurs., Dec 21, through Tues., December 26
  - New Year's – off from Thurs., Dec. 28, through Mon., Jan. 1, 2018
- **5) Renewal of Lawnsapes Lawn mowing Contract for 2018:** There was discussion of renewing Lawnsapes mowing bid for up to 3 years for the same contracted amounts for the various township properties, as Pat Williams, owner of the company, had mentioned earlier in the year that he would hold his prices if we decided to extend the contract prior to the end of the year. There was discussion of having up to 3 fall clean-ups due to continually falling leaves. The Board called and talked with Pat Wiliams. He stated he would provide up to 2 additional fall clean-ups at additional cost. After discussion by the Board, motion by Sommers, supported by King, to extend the lawn mowing contract at the current prices for 3 years, except with the modification of having up to 2 additional fall clean-ups at \$500 each, if needed, with final fall clean-up being \$750. Roll call vote, all ayes (Sommers, Green, King, Warmbein – Tackitt absent), motion carried.
- **Public Comments:** None
- **Adjourn:** Motion by Warmbein, supported by Sommers, to adjourn at 10:32 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,



WEESAW TOWNSHIP  
New Troy, MI 49119



**REGULAR BOARD MEETING MINUTES**  
**Wednesday, November 15, 2017**

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green** – Members Present: Wanda Green, Art King, Gary Sommers, Michelle Tackitt. Members Absent: Robert Warmbein.
- **Berrien County Sheriff's Dept. Rep:** No representative from B.C.S.D. present. Written report for Weesaw Township – 9/01/17-9/30/17: 9 complaints; 1 ticket issued; 0 arrests.
- **Set/Amend Agenda Items:** Motion by Green, supported by Sommers to accept the Agenda as presented. Voice vote, all ayes, motion carried.
- **Hearing of Persons Present on Agenda Items:** None
- **Dustin Moore, Burnham & Flower Insurance Group, Presentation & Renewal:** Since Mr. Moore is Weesaw Township's new Account Manager; he provided his background which was in the dairy farming industry. He provided a handout for the Township Board's review of the Township's annual premium that comes due in December. He indicated that since 2009, the premium has decreased by \$346. The 2017-18 premium is \$18,877 plus an additional \$74 for casualty limited terrorism and property limited terrorism coverages, for a total of \$18,951.00. Motion by King, supported by Tackitt, to approve \$18,951 as indicated in the Michigan Township Participating Plan Package Bind Request dated December 1, 2017 for the Township's insurance coverage. Roll call vote, all ayes (King, Sommers, Tackitt, Green – Warmbein absent), motion carried.
- **Robert Krauss , Enforcement Officer:** Krauss was not in attendance.
- **Fire Dept. Report:** Fire Chief Tim Williams was not in attendance, thus Daryl DeRossi presented a written and verbal report as follows: response to 2 calls, 1 Structure, 1 PI – auto roll over. Several firefighters were in attendance.
- **Approve Previous Minutes:** Motion by King, supported by Tackitt, to approve the Regular Board Meeting minutes of 10/18/2017, and Special Board Meeting Minutes of 11/10/17, as presented. Voice vote, all ayes, motion carried.
- **Correspondence:**
  - None requiring board action.
- **Approve Accounts Payable Monthly Expenditures Report:** Motion by Sommers, supported by King, to approve the Accounts Payable report as presented in the following amounts: General Fund \$15,333.43; Fire Dept. \$10,791.87; Ambulance \$2,261.27; Sewer \$4,400.61; for a Grand Total of \$32,787.17. Roll call vote, all ayes (Green, Tackitt, Sommers, King – Warmbein absent), motion carried.

#### DEPARTMENTAL REPORTS:

- **Treasurer's Report:** Tackitt provided the bank and quarterly CD balances report. Winter taxes will be mailed the December 1, 2017. A park survey will be sent out with the taxes, which is required when updating the Parks Plans and has to be updated every 5 years. Green indicated that she would like to see an insert placed in with the summer taxes regarding zoning requirements of which residents are possibly unaware.
- **Bldg./Zoning Administrator:** Kaufman provided written report, in which he indicated that he has gotten a new cell phone with the efforts of Clerk Green.
- **Planning Commission Minutes:** P.C. Minutes provided.
- **Parks/Recreation & Cemetery Committees:** Sommers reported it is time for the Township to go ahead with the survey of the 28+acres that the Township purchased that is located on Wee-Chik Rd. Stakes are to be placed every 100-ft. at no additional charge by Abonmarche. The cost has already been approved earlier. King will provide 8-ft. t-posts at \$3.00 each. Motion by Sommers, supported by Tackitt, to approve a maximum of \$200 for purchasing the iron stakes from King and to have Abonmarche post the surveyed land. Roll call vote, all ayes (Sommers, King, Tackitt, Green - Warmbein absent), motion carried
  - Attorney Senica said it was not necessary to adopt Resolution 2017-12 relating to purchase of "Mystery Land", as she is already working on it.
- **Roads Committee Meeting:** No meeting.
- **Website Committee:** Sommers reported that a Social Media policy for the Township departments is being compiled by the Website Committee comprised of Mike Metz and Jack Dodds. It should be ready for adoption by the December Board Meeting.
- **Drains Committee:** The Weesaw Township Drains Committee was reactivated and met with a number of drains-affiliated representatives including Drain Commissioner Chris Quattrin and others from the Drain Commissioner's office as well as John Brennan (Cty. Drain Attorney), several of the Spicer Group representatives and guests. The minutes of this meeting (a copy of which will be attached to the minutes preserved for future records), were recorded and provided by Secretary Jack Dodds.

**New Business:** None

#### **Unfinished Business:**

- **Atty. Sara Senica:** Clerk Green provided notes to the board of a phone call from Atty. Senica.
- **D'Agostino Mining Reclamation:** Sommers is in the process of requesting that Selge come to the site on Cleveland Avenue to give an estimate of the reclamation of the property.
- **Public Comments:** None. Comments were heard throughout the meeting.

**ADJOURN:** Motion by King, supported by Green to adjourn at 8:46 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



# WEESAW TOWNSHIP New Troy, MI 49119



## Special Board Meeting Minutes Monday, December 18, 2017

- **CALL TO ORDER:** The special meeting was called to order by Supervisor Sommers at 10:00 a.m.
- **ROLL CALL BY CLERK GREEN:** Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein. Absent: Michelle Tackitt

**Set/Amend Agenda:** Full board not present.

- **1) Bond for D'Agostino/Cleveland Ave. Sand/Gravel Mining Business:** Mr. D'Agostino and his colleagues from D'Agostino business operation were present: Insurance agent Jennifer Sipla, Jade Smith and Supervisor Scott Grabowski. There was discussion of the bonding with comments from the attendees as well as the township board members, with Supervisor Sommers explaining some of the information as to why it was set at \$250,000. Additional new information was gleaned by the Board from the discussion and D'Agostino bonding information presented. During the informational discussion, Clerk Green wrote down two statements and read them back to the D'Agostino team, and was told the statements were correct: 1) "Weesaw Township can keep the bond at \$250,000, and the D'Agostino business will only have to pay a premium based on 5% penalty (rather than 100% penalty as they have been paying in the past.)". 2) Weesaw Township will still get \$250,000 real coverage in the event of the business going out of business or they walk away from the business, etc." Agent Jennifer Sipla stated that she would write a letter to the township explaining the reduction of the penalty to 5%, per the conversation and information that was brought forth during the conversation. She will send a copy of the initial contract so that we can see from where the 100% penalty for which she said the Township had initially requested had come, as the board members were unaware of this fact. We will send the information to Atty. Senica for her comments and recommendation. After this information was provided to the board members and it was fully understood, motion by Sommers, supported by Green, to leave the amount of the bond at \$250,000 with the risk penalty being reduced from 100% penalty to 5% penalty, this being contingent upon an affirmative opinion of Attorney Sara Senica as well as receipt of the letter and information to be forwarded by CIMS Insurance Agent Jennifer Sipla. Roll call vote, all ayes (Green, Sommers, Warmbein, King – Tackitt absent), motion carried.

Treasurer Tackitt arrived at 11:21 a.m.

- **2) Social Media Policy:** The Website Committee consisting of Mike Metz and Jack Dodds has put together a Social Media Policy. This policy will supersede all previous township media policies. After discussion, motion by Warmbein, supported by King to send a draft of the Social Media Policy to Atty. Sara Senica for her review and recommendation. Voice vote, all ayes, motion carried.
- **3) Sewer Billing for former Wilma Burkholder Rental Home:** The property on Wee-Chik Rd. formerly owned by Wilma Burkholder, in which the furnace blew up several months ago, has been sold to folks who plan to refurbish the house. The Township should notify them that they will need to provide a copy of their occupancy permit when they have the renovation completed. If they do not provide the occupancy permit in a timely manner, they will be charged for sewer back to when they purchased the home. They also need to acquire a building permit and we should make them aware of this also. Green to write a letter to Atty. Senica asking her to draft a letter to exclude the grinder pumps from the Township's sewer responsibility for maintenance. The grinder pumps are the property owners' responsibility for repair or maintenance. Motion by Warmbein, supported by



King, to authorize Green to pen a letter to Sara Senica and ask her to write a legal communication to be forwarded to the grinder pumps' homeowners stating that the Township will not be responsible for repair or maintenance of the grinder pumps in the future. It will be the homeowner's responsibility. Voice vote, all ayes, motion carried.

Motion by King, supported by Tackitt, that a letter be written to the new owner of the Wee-Chik Rd. property stating that they are required to provide a copy of the Occupancy Permit to the Township. If it is not received upon completion of the renovation, we will bill for sewer back to the date of the property being sold to them by Wilma Burkholder. Voice vote, all ayes, motion carried.

- **4) Displaying Flags:** The American flags that were purchased this year were purchased very inexpensively, thus they are not fit to reuse another year. Sommers provided a schedule for displaying seasonal flags and American flags. Motion by Tackitt, supported by Sommers, to accept the flag timetable as laid out for 2018. Voice vote, all ayes, motion carried.

- **Schedule of Displaying Flags:**

Jan. 15—May 15	4 mos.	None
May 15—July 15	2 mos.	American Flags
July 16—Sept. 1	1.5 mos.	Summer Flags
Sept. 2—Nov. 25	3 mos.	Fall Flags
Nov. 26—Jan. 15	2 mos.	Christmas Flags & Wreaths

- **5) Review Recycling Fees:** Jill Adams, Berrien County forwarded an email relating to the recycling program for 2018. She suggested that the Township/FONT contribution be increased by \$200 to \$800, or \$400 for each entity. Berrien County will also increase their funds towards the program by \$300 for an amount of \$2,300 coming from the County, making a total from all entities of \$3,100. Motion by Warmbein, supported by King, to approve increasing the funds from Weesaw/FONT to \$800 as suggested by Jill Adams for next year's recycling project. Roll call vote, all ayes (Tackitt, Sommers, King, Warmbein, Green), motion carried.
- **Public Comments:** Green reported the \$5,000 grant check for the Township Surveillance Camera was received, and she would be dividing it and depositing it into the Fire Dept., and General Fund accounts dependent upon their actual pay-out for the cameras – Fire Dept. 33% and General Fund \$67%.
- **Adjourn:** Motion by King, supported by Sommers, to adjourn at 11:41 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk



WEESAW TOWNSHIP  
New Troy, MI 49119



**REGULAR BOARD MEETING MINUTES**  
**Wednesday, December 20, 2017**

Meeting called to order by Supervisor Gary Sommers at 7:00 p.m. The Pledge of Allegiance to the Flag was recited by all present.

- **Roll Call by Clerk Green** – Members Present: Wanda Green, Art King, Gary Sommers, Robert Warmbein. Members Absent: Michelle Tackitt.

- **Berrien County Sheriff's Dept. Rep:** No representative from B.C. Sheriff's Dept. present. Written report for Weesaw Township – 10/01-10/31/17: 18 complaints; 1 ticket issued; 0 arrests.
- **Set/Amend Agenda Items:** Motion by Green, supported by Warmbein, to accept the Agenda as presented. Voice vote, all ayes, motion carried.
- **Hearing of Persons Present on Agenda Items:** None
- **Patrick Sage, Auditor/Kruggel, Lawton & Co., LLC:** Presentation of FY 2016-17 Audit. He commented on various sections of the audit, mentioned it was an unmodified clean opinion. The Township Board of Trustees has succeeded in keeping the audit on a strong cash basis again. The General Fund fund balance increased by \$49,995. He said the members are doing a good job in managing resources with our healthy position. There was a question/answer time from those present. The CD's are earning an average of 2.5% interest. After brief discussion, motion by King, supported by Warmbein, to accept the audit as presented by Kruggel, Lawton. Roll call vote, all ayes (Warmbein, Sommers, King, Green – Tackitt absent), motion carried.
- **B.C. Sheriff Dept.:** Deputy Sullivan arrived and presented the Sheriff's Dept. report (see above).
- **Dick Knapp, on behalf of Grace Brethren Church parsonage:** Mr. Knapp indicated that the parsonage is going to be demolished with the water already having been disconnected. Therefore, they want to discontinue the sewer to the parsonage, but not to the church. The sewer will be capped off by a contractor, as they are not planning on rebuilding another parsonage at this time. Motion by Warmbein, supported by Green, to discontinue the billings for sewer usage, effective as of next billing cycle (Feb. 1, 2018), at 13316 California Rd. (church parsonage), and the church leaders are to see that a contractor caps the sewer off. Voice vote, all ayes, motion carried. This would reverse if another parsonage is built on the property.
- **Robert Krauss , Enforcement Officer:** Krauss was present and presented a report to the Board relating the status of the complaints he is and has been working. According to his report, there are 12 complaints that have been closed because the owners have brought them into compliance. He will continue to monitor these; 8 complaints progress being made; 19 complaints in process (a number of these are new complaints). Four citations have been written for civil infractions. His plan is to reach out to Attorney Senica after the New Year. More citations are needed to be served; however, he has to meet with the Attorney in order to cite the individuals. A certified mail letter has to be sent, as well as a regular mail, to ensure they received the citation. When a complaint has been closed, Krauss sends a thank you letter to the homeowner.
- **Fire Dept. Report:** Fire Chief Tim Williams was not present. Assistant Fire Chief Daryl DeRossi presented the Fire Dept. report: 7 calls as follows: 2 grass fires, 1 PI, 1 CO Alarm, 2 utility power lines down, 1 lift-assist for Medic 1. Meetings: Vehicle maintenance checks, JAWS tool refinement skills training.
- **Approve Previous Minutes:** Motion by Warmbein, supported by King, to approve the Regular Board Meeting minutes of 11/15/17, and Special Board Meeting Minutes of 12/18/17, as presented. Voice vote, all ayes, motion carried.
- **Correspondence:**
  - None requiring board action.
- **Approve Accounts Payable Monthly Expenditures Report:** Accounts Payables were checked by Warmbein and receptionist Elizabeth Palulis. Motion by Warmbein, supported by Sommers, to approve the Accounts Payable report as presented in the following amounts: General Fund \$23,144.21; Fire Dept. \$14,382.07; Ambulance \$2,211.27; Sewer \$3,864.57; for a Grand Total of \$43,602.12. Roll call vote, all ayes (Green, King, Sommers, Warmbein – Tackitt absent), motion carried.

**DEPARTMENTAL REPORTS:**

- **Treasurer's Report:** Tackitt (absent) had provided the bank balances report prior to the meeting.
- **Bldg./Zoning Administrator:** Kaufman provided written report.
- **Planning Commission Minutes:** P.C. Minutes provided.
- **Parks/Recreation & Cemetery Committees:** Sommers reported that the 27+ acres land survey is partially completed. The land was recently purchased to be used for public use: part cemetery, trails and such. Sommers has spoken with Mr. Freehling/Abonmarche (surveyor) and the southeast property survey is not done yet. The surveyors were using the 8-ft. posts provided by King @ \$3.00 each to mark the cemetery at 100-ft. intervals, and the stakes were too long. It was specified we could have cut them. The land survey is still in progress.
- The flag in Glendora Cemetery was in poor condition and has been taken down. We now need to take down the flagpole and try to straighten it.
- Update to Park Plan: The wreaths and seasonal flags in New Troy and Glendora have been put up. The lights on the wreaths are up for 6 hours and off 18 hours.
- **Roads Committee Meeting:** No meeting. Sommers reported that new candidates to replace Managing Director Louis Csokasy are filling out applications. He also reported Elm Valley Rd. has been graded; and some trees have been taken down.
- **Website Committee:** Metz reported the website committee continues to meet.
- **Drains Committee:** At this point there have been no updates concerning the Drains Committee's past meeting with Drain Commissioner Chris Quattrin.

**New Business:** None

**Unfinished Business:**

- **Sewer Penalty Revision:** Due to 20% of customers being consistently delinquent on their quarterly sewer billings, and other considerations laid out on a Sewer Penalty Analysis, there was a recommendation to change the sewer penalty, motion by Sommers, supported by Warmbein to change the sewer penalty to 10% on the quarterly unpaid balances (being sure to not include interest on interest). Roll call vote, all ayes (King, Sommers, Green, Warmbein – Tackitt absent), motion carried. The sewer billing clerk to request verbiage from Galien Village Clerk (as that is the procedure they use) and begin using for the February 2018 billing.
- **Atty. Sara Senica:** No report from Attorney Senica. Clerk Green provided documents to the Township Board members to send to Attorney for her review, editing as necessary and approval. Motion by Sommers, supported by Green, to send the generic documents to Attorney Senica for her to review and approve language of each. Voice vote, all ayes, motion carried.
- **Public Comments:** I&M Electric has reported that all trees over the electrical wires will be cut next year.  
Green provided the surveillance cameras \$5,000 grant check breakdown between the General Fund and Fire Dept.: General Fund \$3,350; Fire Dept. \$1,650.

**ADJOURN:** Motion by Warmbein, supported by Green, to adjourn at 8:39 p.m. Voice vote, all ayes, motion carried.

Respectfully submitted,

Wanda Green  
Clerk