

NEW BUFFALO TOWNSHIP BOARD
REGULAR MEETING
DECEMBER 15, 2011
17425 RED ARROW HIGHWAY
NEW BUFFALO, MICHIGAN

Supervisor Dudiak called the meeting to order at 7:00 p.m.

Call to Order

Board Members Present: Dudiak, Heit, Oselka, Rahm, and Rogers.
None absent

Dudiak led the Pledge of Allegiance

PUBLIC COMMENTS ON AGENDA ITEMS

PRESENTATION

The Harbor Country Public Arts Initiative group gave a presentation on the Memorial for the 9/11 beam.

REPORTS

Monthly departmental reports were received.

Reports

AGENDA ITEMS

Dudiak moved, Rahm seconded to approve a transfer of \$10,000 from the General Fund to the Building Fund.

Transfer to Building Fund

Motion Carried

Rogers moved, Rahm seconded to add to the agenda amending the amount of the previously approved radio antenna for the Four Winds Water Tower to be \$35,000.

Radio Antenna Amended Amount

Motion Carried

Heit moved, Rogers seconded to approve items on the consent agenda:
Minutes of the November 21, 2011 Meeting

Consent Agenda

Treasurer's Report

Bills

1. General \$75,499.93
2. Building \$9,058.07
3. Sewer \$24,652.80
4. Water \$23,586.22
5. Liquor \$395.61

- 6. Ambulance \$8,869.67
- 7. Park Millage \$115,639.32
- 8. Public Safety Millage \$47,087.14
- 9. Trust & Agency \$743.75

Berrien County Police Payment - \$42,470.14 for November, 2011 Police Protection

2012 Meeting Dates Calendar

Appointments: Dan Coffey & Dee Batchelder to Planning Commission, terms expiring 12-31-2014 and Rosann Dudiak & Agnes Conway to Cemetery Board, terms expiring 12-31-2012.

Dudiak	Yes
Heit	Yes
Oselka	Yes
Rahm	Yes
Rogers	Yes

Motion Carried

NEW BUSINESS:

Rogers moved, Dudiak seconded to approve the Draw Request for \$69,332.77 the USDA water and sewer improvements which includes the following:

Draw
Request
USDA

Concord Excavating & Grading, Inc. – Contract B, Sewer Bond	\$ 65,571.52
Wightman & Associates, Inc. - Water	\$ 2,652.73
- Sewer	\$ <u>1,108.52</u>
	\$ 69,332.77

Subject to receiving the funds from the USDA.

Dudiak	Yes
Heit	Yes
Oselka	Yes
Rahm	Yes
Rogers	Yes

Motion Carried

Dudiak moved, Oselka seconded to extend the Birchwood PUD for parcels #11-13-0015-0001-00-8 and 11-13-0015-0002-00-4, 18567 & 18639 Harbor Country Drive, to March 31, 2012.

Birchwood
PUD
Extension

Dudiak Yes
Heit Yes
Oselka Yes
Rahm Yes
Rogers Yes

Motion Carried

Rogers moved, Rahm seconded to approve, upon recommendation of The Park Committee, change orders for \$1,881.00 for additional work and staining on the south deck of the Memorial Park Nature Trails.

Change Order
Trails Project

Motion Carried

Heit moved, Rogers seconded to approve, upon recommendation of Wightman & Associates, Payment #2 for \$58,565.05 for the nature trails project at Memorial Park, to be paid from the grant for the project from The Pokagon Fund.

Payment #2
Nature Trails
Project

Motion Carried

Rogers moved, Dudiak seconded to approve paying off the water and sewer assessments on the Booster Station property at 19779 U.S. 12 for amounts of \$2,194.52 and \$3,378.59 for sewer.

Booster
Station
Property
Assessment
Payoffs

Motion Carried

Dudiak moved, Heit seconded to approve the Resolution for the Right of First Refusal for property known as parcel #11-13-0002-0006-10-5.

Resolution
Right of
First
Refusal

Dudiak Yes
Heit Yes
Oselka Yes
Rahm Yes
Rogers Yes

Motion Carried

Rahm moved, Heit seconded to accept the proposal from Wightman for \$2,000 for architectural services for evaluation of the existing Oselka Construction facility.

Wightman
Proposal
Oselka Const.
Property

Dudiak Yes
Heit Yes
Oselka No
Rahm Yes
Rogers Yes

Motion Carried

Rogers moved, Heit seconded to approve the Resolution to Exempt New Buffalo Township from Public Act 152 of 2011 for the year 2012.

Resolution
To Exempt
from P.A. 152

Dudiak Yes
Heit Yes
Oselka Yes
Rahm Yes
Rogers Yes

Motion Carried

Rogers moved, Dudiak seconded to approve amending the Water System Ordinance to add Section 5.02.20 as follows:

Water System
Ordinance
Amendment

In those situations where the service connections to a property consist of a large tap (anything larger than 2”) and the water meter has been installed inside, the Township’s responsibility for that service line will end at the tapping valve located at the Township watermain.

This line can only be used to service the building it was intended, no other connections can be made to said line to provide water to any other buildings.

If the service line is ever found to leak, crack, and break or need repair for any reason, it will be the responsibility of the property owner to have those repairs done in a timely manner in accordance with Township specifications.

The property owner will also be responsible for any damage that might occur in the repair of the service line, such as, but not limited to: roads (public, private, or county), parking lots, sidewalks, curbing, landscaping, etc. If the repair is not done in a timely manner, the Township reserves the right to shut off the water to the property until the repair has been made.

Motion Carried

Rogers moved, Dudiak seconded to approve the revised Water Rates and Connections Charges chart to reflect the tap in fee remain \$3,750, until it is agreed upon to be changed.

Water Rates
Connections
Charges

Motion Carried

Heit moved, Dudiak seconded to approve the Residential Recycling Drop-Off Station Operation & Maintenance Agreement with Berrien County.

Recycling
Station
Agreement
w/County

Motion Carried

Heit moved, Dudiak seconded to approve the preventative maintenance agreement for Optech Insight voting tabulator at a cost of \$235.00, expiring 8-31-12.

Optech
Tabulator
Maintenance
Agreement

Motion Carried

Rogers moved, Heit seconded to approve accepting the quote of \$6,250.00 from Burkholder Excavating, Inc. for installation of hand railings along both sides of the amphitheater at the Memorial Park pavilion.

Quote for
Railings for
Amphitheater

Motion Carried

Dudiak moved, Rahm seconded to approve the revised Park Pavilion Rental Agreement for 2012.

Revised
Pavilion
Rental
Agreement

Motion Carried

Rahm moved, Heit seconded to approve the letter of support for the City of New Buffalo's application to The Pokagon Fund for an Emergency Harbor Dredge Fund.

Letter of
Support for
Pokagon Fund
Grant for
Dredging

Motion Carried

Dudiak moved, Rahm seconded to approve hiring Stephan Arnold as a firefighter.

Firefighter
Hiring

Dudiak	Yes
Heit	Yes
Oselka	Yes
Rahm	Yes
Rogers	Abstain

Motion Carried

Heit moved, Rahm seconded to adjourn at 7:50 p.m.

Adjournment

Motion Carried

Submitted,

Paul Oselka
Clerk