

NEW BUFFALO TOWNSHIP BOARD  
REGULAR MEETING  
NOVEMBER 21, 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, Oselka, Rahm, and Rogers.  
Heit was absent.

Dudiak led the Pledge of Allegiance

PUBLIC COMMENTS ON AGENDA ITEMS

PRESENTATION

Kevin Raade, Schaeffer & Layher, gave a presentation on the 2010-2011 Financial Report.

Greg Wilkinson, Resort 1080, gave an update on his project.

REPORTS

Monthly departmental reports were received.

Reports

AGENDA ITEMS

Rogers moved, Dudiak seconded to approve items on the consent agenda:

Consent

Minutes of the October 17, October 21, November 2, and November 8, 2011 Meetings

Agenda

Treasurer's Report

Bills

1. General \$180,119.06
2. Building \$15,470.19
3. Sewer \$34,757.23
4. Water \$37,426.98
5. Liquor \$395.61
6. Ambulance \$8,869.67
7. Park Millage \$4,533.01
8. Public Safety Millage \$119,454.44
9. Trust & Agency \$848.75
10. LRSB \$1,464,917.64

Berrien County Police Payment - \$40,416.99 for October, 2011 Police Protection

Vanadco Signs - \$14,641.67 for 1/3 Down Payment on Electronic Sign

Anderson Printing - \$650.00 for Fall Clean Up Mailing

Double K Enterprises - \$2,566.39

Salary Adjustments

Dudiak	Yes
Heit	Absent
Oselka	Yes
Rahm	Yes
Rogers	Yes

Motion Carried

**NEW BUSINESS:**

Rogers moved, Dudiak seconded to approve the Draw Request for \$3,966.25 the USDA water and sewer improvements which includes the following:

Draw  
Request  
USDA

Wightman & Associates, Inc. - Water	\$ 910.90
- Sewer	\$ <u>3,055.35</u>
	\$ 3,966.25

Subject to receiving the funds from the USDA.

Motion Carried

Dudiak moved, Oselka seconded to approve Change Order #A-1 for \$1,988.00 for deck alterations necessary for protection of the oak tree that the deck is being built around.

Change Order  
#A-1  
Trails Project

Motion Carried

Rogers moved, Oselka seconded to approve, upon recommendation of Wightman & Associates, Payment #1 for \$109,863.39 for the nature trails project at Memorial Park, to be paid from the grant for the project from The Pokagon Fund.

Payment #1  
Nature Trails  
Project

Motion Carried

Dudiak moved, Rogers 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 January 1, 2012.

Birchwood  
PUD  
Extension

Dudiak	Yes
Heit	Absent
Oselka	Yes
Rahm	Yes
Rogers	Yes
Motion	Carried

Rogers moved, Dudiak seconded to approve the terms and conditions for the installation of a radio antenna on the Four Winds water tower.

Radio  
Antenna  
Four Wind  
Water Tower

Motion Carried

Rogers moved, Oselka seconded to approve a revision to the “Water Rates and Connection Charges” for meter change outs to be:

Revised  
Meter  
Change Out  
Fee

*Downsize Charge – from a 1” to a 5/8”, \$200.00*  
*Upsize – from a 5/8” to a 1”, \$275.00*

*Any other change requests will be quoted to the individual customer.*

Motion Carried

Rogers moved, Rahm seconded to approve C & A Arborists quote for clean up of the deadwood from trees hanging over the new nature trails and removal of one dead tulip tree, not to exceed \$2,700.00.

Arborist  
Quote  
Trails  
Project

Motion Carried

Rahm moved, Oselka seconded to approve payment to Dale’s Auto Repair for \$2,707.40 for annual maintenance on the fire trucks.

Annual  
Fire Truck  
Maintenance

Motion Carried

Dudiak moved, Oselka seconded to approve payment to Apollo Fire Equipment for \$658.68 for fire department supplies.

Fire Dept.  
Supplies

Motion Carried

Rahm moved, Rogers seconded to pay SBF (Specialty Business Forms, Inc.) \$1,338.38 for postage for winter tax bills.

Tax Bills  
Postage

Motion Carried

Discussion on the Deputy Clerk's position was held.

Discussion

Rahm moved, Dudiak seconded to approve purchase of two time clocks, not to exceed \$300.00 each, one for the Township Hall building and one for the Building Department to monitor employee work time.

Time Clocks  
Purchase

Motion Carried

Dudiak moved, Rahm seconded to hire Nick Rettig as a firefighter.

Firefighter  
Hiring

Motion Carried

Rahm moved, Rogers seconded to extend the Resort 1080 PUD for one year.

Resort 1080  
PUD  
Extension

Motion Carried

Rahm moved, Rogers seconded to adjourn at 7:46 p.m.

Adjournment

Motion Carried

Submitted,

Paul Oselka  
Clerk