

**NEW BUFFALO TOWNSHIP BOARD
REGULAR MEETING
NOVEMBER 20th, 2023 4:00 P.M.
17425 Red Arrow Hwy. New Buffalo, MI 49117
Minutes**

The meeting was called to order by Supervisor Heit at 4:00 p.m.

1. ROLL CALL & PLEDGE OF ALLEGIANCE

Roll Call: Heit, Iazzetto, Rahm, & Rogers

Absent: Zabicki

Pledge of Allegiance

2. ITEMS TOO LATE FOR PRINTED AGENDA

Add invoices from Sentinel Emergency Solutions LLC totaling \$4,496.57 for fire truck repairs and maintenance to the Consent Agenda

Remove Item 7(a), Park Ordinance/Pavilion Use Policy Approval, from New Business

Add Item 7(l), Zoning Map Amendment, to New Business

3. APPROVE AGENDA

Iazzetto moved, Rogers supported to approve the agenda.

Roll Call Vote:

Heit	Yes
Iazzetto	Yes
Rahm	Yes
Rogers	Yes
Zabicki	Absent

Motion CARRIED

4. REPORTS

Building
Park
Pine Grove Cemetery

Galien River Sanitary District
Fire
Library
LRSB
Marina
Pokagon Fund
Police

5. PUBLIC COMMENTS

None

6. CONSENT AGENDA

Rogers moved, Heit supported to approve items on the consent agenda:

Minutes of the October 16th regular meeting

Treasurer's Report

Bills:

1. General \$95,276.08
2. Public Safety Millage \$120,246.71
3. Park Millage \$15,769.22
4. Building \$8,272.69
5. LRSB Discretionary \$56,206.30
6. Sewer & Water \$298,912.56
7. Marina \$11,193.51
8. Payroll \$72,416.13
9. Trust & Agency \$1,465.00

Approve payment of \$3,800 to Chadwixx Creations for tree carving services.

Approve 2023 Salary Adjustments.

Approve quote from Some Assembly Required MI LLC for a removing old basketball hoops and posts and installing new basketball hoop and posts in the amount of \$6,900, upon receiving W-9 and workman's comp documentation.

Approve quote from Command Cabinets Direct LLC for an equipment box for new Fire Command vehicle in the amount of \$3,277.00 and vehicle alterations for the box from 1st In Emergency Products in the amount of \$628.50.

Approve updated Meeting Room Rental Form.

Approve payment of \$2,950 for a storage container for the Park Department to ConGlobal Industries LLC upon receiving W-9.

Approve payment of \$4,496.57 to Sentinel Emergency Solutions LLC for fire truck repairs and maintenance.

Roll Call Vote:

Heit	Yes
lazzetto	Yes
Rahm	Yes
Rogers	Yes
Zabicki	Absent

Motion CARRIED

7. NEW BUSINESS

a. Removed from Agenda

b. Extraterritorial Fire Service

Rahm moved, Rogers supported to approve the agreement between the City of New Buffalo and New Buffalo Township to continue providing supplemental fire services to the city through December 31, 2024.

Motion CARRIED

c. Letter of Engagement – Kruggle Lawton CPA

Rogers moved, lazzetto supported to approve 2023 letter of engagement with Kruggle Lawton CPA for auditing services in the amount of \$15,250.

Motion CARRIED

d. Floodplain Management Provisions Resolution

lazzetto moved, Rogers supported to adopt resolution 11202023a which adopts the New Buffalo Township Floodplain Ordinance for floodplain management provisions as required by FEMA for the National Flood Insurance Program.

Roll Call Vote:

Heit	Yes
lazzetto	Yes
Rahm	Yes
Rogers	Yes
Zabicki	Absent

Resolution ADOPTED

e. Salary Stipend Resolution

Rahm resolved, lazzetto supported to adopt resolutions 11202023b, 11202023c and 11202023d regarding salary stipends for Supervisor, Clerk and Treasurer.

Roll Call Vote:

Heit	Yes
lazzetto	Yes
Rahm	Yes
Rogers	Yes
Zabicki	Absent

Resolutions ADOPTED

f. Consulting Contract – Todd Roempagel

Heit moved, Rogers supported to approve a contract with Todd Roempagel for consulting services regarding the design and future purchase of a new fire truck in the amount of \$9,000.00.

Motion CARRIED

g. Baker Tilly Engagement Letter

lazzetto moved, Rogers supported to approve a letter of engagement with Baker Tilly for advisory services related to the US 12 water & sewer special assessment district in the amount of \$19,000.00.

Motion CARRIED

h. Utility Superintendent Pay Increase

Rahm moved, Heit supported to approve a step increase to the annual salary of the Utility Superintendent to \$80,000, effective December 4th, 2023.

Motion CARRIED

i. FOIA Policies & Resolution

Heit moved, lazzetto supported to adopt resolution 11202023e which adopts the updated FOIA policy, related forms, procedures and guidelines.

Roll Call Vote:

Heit	Yes
Iazzetto	Yes
Rahm	Yes
Rogers	Yes
Zabicki	Absent

Resolution ADOPTED

j. SLU Approval – John McLeod

Rogers moved, Heit supported to grant preliminary approval of a Special Land Use to John McLeod to operate an Adult-Use Marihuana Retail Establishment at 19818 M239, New Buffalo, MI being 11-13-0019-0014-02-1.

Roll Call Vote:

Heit	Yes
Iazzetto	Yes
Rahm	Yes
Rogers	Yes
Zabicki	Absent

Motion CARRIED

k. SLU Approval – Brandon Dabbish

Rahm moved, Rogers supported to grant preliminary approval of a Special Land Use to Brandon Dabbish to operate an Adult-Use Marihuana Retail Establishment at 19325 US 12, New Buffalo, MI being 11-13-0019-0001-00-1.

Roll Call Vote:

Heit	Yes
Iazzetto	Yes
Rahm	Yes
Rogers	Yes
Zabicki	Absent

Motion CARRIED

I. Zoning Map Amendment

Heit moved, lazzetto seconded to approve a partial rezoning of parcel 11-13-0023-0001-11-4 at 19425 M239 from AGR, Agricultural Residential to C-1, General Commercial.

Roll Call Vote:

Heit	Yes
lazzetto	Yes
Rahm	Yes
Rogers	Yes
Zabicki	Absent

Motion CARRIED

8. BOARD COMMENTS

9. ADJOURNMENT

Rahm moved, Rogers supported to adjourn at 4:39 p.m.

Motion CARRIED

SUBMITTED BY

Judith H. Zabicki
New Buffalo Township Clerk