

**Bertrand Charter Township Board
Regular Meeting
Thursday, December 14, 2023**

Bertrand Charter Township Hall
3835 Buffalo Rd., Buchanan, MI 49107

Supervisor Hicks called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

Members Present: Hicks, Kuhn, Loveing, Payton, Vite, White, Zelmer

Member Absent: None

Special Guests: Todd and Lisa Herter, Township Building Inspector; Sara Senica, Township Attorney

Consent Agenda

Motion made by Payton, seconded by White to approve the Consent Agenda as presented:

- Accounts Payable for the period 11/10/23 - 12/14/23:

Total General Fund Expenses:	\$80,641.68
Total Fire Dept. Fund Expenses:	\$17,737.39
Total WRT Fund Expenses:	\$69.91
Total Expenses:	<u>\$98,448.98</u>

- Treasurer's Report as of November 30, 2023

General Fund:	\$1,757,013.61
Total Fire Dept. Fund:	\$762,541.58
Total WRT Fund:	\$1,764.46
Total Municipal Building Fund:	\$68,717.86
Total Current Assets:	<u>\$2,590,037.51</u>

- Resolution 231214A – Resolution Updating State Required Poverty Level Income Standards for Property Tax Poverty Exemption Guidelines for Tax Year 2024
- Resolution 231214B – Resolution Accepting Letters of Protest from Township Residents for March 2024 Board of Review
- Resolution 231214C – Resolution to Provide for Alternate Starting Dates for March 2024 Board of Review
- Resolution 231214D – Resolution to Adopt 2024 Schedule of Regular Township Board Meetings
- Resolution 231214E – Resolution to Adopt 2024 Schedule of Regular Township Planning Commission Meetings
- Resolution 231214F – Resolution to Adopt Holiday Schedule for 2024

Roll call vote: **Motion carried unanimously**

Reports

Sheriff's Department (*on file*)

Verbal report presented by Deputy Sabrina Larotta

Fire Department (*on file*)

Chief Knisely commented on the November 2023, monthly Fire Department report.

SMCAS (*on file*)

Jerry White submitted his report and was unable to attend the township board meeting.

SE Berrien County Landfill (*on file*)

Trustee Zelmer and Treasurer Kuhn gave a verbal report.

Planning Commission

Treasurer Kuhn gave a verbal report. There will be a public hearing on the solar and wind ordinance.

NATS (*on file*)

Trustee Payton gave a verbal report.

Working Session

None.

Unfinished Business

None.

New Business

1. Ag Exemption and Storage Containers

Motion made by Vite seconded by White to approve and post the “Building and Storage Container Ag Exemption” for Building Permits using the Leelanau County Agricultural Building Code Exemption as the template.

Discussion: Mr. Herter requested the board clarify what types of buildings are exempt from permit. All too often folks feel that because their property is in an agricultural zone, they don’t have to get a building permit. This posted exemption language clarifies what structures are exempt from a building permit.

Roll Call Vote: **Motion approved unanimously**

2. Construction Board of Appeals

Discussion: Mr. Herter asked the board to establish a Construction Board of Appeals as specified in Public Act 230 of 1972, composed of individuals in the building trades, to arbitrate protests made by homeowners regarding building code violation issues.

No action taken.

3. Broadband Subrecipient Agreement

Motion made by Vite, seconded by Zelmer, to approve the Bertrand Charter Township Broadband Infrastructure American Rescue Plan Act (ARPA) Subrecipient Agreement.

Roll call vote: **Motion approved unanimously**

4. Board Appointees

a. Planning Commission

- i. Rhonda Hicks – 3 yr
- ii. Marv Newell – 3 yr
- iii. Alice Krings – 2 yr

b. Board of Review

- i. Kyle Smith – 2 yr
- ii. Anna Norton – 2 yr

Motion made by Hicks seconded by Zelmer to accept Supervisor Hicks' nominations of Rhonda Hicks and Marv Newell to three-year terms, and Alice Kring (replacing Karrie Remmo) to a two-year term to the Bertrand Charter Township Planning Commission Board and Kyle Smith and Anna Norton each for two-year terms to the Bertrand Charter Township Board of Review.

Roll Call Vote: Motion passed unanimously

5. Election Officials Compensation

Informational discussion only and no action taken.

6. Lighting District Distribution

Board consensus to have each parcel pay the same amount (even distribution)

Public Comments

None.

Board Member Comments

Supervisor thanked the board and wished everyone a Merry Christmas and Happy New Year

Communications

None.

Miscellaneous / Announcements / Schedule

- Retirement party for Berrien County Sheriff Bailey on Wednesday, December 27 from 1-4 at FOP96 on Niles Road in St. Joseph
- The next township board meeting will be Thursday, January 11, 2024, at 7:00 p.m.

Having no further business, the meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Don Vite

Don Vite

Bertrand Charter Township Clerk

December 20, 2023

Date _____

Stephan

Steve Hicks

Bertrand Charter Township Supervisor