

**Bertrand Charter Township Board  
Regular Meeting  
Thursday, October 12, 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, McDonald, Payton, Vite, White, Zelmer

Member Absent: None

Special Guests: Derek Hall, State of Michigan Auditor of the township; Sara Senica, township attorney.

**Consent Agenda**

**Motion** made by White, seconded by McDonald to approve the Consent Agenda as amended:

- Add New Business Item #3 – Opposition Resolution #231012A
- Add New Business Item #4 – EGLE View
- Add New Business Item #5 –Chairperson appointment for Board Meeting in absence of Supervisor
- Accounts Payable for the period 09/15/23 - 10/12/23:

Total General Fund Expenses:	\$41,224.03
Total Fire Dept. Fund Expenses:	\$13,590.17
Total WRT Fund Expenses:	\$68.91
<b>Total Expenses:</b>	<b><u>\$54,883.11</u></b>

- Treasurer's Report as of September 30, 2023

General Fund:	\$1,725,308.23
Total Fire Dept. Fund:	\$792,460.33
Total WRT Fund:	n/a
Total Municipal Building Fund:	\$68,601.29
<b>Total Current Assets:</b>	<b><u>\$2,586,369.85</u></b>

**Discussion:** Supervisor Hicks and attorney Senica clarified there was nothing illegal about Clerk Vite running the August 30 meeting without nominating a chairperson in the absence of Supervisor Hicks.

Roll call vote: **Motion carried unanimously**

**Reports**

Sheriff's Department (*on file*)

Fire Department (*on file*)

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

SMCAS (*on file*)

SMCAS representative Jerry White commented on his submitted report.

SE Berrien County Landfill (on file)

Trustee Zelmer and Treasurer Kuhn gave a verbal report.

Planning Commission

No meeting.

NATS (on file)

Trustee Payton discussed issues currently being addressed.

**Unfinished Business**

1. Event Hall Cleaning Fee Increase

**Discussion:** Judy McDonald had previously handed in her resignation notice as the Event Hall custodian, so further discussion of cleaning fee increase was postponed.

**New Business**

1. Intent for Lighting SAD for Industrial Park

**Motion** made by Vite seconded by Zelmer to approve Resolution #231012B – Resolution to prepare documents required to create the Special Lighting District.

**Discussion:** Attorney Senica clarified that the first step in creating a Special Assessment District is for the board to create a resolution. This gets the process started for all the leg work to be done to determine costs, district maps, etc.

Roll Call Vote: **Ayes: Kuhn, McDonald, Payton, Vite, White, Hicks;**      **Nayes: Zelmer**  
**Approved 6-1**

SMCAS SAD Resolution #4 – Confirmation of Special Assessment Roll

**Motion** made by Vite, seconded by McDonald to approve Resolution #4 – Confirmation of Special Assessment Roll.

Roll Call Vote: **Motion Approved Unanimously**

**Motion** made by Zelmer, seconded by Payton to add Derek Hall at this point in the meeting to give his presentation on the 2022/2023 Bertrand Charter Township Audit for FYE 03/31/23.

Voice Vote: **Motion pass unanimously**

Derek Hall presented an overview of the 2023 audit. The township remains fiscally strong.

2. Website Provider

**Motion** made by Zelmer, seconded by White to approve MuniBits proposal of \$79/month to revamp and host the BertrandTownship.com website.

**Discussion:** Clerk Vite proposed a postponement to have time for he and Trustee (and Deputy Clerk) White to review two additional municipal website vendors – CivicPlus (Municode) and Civic Clarity.

Zelmer and White withdrew their original motion and second.

3. Resolution Opposing Legislation Preempting Local Control for the Siting and Permitting of Utility-Scale Renewable Facilities – Resolution #231012A

**Motion** made by Zelmer, seconded by Kuhn, to approve Resolution #231012A to be forwarded to our state legislators.

**Discussion:** Legislation is being considered for the state to preempt local control of these utilities. MTA strongly encourages local municipalities to pass resolutions and contact their legislators.

Roll call vote: **Motion approved unanimously**

4. Eagleview Pictometry local unit cost sharing

**Discussion:** Warren Parrish from Berrien County reached out to Assessor Story asking for the township to consider cost sharing for Eagleview Pictometry for 2024 which would give the county the ability to purchase this service.

**No Action.**

5. Board Appointment of a board meeting chairperson in absence of Supervisor

**Motion** made by Zelmer, seconded by Payton, to require the township board to appoint a chairperson to moderate a board meeting when the supervisor is absent as a matter of formality only.

**Discussion:** Attorney Senica clarified that not appointing or voting on a chairperson does not make a meeting illegal, but having a resolution underscores the board's priority to the matter.

Roll call vote: **Ayes:** Kuhn, Payton, McDonald, White, Zelmer **Nayes:** Hicks, Vite

**Approved: 5-2**

**Motion** made by Vite, seconded by White to enter into closed session under section 8H of the Open Meetings Act.

**{ Closed session with Attorney Senica from 10:10 p.m. through 11:02 p.m. }**

**Public Comments**

None

**Board Member Comments**

Supervisor Hicks says snowplowing for the season is all lined up with the company that did it last winter.

**Communications**

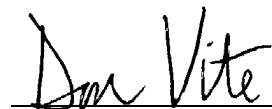
Berrien County Sherriff's Dept Press Release – Service Announcement asking public to be aware of call scammer claiming to be BCS Deputy with charges against the person and asking for money over the phone to clear up the charges. Sherriff's Department reinforces they never contact individuals over the phone requesting money for any reason.

**Miscellaneous / Announcements / Schedule**

- The next township board meeting will be Thursday, November 9, at 7:00 p.m.

Having no further business, the meeting was adjourned at 11:03 p.m.

Respectfully submitted,



October 19, 2023



Don Vite  
Bertrand Charter Township Clerk

Date

Steve Hicks  
Bertrand Charter Township Supervisor