

**BIRCH RUN TOWNSHIP BOARD OF TRUSTEES  
REGULAR MEETING  
NOVEMBER 12, 2013**

Supervisor Ray Letterman called the November Regular Meeting of the Birch Run Township Board to order at 7:00 p.m. Also present for the board were Corey Trinklein, Clerk; Debbie Trevino, Treasurer; Ed Magnus, Pam Moore, Fred Sheridan & Brady Totten, Trustees. Approximately 6 people were in the audience. Dave Matzke was present for the Fire Department, Brad Thomas was present for the Water Department & Jeanette Morrish was present for the Library.

**PASSED:** Motion by Magnus seconded by Totten to approve the November 12, 2013 Agenda as presented.

**Yeas:** Sheridan, Totten, Trinklein, Moore, Magnus, Letterman, Trevino

**Nays:**

October 8, 2013 Regular Meeting Minutes were discussed.

**PASSED:** Motion by Trevino seconded by Magnus to approve the October 8, 2013 Regular Meeting Minutes as presented.

**Yeas:** Totten, Trinklein, Moore, Magnus, Letterman, Trevino, Sheridan

**Nays:**

October 28 Special Meeting Minutes were discussed.

**PASSED:** Motion by Totten seconded by Sheridan to approve the October 28, 2013 Special Meeting Minutes as presented.

**Yeas:** Trinklein, Moore, Magnus, Letterman, Trevino, Sheridan, Totten

**Nays:**

**PASSED:** Motion by Magnus seconded by Totten to approve Invoices through 11/09/13 totaling \$409,743.80.

**Yeas:** Moore, Magnus, Letterman, Trevino, Sheridan, Totten, Trinklein

**Nays:**

**PUBLIC COMMENT:** 7:05 p.m. to 7:12 p.m.

Jen Brin – Operations manager for MMR in Saginaw wanted to introduce herself.

**TRUSTEE COMMENTS:**

Corey Trinklein – Personnel Committee Update. Consumers Energy Resolution. Annual Christmas Dinner Meeting of Saginaw County Township Officers Association. 425 Agreement status. Continue support for Asyst.

Debbie Trevino – Gave Treasurer's report. Next month Bank of America will be removed from report, money was moved to new bank.

Brady Totten – Update regarding DDA Expansion being held up waiting for attorney response.

Fred Sheridan – There was interest in having Summer Blast at park on June 6<sup>th</sup> & 7<sup>th</sup> 2014, is this permitted.

Pam Moore – Would like to add to the December agenda to look into other possible Attorneys and Engineers.

Ed Magnus – Maintenance Building is virtually done.

**DEPARTMENT REPORTS:**

Dave Matzke – Has received ISO Rating, received credits on a lot of the improvements that we have implemented.

Jeanette Morrish – Vendor/Craft Fair will be November 23<sup>rd</sup>. In December there will be someone reading the Velveteen Rabbit. The new shelves are up and look good.

**PASSED: Motion by Magnus seconded by Sheridan to approve ending continued support for the Asyst program.**

**Yeas: Magnus, Letterman, Trevino, Sheridan, Totten, Trinklein, Moore**

**Nays:**

**PASSED: Motion by Magnus seconded by Sheridan to approve publishing a Public Hearing to discuss the Park and Recreation Master Plan 2013 - 2018 as amended and review it at the Public Hearing held at the December Township Board Meeting.**

**Yeas: Letterman, Trevino, Sheridan, Totten, Trinklein, Moore, Magnus**

**Nays:**

**PASSED: Motion by Magnus seconded by Sheridan to approve paying out training attendance from December 2012 to November 2013 from the Fire Fund Education and Workshops account.**

**Yeas: Sheridan, Trinklein, Moore, Magnus, Letterman, Trevino**

**Nays:**

**Abstain: Totten**

**PASSED: Motion by Magnus seconded by Totten to approve the November Budget Amendments outlined in Appendix A.**

**Yeas: Totten, Trinklein, Moore, Magnus, Letterman, Trevino, Sheridan**

**Nays:**

**PASSED: Motion by Totten seconded by Sheridan to approve the revisions to the Personnel Policies and Procedures Manual as revised on 11-12-13 as amended on page 7.**

**Yeas: Magnus, Sheridan, Totten, Trinklein, Moore,**

**Nays: Letterman, Trevino**

**PASSED: Motion by Magnus seconded by Sheridan to approve appointing Ray Letterman as a non-voting member of the Friends of the Fleschner Memorial Library Board.**

**Yeas: Moore, Magnus, Letterman, Trevino, Sheridan, Totten, Trinklein**

**Nays:**

**PUBLIC COMMENT: 9:51 p.m. to 9:51 p.m.**

**PASSED: Motion by Magnus seconded by Sheridan to adjourn at 9:51 p.m.**

**Yeas: Trevino, Sheridan, Totten, Trinklein, Moore, Magnus, Letterman**

**Nays:**

**Corey Trinklein**

**Birch Run Township Clerk**

**Approved: December 10, 2013 \_\_\_\_\_**

NOVEMBER BUDGET AMENDMENTS - APPENDIX A

ACCOUNT #	DESCRIPTION	CURRENT BUDGET	AMENDED AMOUNT	NEW BUDGET AMOUNT	FROM ACCOUNT #
<b>GENERAL FUND BUDGET AMENDMENTS</b>					
Township Board					
101-101-728.000	OFFICE SUPPLIES	\$3,000.00	(\$800.00)	\$2,200.00	\$800.00 to 101-101-900
101-101-802.000	DUES	\$4,270.00	\$147.35	\$4,417.35	\$147.35 from 101-101-830
101-101-830.000	EDUCATION, WORKSHOPS	\$1,430.00	(\$147.35)	\$1,282.65	\$147.35 to 101-101-802
101-101-900.000	PUBLICATION AND NOTICES	\$1,342.00	\$800.00	\$2,142.00	\$800.00 from 101-101-728
Clerk					
101-215-801.000	CONTRACTUAL SERVICES	\$656.90	(\$100.00)	\$556.90	\$100.00 to 101-215-862
101-215-862.000	MILEAGE	\$218.10	\$100.00	\$318.10	\$100.00 from 101-215-801
Protective Inspection					
101-371-801.000	CONTRACTUAL SERVICES	\$1,900.00	(\$1,900.00)	\$0.00	\$1,900.00 to 101-400-801
101-371-922.000	TELEPHONE	\$500.00	\$299.65	\$799.65	\$299.65 from 101-000-686 (Refund from other Governmental Units)
Planning and Zoning					
101-400-801.000	CONTRACTUAL SERVICES	\$1,900.00	\$1,900.00	\$3,800.00	\$1,900.00 from 101-371-801
<b>LIBRARY FUND BUDGET AMENDMENTS</b>					
271-790-744.000	BOOKS	\$10,662.43	(\$729.22)	\$9,933.21	\$729.22 to 271-790-802
271-790-802.000	MEMBERSHIP DUES	\$2,500.00	\$729.22	\$3,229.22	\$729.22 from 271-790-744
<b>SEWER FUND BUDGET AMENDMENTS</b>					
590-536-801.000	CONTRACTUAL SERVICES	\$7,200.00	\$5,000.00	\$12,200.00	\$5,000.00 from Sewer Savings