

# **Birch Run Township Board of Trustees Regular Meeting Minutes July 11, 2006**

The Regular Meeting of the Birch Run Township Board of Trustees was called to order with the Pledge of Allegiance by Supervisor Earl Schlegel, at 7:00 p.m.

Roll was called. Present were Supervisor Earl Schlegel, Treasurer Debbie Trevino, and Trustees Joanne Strahm, Jeff Putnam, Mike Marr, and Ed Magnus. Absent was Clerk Amy Cook. There were also four members of the public present.

**Moved** by Trevino, **supported** by Putnam, to approve the Minutes of the June 13, 2006 meeting.

**Yeas:** Strahm, Marr, Putnam, Magnus, Trevino, Schlegel

**Nays:** none

**Motion carried**

Approval of the Minutes for the June 19, 2006 meeting was tabled.

**Moved** by Strahm, **supported** by Marr, to approve the Minutes of the June 7, 2006 meeting.

**Yeas:** Magnus, Marr, Putnam, Strahm, Trevino, Schlegel

**Nays:** none

**Motion carried**

**Moved** by Magnus, **supported** by Putnam, to approve the payment of invoices totaling \$70,153.51

**Yeas:** Putnam, Marr, Strahm, Magnus, Trevino, Schlegel

**Nays:** none

**Motion carried**

**Public Comment:** No member of the public offered comment.

**Clerk's Correspondences:** none

**Treasurer's Report:** Treasurer Trevino gave report.

**Supervisor's Comments:** Supervisor Earl Schlegel gave comments.

**Moved** by Magnus, **supported** by Marr, to give the head of the Department of Public Works authority to spend up to \$3,000.00 for emergency purchases.

**Yeas:** Marr, Magnus, Strahm, Putnam, Trevino, Schlegel

**Nays:** none

**Motion carried**

**Moved** by Magnus, **supported** by Marr, to appoint Earl Schlegel, head of the Department of Public Works. The duties of the head of the Department of Public Works are as follows:

1. Coordinate day to day activities
2. Do evaluations and employee feedback
3. Approve time sheets in accordance to Township Personnel Policy
4. Authorize overtime as needed
5. Monitor Miss Dig progress
6. Take customer complaints regarding DPW
7. Ensure maintenance is being done in a timely basis
8. Run weekly Water Department meetings

**Yeas:** Strahm, Magnus, Marr, Putnam, Trevino, Schlegel

**Nays:** none

**Motion carried**

**Water Report:** none

**Moved** by Marr, **supported** by Magnus, to set the next water meeting of the Birch Run Township Board of Trustees for August 2, 2006, at 7:00 p.m., in the Government room.

**Yeas:** Putnam, Magnus Marr, Strahm, Trevino, Schlegel

**Nays:** none

**Motion carried**

**Moved** by Marr, **supported** by Magnus, to change the next Regular Meeting, scheduled for August 8, 2006, to August 15, 2006, at 7:00 p.m., in the Government Room.

**Yeas:** Marr, Putnam, Strahm, Magnus, Trevino, Schlegel

**Nays:** none

**Motion carried**

**New Business:**

**Moved** by Magnus, **supported** by Marr, to approve the Treasurer's appointment of Paula Counts as Deputy Treasurer, with payment of \$250.00 per month. Payment is to be retroactive to April 1, 2006, pending legal clarification.

**Yeas:** Marr, Strahm, Magnus, Putnam, Trevino, Schlegel

**Nays:** none

**Motion carried**

**Moved** by Magnus, **supported** by Putnam, to adopt Ordinance #06-03, adopting the State Construction Code Act.

**Yeas:** Putnam, Strahm, Magnus, Marr, Trevino, Schlegel

**Nays:** none

**Motion carried**

**Moved** by Magnus, **supported** by Marr, to approve Administrative Resolution #01-06, establishing a sign out procedure for all Township keys.

**Yeas:** Magnus, Marr, Putnam, Strahm, Trevino, Schlegel

**Nays:** none

**Motion carried**

**Moved** by Trevino, **supported** by Magnus, to approve a Temporary Use Permit for Kenneth Decker for a drive-in movie theater, pending approval by the Michigan Department of Transportation.

**Yeas:** Marr, Strahm, Magnus, Putnam, Trevino, Schlegel

**Nays:** none

**Motion carried.**

**Moved** by Magnus, **supported** by Marr, to appoint Kenneth MacLeod Recording Secretary for this meeting and pay \$50.00 for this service.

**Yeas:** Putnam, Strahm, Marr, Magnus Trevino, Schlegel

**Nays:** none

**Motion carried**

**Moved** by Marr, **Supported** by Strahm, to adjourn at 8:17 p.m.

**Motion carried by voice vote**

**Respectfully Submitted,**

Kenneth R. MacLeod  
Recording Secretary

**Approved at the meeting held \_\_\_\_\_,**

Amy Cook  
Clerk