

**BIRCH RUN TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
OCTOBER 8, 2013**

Supervisor Ray Letterman called the October Regular Meeting of the Birch Run Township Board to order at 7:00p.m. Also present for the board were Corey Trinklein, Clerk; Debbie Trevino, Treasurer; Ed Magnus, Pam Moore, Fred Sheridan & Brady Totten, Trustees. Approximately 7 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 Sheridan seconded by Moore to approve the October 8, 2013 Agenda as amended deleting closed session for 425 agreement and holding it in open session.

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

Nays:

September 10, 2013 Regular Meeting Minutes were discussed.

PASSED: Motion by Magnus seconded by Totten to approve the September 10, 2013 Regular Meeting Minutes as presented.

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

Nays:

PASSED: Motion by Magnus seconded by Totten to approve Invoices through 9/23/13 totaling \$91,930.56.

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

Nays:

PUBLIC COMMENT: 7:03p.m. to 7:04p.m.

TRUSTEE COMMENTS:

Discussion was held with the Township Attorney Mr. Meyer regarding the 425 Agreement for the Golf Course.

Corey Trinklein – Hours for Trick or Treating. Friends of Fleschner Memorial Library would like to invite board to celebrate National Friends of Libraries Week. MMWA 2014 Bi-Weekly Recycling Schedule. Par Plan News and inform board that Larry Clever is set to come to the December Meeting to discuss Par Plan renewal. Personnel Committee has presented initial items for approval and more are in the works for upcoming months. Does Township accept property donations.

Debbie Trevino – Removal of Water Assessment WA086. Set \$4,000 for the new connection fee for WA086. Send letter to residents that their water assessments will be removed.

Brady Totten – DDA meeting voted to further look into expanding the DDA district.

Fred Sheridan – The eagle scouts bat project has now been installed. Proposal from Duane Jones for work to be completed at the park. The train at the park will soon be completed.

DEPARTMENT REPORTS:

Brad Thomas – Maintenance building coming along good, trusses have been installed. Water tower was to be brought on-line October 8, but three valves are not performing as specified.

Dave Matzke – Thanked board members that came to 9/11 ceremony and pancake breakfast. This past month MMR response times have been getting worse again.

Jeanette Morrish – Wanted to introduce the president of Friends of Fleschner Memorial Library, Lynn Krzyzaniak. On October 26, baby alligators will be visiting during National Friends of Libraries Week. Story hour has started back up again, about seven children are participating so far. Shelving paid for by grant money has come in and are now installed. Electronic book selection will soon be available. A new copy machine is to be donated by the Rotary.

PASSED: Motion by Magnus seconded by Sheridan to approve the removal of WA086 from the special assessment tax roll.

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

Nays:

PASSED: Motion by Trevino seconded by Totten to approve setting the WA086 water assessment district at \$4,000 for the connection fee effective January 1, 2014.

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

Nays:

PASSED: Motion by Magnus seconded by Sheridan to approve sending a letter to the residents that their water assessments will be removed this coming tax year, signed by the Supervisor and to be sent out October 25, 2013.

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

Nays:

PASSED: Motion by Trinklein seconded by Trevino to approve the quote not to exceed \$2,500.00 to be taken from 101-751-972 by Duane Jones to tile and excavate at the park.

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

Nays:

PASSED: Motion by Magnus seconded by Letterman to approve the October Budget Amendments as outlined in Appendix A.

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

Nays:

PASSED: Motion by Magnus seconded by Trinklein to approve PA 116 application for Lorraine Psiuk.

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

Nays:

PASSED: Motion by Magnus seconded by Sheridan to approve PA 116 extension for Errol Ross.

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

Nays:

PASSED: Motion by Magnus seconded by Letterman to approve the new MMWA collection rates at \$108.00.

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

Nays: Trinklein

PASSED: Motion by Magnus seconded by Totten to approve Resolution #2013-05 (America Recycles Day).

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

Nays:

PASSED: Motion by Sheridan seconded by Totten to approve rekeying the locks for the Government Room and the public entrance to the Township Office as well as reprogramming and issuing new key fobs for the employee entrance not to exceed \$500.00 from Jim's Lock and Key.

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

Nays:

PASSED: Motion by Trinklein seconded by Sheridan to approve sending the Personnel Policies and Procedures Manual to Masud Patterson labor attorney's for review by October 17th.

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

Nays:

PASSED: Motion by Magnus seconded by Trinklein to approve utilizing the Deputy Treasurer and the Deputy Clerk as part-time office personnel to help cover the Township Office during peak busy times at a rate of \$13.00 per hour per employee not to exceed \$1,500.00 per year.

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

Nays:

PUBLIC COMMENT: 9:22p.m. to 9:22p.m.

PASSED: Motion by Sheridan seconded by Trinklein to adjourn at 9:22 p.m.

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

Nays:

Corey Trinklein

Birch Run Township Clerk

Approved: November 12, 2013 _____

OCTOBER BUDGET AMENDMENTS - APPENDIX A

ACCOUNT #	DESCRIPTION	CURRENT BUDGET	AMENDED AMOUNT	NEW BUDGET AMOUNT	FROM ACCOUNT #
GENERAL FUND BUDGET AMENDMENTS					
Township Board					
101-101-830.000	EDUCATION, WORKSHOPS	\$1,430.00	(\$158.00)	\$1,272.00	\$158.00 to 101-191-955
Elections					
101-191-955.000	OTHER	\$1,000.00	\$158.00	\$1,158.00	\$158 from 101-101-830
Buildings and Grounds					
101-265-801.000	CONTRACTUAL SERVICES	\$16,000.00	(\$955.20)	\$15,044.80	\$137.60 to 101-380-802 & \$817.60 to 101-400-802
Zoning Dept.					
101-380-802.000	DUES	\$800.00	\$137.60	\$937.60	\$137.60 from 101-265-802
Planning and Zoning					
101-400-802.000	DUES	\$0.00	\$817.60	\$817.60	\$817.60 from 101-265-802
LIBRARY FUND BUDGET AMENDMENTS					
271-790-742.000	PERIODICALS	\$450.00	\$307.57	\$757.57	\$307.57 from 271-790-744
271-790-744.000	BOOKS	\$10,970.00	(\$307.57)	\$10,662.43	\$307.57 to 271-790-742
SEWER FUND BUDGET AMENDMENTS					
590-536-802.000	DUES	\$0.00	\$817.60	\$817.60	\$817.60 from 592-536-802
WATER FUND BUDGET AMENDMENTS					
592-536-802.000	DUES	\$3,500.00	(\$817.60)	\$2,682.40	\$817.60 to 590-536-802