

**BIRCH RUN TOWNSHIP BOARD OF TRUSTEES  
SPECIAL MEETING  
August 1, 2005**

Supervisor Earl Schlegel called the August Special Meeting of the Birch Run Township Board to order at 4:30 P.M. Also present for the board were Amy Cook, Clerk; Debbie Trevino, Treasurer; Mike Marr, Ed Magnus, Joanne Strahm, and Jeff Putnam, Trustees. Zero (0) people were in the audience.

**PASSED Motion by Marr seconded by Magnus to approve spending \$19,250.70 per attachment A.**

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

**Nays: None**

**PASSED Motion by Magnus seconded by Strahm to allow Jones' Excavating to extend the water line the shortest possible distance on Downing Road to the east to clear the Birch Run Township resident's driveway that is affected by the blow-off valve. Also, the Township Board would like a letter permitting the extension from the DEQ.**

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

**Nays: None**

**PASSED Motion by Magnus seconded by Putnam to approve reimbursing \$975.00 to the water customers who were incorrectly billed for the debt in the rate (see attachment B).**

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

**Nays: None**

**PASSED Motion by Magnus seconded by Cook to recess until 6:00 pm.**

**Yeas: Trevino, Putnam, Schlegel, Magnus, Cook, and Marr**

**Nays: None**

Supervisor Earl Schlegel reconvened the August Special Meeting of the Birch Run Township Board to order at 6:00 P.M. Also present for the board were Amy Cook, Clerk; Debbie Trevino, Treasurer; Mike Marr, Ed Magnus, and Jeff Putnam, Trustees. Joanne Strahm was absent. One member was in the audience.

Ramon Rosas, Administrative assistant/Water clerk was also present.

**Present for the Village of Birch Run was:**

**Chief Mowatt                      Jack Kramer                      Paul Moore**

**Jodie Gibson                      Ed McNamara**

**Marianne Nelson                      Becky Walther**

**Tina Harcourt                      Jeanette Buthker**

**A consensus was reached to approve the agenda for August 1, 2005**

**Cheryl Hadsall mediated the meeting**

**DISCUSSION TOPICS:**

**Birch Run Village/Township Water System**

- **The contract is close to completion and will be ready for review soon.**

#### **Water Authority**

- Both the Township and Village concurred that an interlocal agreement needs to be drafted to maintain the lines that are jointly owned.
- The Township has decided to take over the billing and meter readings for the Township water system, but will contract for S-3 services.
- The Village will submit a bid for DPW services the Township requires.

#### **Sign Ordinance**

- Ed Magnus, Mike Marr, and Jack Kramer

#### **Trolley Line Trail**

- No new information was available

#### **Beautification Committee**

- Earl Schlegel and Tina Harcourt updated the Board and Council on the progress being made by the committee.
- There was discussion on how to recruit new members
- Dr. Susan Perdue donated \$1,000 worth of day lilies to the Committee, which will be planted next year.

#### **Police/Fire Millage**

- The Township presented the current information gathered on the police and fire millage.
- The Township Board will vote to put the police and fire millage on the ballot on Tuesday August 9, 2005 at 7:00 pm

**PASSED Motion by Magnus seconded by Marr to adjourn at 8:00 pm.**

**Yeas: Trevino, Putnam, Schlegel, Magnus, Cook, and Marr**

**Nays: None**

**Amy Cook**   
**Birch Run Township Clerk**

**Approved: 8/9/05**

**ATTACHMENT A**

Sensus 4002 RF Handheld	\$9,000.00	FCC License, Badger Reading Gun / Cable and 2 days training included in cost
Sensus Auto Read Software	\$4,000.00	One time charge
Annual Software Support	\$1,000.00	Renews Annually
USTI Asyst Utility Billing Program (2)	\$2,930.00	One time charge
Training 6 hrs @ \$85 / hour	\$510.00	
Annual Support	\$880.00	Renews Annually
Conversion of Civic to Asyst	\$0.00	Ramon Can Do, will save \$4,000.00
Scanner	\$275.00	One time charge
Cartridges / Toners (6)	\$35.70	As Needed Charge
Register Tape w/ Carbon Copy (15)	\$30.00	As Needed Charge
Post Card Bills (2 boxes of 2,000)	\$200.00	Approx 3300 Needed Annually
Late Notices (1 box of 1,000)	\$90.00	
Postal Permit	\$300.00	Good for 1 year, Renewable at \$150 / year
<b>Total</b>	<b>\$19,250.70</b>	

\* Lead Time on Sensus Handheld is 2 1/2 to 3 months, Setup time is 2 weeks Training is 2 days. (Total of 3 1/2 months lead time)

# Lead Time on Asyst is dependant upon training, office setup and data conversion. (Total of about 2 weeks)

