

**BAINBRIDGE TOWNSHIP
REGULAR BOARD MEETING MINUTES**

February 12, 2018

CALL TO ORDER:

Supervisor, Bill Hodge called the February 12, 2018 meeting of the Bainbridge Township Board of Trustees to order at 7:00 p.m. at the Bainbridge Township Hall, 7315 Territorial Road. The meeting began with the Ringing of the Bell followed by the Pledge of Allegiance to the flag.

Present: B. Hodge, N. Weber, P. Hiler-Molter, J. Yetzke **Absent:** Don Baiers

POLICE REPORT: No reports were given

PUBLIC COMMENT:

- Opened 7:01 p.m. / Closed 7:01 p.m.

APPROVAL OF AGENDA

- Motion by N. Weber / P. H. Molter to approve agenda. (attached)
Recorder called roll: Patty Hiler-Molter, N. Weber, J. Yetzke, B. Hodge, - **Absent:** D. Baier **Motion Carried**

APPROVAL OF CONSENT AGENDA

- **Consent Agenda** - Motion by N. Weber / J Yetzke to approve January 15, 2018 minutes as written and bills in the amount of \$41,710.19. (attached)
Recorder called roll: Patty Hiler-Molter, B. Hodge, N. Weber, J. Yetzke - **Absent:** D. Baier **Motion Carried**

TREASURER REPORT

- Treasurer distributed report and notified she will be checking on CD rates for renewals. (attached)

REPORTS/SUPERVISOR:

- **Reports:** Building ,Electrical, Mechanical, Plumbing, and Pride Care were submitted. (attached)
Assessor will be including an information sheet with Assessment Notices. .Board was asked to review and give any suggestions. (attached)

UNFINISHED BUSINESS:

- **Dakin/Peters Drain** – Supervisor reported that a meeting, sometime in April, with Drain and Road Commissions will take place. The 41 residents in the assessment district and the 44 residents in the drain district will be notified of meeting with officials.
- **Risk Reduction Grant** - Motion by P. Hiler-Molter / N. Weber to accept \$5,000 grant for security system. Security system not to exceed the \$5,000. (attached)
Recorder called roll: J. Yetzke, P. Hiler-Molter, N. Weber, B. Hodge **Absent:** D. Baiers **Motion Carried**
- **Indiana Electronic Communication** - Motion by B. Hodge / N. Weber to accept bid of \$4,980 for surveillance camera system.(attached)
Recorder called roll: B. Hodge, P. Hiler-Molter, J. Yetzke, N. Weber **Absent:** D. Baiers **Motion Carried**
- **Advanced Alarms** – Motion by J. Yetzke / P. Hiler-Molter to accept bid for alarm system.(attached)
Recorder called roll: P. Hiler-Molter, J. Yetzke, B. Hodge, N. Weber **Absent:** D. Baiers **Motion Carried**

NEW BUSINESS:

- **2018-19 Board Meeting Postings** - Motion by P. Hiler-Molter / J. Yetzke to accept Resolution of meeting dates.(attached)
Recorder called roll: N. Weber, B.Hodge, P.Hiler-Molter, J. Yetzke **Absent:** D. Baiers **Resolution Carried**
- **2018-19 Meeting Dates** - Motion by P.Hiler-Molter / N. Weber to accept Resolution of newly scheduled meeting dates.(attached)
Recorder called roll: J. Yetzke, P. Hiler-Molter, B. Hodge, N. Weber **Absent:** D. Baiers **Resolution Carried**
- **Supervisor Salary** – Resolution by N. Weber / J. Yetzke to approve 2018-19 Supervisor Salary of \$ 15,892 (attached)
Recorder called roll: B. Hodge, N. Weber, P. Hiler-Molter, J.Yetzke **Absent:** D. Baiers **Resolution Carried**
- **Clerk Salary** – Resolution by J. Yetzke / N. Weber to approve 2018-19 Clerk Salary of \$ 15,620 (attached)
Recorder called roll: P. Hiler-Molter, J. Yetzke, N. Weber, B. Hodge **Absent:** D. Baiers **Resolution Carried**

- **2018-19 Treasurer Salary** – Resolution by P. Hiler-Molter / J. Yetzke to approve 2018-19 Treasurer Salary of \$17,008, (attached)
Recorder called roll: N. Weber, J. Yetzke, B. Hodge, P. Hiler-Molter **Absent:** D. Baiers **Resolution Carried**
- **2018-19 Trustee Salary** – Resolution by N. Weber / P.Hiler-Molter to approve 2018-19 Trustee Salary of \$1,435 / \$81.00 per meeting. (attached)
Recorder called roll: B. Hodge, P. Hiler-Molter, J. Yetzke, N. Weber **Absent:** D. Baiers **Resolution Carried**
- **2018-19 Employee Salary** - Motion by P. Hiler-Molter / J. Yetzke to approve 2% raises across the board for all employees. P. Hiler-Molter suggested that the Election workers pay schedule be changed to \$12.00 and Election Chairman to \$14.00 per hour and Recording Secretary be changed from \$55.00 to \$54.00 for first 2 hours. (attached)
Recorder called roll: P. Hiler-Molter, N. Weber, B. Hodge, J. Yetzke **Absent:** D. Baiers **Resolution Carried**
- **2018-19 Mowing Bid / Contract** - Motion by N. Weber / J. Yetzke to accept mowing bid by Fardello's Mowing and to accept contract agreement for Cemetery mowing. (attached)
Recorder called roll: P. Hiler-Molter, J. Yetzke, B. Hodge, N. Weber **Absent:** D. Baiers **Resolution Carried**
- **2018-19 Assessor's Renewal Letter & Contract** – Motion by P.Hiler-Molter / J.Yetzke to approve 2018-19 renewal and contract of Scott Anderson, as Assessor with a 2% increase. (attached)
Recorder called roll: N. Weber, J. Yetzke, P. Hiler-Molter, B. Hodge **Absent:** D. Baiers **Resolution Carried**
- **2018-19 Building Inspector Renewal** - Motion by P. Hiler-Molter / J. Yetzke to continue with Ross Rogien, Construction Associates, as Building Inspector. (attached)
Recorder called roll: B. Hodge, J. Yetzke, P. Hiler-Molter, N. Weber **Absent:** D. Baiers **Motion Carried**
- **2018-19 Building Official Renewal Letter** - Motion by N. Weber / J. Yetzke to approve 2018-19 renewal with Ross Rogien as Building/Zoning Inspector. (attached)
Recorder called roll: N. Weber, P. Hiler-Molter, B. Hodge, J. Yetzke **Absent:** D. Baiers **Motion Carried**
- **2018-19 Electrical Inspector Renewal Letter** - Motion by B. Hodge / J. Yetzke to approve 2018-19 renewal of Ron Ketelhut as Electrical Inspector. (attached)
Recorder called roll: J. Yetzke, N. Weber, P. Hiler-Molter, B. Hodge **Absent:** D. Baiers **Motion Carried**
- **2018-19 Mechanical Inspector Renewal Letter** - Motion by J. Yetzke / N. Weber to approve 2018-19 renewal of Rod Wilder as Mechanical Inspector. (attached)
Recorder called roll: J. Yetzke, N. Weber, P. Hiler-Molter, B. Hodge **Absent:** D. Baiers **Motion Carried**
- **2018-19 Plumbing Inspector Renewal Letter** - Motion by B. Hodge / N. Weber to approve 2018-19 renewal of Ken Benjamin as Plumbing Inspector. (attached)
Recorder called roll: J. Yetzke, B. Hodge, P. Hiler-Molter, N. Weber **Absent:** D. Baiers **Motion Carried**
- **2018-19 Ordinance Officer Renewal Letter** - Motion by B. Hodge / N. Weber to approve 2018-19 renewal of David Dent as Ordinance Officer. (attached)
Recorder called roll: J. Yetzke, P. Hiler-Molter, N. Weber, B. Hodge, **Absent:** D. Baiers **Motion Carried**
- **2018-19 Fee Schedule** – Motion by J. Yetzke / B.Hodge to keep 2018-19 fee schedule the same as 2017-18. (attached)
Recorder called roll: N. Weber, B. Hodge, P.Hiler-Molter, J. Yetzke **Absent:** D. Baiers **Motion Carried**
- **2018-19 Depository Designation Resolution** – Resolution by J. Yetzke / N. Weber to accept Annual Resolution Depository. (attached)
Recorder called roll:, J. Yetzke, N. Weber, B. Hodge, P. Hiler-Molter **Absent:** D. Baiers **Resolution Carried**
- **2018-19 Poverty Guidelines & Asset Test** - Motion by P. Hiler-Molter / J. Yetzke to approve Resolution Guidelines. (attached)
Recorder called roll: J. Yetzke, N. Weber, B. Hodge, P. Hiler-Molter **Absent:** D. Baiers **Resolution Carried**
- **2018-19 Proposed Budget** – The budget was reviewed with emphasis on roads, new roof, office equipment, new server, and 3 major elections coming up. Budget Hearing will be in March.
- **Server Quote** – Clerk reported that we are in need of a new server. She will get quotes and report back to Board.

PUBLIC COMMENT:

- Opened 7:41 p.m. / Closed 7:44 p.m.

CORRESPONDENCE:

- State of MI – MI Gas Utilities - Case #U-18414
- State of MI - SEMCO Energy – Case U-18417

ADJOURN:

- Motion by J. Yetzke / N. Weber to adjourn meeting at 7:45 p.m. **Motion Carried**

Respectfully Submitted,

Patty Hiler-Molter, Clerk

Minutes are to be approved at the full board meeting on March 12, 2018