

**THREE OAKS TOWNSHIP**  
**March 11, 2013**

Open Public Hearing for Budget at 7:00

Close Public hearing at 7:13

Present: Cummings, Sittig, Osburn, Mitchell, Gordon

Public comment

Motion by Mitchell supported by Osburn to approve February meeting minutes. Motion carried.

Treasurer's report stands

Motion by Cummings supported by Gordon to pay bills estimated at \$51,497.60. Motion carried.

Correspondence was read

**Old Business**

Department reports:

Ambulance: Twp 5/Village 15

Assessor sales/splits 0/0

Bldg/Mechanical 2/1

Cemetery: Nothing

Enterprise Park: Development Plan completed

Fire: 5

Parks & Rec: Motion by Sittig supported by Gordon to apply to the Pokagon Fund for a grant for and Environmental Study for the Township owned land on the Galien River. Motion carried.

Planning: Meeting March 26, 7:00

Police-Complaints/Citations 83/3

Twp. Library-No minutes

Mobile Home Park: Motion by Sittig supported by Mitchell to approve the Twp Attorney to Proceed with the Financial Garnishment and or Lien on the property.  
Motion carried.

Recycle Initiative: Motion by Sittig supported by Mitchell to approve the contract pending Twp Atty approval. Roll call.

Ayes: Gordon, Cummings, Sittig, Osburn, Mitchell

Nays: None

Motion carried.

Twp Web Site: Motion by Osburn supported by Mitchell contract Williams & Works to do a Web design with Option 3 at a cost of \$2820.00. Roll call.

Ayes: Mitchell, Osburn, Sittig, Cummings, Gordon

Nays: None

Motion carried.

Twp Supervisor will check with Township insurance company to see if they will cover cost of Deputy pay through Errors and Omissions Clause.

Fire Agreement- Motion by Mitchell supported by Sittig to approve the Fire Protection Agreement with the Village for a 3 year period of \$32500 for the 1st yr., \$34500 for the 2nd yr. and \$36500 for the final yr. Roll call.

Ayes: Gordon, Mitchell, Osburn, Cummings, Sittig

Nays: None

Motion carried.

Police Agreement- Motion by Sittig supported by Gordon to approve the Police Agreement with the Village for \$6963.05 monthly and with annual CPI increases for 3 years. Roll Call.

Ayes: Sittig, Osburn, Mitchell, Gordon, Cummings

Nays: None

Motion carried.

### **New Business**

Berrien County Road Commission-Motion by Mitchell supported by Osburn to send a letter of authorization to replace signage, tree removal, road chloride and gravel topping on an as needed basis. Motion carried.

Motion by Mitchell supported by Cummings to sealcoat Martin Road from Starr Road to Basswood Road for \$44290. Roll call

Ayes: Gordon, Cummings, Sittig, Osburn, Mitchell

Nays: None

Motion carried.

Motion by Sittig supported by Mitchell to gravel Avery Road for \$15000 cost to Three Oaks Township and \$15000 cost to Galien Township. Roll call

Ayes: Gordon, Mitchell, Osburn, Sittig, Cummings

Nays: None

Motion carried.

### **Annual Resolutions**

Motion by Sittig to increase the Sexton salary to \$24084 annually and increase reimbursement spending to \$3000. Motion failed for lack of support.

Motion by Cummings supported by Gordon to keep salary and reimbursement at 2012/2013 Resolution amounts with the addition of Cemetery monthly reports. Roll call

Ayes: Mitchell, Osburn, Cummings, Gordon

Nays: Sittig

Motion carried.

Motion by Osburn supported by Mitchell to keep meeting date and times as per 2012/2013 Resolution. Roll call

Ayes: 5

Nays: 0

Motion carried.

Motion by Mitchell supported by Gordon to keep Bittner, Hyrns, Daly & Reimland PC as the Township Attorney. Motion carried.

Motion by Sittig supported by Osburn to keep Campbell, Kusterer & Co PC as the Township Auditor. Roll call

Ayes: 5

Nays: 0

Motion carried.

Motion by Osburn supported by Mitchell to keep the Depositories as per 2012/2013 Resolution. Motion carried.

Motion by Osburn supported by Cummings to keep the Township Investment and Depository Designation as per 2012/2013 Resolution. Motion carried.

Motion by Sittig supported by Mitchell to keep the Board of Review members Salary as per 2012/2013 Resolution. Roll call

Ayes: Osburn, Mitchell, Gordon, Cummings, Sittig

Nays: None

Motion carried.

Motion by Cummings supported by Mitchell to keep the Payment for Attendance at Educational Meetings per 2012/2013 Resolution. Roll call

Ayes: Sittig, Osburn, Mitchell, Cummings, Gordon

Nays: None

Motion carried.

Motion by Mitchell supported by Gordon to keep the Credit Card Policy as per 2012/2013 Resolution. Roll call

Ayes: Gordon, Cummings, Osburn, Mitchell, Sittig

Nays: None

Motion carried.

Motion by Mitchell supported by Gordon to keep the Election workers compensation as per 2012/2013 Resolution with addition of \$50 for each(2) Receiving Board members.

Motion carried.

Motion by Cummings supported by Gordon to keep Public Information Coordinator and Policy of Charges for Public Information as per 2012/2013 Resolution with addition of \$15 per hour for secretarial duties. Roll call.

Ayes: Mitchell, Osburn, Sittig, Gordon, Cummings

Nays: None

Motion carried.

Motion by Mitchell supported by Gordon to keep Supervisor/Assessor Salary as per 2012/2013 Resolution. Roll call.

Ayes: Gordon, Mitchell, Osburn, Sittig, Cummings

Nays: None

Motion carried.

Motion by Mitchell supported by Gordon to keep Trustees Salary as per 2012/2013 Resolution. Roll call.

Ayes: Gordon, Mitchell, Osburn, Cummings, Sittig

Nays: None

Motion carried.

Motion by Mitchell supported by Cummings to keep Treasurer Salary as per 2012/2013 Resolution. Roll call.

Ayes: Gordon, Cummings, Sittig, Osburn, Mitchell

Nays: None

Motion carried.

Motion by Mitchell supported by Gordon to keep Clerk Salary as per 2012/2013 Resolution. Roll call.

Ayes: Gordon, Cummings, Sittig, Osburn, Mitchell

Nays: None

Motion carried.

Motion by Mitchell supported by Sittig to keep Post-Auditing as per Resolution with the addition of payments made will be posted as preauthorized and for salary payroll only.

Roll call

Ayes: Mitchell, Osburn, Sittig, Cummings, Gordon

Nays: None

Motion carried.

2012/2013 Budget Amendments- Motion by Sittig supported by Cummings to approve noted budget amendments. Motion carried.

2013/2014 Budget Adoption- Motion by Cummings supported by Mitchell to adopt the budget as presented. Motion carried.

#### Public Comments

Motion by Cummings supported by Osburn to adjourn at 9:57 Motion carried.

Next meeting will be held on Monday, April 8 at 7:00

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Minutes submitted by Elizabeth Cummings  
Three Oaks Township Clerk

