

**Bertrand Charter Township Board  
Regular Meeting  
Thursday, April 10, 2025**

Bertrand Charter Township Hall  
3835 Buffalo Rd., Buchanan, MI 49107

Supervisor Hicks called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

Members Present: Hicks, Kuhn, Kring, Loveing, Payton, White, Zelmer

Member Absent: None

Special Guests: John Yerington, Michiana Aggregate; Sara Seneca, Township Attorney

**Consent Agenda** *(see attachments)*

**Motion** made by Zelmer, seconded by Kuhn to approve the Consent Agenda as amended:

- Addition of #6 Water and Sewer Study to Agenda
- Accounts Payable for the period 03/14/25-04/10/2025 as presented:

Total General Fund Expenses	\$47,468.49
Total Fire Dept. Fund Expenses	\$26,793.57
Total WRT Fund Expenses	\$0.00
<b>Total Expenses</b>	<b><u>\$74,262.06</u></b>

- Treasurer's Report as of February 28, 2025

General Fund	\$1,529,619.14
Total Fire Dept. Fund	\$1,005,009.70
Total WRT Fund	\$2,124.51
Total BCLD Fund	4,996.20
Total Building Fund	\$99,956.80
<b>Total Fund Assets</b>	<b><u>\$2,938,375.88</u></b>

Roll call vote: **Motion carried unanimously**

**Reports**

Sheriff's Department *(on file)*

Fire Department *(none)*

SMCAS *(on file)* Jerry White not present.

SE Berrien County Landfill *(on file)* Treasurer Kuhn discussed looking into tipping fees.

Planning Commission Did not meet.

NATS *(report on file)*

Bookkeeper *(report on file)* Courtney Baham shared her findings with recommendations.

### **Public Comments:**

Sara Seneca shared agenda items that will need to be on the meeting agenda for May (Electric, Sewer and Water Franchise Agreements renewed every 30 years). Discussion ensued concerning water and sewer needs for the Township. Questions were answered.

Sheri Murdock-Cauffman requested an update on the blight situation in the township. Supervisor Hicks explained the process and procedures for dealing with the blight.

### **Unfinished Business**-None

### **New Business**

#### 1. SMCAS 2025 Invoice

**Discussion:** Supervisor Hicks shared an invoice the Township received from SMCAS for 2024/2025. The Township is requesting clarification from SMCAS concerning the calculation of the amount due in the 2024/2025 Fiscal Year.

**Motion** made by Hicks, seconded by Payton, to approve paying invoice WC 24828 for \$20,070 until the Township receives more details.

**Ayes:** Kring, Kuhn, Loving, Payton, White, Hicks

**Nayes:** Zelmer

**Abstain:** None

Roll call vote: **Motion carried.**

#### 2. Resignation

**Discussion:** Supervisor Hicks presented a resignation letter from Clerk White. Minimal discussion.

**Motion** made by Hicks, seconded by Zelmer to accept resignation for Clerk White as of April 30, 2025.

**Ayes:** Kring, Kuhn, Loving, Payton, Zelmer

**Nayes:** Hicks

**Abstain:** White

Roll call vote: **Motion carried.**

#### 3. Determine lead for May Meeting & Scribe

**Discussion:** Supervisor Hicks will be absent from the May meeting. Discussion concerning who will lead the meeting and who will take the minutes. The leader will be chosen at the May meeting, and the minutes will be taken by Trustee Kring.

#### 4. Mineral Mining Operations

**Discussion:** Old ordinance needed updating to ensure more flexibility. Clarification of which permits grandfathered into ordinance were given.

**Motion** made by Payton, seconded by Kring to adopt the Ordinance to Amend the Township Zoning Ordinance regulating the use of land in the Township.

**Ayes:** Hicks, Kring, Loving, Payton, White, Zelmer

**Nayes:** Kuhn

**Abstain:** None

Roll call vote: **Motion carried.**

5. Conference Table Chairs

**Discussion:** Supervisor Hicks presented three styles for new chairs. Discussion over where chairs are made, cost and appearance. Recommendation made to postpone purchase until after the podium has been delivered.

6. Water and Sewer Study

**Discussion:** Letter presented from Tony McGhee concerning a Water/Sewer Study. Minimal discussion concerning the cost of study and potential of developing a joint fire district within the communities of Buchanan Charter Township, City of Buchanan, and Bertrand Charter Township.

**Motion** made by Kring, seconded by Zelmer to pay \$6,500 (1/3 share) to move forward with a study to evaluate the cost and feasibility of expanding water and sewer lines through Buchanan Charter Township and into Bertrand Charter Township to serve the industrial park area.

Roll call vote: **Motion carried unanimously**

**Board Member Comments:**

Trustee Loveing shared the information he and Trustee Kring learned at the MTA Conference they recently attended. He emphasized the importance of selecting the proper person for the Township's next clerk.

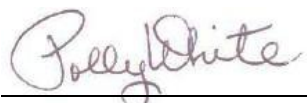
Clerk White requested the Board review the April Clerk's Report and her recommendations to help the future Clerk and the Township be successful.

**Communications**

- The Buchanan Leo Club will be having an Easter Egg Hunt on April 19<sup>th</sup> at 11 a.m. Nine thousand eggs are stuffed with candy.
- The next township board meeting will be Thursday, May 8, at 7:00 p.m.

Having no further business, the meeting was adjourned at 8:24 p.m.

Respectfully submitted,



Polly White

Bertrand Charter Township Clerk

April 10, 2025

Date