Park Township Board of Trustees Regular Meeting Minutes

December 11, 2019

1. Call to Order:

Ed English called the meeting to order at 7:00 p.m.

2. Roll Call:

Roll call was taken and members present were:

- Ed English
- Pat Henderson
- Tom Springer
- Mike Kinne

Absent:

- Cindy Fenwick

3. Pledge of Allegiance:

Ed English opened the meeting and asked all present who are able to stand and pledge allegiance to the flag.

4. Set / Amend Agenda:

Tom Springer requested to report on St. Joseph Housing Task Force meeting update. It will be on the agenda under “b” in Visitors

Ed English made a motion, Pat Henderson supported to approve the agenda as a mended. The motion passed.

5. Visitors:

a. Flegal & Melnik, 2018-2019 audit – Dan Melnick

Mr. Melnick presented the audit to the board. It is done every other year and level of testing CPS does provides reasonable assurance information is correct. Mr. Melnick reviewed the audit results with the Board. He also reported that there will be changes to the Chart of Accounts and he will work with Pat Henderson on these in early 2020 however it was noted that revisions to this are expected again in December.

b. St. Joseph Housing Task Force – Tom Springer

Tom attended a St. Joseph County Task Force meeting. There is a study to look at county needs for housing, particularly low income. There were various solutions presented including the use of accessory buildings (i.e., apartments above garages), COA building by Home Depot which would repurpose the existing building. Other options included apartments above the stores in downtown. The Task Force will be gathering information and present a report sometime in 2020.

6. Approve the minutes of November 13, 2019 regular meeting.

Mike Kinne made a motion to approve the minutes of the November 13, 2019 meeting with support from Pat Henderson. The motion carried.

7. Treasurers Report

Ed English presented the Treasurer's report in Cindy Fenwick's absence. Current balance is $977,026.57. Ed English made a motion to approve the Treasurer's report with support from Tom Springer. The motion carried.

8. Correspondence:

a. SCMCCI Report, which will be the final report was reviewed.

b. Report from Mike Hayden, code violations was reviewed.

9. Unfinished Business:

None.

10. New Business:

a. Township newsletter – Pat Henderson

Pat Henderson reminded Board members not to wait until the last seconded to submit articles for the Newsletter. She is hoping to get the Newsletter out by March. Ed will report on the Fire Board, Mike will address roads and Tom will do an article on the housing issue.

b. Body cameras for inspectors

The cost will be $241.50. for the township. Board members present expressed their opinions regarding the cameras and due to a lack of consensus it was decided to invite Mr. Wickey or one of the other inspectors to the next meeting to discuss how they will be used. The township will also need to check on storage costs for the videos.

11. Board Reports:

a. Governmental Relations – Mike Kinne

1. Chamber Ice Breaker is a little earlier this year Feb 8th 7 p.m. It will be held at Armstrong Hall. There will be a silent auction and food with proceeds going to support he Chamber.
2. Legislative Update: Rep. Aaron Miller and Sen LaSata will be at COA Jan 24th from 8 to 9:30 a.m.
3. Three Rivers Hospital were not present but sent a note indicating that the positive trend is continuing and there are improvements to the building itself. Still in limbo regarding the State funding for rural hospitals hoping that will be corrected by year end.
4. Centerville: Vets Walk no walk as it was too cold. People gathered at Yoders. 5. Village market started tear down last week all the way to the office buildings and city is looking at putting in Splash Pad for kids.
6. Lockport: ended SCCMI association. Had 25% voter turnout at November election.

7. Fabius: There was a Drain Commission meeting on December 4th on lake drainage. They are working on getting the drains working properly. They are looking at spending $120,00 on roads and will be making renovations for township hall
8. Constantine: The tree light ceremony was last Friday.

   They are moving from electing City Clerk and Treasurer to appointing them and to staggering council members to 2 and 4 years.
9. City of Three Rivers: New heat and AC at city building.

Hired new Fire Chief Jeff Bloomfield

Bridge and Kayak area is complete. Ribbon cutting will be in Spring.

Some roads did not get completed this year due to bad weather.

c. Fire Board – Ed English

- They met on December 4th. It was reported that the radio system is being installed and should go live in February 2020. Landon Hackenberg will be attending the training session on the use of the 800 system.
- It was pointed out that Dennis Brandenburg has now agreed to give the Fire Board the 25 radios as originally agreed upon.
- Fire truck construction – The truck is expected to be completed by Christmas. Probably first of year. The new truck has added extrication tools and hose at a total extra cost of $32,200.
- Truck 326 needs new batteries at a cost of $300.
- Truck 325 is in for annual servicing
- Two new men are registered for the academy this year.
- Two new SBCA carts for hauling the tanks are being purchased.
- Purchased a commercial power washer.
- Mike Fry will be retiring after 25 years. Ed English nominated Josh Judsen as the new Fire Chief effective December 24, 2019.
- Flowerfield contract has been received.
- Next meeting will be January 2, 2020.

d. Library Board Ed English

- 2020 Holiday closures and board meeting schedules were approve
- Change orders approved were:

  a. Drinking fountains on first and second floors.
  b. Stair tread. Removed during abatement and needs to be replaced.
  c. Floor from carpet to laminate wood. On young adult room.

  These changes will cost an additional $23,000

  - It was reported that the boiler system is having issues.

  - The Board approved $7,500 for fund raising mailing. Anyone interested can go to library website to Donation Page.

- The next meeting will be December 16, 2019.

12. Approval of bills for payment

A motion was made by Mike with support from Tom's support to approve payment of bills. The motion carried.

13. Adjourn the meeting.

- Mike Kinne made a motion seconded by Ed Engish to adjourn the meeting at 8:01 p.m.