

Galien Township Regular Meeting

December 21, 2016 7:30pm @ Galien Township office

Agenda

1. Call to Order
2. Roll Call
3. Approve/Amend Agenda
4. Approval of November 16, 2016 regular meeting minutes
5. Approval of December 3, 2016 special meeting minutes
6. Approval of December 3, 2016 Election Commission minutes
7. Approval of Treasurer's Report
8. Approval of Bills
9. Ezra Scott-County Commissioner
10. Reports
 - a. Police Report
 - b. Fire Department
 - c. Roads
 - d. Cemetery-Publication of Missing Deeds
 - e. Clerk-Scrap Tire Clean Up Grant & Computer
 - f. Assessor
 - g. Treasurer-Cemetery & Road Accounts
11. Old Business
 - a. Kitchen
12. New Business
 - a. Post Audit Policy
 - b. 2017 Meeting Dates
 - c. Building Inspector
 - d. Municipal Retirement Fees
13. Visitors Comments (Visitors comments are limited to 5 minutes)
14. Next Meeting will be January 18, 2017 at 7:30pm
15. Adjournment

TREASURERS REPORT
GALIEN TOWNSHIP
December 21st, 2016

GENERAL FUND BALANCE	\$18,005.81	Includes November Interest
CEMETERY FUND BALANCE	\$6,795.65	Includes November Interest
FIRE FUND BALANCE	\$32,184.72	Includes November Interest
SAFETY FUND	\$12,318.57	Includes November Interest
ROAD FUND BALANCE	\$1,025.99	Includes November Interest
TAX ACCOUNT BALANCE	\$35,928.07	Includes November Interest
GT PLANNING COMMISSION FUND	\$608.19	Includes November Interest

GENERAL FUND CD'S

1 st Source Bank	\$36,940.90	05/22/17 Interest Rate 1.10%***
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CEMETARY FUND CD'S

1 st Source Bank	\$22,341.89	10/23/17 Interest Rate 1%
1 st Source Bank	\$23,015.83	06/17/17 Interest Rate 1.10%
1 st Source Bank	\$12,973.64	10/14/18 Interest Rate 1.5%
1 st Source Bank	\$21,069.77	10/18/19 Interest Rate 2%
1 st Source Bank	\$14,790.67	08/28/17 Interest Rate 1%

ROAD FUND CD'S

1 st Source Bank	\$27,847.41	06/17/17 Interest Rate 1.10%
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FIRE FUND CD'S

1 st Source Bank	\$37,772.26	04/25/17 Interest Rate 1.10%
1 st Source Bank	\$13,816.59	05/06/17 Interest Rate 1.10%

SAFETY FUND CD

1 st Source Bank	\$23,552.94	05/30/17 Interest Rate 1.10%
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DEPOSITS MADE For December 2016

GENERAL FUND

12/3/16	2016 SUMMER TAX ADMIN FEE	\$26.94
12/20/16	BLDG/ELECTRIC PERMITS	\$217.00

CEMETERY FUND

12/9/16	LOT SALE	\$400.00
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8:27 PM

12/19/16

Accrual Basis

Galien Township General Fund
Custom Transaction Detail Report
 December 1 - 21, 2016

Type	Date	Num	Name	Memo	Account	Split	Amount	Balance
Dec 1 - 21, 16								
Check	12/03/2016	16856	Semco Energy	0354966.500	General Fund	Utilities	-6.12	-6.12
Check	12/05/2016	16857	AT&T (1)	019 533 2336...	General Fund	Telephone	-80.80	-86.92
Check	12/08/2016	16858	AT&T Uverse	132259177-3	General Fund	Telephone	-27.50	-114.42
Check	12/21/2016	16859	Xpress Printing	Checks/Inv. # ...	General Fund	Office Supplies	-102.94	-217.36
Check	12/21/2016	16860	CNA Surety	Agency Code...	General Fund	Dues and Subs...	-55.00	-272.36
Check	12/21/2016	16861	SBF Enterprises	2016 Winter T...	General Fund	-SPLIT-	-206.85	-479.21
Check	12/21/2016	16862	Indiana Michigan Po...	UTILITIES	General Fund	-SPLIT-	-95.23	-574.44
Check	12/21/2016	16863	Kruggel, Lawton & C...	#76866 Audit...	General Fund	Legal and Acc...	-1,500.00	-2,074.44
Check	12/21/2016	16864	Donna Lausch	12/7/16 Reco...	General Fund	Election	-55.00	-2,129.44
Check	12/21/2016	16865	Maria Jackson	12/7/16 Reco...	General Fund	Election	-55.00	-2,184.44
Check	12/21/2016	16866	Shirley Truhn	12/7/16 Reco...	General Fund	Election	-55.00	-2,239.44
Check	12/21/2016	16867	Berrien County Rec...	Election Notic...	General Fund	Election	-82.00	-2,321.44
Check	12/21/2016	16868	EMC Insurance Co	Account: 4X4...	General Fund	-SPLIT-	-257.94	-2,579.38
Check	12/21/2016	16869	Village of Galien	1/2 sewer	General Fund	Sexton/Mowing	-37.50	-2,616.88
Check	12/21/2016	16870	PC Services	INV#0227 Re...	General Fund	Miscellaneous	-120.00	-2,736.88
Check	12/21/2016	16871	RedBud Hardware	Velcro for Ele...	General Fund	Election	-13.27	-2,750.15
Check	12/21/2016	16872	Berrien County Clerk	Canvass/INV...	General Fund	Election	-100.00	-2,850.15
Check	12/21/2016	16873	Shalice Northrop	Wage SS Tax...	General Fund	-SPLIT-	-905.80	-3,755.95
Check	12/21/2016	16874	Bruce Williams	December W...	General Fund	GENERAL GO...	-661.57	-4,417.52
Check	12/21/2016	16875	Jennifer Richter	December W...	General Fund	-SPLIT-	-1,406.11	-5,823.63
Check	12/21/2016	16876	Kendra K. Truhn	December W...	General Fund	-SPLIT-	-1,002.71	-6,826.34
Check	12/21/2016	16877	Matt Kinne	December Tr...	General Fund	Trustee Fees	-94.51	-6,920.85
Check	12/21/2016	16878	Gerald Mast	December W...	General Fund	Trustee Fees	-94.51	-7,015.36
Check	12/21/2016	16879	Kathy . Williams	Deputy Super...	General Fund	Deputies	-94.51	-7,109.87
Check	12/21/2016	16880	Larry Metzger	December De...	General Fund	Deputies	-94.51	-7,204.38
Check	12/21/2016	16881	Sheila Koudelka	December De...	General Fund	Deputies	-94.51	-7,298.89
Check	12/21/2016	16882	Jack Richter	December Se...	General Fund	Sexton	-300.00	-7,598.89
Check	12/21/2016	16883	Ed Carpenter	Building fees	General Fund	-SPLIT-	-66.70	-7,665.59
Check	12/21/2016	16884	Charles Basinger	Electric Perm ...	General Fund	Electrical Perm...	-133.60	-7,799.19
Dec 1 - 21, 16							-7,799.19	-7,799.19

Add on bills:

Planning Commission Members \$42

BCRC (Spring Creek Sign) \$96.40

Robert Kraus - \$15 x 15 hours \$225

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Tabled for further review:

MERS - 2017 Contribution of \$4,737 and admin fee of \$380

BCRC 2nd bill on Buffalo \$2,319.82

Galien Township Fire Department Fund
Custom Transaction Detail Report
December 1 - 21, 2016

Type	Date	Num	Name	Memo	Account	Split	Amount	Balance
Dec 1 - 21, 16								
Check	12/03/2016	2931	SEMCO	0354966.500	Checking-Shoreline	Utilities	-24.49	-24.49
Check	12/05/2016	2933	AT&T	019 533 2336...	Checking-Shoreline	Telephone	-80.80	-105.29
Check	12/08/2016	2934	AT&T U-VERSE	132259177-3	Checking-Shoreline	Telephone	-27.50	-132.79
Check	12/21/2016	2935	Village of Galien	1/2 Sewer	Checking-Shoreline	Utilities	-37.50	-170.29
Check	12/21/2016	2936	Indiana Michigan Po...	044-582-624-...	Checking-Shoreline	Utilities	-201.25	-371.54
Check	12/21/2016	2937	EMC Insurance Co.	Account: 4X4...	Checking-Shoreline	-SPLIT-	-537.64	-909.18
Check	12/21/2016	2938	First Due Fire Suppl...	Inv. # 16-984	Checking-Shoreline	Emergency Eq...	-68.00	-977.18
Check	12/21/2016	2939	Battery Products Inc.	Inv 54013	Checking-Shoreline	Repairs & mai...	-63.09	-1,040.27
Check	12/21/2016	2940	Darley	INV# 17266710	Checking-Shoreline	Emergency Eq...	-242.45	-1,282.72
Check	12/21/2016	2941	Jim . Trapp	Reimburseme...	Checking-Shoreline	Repairs & mai...	-18.00	-1,300.72
Check	12/21/2016	2942	Ted . Chase	Reimburseme...	Checking-Shoreline	Emergency Eq...	-12.71	-1,313.43
Check	12/21/2016	2943	Travis Kastner	Blissful Barn ...	Checking-Shoreline	Wages	-220.00	-1,533.43
Check	12/21/2016	2944	Cody M. Shepherd	Blissful Barn ...	Checking-Shoreline	Wages	-300.00	-1,833.43
Check	12/21/2016	2945	Don Redding	Blissful Barn ...	Checking-Shoreline	Wages	-300.00	-2,133.43
Check	12/21/2016	2946	Jeff Ozeran	Blissful Barn ...	Checking-Shoreline	Wages	-160.00	-2,293.43
Check	12/21/2016	2947	Galien Twp. Fire Dept	Extrication Eq...	Checking-Shoreline	Emergency Eq...	-86.06	-2,379.49
							-2,379.49	-2,379.49
Dec 1 - 21, 16								

Edward Carpenter
1721 Buffalo Rd
Galien, MI 49113

Galien Township
Galien, MI 49113

November 13, 2016 thru December 18, 2016

Total number of permits -- 2 building 1 electrical

Permit # 1516
Issued to --Emc King
1075 Olive Branch Rd
Property # 11-09-0014-0012-00-5
For -- demo building
Fee -- N/C

Permit # 1616
Issued to -- Mario Aranda
2107 Olive Branch Rd
Property # 11-09-0015-0017-01-3
For -- Enclose porch
Est. cost -- \$4,800.00
Fee -- \$50.00

Permit # 0=1016-E
Issued to -- Joe Dickman
12851 Nye Rd
Property # 11-09-0009-0008-01-0
For -- solar panels
Fee pd -- \$167.00

Permit total	\$217.00
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Total due Ed --	\$ 66.70
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Total due Bassinger --	\$133.60
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*** INVOICE ***

Berrien County Road Commission
2860 East Napier Avenue
Benton Harbor, MI 49022-0000

Phone: 269-925-1196

9009

Galien Township
P.O. Box 246
Galien, MI 49113

Invoice Number 1895
Invoice Date 10/31/2016
Work Order Number P16117

201 COUNTY ROAD FUND

BUFFALO RD - G,G,P&Db Sealcoat
Grind, Gravel, Prime & Double Sealcoat from
Rickerman Rd to Cleveland Ave

PROJECT 16117 BUFFALO ROAD - GRIND, GRAVEL, PRIME & DBL SEALCOAT

FROM: RICKERMAN ROAD TO CLEVELAND AVENUE

INVOICE NO. 2 - FINAL

TOTAL PROJECT COST TO DATE	\$ 44,606.51
LESS: BCRC SHARE	(7,153.59)

TOWNSHIP BALANCE DUE	\$ 37,452.92
LESS: PAID WITH MATCH FUND	(11,036.59)
LESS: INVOICE NO. 1 1838	(24,096.51)
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TOWNSHIP BALANCE DUE	\$ 2,319.82

Please include invoice number on check

Galien Township Regular Meeting Schedule	Township Board 7:30PM	Planning Commission 7:30PM	Road Committee 7:30PM	Cemetery Committee 7:00PM
January Regular Meeting	1/18/2017	1/2/2017	1/3/2017	1/16/2017
February Regular Meeting	2/15/2017	2/6/2017	2/7/2017	2/20/2017
March Regular Meeting	3/15/2017	3/6/2017	3/7/2017	3/20/2017
April Regular Meeting	4/19/2017	4/3/2017	4/4/2017	4/17/2017
May Regular Meeting	5/17/2017	5/1/2017	5/2/2017	5/15/2017
June Regular Meeting	6/21/2017	6/5/2017	6/6/2017	6/19/2017
July Regular Meeting	7/19/2017	7/3/2017	7/11/2017*	7/17/2017
August Regular Meeting	8/16/2017	8/7/2017	8/1/2017	8/21/2017
September Regular Meeting	9/20/2017	9/11/2017*	9/5/2017	9/18/2017
October Regular Meeting	10/18/2017	10/2/2017	10/3/2017	10/16/2017
November Regular Meeting	11/15/2017	11/6/2017	11/7/2017	11/20/2017
December Regular Meeting	12/20/2017	12/4/2017	12/5/2017	12/18/2017
	Meets third Wednesday of each month	Meets first Monday of each month	Meets first Tuesday of each month	Meets third Monday of each month

*Normal meeting date falls on holiday, rescheduled to following week



Office of the Sheriff

Berrien County

919 Port Street, St. Joseph, Michigan 49085-1184

Telephone (269) 983-7141 • Fax: (269) 983-3240

L. Paul Bailey
SHERIFF

Charles E. Heit
UNDERSHERIFF

Michael Bradley
CHIEF DEPUTY

Dear Galien Township,

These reports are in keeping with my attempt to improve communication between my department and local governments. There is a need from the law enforcement community to increase the exchange of information between communities and the officers that are patrolling the areas of the county.

For that reason I have developed a program to open up communication between my department and your community. The program "Local Government Contact Program" is an effort to open those lines of communications between your village or township and the Sheriff's Department.

Basically, the program consists of a representative from my department who will attend your monthly board meeting and submit a written report of what activities our department responded to in your area. In some areas the information may be short and in others it may be lengthy.

What I hope will occur with this program is that you will gain a better understanding of what the Sheriff's Departments activities are in your area and in doing so you will have a better understanding of what is happening in your area.

This will also be an opportunity for you to provide the officer, who will attend your meeting, with information or concerns you may have.

The information that will be provided is public information and non-sensitive in nature.

If you have any comments or suggestions please call Chief Deputy Michael Bradley, at 269-983-7141 Ext. 7228.

Thank you,
Sheriff L. Paul Bailey

“STAT SHEET”
Galien Township (09) - Report.

Wednesday, December 21, 2016

Officer Assigned _____

*Galien Township Activities for October, 2016
10-1-2016 / 10-31-2016)

Number of Complaints Worked in Twp.....	10
Number of Tickets Issued in Twp... ..	3
Number of Arrests.....	2

Berrien County Sheriff Department Totals for October, 2016

Number of Complaints Worked.....	1190
Number of Tickets Issued by BCSD.....	221
Number of Arrests.....	160

Arrest to date (November 30, 2016)

Narcotics Unit Stats.....	78
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GALIEN TOWNSHIP**October 2016 Incidents - Total 10**

Incident Type	Incident Date And Time	Incident Number	Incident Address	Incident Address Venue
Accident - Traffic	10/06/2016 20:37:43	2016-00011034	W USHY 12 / PARDEE RD	09 Galien Township
Alarm - False Activation	10/03/2016 06:54:19	2016-00010910	18340 ADAMS RD	09 Galien Township
Alarm - False Activation	10/06/2016 09:41:11	2016-00011007	18160 ADAMS RD	09 Galien Township
Alarm - False Activation	10/29/2016 15:20:18	2016-00011918	4535 SPRING CREEK RD	09 Galien Township
Assault	10/17/2016 12:31:13	2016-00011418	17851 NYE RD	09 Galien Township
Assistance- General-Escorts Serv	10/10/2016 13:55:00	2016-00011161	18109 S CLEVELAND	09 Galien Township
Assistance- General-Escorts Serv	10/14/2016 08:56:50	2016-00011294	4450 OLIVE BRANCH RD	09 Galien Township
Damage to County Property	10/11/2016 15:14:56	2016-00011209	854 OLIVE BRANCH RD	09 Galien Township
Trespass	10/11/2016 14:01:47	2016-00011207	854 OLIVE BRANCH RD	09 Galien Township
Violation Controlled Substance	10/27/2016 17:17:00	2016-00011835	S CLEVELAND / W USHY 12	09 Galien Township

Total: 10

11/30/2016 9:57:20 AM