

**BARODA TOWNSHIP**  
**Board Meeting Minutes**  
**March 25<sup>th</sup>, 2024**

The Baroda Township Board met on Monday, March 25<sup>th</sup>, 2024 at 9091 First St., in the Municipal Buildings meeting room, Baroda. Present were Board Members William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. There were 6 audience members. The meeting was opened at 7:00pm with a recitation of the Pledge of Allegiance.

**Library Report**

Director of LTPL, Joelle Wake presented the library report. She reported that Baroda's Collection/Circulation for February 2024 was based off of the population of 2,835 and check outs were 797. The Easter Egg Hunt at Hess Lake Park was a success with an estimated amount of over 500 in attendance. Supervisor Dennis Krotzer thanked everyone who participated. It was also mentioned that LTPL would like to setup for Legal Aide on Tuesdays or Thursdays at the Municipal Building Meeting room. The Board agreed to let them use the meeting room for this free service to the community.

**Public Hearing**

Supervisor Dennis Krotzer opened the Public Hearing at 7:06pm.

No Audience Comments

Supervisor Dennis Krotzer closed the Public Hearing at 7:07pm.

**Salary Resolutions**

**Resolution 2024-04 Clerk's Salary** – After further Discussion Dennis Krotzer offered the Resolution 2024-04 to increase the Clerk's Salary to \$46,067.78, Supported by Larry Klug. Roll Call Vote: Voting Yes, William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No, None. Motion Carried.

**Resolution 2024-05 Supervisor's Salary** – After further Discussion David Wolf offered the Resolution 2024-05 to increase the Supervisor's Salary to \$39,135.25, Supported by Christina Price. Roll Call Vote: Voting Yes, William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No, None. Motion Carried.

**Resolution 2024-06 Treasurer's Salary** – After further Discussion David Wolf offered the Resolution 2024-06 to increase the Treasurer's Salary to \$24,000.00, Supported by Dennis Krotzer. Roll Call Vote: Voting Yes, William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No, None. Motion Carried.

**Resolution 2024-07 Trustee's Salary** – After further Discussion Dennis Krotzer offered the Resolution 2024-07 to increase the Trustee's Salary to \$4,396.84 each, plus an additional \$50 per meeting for each Trustee, Supported by Christina Price. Roll Call Vote: Voting Yes, William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No, None. Motion Carried.

**Adopting the Budget** – David Wolf mentioned that the Township collects 1.25 million in taxes and is operating at 1 Mil., that includes a Headlee rollback, so the whole \$100,000 is not collected. The current amount collected is about \$160,000 that includes Administration fees and delinquent taxes. He also mentioned that this funds the whole Township. There was brief discussion about introducing .50 mil to help fund projects. William Hurst also mentioned that the Township has a surplus every year of 30,000 to \$40,000. After further discussion Dennis Krotzer made a motion to approve the proposed budget for 2024-2025, supported by William Hurst. By Roll Call Vote. Voting Yes, William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried.

**General Appropriations Act 2024-2025– Resolution 2024-01** – After Further Discussion Dennis Krotzer made a motion to approve the General appropriations Act 2024-2025, Resolution 2024-01, Seconded by David Wolf. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried.

**Police Report-** Dennis Krotzer read the Police Report from Chief Shawn Martin with a total of 350 calls for February 2024. Lake Twp. had 204, Baroda Twp. 77, Baroda Village 48 and 21 outside our jurisdiction.

### **Fire Department Report**

- Fire Chief Chris Burch gave the Fire Department report. He reported total incidents for the month of February 2024 were 5 and year to date was 10. He reported the total hours of training for February were 99.75 hours. Total Burn Permits for the month were 12 and year to date was 20. Other items discussed: Accomplished Department, New Goals, Department needs, Smoke Alarm Install Program. It was also mentioned the gutter at the back door needs to be repaired and they will fix it. There is a trip to Indy for the FDIC, that is a weeklong. Christina Price mentioned the Fire Department getting a credit card to help with the accounting process to keep records accurate. After further discussion Dennis Krotzer made a motion to get a Fire Department Credit Card with a limit of \$5,000, supported by David Wolf. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried.
- 2024 Fireworks Update and Document Review – Christina Price gave copies of the complete Fireworks contract and location description of the fireworks show for their record. She also mentioned that the packet should be submitted soon from AMS Displays to the Village.
- Fire Chief Appointment – After further discussion David Wolf made a motion to reappoint Chris Burch as Fire Chief, supported by Larry Klug. Vote All- Yes. Motion Carried.  
Fire Department Electrical Quote – After further discussion David Wolf made a motion to spending \$2,670.00 plus permit fees to replace the Fire Stations Electrical Box, supported by Dennis Krotzer. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried.

**Medic One** – Supervisor Dennis Krotzer reported about Medic One and the Union Contract, some Municipalities to increase up to the \$10 range for contributions or a two year period.

**Assessors Report-** Supervisor Dennis Krotzer reported that BOR just met and that Mark Schutze has resigned from BOR due to health issues. Also, from the ZBA Amy Hemphill resigned as she moved out of Baroda.

### **Treasurers Report**

William Hurst presented the Treasurers report as of February 2024, Baroda Township Funds had cash balances as follows: All funds and CDs are with Honor Credit Union:

<b>General Fund =</b>	<b>Cash Balance, \$331,412.45</b>	<b>CD Balance, \$253,382.48</b>
<b>Library Fund =</b>	<b>Cash Balance, \$3958.84</b>	<b>CD Balance, \$50.63</b>
<b>Road Fund =</b>	<b>Cash Balance, \$7,970.06</b>	<b>CD Balance, \$45,608.86</b>
<b>Baroda Police Fund =</b>	<b>Cash Balance, \$11,848.31</b>	<b>CD Balance, \$15,585.85</b>
<b>Fire Maintenance Fund =</b>	<b>Cash Balance, \$28,644.93</b>	<b>CD Balance, \$101,837.85</b>
<b>Fire Equipment Fund =</b>	<b>Cash Balance, \$22,627.59</b>	<b>CD Balance, \$55,961.59</b>
<b>Rubbish Fund =</b>	<b>Cash Balance, \$34,330.07</b>	<b>CD Balance, \$36,165.84</b>
<b>Ambulance Fund =</b>	<b>Cash Balance, \$6,621.87</b>	<b>CD Balance, \$21,377.73</b>
<b>Building Fund =</b>	<b>Cash Balance, \$10,492.97</b>	<b>CD Balance, \$50,734.09</b>
<b>Water Fund =</b>	<b>Cash Balance, \$8,079.18</b>	<b>CD Balance, \$136,826.58</b>
<b>Tax Fund =</b>	<b>Cash Balance, \$87,791.71</b>	<b>CD Balance, \$1,211,111.55</b>

– David Wolf made a motion to approve the Treasurers report as presented, supported by Dennis Krotzer. Vote. All Yes. Motion Carried.

- **Baroda Tax Collection – Winter 2023 – Township Accounts** -Treasurer William Hurst presented a report to show all Winter 2023 Tax Collection for Baroda.
- **Honor CD Interest-** Treasurer William Hurst reported that he spoke with the auditors about putting all of the interest earned from the Tax Fund into the General Fund. After further discussion Dennis Krotzer made a motion to move all the interest from the Tax Fund to the General Fund, supported by Larry Klug. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried.

### **Ordinance Officer Report**

No Report

### **Clerks Report**

- **Christina Price presented an itemized credit card report** with copies of all receipts that will be stated in the bills report.
- **Christina Price presented the Bills Report.** After discussion Dennis Krotzer moved to approve the bills report, seconded by David Wolf. By Roll Call Vote – Voting Yes; William Hurst, David Wolf, Dennis Krotzer, and Christina Price. Voting No, None. Motion Carried

- **Budget Amendments-** Dennis Krotzer made a motion to approve the Budget Amendments as presented, seconded by Larry Klug. Vote-All yes. Motion Carried.
- **Planning Commission-** Christina Price reported that Steve Carlise from Wightman was present at the Planning Commission Meeting to discuss the next steps. Wightman hired Arsh Group to take over and the plan is to be completed in 18 weeks. Arsh Group and Wightman plan to attend the May Planning Commission to start the next steps.
- **Planning Commission Annual Report for 2023** – Christina Price presented and reviewed the Planning Commission Annuals Report that includes the Building & Zoning Report.
- **MiPMC** – Christina Price reported that she graduation from the three-year program of Clerk Institute and she can now apply for her MiPMC certification and title.  
**IIMC Membership** – Christina Price asked to Join the International Institute of Municipal Clerks to work on getting her IIMC Title and further her education. After further discussion David Wolf made a motion to approve joining the IIMC for \$185.00, supported by Dennis Krotzer. By Roll Call Vote. Voting Yes. William Hurt, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried.
- **Election Inspector Update** - Christina Price reported that the Township will have a May Election for Lake Shore Schools and that Oronoko Charter Township and Lake Charter Township's will be consolidating with Baroda Township.

#### **Maintenance Report**

- **Additional Helper** – Supervisor Dennis Krotzer reported that both Maintenance Employees reported that they will be able to handle the summer and fall work load without an additional helper at this time. The Township Board has decided to hold off on hiring anyone knew.

#### **Building Department**

- Solar Panel Ordinance - Postponed

#### **Unfinished Business –**

**Hess Lake Park 17-acre Field Next Steps** – Supervisor Dennis Krotzer mentioned that Christina Price and himself met Southwest Michigan Planning Commission at the park to discussion grant options for the Park Expansion. This will be discussed more at the Project meeting on March 28<sup>th</sup>, 2024.

**Cemetery Project** – It was reported that the current proposal for getting the donated dirt from Holden Rd. has fallen apart and that Christina Price is waiting on additional quote from Oldenburg and Sons excavating.

**Broadband Update** – There was brief discussion on updates and if anyone is interested in Broadband go to MEC website. Also, if someone is not covered and they should be then contact Teri Freehling.

**Lake Township Sewer Contract** – Supervisor Dennis Krotzer reported that Justin Fluck house sale didn't go through because of not being able to hook sewer/water to Lake Township because of the lack of agreement between both the Township and Lake Township. There is a meeting that will be held at Lake Township to discuss the sewer contract on April 4<sup>th</sup>, 2024.

**Cleveland Road Property-** Supervisor Dennis Krotzer reported that the properties are split and assigned parcel numbers. He is currently waiting on a letter from Hop Head Farms that they are no longer interested in first right of refusal for the parcel that the Township is interested in purchasing. Once the document is received and additional title search will be done before purchasing the property.

#### **Millage Renewals –**

- **Resolution 2024-8** – Resolution to Adopt Ballot Language for New General Operating Millage – Postponed
- **Resolution 2024-9** – Resolution to Adopt Ballot Language for Renewal of Ambulance Millage – After further discussion David Wolf made a motion to approve Resolution 2404-9 as amending the language from five years to four years, seconded by Dennis Krotzer. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried.
- **Resolution 2024-10** - Resolution to Adopt Ballot Language for Renewal of Road Millage – After further discussion Dennis Krotzer made a motion to approve Resolution 2404-10 as amending the language from five years to four years and changing the verbiage to be similar to Ambulance Fund Resolution, seconded by Larry Klug. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried

- **Resolution 2024-11** - Resolution to Adopt Ballot Language for Renewal of Fire Maintenance Millage – After further discussion David Wolf made a motion to approve Resolution 2404-11 as amending the language from five years to four years and changing the verbiage to be similar to Ambulance Fund Resolution, seconded by Dennis Krotzer. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried

### **New Business –**

- **ID Maker-** Christina Price presented a quote from IDville for 2,912.86. After further discussion Dennis Krotzer made a motion to approve buying ID make and splitting 3 ways between the Township, Fire Department and Building Department, seconded by David Wolf. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried
- **Animal Removal within the Township** – Supervisor Dennis Krotzer reported that the Road Department was not be picking up dead animals anymore unless they are in a subdivision. The Board discussed that the Township has no way to pick these animals up and dispose of them. It will be the resident's responsibility.
- **EMC Insurance** – After further discussion David Wolf made a motion to pay the EMC Insurance for the Township, seconded by Dennis Krotzer. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried
- **VFIS Insurance** – After further discussion Dennis Krotzer made a motion to approve VFIS insurance for the Township and Fire Department, seconded by Larry Klug. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried
- **Accident Fund Insurance** – After further discussion Dennis Krotzer made a motion to approve Accident Fund Insurance for the Township and Fire Department, seconded by David Wolf. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried
- **Road Fund Project Increase** – Supervisor Dennis Krotzer presented an increase proposal from the Road Department. After further discussion it was decided to abandon the Spring Road Project and continue with the Browntown Rd project because of not having enough funding, seconded by David Wolf. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried
- **Ruggles and Hinman Cemetery Asphalt Quote** – Christina Price presented a quote from Arnt Asphalt for Ruggles Cemetery Road way repairs and Hinman Cemetery Road repair. After further discussion David Wolf made a motion to approve spending \$19,700.00 for the road repairs at Ruggles Cemetery, seconded by Larry Klug. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried
- **Hess Lake Park Old Pavilion Light Quote** – Christina Price presented a quote from Beaudion Electrical to install lights at the Old Pavilion. After further discussion Dennis Krotzer made a motion to approve spending \$4,820.00 plus permit, seconded by Larry Klug. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried
- **AED Power heart for Municipal Building** – Christian Price presented a quote from Pro Safety Innovations that the Fire Chief was able to get for her, for the Municipal Building. After further discussion Dennis Krotzer made a motion to approve spending \$2,087.00, seconded by David Wolf. By Roll Call Vote. Voting Yes. William Hurst, David Wolf, Dennis Krotzer, Larry Klug and Christina Price. Voting No. None. Motion Carried

### **Minutes-**

After further discussion David Wolf made a motion to approve the minutes as amended by Treasurer William Hurst from February 19<sup>th</sup>, 2024, seconded by Dennis Krotzer. Vote All – Yes. Motion Carried.

**Supervisors Comments** – None

**Audience Comments** –None

Dennis Krotzer made a motion to adjourn the meeting at 9:33pm, supported by David Wolf, Vote- All Yes. Motion Carried.

Christina Price,  
Baroda Township Clerk