

**Burr Oak Township Board Meeting Minutes**  
**August 5, 2024**

**MEMBERS PRESENT:** M. Gould, R. Baker, K. Wickey, T. Cronkhite, G. Letts. **VISITORS:** G. Pierucki, T. Conklin, K. Sikorski, L. Wells, G. Persing, M. Craven, A. Garl.

**APPROVAL OF AGENDA:** Motion was made by Wickey and supported by Baker to approve the agenda. Motion passed.

**APPROVAL OF MINUTES:** A motion was made by Baker and supported by Letts to approve the July 2024 meeting minutes. Motion passed.

**VISITOR COMMENTS:**

T. Conklin spoke of the Hazardous Waste Day coming up on October 2nd. He instructed the board to check the County website for more information.

L. Wells asked for an update on Henderson property. Letts stated the Appeal was denied and the court is waiting to set a new hearing date. Letts will let the Zoning Enforcement Officer know that the chop shop has once again commenced. Letts stated the Zoning Officer has permission to enter the property and investigate what is happening there.

Cronkhite stated the Township had received a letter from the State that there had been a follow up inspection scheduled on 7/31 for chicken barn on Big Hill Rd. G. Persing asked about an update on the chicken barn situation and Letts stated the Board would keep him updated on what happens. Persing stated he is no longer hearing alarms but is still hearing the diesel generator.

Visitor spoke of home on Big Hill Rd. with trash and rundown vehicles in yard. Letts stated he will have the Zoning Enforcement Officer check it out.

**CORRESPONDENCE:** None

**UNFINISHED BUSINESS:**

Master Plan - No update.

Dust Control - 2nd round will be done in two weeks.

Witt Lake Rd. - Road repair has been finished. Letts spoke of Proposal on August ballot for the Road Commission. It will help continue to pay 50% match to repair roads.

**NEW BUSINESS:** 2024 Audit is due next month. No update.

Heritage Festival was a huge success. The Hall was cleaned after and looked very nice.

Board came to an agreement to replace the Men's bathroom toilet in the Township Hall due to ongoing issues and needed repairs.

Insurance Renewal - Insurance Premium will be increasing. Difference will be around \$800. Insurance company has recommended surveillance signs for the Cemetery and spoke of grants that can be utilized by the Township.

Wickey stated ZBA appointments need to be done soon. A motion was made by Baker and supported by Cronkhite to re-appoint Wickey, Peterson, and Casdorf for the next three years and use the available Planning Commission members for alternates. Motion passed.

**TREASURER'S REPORT:** The following account balances were reported; Checking \$9,826.91 and MM \$148,846.90. A motion was made by Baker and supported by Wickey to receive the report and place it on file. Motion passed.

**ASSESSOR'S REPORT:** None.

**PLANNING COMMISSION:** Met on 7/15 and met with St. Joseph County Housing Authority. The Planning Commission made 2 assignments and would like to rewrite the home business and home occupation wording. They would also like to research and adopt a planned unit development authority in an ordinance.

**CEMETERY:** Flags have been disposed of (about 1,000).

**FIRE DEPARTMENT:** Funds that came in from Heritage Festival hot dog sales was around \$5,300.

2 quotes have been received to put in a new hydrant in front of the Fire Department. They will need approval from the Village and the permit to put the hydrant in.

Letts and Wickey to attend the next Village meeting, 8/27 at 7pm, to speak to the Board regarding the hydrant.

Emergency call charges will be addressed at the Fire Department meeting on 8/7. There is an ordinance but not a set dollar amount. They need an itemization on each bill to have set amounts. Baker will review this with Fire Chief Smallwood.

**AMBULANCE COMMITTEE:** Next meeting will be on 8/22/24 at 5:30pm.

**LIBRARY:** The library Board is happy with the temporary Librarian that is filling in. They will have a Breakout Session on 8/15 to talk about bringing in more patrons to the library.

Motion made by Cronkhite and supported by Baker to accept bids on the roof repair for Kime Builders for Shingles and Jay's Construction for a metal roof. The choice of roof type will be made by the Library Board if the Library Board chooses to pay for the repair. Motion passed.

**PAYMENT OF BILLS:** A motion was made by Letts and supported by Wickey to pay the bills amounting to \$28,770.09. A roll call vote was taken; all members voted to approve. Motion passed.

The meeting adjourned at 7:12pm. .