

**COVERT TOWNSHIP BOARD OF TRUSTEES**  
**SPECIAL BOARD MEETING MINUTES**  
**Tuesday, September 24, 2019 at 6:00 p.m.**  
**Covert Township Hall**

PURPOSE: The purpose of holding a Special Meeting is to discuss the following:

- Potential sale of the Old Medical Building and Old Fire Department Building.
- Establish an Ordinance Review Committee
- Sponsoring Fire Fighting Training

The Special Meeting of the Covert Township Board was brought to order by Supervisor Palgen at 6:00 PM.

The Pledge of Allegiance to the Flag was led by Supervisor Palgen.

Members Present: K. Harrington, D. Cook, D. Palgen, L. Taylor (arrived 6:21pm), W. Pritchard

Members Absent: None

Also Present: Roxanne Seeber, *Township Attorney*, Chuck Moore, *Building Inspector*, James Lechenet, *Ordinance Officer*

**Public Comment**

None

**New Business**

*Supervisor Palgen presented information from three realtors regarding two buildings in Covert Township. Other documents presented include letters from the Township Attorneys, quotes from appraisal services, information on splitting the parcels and an estimate from ACE Plumbing to winterize the upstairs of the old Fire Department Building.*

*The board held a discussion on how to divide the parcels, the steps and costs associated with selling the two buildings, and the steps a potential buyer would need to take to change the use of either of the two buildings.*

*Trustee L. Taylor arrives at 6:21 pm.*

*Further discussion was had on determining the current “Use Group” of each building and whether there is a current public use for either building.*

Motion by D. Cook, seconded by D. Palgen, to approve moving the Department of Public Works to the old Fire Department and not place it for sale at this time.

Roll Call: Yes: 4, No: 1 CARRIED

*D. Palgen asked to place the discussion on the old Department of Public Works Building on the October 8<sup>th</sup> Regular Meeting agenda.*

Motion by D. Cook, seconded by D. Palgen, to list the old Medical Building for sale with Coldwell Banker as presented.

Roll Call: Yes: 5, No: 0 CARRIED

Motion by D. Palgen, seconded by W. Pritchard, to approve the estimate from Ace Plumbing to repair the boiler leak and service boilers at a cost of \$975.00 and install shut off valves and drains so upstairs can be winterized at a cost of \$1,260.00 at the Old Fire Department Building.

Roll Call: Yes: 5, No: 0 CARRIED

Motion by D. Cook, seconded by D. Palgen to approve the Resolution to Create an Ordinance Review Board with the following changes:

- Include language limiting the board to review Police Power Ordinances only
- Members of the committee shall consist of five (5) members; The Covert Township Zoning Official, The Covert Township Office Manager, one (1) member of the Covert Township Planning Commission, one (1) member of the Covert Township Board, and one (1) member of the public.
- The Covert Township Board is hereby directed to appoint the members of the said Covert Ordinance Review Board.
- Members of the Ordinance Review Board may be compensated for their services as provided by the township at a rate consistent with other similar boards.

Roll Call: Yes: 4, No: 1 CARRIED

Motion by D. Palgen, seconded by W. Pritchard, to approve the request of Fire Chief Myers to send Eric Garcia and Courtland Jones to the South Haven Firefighter Class at a cost of \$1,500 each, \$3,000.00 total, upon signing a contract to pay the class fee back to the township if they do not pass the test or leave employment with Covert Township within the next two years.

Roll Call: Yes: 5, No: 0 CARRIED

Motion by D. Palgen, seconded by K. Harrington, to cancel the uniform cleaning service with Aramark.

Roll Call: Yes: 5, No: 0 CARRIED

Motion by L. Taylor to adjourn the meeting at 7:52 pm.

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Submitted by Daywi Cook, Covert Township Clerk

Next Regular Township Board Meeting is Tuesday, October 8, 2019 at 7:00pm