

MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
January 15, 2019
7:00 p.m.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order by Supervisor John Gast at 7:00 p.m. The meeting opened with the Pledge of Allegiance.

ROLL CALL

Clerk Payne called the roll. Board members present were John Gast, Supervisor; Gloria Payne, Clerk; Robert Clark, Treasurer; James Stine, Jr., Trustee; John Wilk, Trustee, Pat Heyn, Trustee and Trustee Nancy Mensinger. Five visitors were present.

APPROVAL OF AGENDA

It was moved by Heyn seconded by Payne to add one item "Fire Department Truck Repairs" to the agenda. All ayes, motion carried.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

December 18, 2018

It was moved by Stine seconded by Clark to approve the December 18, 2018 meeting minutes. All ayes, motion carried.

January 8, 2019 Workshop Meeting

It was moved by Gast seconded by Mensinger to approve the January 8, 2019 workshop meeting minutes. All ayes, motion carried.

APPROVAL OF BILLS

It was moved by Clark seconded by Heyn to approve the bills of December 2018 in the amount of \$475,024.95. All ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

Lake Charter Township account balances for December 2018.

Michigan Townships Insights.

Michigan Townships Voice.

Fourth quarter revenue and expenditure report.

Accident Fund Renewal and supporting documentation attached.

Supervisor's Report

Attached.

Clerk's Report

Attached.

Clerk Payne reported BS&A is on-site for three days training Tracy Dettman on the Utility Billing module.

Treasurer's Report

Attached.

Planning Commission Report

Lake Charter Township Planning Commission Meeting minutes are on file in the Township Hall offices.

Water Plant Report

Attached.

Water Plant Superintendent, Jeff Burkhardt reported that the Cook Nuclear Plant is once again using water and therefore the pumpage is up.

GRSD Sewer Authority Report

Galien River Sewer District Authority meeting minutes attached.

Supervisor Gast reported election of officers were held, and he is the Chair for the year 2019.

Police Department

Baroda-Lake Township Police Board reported 3,104 calls for service in 2018 and 55 for 2019.

Baroda-Lake Township Police Board meeting minutes attached.

Fire Department Report

None.

Park Committee Report

Attached.

Library Report

Bridgman Public Library meeting minutes attached.

Gretchan Evans, Bridgman Public Library Director reported Instagram is the preferred use of social media, so far approximately 90 followers. A music recital is scheduled for Wednesday, January 23, 2019.

Cemetery Committee Report

Attached.

Clerk Payne reported 44 burials for 2018, of which eleven were cremations.

Building Department Report

Attached.

Lake Township Economic Growth Alliance Report

The Annual meeting is scheduled for Thursday, January 24, 2019 at Pebblewood at 5:00 p.m.

Medic One Report

Medic One meeting minutes attached.

Utility Committee Report

Attached.

Capital Improvement Report

The Committee met and the Capital Improvement Amended Plan will be approved at the next meeting.

Zoning Board of Appeals Report

The Lake Charter Township Zoning Board of Appeals meeting minutes of January 10, 2019 are placed on file.

AGENDA ITEMS

Personnel Policies Amendment to 38.1

Supervisor Gast reported Catherine Jackson was contacted to help update the Personnel Policies and Procedures manual after the passage of Proposal 1.

Section 38.1 needs to be amended to read “Prohibited substances include alcohol, medical marihuana, recreational marihuana, and substances listed in CFR 49, Part 40, Subpart F, 40.”

It was moved by Wilk seconded by Mensinger to adopt language and add to Section 38.1. of the Lake Charter Township Personnel Policies and Procedures manual as follows:

“Prohibited substances include alcohol, medical marihuana, recreational marihuana, and substances listed in CFR 49, Part 40, Subpart F, 40.”

All ayes, motion carried.

Zoning Amendment

Supervisor Gast asked board members to review the Petition for Zoning Amendment from Linda Hopkins Schultz who wishes to change the zoning from R-1 to R-2 “multi-family.” This change would be an improvement and bring the property into compliance with the adjacent properties.

It was moved by Payne seconded by Heyn to forward this request to the Lake Charter Township Planning Commission for action. All ayes, motion carried.

Computer Data Card for Filter Instruments

Supervisor Gast directed board members’ attention to the quote from SCADA, of Dexter Michigan, for \$2,995.00 for the purchase of an Allen Bradley SLC 4-channel isolated analog input card. This card is used to relay data to the filter console room at the Lake Charter Township Water Plant.

It was moved by Mensinger seconded by Clark to approve purchase of an Allen Bradley SLC 4-channel isolated analog input card, from SCADA of Dexter Michigan for \$2,995.00. This card is used to relay data to the filter console room at the Lake Charter Township Water Plant. All ayes, motion carried.

Replacement of Sharp Copy Machine

Supervisor Gast reported that Lake Charter Township hall office staff recently previewed a copy machine. The new Sharp MX-3570V would replace the current Sharp MX4140. The new machine will be \$214.50 per quarter in maintenance fees, a cost savings of \$228.00 per quarter. The cost of the machine is \$8,399.99

The current Sharp MX4140 will be given to the Baroda-Lake Township Police Department which in turn will save them \$90.00 per quarter on their copying costs.

It was moved by Stine seconded by Gast to approve purchase of a new Sharp MX4140 copy machine for \$8,399.99 from U.S. Business Systems. Further, to give the existing Sharp MX4140 to the Baroda-Lake Township Police Department. All ayes, motion carried.

Approval of MTA Educational Conference

Supervisor Gast asked the board members if they were interested in attending the annual MTA educational conference April 1-4, 2019, at the Grand Rapids Amway Grand Plaza, to let Clerk Gloria Payne know for hotel and conference registration.

It was moved by Gast seconded by Payne to approve board member attendance, as well as compensation for expenses related to the MTA educational conference in Grand Rapids, Michigan. All ayes, motion carried.

Fertilizer Contract

Supervisor Gast turned the floor over to Robert Clark, Treasurer who secured prices from Jared Wright of Green Kings Lawn Care for Lake Charter Township’s fertilizer needs. The Park Committee has reviewed the offer and is recommending the contract be accepted.

It was moved by Heyn seconded by Wilk to approve \$15,181.00 for fertilizer needs from Jared Wright of Green Kings Lawn Care for Lake Charter Township which covers the Township Hall, Public Safety Building and Lake Charter Township Park. All ayes, motion carried.

Brownfield Redevelopment Authority Coalition

Supervisor Gast reported he was contacted by Daniel Fette, Berrien County Economic Development Director to consider becoming part of a coalition with Lake Township to undertake environmental investigations on former industrial property.

It was moved by Payne seconded by Heyn to approve Supervisor Gast signing a letter to participate on the Berrien County Brownfield Authority Assessment Coalition. All ayes, motion carried.

Fire Department Fire Truck Repairs

Supervisor Gast turned the floor over to Fire Chief Harold Heyn who reported an invoice for work done on the 2003 Freightliner was overlooked for submittal to Lake Township Fire Department by Moses Fire Equipment, Inc., from April 2018 in the amount of \$3,476.85.

It was moved by Gast seconded by Clark to approve payment of the April 2018 service invoice from Moses Fire Equipment, Inc., in the amount of \$3,476.85. All ayes, motion carried.

PUBLIC COMMENT

Trustee John Wilk commented that the Lake Charter Township Board needs to make a decision whether to “opt in” or “opt out” with regard to the recreational marihuana sales and distribution.

Harold Heyn reported that Lake Charter Township is looking into the use of “knock boxes.”

ANNOUNCEMENTS

The next regular meeting is scheduled for February 19, 2019 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for February 4, 2019 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for March 14, 2019 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township will host the Galien River Sewer District Authority special meeting on Monday, January 28, 2019 at 6:00 p.m. to discuss an increase in sewer rates.

ADJOURNMENT

With no further objection and no further business it was moved by Payne seconded by Stine to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 7:56 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

John Gast, Supervisor