

**MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
January 17, 2023
7:00 p.m.**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

Clerk Payne called the roll. Board members present were Zach Carson, Supervisor; Gloria Payne, Clerk; Robert Clark, Treasurer; John Wilk, Trustee; Mike Essig, Trustee; Amanda Drew, Trustee; Nancy Mensinger, Trustee. A quorum of the board was declared to be present.

OTHERS PRESENT

Harold Heyn, Lake Charter Township Fire Chief

VISITORS PRESENT

Sarah Skinner, Bridgman Public Library Director
Jordan Klint, Lake Charter Township Planning Commission
Megan Bowen, Lake Charter Township Planning Commission

APPROVAL OF AGENDA

It was moved by Clark seconded by Essig to add three items to the agenda. All ayes, motion carried.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

December 20, 2022

It was moved by Wilk seconded by Mensinger to approve the December 20, 2022 meeting minutes, with one change. All ayes, motion carried.

APPROVAL OF BILLS

After a few explanations, it was moved by Carson seconded by Drew to approve the December bills in the amount of \$780,010.62. All ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

Lake Charter Township account balances for December 2022.
Revenue and Expenditure Report through December 2022.
2023 Lake Charter Township Meeting Dates & Office Closings

Supervisor's Report

Attached.

A motion was made by Carson, seconded by Wilk to commend and thank both the water plant personnel for their dedication in fixing a main break on Christmas Eve, further to commend the firefighters for their dedication in fighting a fire around the New Year's holiday in Lincoln Township, where a storage facility caught fire. All ayes, motion carried.

Clerk's Report

Attached.

Clerk Payne wanted to point out the 2023 Lake Charter Township meeting dates and office closings, citing two changes the board meeting in April is scheduled for the 11th and the Planning Commission meeting for is scheduled for the 10th of July 2023.

Treasurer's Report
Attached.

Planning Commission Report

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

The Planning Commission elected the same officers for 2023 and continued their work on the Master Plan.

Water Plant Report

Attached.

Galien River Sewer District Authority Report

No meeting.

Police Department

Baroda-Lake Township Police Board minutes are attached, along with their 2022 police calls for service.

Fire Department Report

Attached.

Park Committee Report

Attached.

Library Report

Attached.

Cemetery Committee Report

Attached, along with the list of 2022 burials and cremations.

Building Department Report

Attached is the list of 2022 building, electrical and mechanical permits.

Lake Township Economic Growth Alliance Report

Attached.

Medic One Report

Medic One meeting minutes of November 17, 2022 are attached.

Utility Committee Report

Attached.

Capital Improvement Report

No meeting.

Zoning Board of Appeals Report

The Lake Charter Township Zoning Board of Appeals meeting minutes are on file in the Township Hall offices.

AGENDA ITEMS

Fourth Reading of an Ordinance to Amend the Zoning Map of the Zoning Ordinance

Supervisor Carson indicated we are awaiting a report from Lake Charter Township Engineer, Rob Andrew for the scope of the project. It was moved by Carson seconded by Essig to continue to table, this agenda item, as we are continuing to obtain further information. All ayes, motion carried.

Poverty Exemption Resolution

Supervisor Carson reported the poverty guidelines have been modified by the Federal Standards and therefore, it is necessary to approve a revised Resolution of Guidelines for Applicants Requesting Consideration for Poverty Exemption for 2023.

It was moved by Clark seconded by Mensinger to approve the revised Resolution of Guidelines for Applicants Requesting Consideration for Poverty Exemption for 2023. Roll Call Vote: All Yes, motion carried.

2022 Hazard Mitigation Resolution

Supervisor Carson directed board members' attention to Resolution 17-2023. This is a Berrien County multi-jurisdictional plan. The plan in its entirety can be viewed at: <https://www.ecfr.gov/current/title-44/chapter-1/subchapter-D/part-201>
Roll Call Vote: All Yes, motion carried.

West Shore Fire - Scott Air Packs

Supervisor Carson turned the floor over to Fire Chief, Harold Heyn who requested to purchase five (5) Air Pak X3 with cylinders, Kevlar Headnet and Bracket, along with voice amplifier from West Shore Fire not to exceed \$40,000.00. This item is included in the 2023 budget.

It was moved by Wilk seconded by Carson to approve the purchase of five (5) Air Pak X3 with cylinders, Kevlar Headnet and Bracket, along with voice amplifier from West Shore Fire not to exceed \$40,000.00. All ayes, motion carried,

Increase Mileage Rate for 2023

Supervisor Carson reported the 2023 Internal Revenue Service has increased the standard mileage rate for 2023 at 65.5 cents per mile.

It was moved by Clark seconded by Payne to approve adopting the mileage rate at 65.5 cents for the year 2023. All ayes, motion carried.

Adoption of Application Rules and Procedures - Construction Board of Appeals

Supervisor Carson reported that this agenda item should be tabled, to receive more information.

It was moved by Carson seconded by Payne to table the adoption of application rules and procedures for Lake Charter Townships' Construction Board of Appeals. All ayes, motion carried.

Addition of Trainer to Lake Charter Township Fire Roster

Supervisor Carson turned the floor over to Fire Chief Harold Heyn who asked to place Nicole Smith to the Lake Charter Township Firefighter Roster. Nicole Smith is a certified instructor and will be instructing our firefighters and keeping them up to date with their credits.

It was moved by Clark seconded by Essig to approve placed Nicole Smith on the Lake Charter Township Firefighters' roster, as a trainer. All ayes, motion carried.

2022 Auditor - Change from Hungerford Nichols to Kruggel Lawton

Supervisor Carson informed board members' Robert Clark, Treasurer and Gloria Payne, Clerk sat down and discussed the recent changes Hungerford Nichols wanted to incorporate to conduct Lake Charter Township's 2022 audit. This prompted a meeting with Alex Schaeffer of Kruggel Lawton who submitted a proposal for \$11,750.00 for the next three years, 2022, 2023 and 2024.

Clerk Payne reported that she didn't wish to "burn any bridges" with Hungerford Nichols that this was a procedural decision.

It was moved by Carson seconded by Drew to accept the proposal from Kruggel Lawton for 2022, 2023 and 2024 for \$11,750.00. All ayes, motion carried.

Water Rate Increase

Supervisor Carson presented to the board a water rate increase of 5% to Lake Charter Township water customers. This is backed by a study done by Baker Tilly. This increase to take effect the first of April 2023.

It was moved by Clark seconded by Wilk to approve the 5% water rate increase to Lake Charter Township customers, effective April 2023. All ayes, motion carried.

PUBLIC COMMENT

Megan Bowen expressed her concern of flooding at her residence at 10826 California Road. She feels the ditch needs to be clean out and the drain needs to be looked at. Supervisor Carson indicated that he would take a look at her property and encouraged her to contact the Berrien County Drain Commissioner’s office.

Her second complaint was that there is no parking at Weko Beach in the summer when she has the rare occasion of being able to get to the beach. Trustee Essig encouraged her to write a letter to the City of Bridgman who owns Weko Beach.

John Wilk reported that he was asked to serve on the Shoreline Resiliency Committee to gather information regarding preserving the Lake Michigan shoreline.

ANNOUNCEMENTS

The next regular meeting is scheduled for February 21, 2023 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for February 6, 2023 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for February 9, 2023 at 6:30 p.m., Lake Charter Township Hall, Bridgman, Michigan.

ADJOURNMENT

With no further objection and no further business it was moved by Carson seconded by Payne to adjourn the meeting. All ayes, motion carried. Motion carried.

Meeting adjourned at 8:27 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

Zach Carson, Supervisor