

**MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
October 17, 2017
7:00 p.m.**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Supervisor, John Gast, called the meeting to Order at 7:00 p.m. The meeting opened with the Pledge of Allegiance to the Flag.

ROLL CALL

Clerk Payne called the roll. Board members present were John Gast, Supervisor; Gloria Payne, Clerk; Robert Clark, Treasurer; Trustees James Stine, Jr., Patricia L. Heyn, Nancy Mensinger and John Wilk. A quorum of the board was declared to be present. One visitor was present in the audience.

APPROVAL OF AGENDA

It was moved by Heyn seconded by Stine to approve the agenda with one addition. All ayes, motion carried.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

September 19, 2017 Board Meeting

It was moved by Clark seconded by Mensinger to approve the September 19, 2017 Lake Charter Township board meeting minutes. All ayes, motion carried.

APPROVAL OF BILLS

After totaling the bills, and explanation of a few items, it was moved by Clark seconded by Payne to approve the September 2017 bills in the amount of \$539,482.41. All ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

Lake Charter Township account balances for September 2017
Third Quarter Investment Report
Michigan Townships Insights

REPORTS

1Supervisor's Report

Attached.

Clerk's Report

Attached.

Treasurer's Report

Attached.

Planning Commission Report

Meeting minutes are on file in the Township Hall offices.

Water Plant Report

Attached.

GRSD Sewer Authority Report

Galien River Sanitary District meeting minutes are attached.

Police Department

Baroda-Lake Township Police Board meeting is scheduled for November 14, 2017.

Fire Department Report

Attached.

Park Committee Report

Attached.

Library Report

Bridgman Public Library Board of Directors meeting minutes attached.

Gretchan Evans, thanked Lake Charter Township for allowing them to hold their strategic planning session, for input into creating a vision for the future, at Lake Charter Township Hall.

Gretchan further reported the Library contract is up for renewal and would like to keep the existing contract in place with updated time frames.

Cemetery Committee Report

Attached.

Cemetery Committee meeting minutes attached.

Building Department Report

Attached.

Lake Township Economic Growth Alliance Report

The Brewer's Festival was October 14, 2017, twenty-one breweries were lined up, the weather was rainy and in spite of weather, there was attendance.

Medic One Report

Agenda and meeting minutes attached.

Utility Committee Report

Attached.

Capital Improvement Report

None.

Zoning Board of Appeals Report

Special meeting minutes are on file in the Township Hall offices.

AGENDA ITEMS

Cemetery Rates

Supervisor Gast turned the floor over to Clerk Payne who reported that the Cemetery Committee made recommendation that after review of the Lake Charter Township Cemetery Rates, the only change necessary was the cost of the plaque for the columbarium niches. The cost to the township is now \$274.00 each and committee members thought that raising it from \$250.00 to \$300.00 would cover the cost and possibly a future increase as well.

It was moved by Gast seconded by Clark to approve the Lake Charter Township Cemetery Rate change for columbarium niches from \$250.00 to \$300.00. All ayes, motion carried. (Copy attached).

Resolution to Waive Penalty for Non-Filing of Transfer Affidavit

Supervisor Gast explained that Resolution 2017-1, needs to be passed to waive the penalty for the 45-day requirement in transfer of ownership. The Lake Charter Township Assessor, Scott Cunningham, stated this is not a problem in Lake Township, however, it is customary to have the document on file.

After foregoing the reading of Resolution 2017-1, it was moved by Clark seconded by Mensinger to pass the Resolution to Waive Penalty for Non-Filing of Transfer Affidavit. Roll Call Vote: All yes. Motion carried.

Renewal of Air Technologies Customer Service Agreement

Supervisor Gast brought board members attention to the renewal of the Air Technologies customer service agreement for two air compressors at the Lake Charter Township water plant. The renewal is annually and covers two visits. The amount is \$4,678.20 and covers air filter replacement, genuine replacement parts, high quality components, waste oil/filter removal, and a complete air system check.

It was moved by Wilk seconded by Heyn to approve the renewal of the Air Technologies customer service agreement, in the amount of \$4,678.20 for one year. All ayes, motion carried.

2018 Health Insurance Renewal - Priority Health

Supervisor Gast reiterated that Kurt Buursma, Lake Charter Township's health insurance agent was present at the October 4, 2017-budget workshop. After pursuing other options with other insurance companies and tweaking deductibles and employee pretax deductions, the quote is to renew with Priority Health with a deductible of \$2,000.00 single and \$4,000.00 family, but covers 100% of in network costs after deductible is met, versus 90% in the current plan. Further, the township would fund each employee's health savings account, \$1,500.00 for a single and \$3,000.00 for family. Lastly, the amount that each employee currently contributes toward the health insurance would increase by \$10.00 per bi-weekly, pay period. This option landed a 9.47% increase to Lake Charter Township. The other options had much higher premiums and garnered a 19% - 23% increase.

After discussion, it was moved by Payne seconded by Stine to accept "Option 1" for Lake Charter Township's 2018 health insurance renewal with Priority Health a 9.47% increase. All ayes, motion carried. (See attached).

2018 Liability Insurance Renewal

Supervisor Gast presented board members with the liability insurance renewal for 2018. Dave Koop, Lake Charter Township's liability insurance agent estimated the cost through EMC Insurance, our current carrier. This represents less than a 1.9% increase, in the amount of \$56,885.00 over 2017. This increase being primarily due to adding the 2018 Ford pick-up truck for the cemetery.

It was moved by Gast seconded by Payne to renew the 2018 liability insurance with EMC Insurance for \$56,885.00. All ayes, motion carried.

Trick or Treat

It was moved by Stine seconded by Clark to set Trick or Treat hours for Tuesday, October 31, 2017 from 5:30 p.m. - 7:00 p.m. All ayes, motion carried.

Digital Message Sign

Supervisor Gast reported, the Lake Charter Township marquee is in disrepair and needs replacement. Robert Clark, Lake Charter Township Treasurer, obtained two quotes for a digital message board.

The Lake Charter Township Zoning Board of Appeals, held a special meeting for granting a variance to allow for an electronic digital message sign for the same width as the existing sign, but 6" taller due to the arch.

The two quotes presented were from Art FX for \$29,500.00 and Art & Image, Inc., for \$24,849.00. The proposed sign will also give us the updated energy savings on electrical use.

After discussion, it was moved by Gast seconded by Wilk to purchase the digital message sign from Art & Image, Inc., for a total not to exceed \$30,000.00. All ayes, motion carried.

PUBLIC COMMENT

None.

ANNOUNCEMENTS

Lake Charter Township next regular meeting is scheduled for November 21, 2017 at 7:00 p.m., Lake Charter Township Hall.

Lake Charter Township Planning Commission meeting is scheduled for November 6, 2017 at 7:00 p.m., Lake Charter Township Hall.

Lake Charter Township Zoning Board of Appeals meeting is scheduled for November 9, 2017 at 7:00 p.m., Lake Charter Township Hall.

Lake Charter Township Hall Offices will be closed Friday, November 10, 2017 in observance of Veteran's Day.

Lake Charter Township Hall Offices will be closed Thursday and Friday, November 23, and November 24, 2017 in observance of Thanksgiving Holiday.

Trick or Treat - Tuesday, October 31, 2017 from 5:30 p.m. - 7:00 p.m.

ADJOURNMENT

With no further business, it was moved by Payne seconded by Wilk to adjourn the Lake Charter Township board meeting. Six ayes, motion carried. Meeting adjourned at 7:48 p.m.

Dated: _____

Gloria A. Payne Lake Charter Township Clerk

Dated: _____

John Gast, Lake Charter Township Supervisor