

**MINUTES  
LAKE CHARTER TOWNSHIP  
BOARD MEETING  
December 19, 2017  
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 to the Flag.

**ROLL CALL**

Clerk Payne called the roll. Board members present were John Gast, Supervisor; Gloria Payne, Clerk; Robert Clark, Treasurer; Trustees Nancy Mensinger, Patricia L. Heyn, James Stine Jr., and John Wilk. Six visitors were present in the audience.

**APPROVAL OF AGENDA**

There were no additions or deletions to the agenda. The agenda stands as presented.

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

**November 21, 2017**

It was moved by Wilk seconded by Stine to approve the November 21, 2017 meeting minutes. All ayes, motion carried.

**November 21, 2017 Special Board Meeting Public Hearing Meeting Minutes**

With one change, it was moved by Clark seconded by Mensinger to approve the November 21, 2017 Special Board Meeting Public Hearing meeting minutes. All ayes, motion carried.

**November 30, 2017 Special Meeting**

It was moved by Heyn seconded by Wilk to approve the November 30, 2017 special meeting minutes. All ayes, motion carried

**APPROVAL OF BILLS**

After explanations, it was moved by Clark seconded by Mensinger to approve the bills of November 2017 in the amount of \$371,866.03. All ayes, motion carried.

**COMMUNICATIONS/CORRESPONDENCE PACKET**

Lake Charter Township account balances for November 2017

Michigan Townships Insights

A copy of a report for cable fees from Comcast

A copy of a letter from Carol Siewert resigning from the Bridgman Library Board.

**REPORTS**

**1.Supervisor's Report**

Attached.

**Clerk's Report**

Attached.

**Treasurer's Report**

Attached.

Treasurer Clark provided to board members an excel spreadsheet depicting Water/Sewer usage and revenue. (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 is scheduled for December 20, 2017.

Police Department

Baroda-Lake Township Police Board meeting is scheduled for January 9, 2018.

Fire Department Report

Attached.

Park Committee Report

Attached.

Library Report

Bridgman Public Library Board of Directors meeting minutes attached.

Gretchan Evans informed members that the Library Board will begin work on the Strategic Plan in January.

Cemetery Committee Report

Attached.

Building Department Report

None.

Lake Township Economic Growth Alliance Report

Trustee James Stine, Jr., reported the President of the EGA has stepped down and Georgia Gipson was nominated as President. The Holiday Village was successful with good weather, dog parade, face painting and a chili cook-off.

The Annual meeting is scheduled for January 24, 2018 at 5:30 p.m., at Pebblewood.

Medic One Report

None.

Utility Committee Report

Attached.

Capital Improvement Report

None.

Zoning Board of Appeals Report

The Zoning Board of Appeals meets January 11, 2018.

**AGENDA ITEMS**

**2018 Lake Charter Township Board and Committee Appointments**

Supervisor Gast reported he emailed the list of appointments to boards and committee's for the year 2018. He asked if there were any corrections or changes. There were none.

Supervisor Gast introduced Elizabeth Bogue whom he appointed to replace Carol Siewert on the Library Board. He took a moment to thank and recognize Carol Siewert for her twenty years of service representing Lake Charter Township on the Library Board.

It was moved by Wilk seconded by Stine to Approve the 2018 Lake Charter Township Board and Committee Appointments, as presented. All ayes, motion carried. (Attached).

### **Janitorial Agreement**

Supervisor Gast asked to table this agenda item for 90 days to gather more information.

It was moved by Wilk seconded by Clark to table the Janitorial Agreement agenda item for 90 days to gather more information. All ayes, motion carried.

### **2018 Meeting Calendar**

Supervisor Gast presented the 2018 Public Notice of Township Meetings. This notice is posted in compliance with PA 267 of 1976 (Open Meetings Act), MCLA 41.72a(2)(3) and the Americans with Disabilities Act (ADA). It was moved by Heyn seconded by Gast to adopt the 2018 calendar meeting dates. All ayes, motion carried.

Further, it was moved by Stine seconded by Clark to approve the 2018 Lake Charter Township excel spreadsheet calendar of meetings. All ayes, motion carried.

### **Renewal of Library Contract**

Supervisor Gast turned the floor over to John Wilk who reported the library contract remains the same, and Lake Charter Township providing one tenth of one mil per the state equalized value, quarterly to the Library. This remains a five-year contract. Three members of the Library Board were in attendance. Newly appointed member, Elizabeth Bogue, Randy Hill, President and Kenneth Huff.

It was moved by Wilk seconded by Mensinger to approve the Library Contract and allow Supervisor Gast to sign on behalf of Lake Charter Township. All ayes, motion carried.

### **Accident Fund Invoice**

Supervisor Gast reviewed the invoice from Accident Fund for the period January 2018 through January 2019. Due to a worker's compensation claim by one of Lake Charter Township's employee, the rate has increased from \$19,691.00 to \$29,337.00 and is due and payable January 1, 2018. The rate will once again level out after approximately three years and our experience modification rate will return to a lower rate, if there are no further claims.

It was moved by Gast seconded by Payne to approve payment to the Accident Fund of \$29,337.00 for January 2018 through January 2019 period. All ayes, motion carried.

### **2017 Budget Amendment**

Supervisor Gast turned board members' attention to a Resolution to Amend the Lake Charter Township 2017 Budget. Due to the expansion of additional lots in Warren Dunes Village, there has been an increase in building permits, mechanical permits and electrical permits for these new lots being filled with new mobile, modular homes.

There is an increase in the building, mechanical and electrical permits, however, there is an increase in the wages by each of these inspectors as well, thus constituting an amendment.

It was moved by Wilk seconded by Heyn to approve the Resolution to Amend the Lake Charter Township 2017 Budget. Roll Call Vote: Gast yes; Payne yes; Clark yes; Wilk yes; Heyn yes; Mensinger yes; Stine yes. Motion carried.

### **PUBLIC COMMENT**

None.

### **ANNOUNCEMENTS**

The next regular meeting is scheduled for January 16, 2018 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for January 8, 2018 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals meeting is scheduled for January 11, 2018 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Hall Offices closed December 22, 2017 and December 25, 2017 in observance of the Christmas Holidays.

Lake Charter Township Hall Offices closed January 1, 2018 in observance of New Year's Day.

**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 7:54 p.m.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Gloria A. Payne, Clerk

Dated: \_\_\_\_\_

\_\_\_\_\_  
John Gast, Supervisor