

**MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
December 20, 2016
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 Nancy Mensinger, Patricia L. Heyn, John Wilk and James Stine Jr. A quorum of the board was declared to be present. Four visitors were present in the audience.

Board members welcomed newly elected Trustee Nancy Mensinger.

APPROVAL OF AGENDA

The order of the agenda was the only change, it stands as presented.

PUBLIC COMMENT

Palona Kyril, resident of Warren Dunes Village complained that the berm that was erected by Pratt Industries is interfering with electricity to her mobile home, this has been going on since July. She reported that the Lake Charter Township Ordinance states there should be a green belt.

Supervisor Gast indicated he would speak with Warren Dunes Village, Pratt Industries and James Gast, Lake Charter Township's Zoning Administrator about the matter.

APPROVAL OF MINUTES

November 15, 2016

With one correction, it was moved by Clark seconded by Heyn to approve the November 15, 2016 Lake Charter Township board meeting minutes. All ayes, motion carried.

APPROVAL OF BILLS

It was moved by Stine seconded by Wilk to approve the November 2016 bills in the amount of \$284,730.81. All ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

The following information was included in board members packets: copy of Township Insights; Galien River Sanitary Sewer Authority meeting minutes; Bridgman Public Library meeting minutes; Water Filtration Plant report; Lake Charter Township Fund Balances of November 2016; Utility Committee meeting minutes; Medic One meeting minutes; Fire Department Report through November, 2016 and Lake Charter Township Planning Commission meeting minutes of December 5, 2016.

REPORTS

1Supervisor's Report

Attached.

Clerk's Report

Attached.

Clerk Payne reported she was honored to have been through the December 7, 2016-presidential re-count at the Courthouse in Niles, Michigan. A report from the County is attached on the results.

Treasurer's Report

Attached.

Treasurer Robert Clark reported the Winter tax collection is going quite well. Many are coming in to pay their taxes before year-end.

Planning Commission Report

Meeting minutes on file in the Township Hall offices.

Trustee Nancy Mensinger reported a Public Hearing on the re-zoning request for Hildebrandt Drive was approved. Jordan Klint commented that he supported the re-zoning. John Murphy signed the draft of the bylaws and they were given to Gloria Payne, Clerk.

Water Plant Report

Attached.

GRSD Sewer Authority Report

Attached.

Police Department

No meeting was held in November.

Fire Department

Attached.

Park Report

Attached.

Library Report

Library meeting minutes attached.

Gretchan Evans Bridgman Public Library Director reported the Library is accepting "Food for Fines" and will distribute the food to the local food bank.

Cemetery Committee Report

Attached.

Building Department Report

Attached.

Lake Township Economic Growth Alliance Report

Trustee Stine reported the old bakery, next to the Chinese restaurant was sold, the Lazy Ballerina, a wine tasting room purchased the property. \$10,000.00 was approved for a study to bring a hotel to the area. A bakery may be opening up in the "Olympus" complex. The 2017 Budget was presented and approved. Brewer's Fest lost approximately \$2,000 - \$3,000.

Utility Committee Report

Attached.

Capital Improvement Report

No meeting in November 2016.

AGENDA ITEMS

Pay Request #2 Old Fire Station Renovation

Supervisor Gast turned the floor over to Chris Brooks, Architect for the old fire station renovations. He reported Fiskars, Inc., is requesting pay request #2 in the amount of \$19,110.37. The project has had three change orders, and the project is 97% complete.

It was moved by Stine seconded by Wilk to pay Fiskars, Inc., pay request #2, in the amount of \$19,110.37. All ayes, motion carried.

2017 Appointments

Supervisor Gast brought board members attention to the 2017 Appointments. After brief discussion, it was moved by Payne seconded by Mensinger to approve the Supervisor's 2017 appointments. All ayes, motion carried. (Attached).

2017 Meeting Calendar

Supervisor Gast presented the 2017 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 Payne seconded by Heyn to adopt the 2017 calendar meeting dates. All ayes, motion carried.

Tire Replacement

Supervisor Gast turned the floor over to Harold Heyn, Lake Charter Township Fire Chief. He reported the tires on the Hummer need to be replaced. A quote from Goodyear Wingfoot in the amount of \$3,125.00 was presented. The current tires are twelve years old.

It was moved by Gast seconded by Wilk to approve the purchase of tires, for the Hummer, from Goodyear Wingfoot in the amount of \$3,125.00. All ayes, motion carried.

Fertilizer Contract

Supervisor Gast turned the floor over to Robert Clark, Treasurer who presented to board members the three-year contract from Tru Green for the lawn treatment and grub control for the Park, Township Hall and Public Safety Building. The price is \$13,613.34 for three years, and is the same as three years ago.

It was moved by Payne seconded by Wilk to approve the Tru Green contract for three years in the amount of \$13,613.34 for fertilizing and grub control of the lawns for the Park, Township Hall and Public Safety Building. All ayes, motion carried.

Exterior Lighting - Old Fire Station

Supervisor Gast brought board members attention to the proposal from Beaudoin Electrical Construction for exterior LED lighting for the old fire station. To install eight (8) LED exterior wall pack light fixtures is \$3,100.00.

It was moved by Payne seconded by Mensinger to approve the proposal from Beaudoin Electrical Construction for eight (8) exterior LED lights for the old fire station in the amount of \$3,100.00. All ayes, motion carried.

Utility Rate Increases

Supervisor Gast reported that Lake Charter Township’s Financial Advisor, Tom Traciak, refreshed the water and sewer rates from the 2012 study. A copy of the letter was included in board members’ packet. Lake Charter Township’s last rate increase took effect April 1, 2015. He is recommending the water rate, which is currently \$22.00 be increased to \$28.60, per quarter, and the sewer rate, which currently is \$84.00 be increased to \$99.00 per quarter, for a total of \$127.60, for the first billing cycle in 2017. These rates reflect the suggested increase from our consultant, Tom Traciak after review of the fund balances.

After discussion, it was moved by Gast seconded by Wilk to increase the water rate from \$22.00 per quarter to \$28.60 per quarter and the sewer rate from \$84.00 per quarter to \$99.00 per quarter, to begin first billing cycle in 2017. All ayes, motion carried.

PUBLIC COMMENT

Chief Heyn thanked the board, on behalf of the Fire Department for the Christmas Bonus. Chief Heyn also reported that Meijers donated a pallet of water to the Fire Department.

ANNOUNCEMENTS

Lake Charter Township next regular meeting is scheduled for January 17, 2017 at 7:00 p.m., Lake Charter Township Hall.

Lake Charter Township Planning Commission meeting is scheduled for January 9, 2017 at 7:00 p.m., Lake Charter Township Hall.

Lake Charter Township Zoning Board of Appeals meeting is scheduled for January 12, 2017 at 7:00 p.m., Lake Charter Township Hall.

Lake Charter Township Hall Offices closed in observance of Christmas Eve and Christmas Day is December 23, 2016 and December 26, 2016.

Lake Charter Township Hall Offices closed January 2, 2017 in observance of New Year’s Day.

ADJOURNMENT

With no further business, it was moved by Payne seconded by Clark to adjourn the Lake Charter Township board meeting. All ayes, motion carried. Meeting adjourned at 8:30 p.m.

Merry Christmas!

Dated: _____

Gloria A. Payne Lake Charter Township Clerk

Dated: _____

John Gast, Lake Charter Township Supervisor