

**MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
December 20, 2022
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 and Zach Carson, Trustee. A quorum of the board was declared to be present.

OTHERS PRESENT

Jeffrey Burkhard, Lake Charter Township Water Plant Superintendent.
Terri Freehling, Berrien County Board Commissioner

VISITORS PRESENT

Three visitors were present.

APPROVAL OF AGENDA

It was moved by Wilk seconded by Essig, the agenda stands as presented. All ayes, motion carried.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

October 27, 2022 Special Meeting Minutes
November 15, 2022 Board Meeting Minutes
Budget Public Hearing Meeting Minutes
Budget Public Workshop Meeting Minutes

It was moved by Wilk seconded by Drew to approve the list of the foregoing meeting minutes. All ayes, motion carried.

APPROVAL OF BILLS

After a few explanations, it was moved by Carson seconded by Mensinger to approve the November bills in the amount of \$393,940.25. All ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

Lake Charter Township account balances for November 2022.

Supervisor's Report

Attached.

Clerk's Report

Attached.

Treasurer's Report

Attached.

Planning Commission Report

Lake Charter Township Planning Commission Meeting minutes are on file in the Township Hall offices. Attached was their 2022 Annual Report.

Water Plant Report

Attached.

Galien River Sewer District Authority Report

GRSD Sewer Authority meeting minutes of October 27, 2021 are attached.

Police Department

Baroda-Lake Township Police Board minutes are attached.

Fire Department Report

Attached.

Park Committee Report

Attached.

Library Report

Bridgman Public Library is hosting literacy classes, story hour, Baby & Me and crafting.

Cemetery Committee Report

Attached.

Building Department Report

Attached.

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 reported this agenda item continues to be tabled, as we are continuing to obtain further information.

Adoption of Baroda-Lake Township Police Budget

Supervisor Carson directed board members' attention to the Baroda-Lake Township Police budget. Both Lake Township and Baroda Township need to approve this budget. It was moved by Drew seconded by Essig to approve the 2023 Baroda-Lake Township Police budget. All ayes, motion carried.

Adoption of 2023 Lake Charter Township Budget

Supervisor Carson reported after having several budget workshops, and a Budget Public Hearing, the 2023 Budget has now been finalized.

The 2023 general millage amount to be levied remains at 3.0. The budget, as in the past, is an estimate of income and operational cost by a historical look at past budget, and future estimated project costs. The budget is presented as a line item cost-centered estimate of the operational costs for 2023. Each department head was consulted about expenditures for operations and projects.

An opportunity has arisen to purchase a police car for the Baroda-Lake Township Police Department. A fully outfitted 2023 Chevy Tahoe. Lake Charter Township's contribution toward this would be for \$30,000.00, with only a police radio to add. This would eliminate purchasing a vehicle in 2024.

It was moved by Carson seconded by Mensinger to adopt the 2023 Lake Charter Township budget, and add the purchase of the Baroda-Lake Township Police Department 2023 Chevy Tahoe. Lake Charter Township's contribution would be for \$30,000.00. Roll Call Vote: All yes, motion carried.

Cost of Living for Employees and Election Officials

Supervisor Carson reported that during the 2022 budget meetings, a 5% cost of living increase for employees was discussed. Information based on inflation rates of 7.8 - 8% increase contributed to this decision.

It was moved by Clark seconded by Payne to apply a 5% cost of living increase to employees, taking effect the first pay period in January 2023. Roll Call Vote: All yes, motion carried.

Compensation for Elected Officials

Resolution Compensation - Supervisor

Supervisor Carson read a Resolution increasing the Supervisor's pay to \$69,062.79 annually, representing a 5% increase.

It was moved by Payne seconded by Drew to approve the Supervisor's annual pay to \$69,062.79 annually, representing a 5% increase.

Roll Call Vote: All Yes, Motion carried.

Resolution Compensation - Clerk

Supervisor Carson read a Resolution increasing the Clerk's pay to \$58,319.98 annually, representing a 5% increase.

It was moved by Carson seconded by Essig to approve the Clerk's annual pay to \$58,319.98 annually, representing a 5% increase.

Roll Call Vote: All Yes, Motion carried.

Resolution Compensation - Treasurer

Supervisor Carson read a Resolution increasing the Treasurer's annual pay to \$58,319.98 annually, representing a 5% increase.

It was moved by Mensinger seconded by Wilk to approve the Treasurer's annual pay to \$58,319.98 annually, representing a 5%.

Roll Call Vote: All Yes, Motion carried.

Resolution Compensation - Trustees

Supervisor Carson read a Resolution increasing the Trustees' annual pay to \$8,635.19 annually, representing a 5% increase.

It was moved by Clark seconded by Mensinger to approve the Trustees' annual pay to \$8,635.19 annually, representing a 5% increase.

Roll Call Vote: All Yes Motion carried.

Appointments to Boards and Committees

Supervisor Carson presented to board members the 2023 appointments to boards and committees. A copy of which is attached.

It was moved by Carson seconded by Drew to approve the 2023 appointments to boards and committees, per the Lake Charter Township Supervisor, Zach Carson. All ayes, motion carried.

Christmas Holiday Bonus

Supervisor Carson reported, as in the past, we have granted a \$50.00 after tax, Christmas holiday bonus for full-time employees, as well as active firemen and police.

It was moved by Clark seconded by Essig to approve a \$50.00 after tax, Christmas holiday bonus for full-time, employees as well as active firemen and police employees. All ayes, motion carried.

Resolution to Amend Lake Charter Township 2022 Budget

Supervisor Carson read a Resolution to amend the 2022 budget. Attached to the resolution were twenty (20) amendments.

It was moved by Wilk seconded by Mensinger to approve the Resolution to Amend the Lake Charter Township 2022 Budget amendments. (Attached).

Roll Call Vote: All Yes, Motion carried.

Michigan Townships Association Conference/Change of Board Meeting

Supervisor Carson reported that the Michigan Townships Association Conference is scheduled for April 17, 2023 through April 20, 2023, in Traverse City, Michigan. As in the past, any board members wishing to attend must register for the conference and then get online to secure their hotel at the Grand Traverse Resort on January 4, 2023. All expenses, such as conference fees, mileage, meals and lodging to be paid for by Lake Charter Township.

It was moved by Payne seconded by Drew to approve any board members' attendance to the Michigan Townships Association Conference scheduled for April 17, 2023 through April 20, 2023 in Traverse City, Michigan, and any conference fees, mileage, and lodging to be paid for by Lake Charter Township. All ayes, motion carried.

Change of Board Meeting

Due to the Michigan Townships Association Conference being scheduled April 17, 2023 through April 20, 2023, it is necessary to move the Lake Charter Township Board meeting from April 18, 2023 to April 11, 2023.

It was moved by Carson seconded by Mensinger to approve moving the Lake Charter Township board meeting from April 18, 2023 to April 11, 2023. All ayes, motion carried.

PUBLIC COMMENT

Jeff Burkhard, Lake Charter Township Water Plant Superintendent, thanked board members on behalf of the water plant personnel for the cost of living increase, the benefits and the renewal of the insurance coverage.

Terri Freehling, Berrien County Commissioner informed board members that her time of representing Lake Charter Township has ended, since the redistricting has taken her to represent, Baroda Township. Alex Ott is our new Berrien County Commissioner.

The Lake Charter Township Board thanked her for her service.

Shirley Meyer commented that transmission lines near her residence will have new pole by next year and that the Drain Commissioner will have to move a drain.

ANNOUNCEMENTS

The next regular meeting is scheduled for January 17, 2023 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for January 9, 2023 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for January 12, 2023 at 6:30 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Hall Offices are closed December 23 and December 26, 2022 in observance of Christmas Eve and Christmas Day and January 2, 2024 in observance of New Year's Day.

ADJOURNMENT

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

Meeting adjourned at 8:12 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

Zach Carson, Supervisor