

**MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
December 21, 2021
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.

ROLL CALL

Clerk Payne called the roll. Board members present were John Gast, Supervisor; Gloria Payne, Clerk; Robert Clark, Treasurer; John Wilk, Trustee; Mike Essig, 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.

APPROVAL OF AGENDA

The agenda stands as presented.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

November 16, 2021

It was moved by Mensinger seconded by Wilk to approve the November 16, 2021 meeting minutes. All ayes, motion carried.

November 18, 2021

It was moved by Essig seconded by Clark to approve the Budget Public Hearing meeting minutes of November 18, 2021. All ayes, motion carried.

December 13, 2021

It was moved by Wilk seconded by Carson to approve the Special Board meeting minutes of December 13, 2021. All ayes, motion carried.

APPROVAL OF BILLS

After a few explanations, it was moved by Clark seconded by Gast to approve the November bills in the amount of \$378,649.17. All ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

Lake Charter Township account balances for November 2021.

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.

Water Plant Report

Attached.

GRSD Sewer Authority Report

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

Police Department

Baroda-Lake Township Police Board minutes of September 14, 2021 and December 6, 2021 meetings attached.

Fire Department Report

None.

Park Committee Report

Attached.

Library Report

Bridgman Public Library board meeting minutes of November 23, 2021 are attached.

Cemetery Committee Report

Attached.

Building Department Report

Attached.

Lake Township Economic Growth Alliance Report

Attached.

Medic One Report

Medic One meeting minutes of October 28, 2021 and November 18, 2021 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

Adoption of 2022 Budget

Supervisor Gast reported after having several budget workshops, and a Budget Public Hearing, the 2022 Budget has now been finalized.

The 2022 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 2022. Each department head was consulted about expenditures for operations and projects.

It was moved by Payne seconded by Gast to adopt the 2022 Lake Charter Township budget. Roll Call Vote: All yes, motion carried.

Cost of Living for Employees and Election Officials

Supervisor Gast reported that during the 2022 budget meetings, a 4% cost of living increase for employees was discussed. Information based on the social security increase of 6% and taking into consideration the Bureau of Labor Statistics, citing food inflation up 3.7% and electricity up 5.2% contributed to this decision.

It was moved by Mensinger seconded by Essig to apply a 4% cost of living increase to employees, taking effect the first pay period in January 2022. Roll Call Vote: All yes, motion carried.

Compensation for Elected Officials

Resolution Compensation - Supervisor

Supervisor Gast read a Resolution increasing the Supervisor's pay to \$65,774.09 annually, representing a 4% increase.

It was moved by Wilk seconded by Payne to approve the Supervisor's annual pay to \$65,774.09 annually, representing a 4% increase.

Roll Call Vote: John Gast yes; Gloria Payne yes; Robert Clark yes; Nancy Mensinger yes; Mike Essig yes Zach Carson yes, and John Wilk yes. Seven yes, motion carried.

Resolution Compensation - Clerk

Supervisor Gast read a Resolution increasing the Clerk's pay to \$55,542.84 annually, representing a 4% increase.

It was moved by Gast seconded by Mensinger to approve the Clerk's annual pay to \$55,542.84 annually, representing a 4% increase.

Roll Call Vote: John Gast yes; Gloria Payne yes; Robert Clark yes; Nancy Mensinger yes; Mike Essig yes Zach Carson yes, and John Wilk yes. Seven yes, motion carried.

Resolution Compensation - Treasurer

Supervisor Gast read a Resolution increasing the Treasurer's annual pay to \$55,542.84 annually, representing a 4% increase.

It was moved by Essig seconded by Wilk to approve the Treasurer's annual pay to \$55,542.84 annually, representing a 4%.

Roll Call Vote: John Gast yes; Gloria Payne yes; Robert Clark yes; Nancy Mensinger yes; Mike Essig yes Zach Carson yes, and John Wilk yes. Seven yes, motion carried.

Resolution Compensation - Trustees

Supervisor Gast read a Resolution increasing the Trustees' annual pay to \$8,223.99 annually, representing a 4% increase.

It was moved by Gast seconded by Payne to approve the Trustees' annual pay to \$8,223.99 annually, representing a 4% increase.

Roll Call Vote: John Gast yes; Gloria Payne yes; Robert Clark yes; Nancy Mensinger yes; Mike Essig yes Zach Carson yes, and John Wilk yes. Seven yes, motion carried.

Appointments to Boards and Committees

Supervisor Gast presented to board members the 2022 appointments to boards and committees. A copy of which is attached. Supervisor Gast further reported that there were individuals he contacted that were going to meeting with him in the beginning of the new year. He would bring their appointment up at future board meetings in 2022 for board approval.

It was moved by Payne seconded by Wilk to approve the 2022 appointments to boards and committees, per the Lake Charter Township Supervisor, John Gast. All ayes, motion carried.

Christmas Holiday Bonus

Supervisor Gast 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 Gast 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 2021 Budget

Supervisor Gast read a Resolution to amend the 2021 budget. Attached to the resolution were eighteen (18) amendments.

It was moved by Wilk seconded by Essig to approve the Resolution to Amend the Lake Charter Township 2021 Budget amendments. (Attached).

Roll Call Vote: John Gast yes; Gloria Payne yes; Robert Clark yes; Nancy Mensinger yes; Mike Essig yes Zach Carson yes, and John Wilk yes. Seven yes, motion carried.

Bridgman Drain Resolution #061

Supervisor Gast reported, at the Bridgman City/Lake Charter Township fifth Monday meeting, Berrien County Drain Commissioner Christopher Quattrin addressed both the City of Bridgman and Lake Charter Township for improvement of Bridgman Drain #061. The maintenance and improvement of the drain benefits the public health.

After discussion and comment, Supervisor Gast read a Resolution for Petition for Maintenance and Improvement of a Drain, as well as the Petition for Maintenance and Improvement of a Drain. It was moved by Gast seconded by Essig to approve the Resolution for Petition for Maintenance and Improvement of a Drain, as well as the Petition for Maintenance and Improvement of a Drain. (Copies of both attached to these minutes).

Roll Call Vote: John Gast yes; Gloria Payne yes; Robert Clark yes; Nancy Mensinger yes; Mike Essig yes Zach Carson yes, and John Wilk yes. Seven yes, motion carried.

Accident Fund Invoice

Supervisor Gast presented to board members the invoice from Accident Fund for Lake Charter Township's worker's compensation insurance for the period January through December 2022, in the amount of \$23,942.00.

It was moved by Gast seconded by Payne to approve paying the invoice from Accident Fund for the Lake Charter Township's worker's compensation insurance in the amount of \$23,942.00 for the period January, through December 2022. All ayes, motion carried.

Watermain Replacement

Supervisor Gast reported, the utility committee reviewed the project for replacing the watermain from Red Arrow to Gast Road down Lemon Creek. This project was budgeted at approximately \$1.3 million.

Due to a watermain break on Rambo Road by Baldwin Road which occurred in the past month, it has come to light that this was the fourth main break to that 6" pipe, in the stretch from Baldwin Road to the railroad tracks. The pipe is in bad shape and it seems, will continue to be a problem.

Further, the following week a main break on Snow Road, with 12" pipe occurred. This pipe is also in bad shape. In researching that area, it was found that five or six main breaks have occurred in this area.

It seems advantageous, to swap the Lemon Creek watermain project and replace it with repairing these two areas. According, to our Rob Andrew, of Merritt Midwest, Inc., Lake Charter Township's engineer, these two projects would come in at a lower cost.

Snow Road Water Main replacement with 16" pipe from California Road to Jericho Road, \$940,360.00 and Rambo Road from Baldwin Road to the CSX railroad with 6" water pipe is \$84,440.00. Merritt Midwest, Inc., will now move toward getting these projects for acceptance of bids.

It was moved by Gast seconded by Mensinger, to approve the Snow Road Water Main replacement with 16" pipe from California Road to Jericho Road, at an approximate cost of \$940,360.00 and Rambo Road from Baldwin Road to the CSX railroad with 6" water pipe, at an approximate cost of \$84,440.00. 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.

ANNOUNCEMENTS

The next regular meeting is scheduled for January 18, 2022 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for January 3, 2022 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for January 13, 2022 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Hall Offices are closed December 23 and December 24, 2021 in observance of Christmas and December 31, 2021 in observance of New Year's Day.

ADJOURNMENT

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

Meeting adjourned at 9:00 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

John Gast, Supervisor