

MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
February 16, 2016
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 Clerk, Treasurer, Trustees Terry Eichler, Patricia L. Heyn, James Stine Jr., and John Wilk. Eight visitors were present in the audience.

APPROVAL OF AGENDA

The agenda stands as presented.

PUBLIC COMMENT

Gary Hanlin, Chair of the Bridgman Lake Township Youth Soccer League (BLTYS) spoke in favor of the Letter of Intent for Purchase of Lenardson Property, an item on tonight's agenda. He was in favor of expanding the Park to include nature trails, additional picnic areas, and any improvements to the Park that would allow residents to experience the great park we have in Lake Township.

APPROVAL OF MINUTES

January 19, 2016

It was moved by Heyn seconded by Stine to approve the January 19, 2016 board meeting minutes. All ayes, motion carried.

February 4, 2016 Special Board Meeting

It was moved by Clark seconded by Heyn to approve the February 4, 2015 special board meeting minutes. All ayes, motion carried.

APPROVAL OF BILLS

After a few explanations, it was moved by Clark seconded by Eichler to approve the bills of January 2016 in the amount of \$340,811.29. All ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

The following information was included in board members packets: copy of Lake Charter Township Planning Commission meeting minutes of February 1, 2016; Township Insights; Galien River Sanitary Sewer Authority Agenda and meeting minutes; Water Filtration Plant report; Lake Charter Township Fund Balances of January 2016; Bridgman Public Library meeting minutes of December 22, 2015; Medic One meeting minutes; Asset Allocation Committee meeting minutes.

A memorandum informing board the Fire Department will obtain their own Federal Tax ID number. A copy of a letter from Gerbel & Company offering comments and recommendations in connection with the 2015 audit.

REPORTS

1Supervisor's Report

- a. Attended Medic One meeting;
- b. Attended two Galien River Sanitary District Authority meetings;
- c. Met with Bridgman City, Bridgman Schools and Bridgman Library regarding community newsletter;
- d. Met with Lake Charter Township custodians;
- e. Attended Special Meeting February 4, 2016;
- f. Met with Auditors for 2015 audit;
- g. Attended Supervisor's meeting;
- h. Attended Shawnee/Gast Road bid opening;
- i. Attended conference call with Tom Traciak, Richard Wendt and Scott Dienes;

- j. Attended County CEO meeting.

Clerk's Report

Clerk Payne reported as follows:

- a. Attended and Chaired Southwestern Michigan Planning Commission meeting;
- b. Attended CGA Annual Meeting at Pebblewood;
- c. Attended Special Meeting February 4, 2016;
- d. Met with Auditor the week of February 1-5, 2016 for 2015 audit;
- e. Held Public Accuracy Test for the March 8, 2016 Presidential Primary Election.
- f. Issued 200 absentee ballots, approximately 100 returned;
- g. Attended conference call with Tom Traciak, Richard Wendt and Scott Dienes.

Treasurer's Report

Treasurer Robert Clark reported as follows:

- a. Attended Michigan Townships Association Conference in Detroit;
- b. Attended CGA Annual Meeting at Pebblewood;
- c. Met with Auditor the week of February 1-5, 2016 for 2015 audit;
- d. Attended Capital Improvement Committee meeting and Robert Burch of Chemical Bank;
- e. Chaired and attended Berrien County Treasurers' Association meeting;
- f. Attended Utility Committee meeting;
- g. Attended Special Meeting February 4, 2016;
- h. Toured the Lenardson property;
- i. Attended Shawnee/Gast Road bid opening;
- j. Attended conference call with Tom Traciak, Richard Wendt and Scott Dienes.

Treasurer Clark also reported today was the tax due date without any penalty. Collected approximately \$500,000 in the last two weeks plus Donald C. Cook Nuclear Plant payment arrived today. Settlement with the County of Berrien ends February 29, 2016 and taxes will continue to be collected until then.

Learned a lot in Detroit while attending the Michigan Townships Association conference.

Planning Commission Report

Trustee Wilk reported the Planning Commission reviewed the proposed Conditional Rezoning Ordinance for accuracy and accepted Williams and Works review. Changes were made to the Sign Ordinance setbacks.

Water Plant Report

In the absence of Mark Panzegrau, Lake Charter Township Water Plant Superintendent, the submitted report:

- a. 53.87212 million gallons of water were pumped for the month of January;
- b. Bearings were ordered for clarifiers;
- c. #5 high service out for rebuild;
- d. Attended Utility Committee meeting;
- e. Attended Shawnee/Gast Road bid opening;
- f. Watermain break on Linco Road.

GRSD Sewer Authority Report

Supervisor Gast reported as follows:

- a. The digester cover project is complete;
- b. Approved additional engineering with Prein & Newhof for Roto Mixer;
- c. Discussed and approved personnel policies with corrections;
- d. Approved pay request #3 for \$4,500.00 for digester.

Police Department

Trustee Terry Eichler reported the Baroda-Lake Township Police Board meeting is scheduled for Wednesday, March 9, 2016.

Fire Department/Fire Chief

Fire Chief Harold Heyn reported 32 calls were answered, 26 medical, six fire related, one accident, one ice rescue, one standby and two fire alarms.

Park Report

Treasurer Bob Clark reported the Park Committee is still on hiatus and will meet on March 9, 2016.

Library Report

Gretchen Evans, Bridgman Public Library Director reported they will hold 1960's board games, 1960's Jazz by Ed Bagatini. Author James Stine, Jr., will hold a book signing on May 25, 2016 for his book "Doing it with the Lights On."

Cemetery Committee Report

Clerk Payne reported two cremation burials took place since our last board meeting.

Building Department Report

James Gast reported he issued five building permits, six electrical permits, five plumbing permits and six mechanical permits. Delivered the Planning Commission changes of the Ordinance to the County of Berrien. Answered calls, complaints and inspections.

Lake Township Economic Growth Alliance Report

James Stine, Jr., reported the EGA replaced Robert Liskey with Laura Brychta and Dorothea Crocker with Gretchan Evans. A silent auction was held on January 25, 2016. Hay Market applied for a tax abatement. The CGA Annual at Pebblewood was well attended.

Utility Committee Report

Supervisor Gast reported as follows:

- a. Rob Andrews from Merritt Engineering, along with three board members attended the bid opening on February 11, 2016;
- b. A meeting will be held on February 18, 2016 to discuss Rosemary Beach project;
- c. Membrane Plant computer upgrades are underway;
- d. Three dehumidifiers for membrane plant have been ordered;
- e. Intake backwash discussed, reviewed the engineers' estimate for water main replacement.

Capital Improvement Report

Treasurer Clark reported the committee met with Robert Burch of Chemical Bank regarding bonds and the possibility of refunding the existing bonds and having them local. They do a lot of municipal financing and their municipal finance specialist attended the meeting.

Briefly discussed the upcoming Shawnee/Gast Road project.

AGENDA ITEMS

Amendment to Library Contract

Supervisor Gast reported that a change is necessary to the Bridgman Public Library/Lake Charter Township Service Agreement. The original agreement only spoke of paying the library one-tenth of one mil of taxable valuation. During the Library's 2015 audit, verbiage addressing that the "payments be based on the L-4029 of the prior year, in quarterly installments," be added.

It was moved by Eichler seconded by Clark to add verbiage to the Bridgman Public Library/Lake Charter Township Service Agreement addressing the payment be based on the L-4029 of the prior year, in quarterly installments. All ayes, motion carried.

Offer of Property Purchase/Letter of Intent

Supervisor Gast brought board members' attention to the Letter of Intent by Richard Lenardson, 3477 Snow Road. Seller wishes to sell ten acres with a 3,048 square foot pole building/barn for \$150,000.00. Certain board members visited the property which has frontage on Jericho Road and Snow Road. This piece of property is adjacent to Lake Charter Township's Park.

Trustee Wilk expressed his concern of acquiring the property and taking this piece of property off the tax rolls, that we should be watching the money that we spend, that he felt it was unnecessary to add to the Park, that it would cost money to maintain the land. We should put our money into updating our water plant, an entity that makes money.

Trustee Heyn inquired the status of the Adams property. Attorney Dienes has not been contacted by the Adams' family regarding our offer.

Trustee Eichler was not against purchasing the property, however, he would like to go back with a lower offer.

Treasurer Clark voiced his interest in purchasing the property, to enhance the Park, develop walking trails, possibly another disc golf basket. Even if we purchase it and do nothing with it, we at least have the option of securing the property and expanding our existing Park.

It was moved by Gast seconded by Clark to allow Supervisor Gast to negotiate the purchase of the property not to exceed \$150,000.00 with Scott Dienes, Lake Charter Township's attorney. Roll call vote: John Gast yes; Gloria Payne no; Robert Clark yes; Pat Heyn no; James Stine, Jr., no; Terry Eichler no; John Wilk no. Motion defeated.

Discussion ensued as to having the parcel appraised and then going back with a counter offer. It was moved by Stine seconded by Wilk to hire an appraiser to have the Lenardson property appraised. All ayes, motion carried.

Shawnee/Gast Road Bids - Watermain Replacement Project No. 21297

Supervisor Gast turned the floor over to Rob Andrew of Merritt Engineering regarding the Shawnee Road and Gast Road Watermain Replacement Project No. 21297.

A letter was included in board members' packet recommending the contracts be awarded to the lowest bidders for Gast Road by Pajay, Inc., for \$540,350.00 and Shawnee Road by B&Z Company, Inc., for \$372,668.00.

After discussion, it was moved by Stine seconded by Payne to award the contracts to the lowest bidders for Gast Road by Pajay, Inc., for \$540,350.00 and Shawnee Road by B&Z Company, Inc., for \$372,668.00. Roll call vote: All yes, motion carried.

Review Amendment to Medic One Contract

Supervisor Gast introduced Jack Fisher, Executive Director of Medic One. The Medic One Contract hasn't been revised since September of 1997. Suggested changes by Lake Charter Township included the following:

Lessor demises the above premises, commencing April 1, 2016 and terminating April 1, 2036 with five-year review of same. Effective April 1, 2016 the annual rental will be \$10,200.00 or \$850.00 per month. This will continue for two years till April 1, 2018 at which time the annual rental will be adjusted to two years \$12,000.00 per year \$1,000.00 per month. Rent amount is to be deducted each month from the subsidies that the Lessor owes to the lessee, as an owner of Community Emergency Services, Inc.

Jack Fisher suggested changes by Medic One as follows:

Lessor demises the above premises, commencing April 1, 2016 and terminating April 1, 2036 with five-year review of same. Effective April 1, 2016 the annual rental will be \$10,200.00 or \$850.00 per month. This will continue for three years till April 1, 2019 at which time the annual rental will be adjusted to two years \$12,000.00 per year \$950.00 per month. Rent amount is to be deducted each month from the subsidies that the Lessor owes to the lessee, as an owner of Community Emergency Services, Inc.

It was moved by Wilk seconded by Eichler to approve the suggested changes made by Medic One. All ayes, motion carried.

PUBLIC COMMENT

James Stine, Jr., commented that the cost of everything goes up, it never goes down, that the subsidy changes are unrealistic and we only get so much from medicare and medicaid.

ANNOUNCEMENTS

The next regular meeting is scheduled for Tuesday, March 15, 2016 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for Monday, March 7, 2016 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Board of Appeals is scheduled for March 10, 2016 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Board of Review is to be announced.

ADJOURNMENT

With no further objection and no further business it was moved by Payne seconded by Eichler to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 8:11 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

John Gast, Supervisor