

**MINUTES  
LAKE CHARTER TOWNSHIP  
BOARD MEETING**

**February 16, 2021  
7:00 p.m.**

*Electronic meeting via zoom, per Governor Whitmer's Order*

Meeting ID: 876 5877 2243

Passcode: 146624

Find your local number: <https://us02web.zoom.us/j/87658772243>

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Supervisor Gast read the meeting procedure. (A copy of this is attached).

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; Zach Carson, Trustee; Mike Essig, Trustee; Nancy Mensinger, Trustee and John Wilk, Trustee. A quorum of the board was present.

**GUESTS**

Six visitors were present.

**APPROVAL OF AGENDA**

With no additions or deletions from the agenda, the agenda stands as presented.

**PUBLIC COMMENT**

John Immel, 5797 Wildwood Drive, Bridgman, Michigan

Mr. Immel, President of Wildwood Association, asked, since Lake Charter Township has two new board members and a new Zoning Administrator, has the township evolved on the revetment issue.

**APPROVAL OF MINUTES**

**January 19, 2021**

It was moved by Wilk seconded by Mensinger to approve the January 19, 2021 meeting minutes. Roll Call Vote: All Yes, motion carried.

**APPROVAL OF BILLS**

After amending the January 2021 bills, removing a duplicate entry from December, and after responding to a question from Trustee Mensinger, it was moved by Clark seconded by Essig to approve the Amended January 2021 bills in the amount of \$354,762.94. Roll Call Vote: All Yes, motion carried.

**COMMUNICATIONS/CORRESPONDENCE PACKET**

Lake Charter Township account balances for January 2021.

*Supervisor's Report*

Attached.

*Clerk's Report*

Attached.

*Treasurer's Report*

Attached.

Treasurer Clark reported 2,000 parcels are to be auctioned off in Berrien County for nonpayment of taxes. The due date for collection of taxes fell on February 16, 2021 due to Monday being a holiday (President's Day).

*Planning Commission Report*

Lake Charter Township Planning Commission Meeting minutes are on file in the Township Hall offices.

Water Plant Report

Attached.

Jeff Burkhard, Lake Charter Township Water Plant Superintendent reported that the SCADA project is completed. The O-Ring Membrane Filter project is completed. The water plant took possession of the 2021 F-150 Ford pick-up truck and completed the repair of two filter pumps.

GRSD Sewer Authority Report

Galien River Sewer District Authority meeting minutes attached.

Police Department

Baroda-Lake Township Police Board meeting is scheduled for March 9, 2021

Fire Department Report

None.

Park Committee Report

Attached.

Treasurer Clark reported soccer is canceled, however, baseball and softball are scheduled for the season.

Library Report

Dennis Kreps, Bridgman Public Library Director reported the Library is holding "in-building" services with thirty minute appointments. No one has been turned away.

Cemetery Committee Report

Attached.

Building Department Report

Attached.

Richard Kubsch, Lake Charter Township Building Inspector/Zoning Administration has been busy cleaning and settling into the office. We have purchased the Building Department module for BS&A and this will be accomplished end of February into March 2021.

Lake Township Economic Growth Alliance Report

Treasurer Clark reported, after Christmas the "Buy Local Bridgman" has lost its steam due to many businesses and stores remaining closed.

Initial plans are being made to have a Makers Trail Festival at Weko Beach in October 2021.

Medic One Report

None.

Utility Committee Report

Attached.

Capital Improvement Report

No meeting.

Zoning Board of Appeals Report

The Lake Charter Township Zoning Board of Appeals meets March 11, 2021.

**AGENDA ITEMS**

**Medic One Budget**

Supervisor Gast reported the 2021-2022 Medic One budget was in board members' packet. There is a 3% increase in the subsidy/service fees.

It was moved by Gast seconded by Wilk to approve the 2021-2022 Medic One budget. Roll call vote: All Yes, motion carried. (Attached).

**Poverty Exemption Resolution**

Supervisor Gast reported the poverty guidelines have been modified by the Federal Standards and therefore, it is necessary to approve a revised Resolution of Guidelines for Applicants Requesting Consideration for Poverty Exemption for 2021.

It was moved by Gast seconded by Clark to approve the revised Resolution of Guidelines for Applicants Requesting Consideration for Poverty Exemption for 2021. Roll Call Vote: All Yes, motion carried.

**Grounds Supervisor**

Supervisor Gast asked to hold discussion on the possibility of developing a position of a “groundskeeper.” Lake Charter Township has the park, cemetery, township hall, public safety building and the water plant. This individual would oversee all of those and be in charge of the personnel.

Trustee Essig asked if this would be a “working” groundskeeper. All agreed that it would be.

Board members had no issue with developing this position and Supervisor Gast welcomed job descriptions and any other suggestions or comments.

**PUBLIC COMMENT**

John Immel, 5797 Wildwood Drive, Bridgman, Michigan.

Mr. Immel, President of Wildwood Association praised the Bridgman Public Library for the internet connection. It is fabulous.

**ANNOUNCEMENTS**

The next regular meeting is scheduled for March 16, 2021 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for March 1, 2021 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

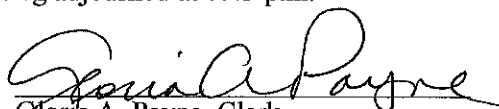
Lake Charter Township Zoning Board of Appeals is scheduled for March 11, 2021 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township/City of Bridgman Joint meeting is scheduled for March 29, 2021 at 7:00 p.m. with Lake Charter Township as the host.

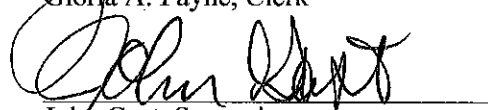
**ADJOURNMENT**

With no further objection and no further business it was moved by Payne seconded by Clark to adjourn the meeting. Roll Call Vote: All yes. Motion carried. Meeting adjourned at 7:43 p.m.

Dated: February 23, 2021

  
Gloria A. Payne, Clerk

Dated: February 23, 2021

  
John Gast, Supervisor