

**MINUTES  
LAKE CHARTER TOWNSHIP  
BOARD MEETING  
February 21, 2023  
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; Nancy Mensinger, Trustee. Amanda Drew, Trustee, was absent. A quorum of the board was declared to be present.

**OTHERS PRESENT**

Harold Heyn, Lake Charter Township Fire Chief

**VISITORS PRESENT**

Sarah Skinner, Bridgman Public Library Director  
Megan Bowen, Lake Charter Township Planning Commission  
Terri Freehling, Berrien County Commissioner District Eight  
Juan Ganum, Bridgman City Manager  
Matthew Bizoe, Bridgman Courtyard Project  
Joey Andrews, State Representative, 38<sup>th</sup> District  
Hannah Anderson  
Shirley Myers  
Adam Schaller

**APPROVAL OF AGENDA**

It was moved by Wilk seconded by Mensinger to add one item to the agenda. Six ayes, motion carried.

**PUBLIC COMMENT**

Juan Ganum, Bridgman City Manager and Matthew Bizoe presented the City of Bridgman's Courtyard project. With the help of Allegretti Architects the project will be a dynamic space with a pergola, greenery, enhanced seating, bistro lighting, where live concerts can be held.

They reported \$150,000 has been budgeted, and "in-kind" contributions include Mike Rose of Rose Concrete has donated the concrete, Tom and Zach Carson of Carson Wood Specialties has donated the wood for the pergola, John Allegretti donated his architectural drawings.

A crowdfunding goal of \$50,000 is ambitious, however, the help of the Michigan Economic Development Corporation, for every dollar that is raised, the MEDC will provide a one to one match via their Public Spaces, Community Places grant.

Lastly, Juan and Matthew reported that on February 27, 2023, donating for this project will be going on-line. They are approximately \$6,000 away from reaching the goal to finalize this project. Visit <https://bit.ly/CourtyardFunding>. (Flyer attached).

Joey Andrews, State Representative 38<sup>th</sup> District reported that they closed the 2022 books and are working on the new 2023 budget.

Adam Schaller informed board members of a Solar Development County Land Bank. He is looking at the corner of Lemon Creek and Gast roads (old Hoover Uguine property) to possibly set up a solar plant operation. He further indicated, with the proximity of Lake Charter Township's water plant, it could be a good fit to sell them solar power.

## **APPROVAL OF MINUTES**

### **January 17, 2023**

It was moved by Wilk seconded by Essig to approve the January 17, 2023 meeting minutes. Six ayes, motion carried.

## **APPROVAL OF BILLS**

It was moved by Mensinger seconded by Clark to approve the January bills in the amount of \$360,639.79. Six ayes, motion carried.

## **COMMUNICATIONS/CORRESPONDENCE PACKET**

Lake Charter Township account balances for January 2023

### **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.

The Planning Commission discussed their future goals and continued their work on the Master Plan.

### **Water Plant Report**

Attached.

### **Galien River Sewer District Authority Report**

Minutes of the December 14, 2022 meeting attached.

### **Police Department**

Baroda-Lake Township Police Board next meeting is scheduled for March 14, 2023.

January 2023 185 calls for service were answered. (Report attached).

Chief Shawn Martin, along with Berrien County Sheriff personnel attended and displayed the tommy guns at the Valentine's Day massacre museum in Las Vegas, Nevada.

### **Fire Department Report**

Attached.

### **Park Committee Report**

Attached.

### **Library Report**

Attached.

### **Cemetery Committee Report**

Attached.

### **Building Department Report**

Attached.

### **Lake Township Economic Growth Alliance Report**

Attached.

### **Medic One Report**

Medic One meeting minutes of December 15, 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**

**Appointment of Fire Department Officers for 2023**

Supervisor Carson brought board members attention to the 2023 Officers for Lake Charter Township Fire Department. It was moved by Carson seconded by Wilk to approve Harold Heyn as Chief; Daniel Scheer, Assistant Chief; Michael Essig, Captain; Andrew Daniel, Lieutenant; Daniel Scheer, Engineer; Shawn Martin, Safety Officer; James Howell, Fire Training Officer and Nicole Smith, Medical Training Advisor. Six ayes, motion carried. (Attached).

**Stryker 6252 Stair Chair**

Supervisor Carson turned the floor over to Harold Heyn, Lake Charter Townships Fire Chief who requested approval of a Stryker 626 Stair Chair. A quote from DiaMedical in the amount of \$3,150.00 was presented. This chair would be useful in transporting patients up and down stairs loading them into the ambulance, or back into their respective homes. This piece of equipment to be in the First Responder Truck.

It was moved by Essig seconded by Clark to approve purchase of a Stryker 6252 Stair Chair, not to exceed \$3,150.00. Six ayes, motion carried.

**Public Safety Building approval for additional Electric**

Supervisor Carson directed board members' attention to a quote from Ibid County Electric for \$3,875.00 to install additional electric to include receptacles for radio chargers, additional receptacles in squad room, TV receptacles in squad room, receptacles on the fire side for Active 911 and surface raceway, boxes, wire and supports.

It was moved by Carson seconded by Mensinger to approve the quote from Ibid County Electric for \$3,875.00 for electrical work at the Public Safety Building. Six ayes, motion carried.

**Code Enforcement Officer**

Supervisor Carson asked board members for approval to hire Duane Miller, as Lake Charter Township's Code Enforcement Officer on an as needed basis to assist Lake Charter Township's Building Official/Zoning Administrator with issuing citations. The cost would be \$20.00 per hour, plus mileage.

It was moved by Mensinger seconded by Wilk to approve Duane Miller, as Lake Charter Township's Code Enforcement Officer on an as needed basis to assist Lake Charter Township's Building Official/Zoning Administrator with issuing citations. Six ayes, motion carried,

**Corrected/Amended 2023 Lake Charter Township Budget**

Supervisor Carson turned the floor over to Lake Charter Township's Treasurer Robert Clark who reported as we were getting documents ready for the auditor for the 2022 Lake Charter Township year, the line item for transfers out of general to the water fund were omitted.

It was moved by Wilk seconded by Payne to approve the corrected amendment to Lake Charter Township's 2023 budget. Six ayes, motion carried.

**Dress Code Dress Standards for Lake Charter Township Employees**

Supervisor Carson reported that adoption of new dress standards for Lake Charter Township employees needs approval. Attached is the Dress Code to be placed in the personnel policies. Further, the biweekly uniform allowance has been removed from each employee's pay.

It was moved by Wilk seconded by Essig to adopt the dress code standards for Lake Charter Township employees and further removed the biweekly uniform allowance from each employee's pay. Six ayes, motion carried. (Dress Code Standards Attached).

**Approval of Park Playground Equipment**

Supervisor Carson turned the floor over to Robert Clark. He reported the Park Committee recommends replacing playground equipment at Lake Charter Township Park. Sinclair Recreation will outfit the equipment with two slides, rock climbing and this is geared toward children ages 5 - 12 years old.

It was moved by Wilk seconded by Essig to approve purchase of playground equipment from Sinclair Recreation not to exceed \$55,000.00. Six ayes, motion carried.

**Approve Resolution 21-2023 Berrien County Internet Service Provider Realizing Opportunities with Broadband Infrastructure Networks (ROBIN) Grant Program**

Supervisor Carson read a Resolution in Support for Internet Service Provider Realizing Opportunities with Broadband Infrastructure Networks (ROBIN) Grant Program. This would allow us to set aside American Rescue Plan (ARPA) funds to invest in broadband in underserved and unserved areas in Lake Charter Township.

It was moved by Clark seconded by Essig to allow Supervisor Carson to sign the Resolution in Support for Internet Service Provider Realizing Opportunities with Broadband Infrastructure Networks (ROBIN) Grant Program. Roll Call Vote: Carson Yes; Payne Yes; Clark Yes; Essig Yes; Mensinger Yes; Wilk Yes. Drew Absent. Motion carried.

**PUBLIC COMMENT**

Shirley Myers commented that the Lake Charter Township website needs to be cleaned up and updated.

Megan Bowen commented and agreed with Shirley Myers that the Lake Charter Township website needs to be cleaned up and updated. She also thanked board members regarding cleaning out her culverts and drains. The county took care of the issue.

Terry Freehling reported that there is affordable connectivity for \$30.00 per month for those who qualify for broadband. Lastly, she commented on being able to get dog licenses on line.

**ANNOUNCEMENTS**

The next regular meeting is scheduled for March 21, 2023 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for March 6, 2023 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for March 9, 2023 at 6:30 p.m., Lake Charter Township Hall, Bridgman, Michigan.

**ADJOURNMENT**

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

Meeting adjourned at 8:19 p.m.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Gloria A. Payne, Clerk

Dated: \_\_\_\_\_

\_\_\_\_\_  
Zach Carson, Supervisor