

**MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
March 17, 2020
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; Nancy Mensinger, Trustee; Pat Heyn, Trustee and James Stine, Jr., Trustee. A quorum of the board was present.

GUESTS

Three visitors were present.

APPROVAL OF AGENDA

Supervisor Gast asked to add one item to the agenda. It was moved by Heyn seconded by Stine to add one item, "COVID-19 Discussion on Administration," to the agenda. All ayes, motion carried.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

February 18, 2020

It was moved by Clark seconded by Heyn to approve the February 18, 2020 meeting minutes. All ayes, motion carried.

APPROVAL OF BILLS

After review and discussion of the February bills, it was moved by Payne seconded by Clark to approve the February bills in the amount of \$290,325.01. All ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

Lake Charter Township account balances for February 2020.

Michigan Townships Insights.

Copy of a letter from the State of Michigan regarding System Sanitary Survey.

Memorandum from Scott Cunningham, Lake Charter Township Assessor citing Board of Review dates.

Supervisor's Report

Attached.

Supervisor Gast reported that he was notified by Kevin Stack from the Road Department that they will be working on the guard rail on Date Road the week of March 23 - 27, 2020.

Clerk's Report

Attached.

Clerk Payne reported that 488 absent voter ballots were issued in the March 10, 2020 Presidential Primary and approximately 300 voters voted in the precinct. Lastly, due to candidates dropping out of the Democratic race, 18 ballots were spoiled so voters could vote their ballot for another candidate.

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 January 15, 2020 are attached.

Police Department

Baroda-Lake Township Police Board meeting minutes of the January 14, 2020 are attached.

Fire Department Report

None.

Park Committee Report

Attached.

Library Report

The Bridgman Public Library is closed to the public due to COVID-19. Board members are scheduled to meet at their next meeting on March 24, 2020.

Cemetery Committee Report

Attached.

Building Department Report

Attached.

Lake Township Economic Growth Alliance Report

Attached.

Medic One Report

None.

Utility Committee Report

Attached.

Capital Improvement Report

Attached.

Zoning Board of Appeals Report

The Lake Charter Township Zoning Board of Appeals meeting minutes of March 12, 2020 are on file in the Township Hall offices.

AGENDA ITEMS

Galien River Sewer Authority Increased

Supervisor Gast presented to board members that since the GRSDA has increased the processing of volume flow from units by 3% at the beginning of the year, it is prudent to increase our quarterly sewer rates from \$99.00 to \$102.00, \$1.00 per month, beginning April 1, 2020.

After discussion, it was moved by Gast seconded by Stine to increase our quarterly sewer rates from \$99.00 to \$102.00, \$1.00 per month, beginning April 1, 2020. All ayes, motion carried.

Investment Limit

Supervisor Gast turned the floor over to Treasurer Clark who reported that he would look toward the board to allow him to increase the investment amount with Country Heritage Credit Union. Currently, he is only allowed \$250,000.00 and would like to increase it to \$500,000.00. Country Heritage Credit Union's capital ratio is 19.59%. A well capitalized credit union is 7% plus.

It was moved by Payne seconded by Mensinger to allow Treasurer Clark to increase his investment with Country Heritage Credit Union from \$250,000.00 to \$500,000.00. All ayes, motion carried.

Approval of 2020-2040 Capital Improvement Program

Supervisor Gast turned board members' attention to the 2020-2040 Capital Improvement Program. The plan was put together with the Capital Improvement Committee consisting of Robert Clark, Pat Heyn and John Wilk. Jeff Burkhard, Lake Charter Township Water Plant Superintendent, and Toban Riley, Assistant Lake Charter Township Water Plant Superintendent also met on numerous occasions to complete the plan.

After a lengthy discussion, and assurance that items within the Capital Improvement plan would come to the Township Board separately, it was moved by Wilk seconded by Heyn to approve the 2020-2040 Lake Charter Township Capital Improvement Program. All ayes, motion carried.

COVID-19 Discussion on Administrative Offices

Supervisor Gast reported that Robert Clark posted on the Lake Charter Township website that any business to be done with Lake Charter Township, be done via telephone, drop box, online and via snail mail, or by appointment.

Currently the Township Hall office open and the installation of the barrier has helped with spreading of germs. Our custodian has also taken an extra precaution by wiping down the door knobs, counters and bathrooms.

Lastly, amnesty for water shut offs' will be handled on a case by case basis.

This situation is being closely monitored and could change on a day to day basis.

PUBLIC COMMENT

Supervisor Gast reported that Robert Kamradt, a long time Lake Charter Township resident recently passed away. He served on the Planning Commission and the Zoning Board of Appeals. Lake Charter Township recognizes his years of service to the township and thanks him for his contribution.

ANNOUNCEMENTS

The next regular meeting is scheduled for April 21, 2020 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for April 6, 2020 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for May 14, 2020 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township/City of Bridgman Joint Meeting that was scheduled for March 30, 2020 at 7:00 p.m., has been canceled.

Lake Charter Township Hall Offices will be closed on Good Friday, April 10, 2020.

ADJOURNMENT

With no further objection and no further business it was moved by Payne seconded by Stine to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 8:05 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

John Gast, Supervisor