

**MINUTES**  
**LAKE CHARTER TOWNSHIP**  
**BOARD MEETING**  
**March 21, 2017**  
**7:00 p.m.**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Supervisor, John Gast, called the meeting to Order 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 Clark, Treasurer; Trustees Nancy Mensinger, Patricia L. Heyn, John Wilk and James Stine Jr. A quorum of the board was declared to be present. Three visitors were present in the audience.

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

**February 21, 2017 Board Meeting**

It was moved by Wilk seconded by Clark to approve the February 21, 2017 Lake Charter Township board meeting minutes. All ayes, motion carried.

**March 1, 2017 Special Board Meeting**

It was moved by Heyn seconded by Stine to approve the special board meeting minutes of March 1, 2017. All ayes, motion carried.

**APPROVAL OF BILLS**

It was moved by Clark seconded by Heyn to approve the February 2017 bills in the amount of \$287,711.60. All ayes, motion carried.

**COMMUNICATIONS/CORRESPONDENCE PACKET**

The following information was included in board members packets: copy of Township Insights; Galien River Sanitary Sewer Authority meeting minutes; Bridgman Public Library meeting minutes; Water Filtration Plant report; Lake Charter Township Fund Balances of February 2017; Utility Committee meeting minutes; Medic One meeting minutes; Fire Department Report through February 2017; 2016 Baroda-Lake Township Police Department Annual Report; Baroda-Lake Township Police Board meeting minutes and bills; Lake Charter Township Zoning Board of Appeals meeting minutes; and Lake Charter Township Planning Commission meeting minutes of March 6, 2017.

Copy of a letter from Berrien Conservation District thanking us for use of the Township Hall.

**REPORTS**

**1Supervisor's Report**

Attached.

Clerk's Report

Attached.

Treasurer's Report

Attached.

Planning Commission Report

Attached - Meeting minutes are on file in the Township Hall offices.

Water Plant Report

Attached.

GRSD Sewer Authority Report

The Galien River Sanitary District meeting minutes are attached.

Police Department

Baroda-Lake Township Police Board meeting minutes are attached.

Fire Department Report

Attached.

Park Committee Report

Attached.

Library Report

Library meeting minutes attached.

Cemetery Committee Report

Attached.

Building Department Report

Attached.

Lake Township Economic Growth Alliance Report

CGA meets April 13, 2017.

Utility Committee Report

Attached.

Capital Improvement Report

No report.

Zoning Board of Appeals Report

Zoning Board of Appeals meeting minutes on file in Township Hall offices.

**AGENDA ITEMS**

**2016 Lake Charter Township Audit**

Supervisor Gast turned the floor over to Brian Wisneski, Gerbel & Company, P.C. Mr. Wisneski reported that Lake Township has 11 months of operating on hand. The audit is clean and fair in all material

aspects, the financial position of governmental activities and the business type activities ending in accordance with accounting principles is generally accepted.

It was moved by Wilk seconded by Clark to accept the Lake Charter Township 2016 Audit performed by Gerbel & Company, P.C. All ayes, motion carried.

**Mower Deck for Kubota**

Supervisor Gast drew board members' attention to the quote from H.F.S. Tractor Sales & Service. The existing Kubota tractor is in need of the mower deck to be replaced. An 11' All Flex Mower is \$13,180.00 and the 14' All Flex Mower is \$13,840.00. The old mower deck will be moved to the cemetery department for use around the water plant and the new acreage we purchased to the south of Graceland cemetery.

It was moved by Gast seconded by Clark to approve purchasing the 14' All Flex Mower deck for \$13,840.00. All ayes, motion carried.

**2012 Chevrolet Tahoe - Purchase of Police Vehicle for Fire Department**

Supervisor Gast reported the Fire Department would like to purchase the 2012 Chevrolet Tahoe from Baroda-Lake Township Police Department for \$10,000.00. The vehicle has approximately 130,000 miles and will be added to the Fire Department fleet.

It was moved by Payne seconded by Mensinger to approve purchase of the 2012 Chevrolet Tahoe from Baroda-Lake Township Police Department to the Lake Charter Township Fire Department for \$10,000.00. All ayes, motion carried.

**Purchase of Air Dryer from CompressAir**

Supervisor Gast turned the floor over to Harold Heyn, Lake Charter Township Fire Chief. He is asking to purchase an air dryer for the compressor system in the Lake Charter Township Fire Department. There is condensation in the lines which can cause corrosion and rust. At the same time, if the compressor needs to be serviced, the cost is an additional \$500.00.

It was moved by Gast seconded by Stine to purchase an air dryer for the compressor system in the Lake Charter Township Fire Department from CompressAir for \$3,620.00, plus \$500.00 if the compressor needs to be serviced. All ayes, motion carried.

**Temporary Part-Time Employment**

Supervisor Gast turned board members' attention to the resignation letter from Marshall "Cody" Tucker who is separating employment with Lake Charter Township and moving to Arizona. Further, as everyone is aware of, Toby Ernsberger is out on a worker's compensation medical leave absence. Spring is approaching and the push is always on to get the grounds ready for Memorial Day. A call was placed to the County of Berrien for the use of the jail crew. We would like to place an ad in the Herald Palladium for two (2) part-time employment positions, up to 30 hours per week, one for the Park and one for the Cemetery. The ad will be placed on the website and on the marquee.

It was moved by Payne seconded by Gast to allow Supervisor Gast to place an ad in the Herald Palladium for two (2) part-time employment positions for Lake Charter Township Park and Lake Charter Township Cemetery. All ayes, motion carried.

**Board of Review Compensation**

Supervisor Gast asked board members to consider raising the Board of Review compensation from \$13.00 per hour to \$14.00 per hour. The Board of Review meets once per year and handles the questions regarding assessment of homes. They devote approximately thirteen hours of time per year.

It was moved by Stine seconded by Clark to raise the Board of Review compensation from \$13.00 per hour to \$14.00 per hour. All ayes, motion carried.

**PUBLIC COMMENT**

None.

**ANNOUNCEMENTS**

Lake Charter Township next regular meeting is scheduled for April 18, 2017 at 7:00 p.m., Lake Charter Township Hall.

Lake Charter Township Planning Commission meeting is scheduled for April 3, 2017 at 7:00 p.m., Lake Charter Township Hall.

Lake Charter Township Zoning Board of Appeals meeting is scheduled for May 11, 2017 at 7:00 p.m., Lake Charter Township Hall.

**ADJOURNMENT**

With no further business, it was moved by Payne seconded by Stine to adjourn the Lake Charter Township board meeting. All ayes, motion carried. Meeting adjourned at 7:52 p.m.

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

\_\_\_\_\_  
Gloria A. Payne Lake Charter Township Clerk

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

\_\_\_\_\_  
John Gast, Lake Charter Township Supervisor