

**MINUTES  
LAKE CHARTER TOWNSHIP  
BOARD MEETING  
March 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 and Nancy Mensinger, Trustee. Mike Essig, Trustee and Amanda Drew, Trustee, were absent. A quorum of the board was declared to be present.

**OTHERS PRESENT**

Jeff Burkhard, Lake Charter Township Water Plant Superintendent  
Harold Heyn, Lake Charter Township Fire Chief

**VISITORS PRESENT**

Sarah Skinner, Bridgman Public Library Director  
Shirley Myers

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

**February 21, 2023**

It was moved by Wilk seconded by Mensinger to approve the February 21, 2023 meeting minutes. Five ayes, motion carried.

**APPROVAL OF BILLS**

It was moved by Mensinger seconded by Carson to approve the February bills in the amount of \$354,637.30. Five ayes, motion carried.

**COMMUNICATIONS/CORRESPONDENCE PACKET**

Lake Charter Township account balances for February 2023  
A letter from David Williams announcing retirement.  
A letter from Mayo Roth announcing retirement.

**Supervisor's Report**

Attached.

**Clerk's Report**

Attached.

**Treasurer's Report**

Attached.

**Planning Commission Report**

No meeting held March 6, 2023.

Water Plant Report

Attached.

Jeff Burkhard, Lake Charter Township Water Plant Superintendent reported to the board that Mayo Roth will be retiring June 9, 2023 as the Maintenance Worker. The position was posted internally and Wally Miel, Water Plant Operator applied for it. He will be moving into that position and we will have to post for a replacement Water Plant Operator.

Galien River Sewer District Authority Report

Minutes of the January 23, 2023 meeting attached.

Police Department

Baroda-Lake Township Police Board January 10, 2023 meeting minutes attached.

Fire Department Report

Attached.

Park Committee Report

Attached.

Library Report

Sarah Skinner, Bridgman Public Librarian reported that they hired a Program Specialist. Summer Reading is being planned for. They will be participating in the Phantom Fest at LMC on April 8, 2023. Friends of the Bridgman Public Library donated shelving. Library Advocacy Day is April 25, 2023. Community Book Discussion will be held March 29, 2023 and Creativity Class is getting ready to kick off.

Cemetery Committee Report

Attached.

Building Department Report

Attached.

Lake Township Economic Growth Alliance Report

Attached.

Medic One Report

Medic One meeting minutes of January 26, 2023 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.

Shoreline Resiliency Committee Report

John Wilk reported that a local resident, Gary Blied, will be flying a drone through 5 1/2 miles of Lake Michigan shoreline to keep abreast of the changes. He will recruit students to go along with him and educate them in this ongoing ebbing and receding of Lake Michigan.

April 20, 2023 is Earth Day, along with EGLE, who will declare Lake Michigan, the year of clean water and share what affects the water.

## **AGENDA ITEMS**

### **Renewal of Custodial Contract**

Supervisor Carson brought board members attention the Janitorial Service Agreement. This agreement expires April 1, 2023. A 5% increase was given to all Lake Charter Township employees.

It was moved by Mensinger, seconded by Clark to renew the Janitorial Service Agreement, with a 5% increase, with an expiration date of April 1, 2024. Five ayes, motion carried.

### **Motorola 800 MHz Radio for Fire Rescue Boat**

Supervisor Carson turned the floor over to Harold Heyn, Lake Charter Townships Fire Chief who requested to purchase from Motorola, an 800MHz radio for \$4,325.43 to be installed in the Fire Rescue Boat, with a permanent mount. It was determined there was money in the budget for this purchase.

It was moved by Payne seconded by Wilk to approve purchase of an 800MHz radio from Motorola for \$4,325.43 for the Fire Rescue Boat. Five ayes, motion carried.

### **Resolution to Approve the Michigan Department of Natural Resources Grant Application for the Non-Motorized Trail Project**

Supervisor Carson turned the floor over to Robert Clark who reported that Lake Charter Township supports the DNR submission of an application for the development of a new non-motorized trail that will provide a safe pedestrian connection between Bridgman High School and Lake Charter Township Park along Gast Road. Lake Charter Township is making a financial commitment to the project in the amount of \$634,901.50 matching funds, which is 68% of a total project cost of \$934,901.50 during the 2024- 2025 fiscal year.

7:50 p.m. The floor was opened for Public Comment.

Shirley Myers, 10359 Gast Road, Bridgman, Michigan asked who the consultant was, it is Abonmarche Consultant, Inc., Benton Harbor, Michigan. She further requested that a traffic speed limit study be conducted on Gast Road.

7:51 p.m. Hearing no other comment, the floor was closed, and the Lake Charter Township Board meeting reconvened.

It was moved by Mensinger, seconded by Clark to approve the Resolution of the Michigan Department of Natural Resources grant application for the Non-Motorized Trail project. Roll Call Vote: Carson yes; Payne yes; Clark yes; Mensinger yes; Wilk yes. Absent, Trustee Amanda Drew and Trustee Mike Essig. Motion carried. (Resolution attached).

### **Renewal of Volunteer Firefighter Hartford Life and Accident Insurance**

Supervisor Carson presented the renewal of the volunteer firefighters' life and accident insurance from Hartford Life for \$6,187.92 for July 1, 2023 through July 1, 2024. This is the same amount as last year.

It was moved by Carson seconded by Mensinger to approve \$6,187.92 for the renewal of the volunteer firefighters' life and accident insurance from Hartford Life, for July 1, 2023 through July 1, 2024. Five ayes, motion carried.

## **PUBLIC COMMENT**

Nancy Mensinger reported that the Park Master Plan is finalized. Shirley Myers asked to look at the document.

## **ANNOUNCEMENTS**

The next regular meeting is scheduled for April 11, 2023 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan. One week earlier since Lake Charter Township Board members will be attending the Michigan Townships Association Conference in Traverse City, Michigan.

Lake Charter Township Planning Commission is scheduled for April 3, 2023 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for April 12, 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 Carson seconded by Payne to adjourn the meeting. Five ayes, motion carried. Motion carried.

Meeting adjourned at 7:55 p.m.

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

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

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

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