

MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
April 16, 2019
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; Pat Heyn, Trustee; John Wilk, Trustee and Nancy Mensinger, Trustee. Trustee, James Stine, Jr. was absent.

GUESTS

Brian Wisneski, Hungerford Nichols Accounting
Shawn Martin, Baroda-Lake Township Chief of Police
Christine Martin
Harold Heyn, Lake Charter Township Fire Chief
Jeff Burkhard, Lake Charter Township Water Plant Superintendent
Toban Riley, Lake Charter Township Assistant Water Plant Superintendent
Gretchan Evans, Bridgman Public Library Director
Linda Schultz
Tim Ott
Jamie Smith
Mike Essig
Dwight Hays
Bridgman Public Schools Government Class

APPROVAL OF AGENDA

Supervisor Gast asked if there were any items to add to the agenda. There were none. The agenda stands as presented.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

March 19, 2019

There was one change to the meeting minutes. It was moved by Wilk seconded by Heyn to approve the March 19, 2019 meeting minutes. Six ayes, motion carried.

APPROVAL OF BILLS

After explanations, it was moved by Payne seconded by Clark to approve the bills of March 2019 in the amount of \$587,822.29. Six ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

Lake Charter Township account balances for March 2019.
Michigan Townships Insights.
First Quarter 2019 Revenue & Expenditure Report.
A copy of a letter from Bridgman Public Schools DECA.

Supervisor's Report

Attached.

Clerk's Report

Attached.

Clerk Payne reported that 29 monitors and 61 TV's were collected at the recent Lake Charter Township Electronic Recycling event on April 13, 2019. Shredding was down, due to a large shredding event at Lake Michigan College on April 11, 2019.

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

Galien River Sewer District Authority meeting minutes attached.

Police Department

Baroda-Lake Township Police Board meeting is scheduled for May 16, 2019.

Fire Department Report

None.

Park Committee Report

Attached.

Library Report

Gretchan Evans, Bridgman Public Library Director reported the community garden has ten available spots to fill.

Cemetery Committee Report

Attached.

Building Department Report

Attached.

Lake Township Economic Growth Alliance Report

Attached.

Medic One Report

Medic One meeting minutes 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

2018 Audit Presentation

Supervisor Gast introduced Brian Wisneski of Hungerford Nichols who presented the 2018 Audit. He reported that the 2018 Lake Charter Township audit has eighteen months of operating on hand. The audit is clean and fair in all material aspects, the financial position of the governmental activities and the business type activities ending in accordance with accounting principles are generally accepted.

It was moved by Clark seconded by Gast to accept the Lake Charter Township 2018 audit performed by Hungerford Nichols, CPA & Auditors. Six ayes, motion carried.

P.A. 116 Application

Supervisor Gast reported the application for a P.A. 116 Application from Jeanne Frances Jasper Trust is a residential/agricultural land used agriculturally. The application was reviewed by the Berrien County Conservation District and the Berrien County Planning Commission.

It was moved by Gast seconded by Payne to approve the P.A. 116 Application from Jeanne Frances Jasper Trust. Six ayes, motion carried.

Petition of Rezoning Request of Linda Schultz Tax ID#11-11-0005-0034-01-5

Residential (R-1) to Multi-Family (R-2)

Supervisor Gast informed board members' that the Petition of Linda Schultz, Tax ID#11-11-0005-0034-01-5 requesting rezoning from Residential (R-1) to Multi-Family (R-2) is before the Lake Charter Township Board.

The board of trustees reviewed the recommendation of the Lake Charter Township Planning Commission, also available was the review of the Berrien County Planning Commission recommendation. The property has been a multi-family use from the early 1980's. Rezoning this property would bring the current use into compliance. At the Lake Charter Township Planning Commission public hearing there were no comments received or correspondence regarding this request. The property is bordered on the east by I-94 and the north by State land that will neither areas will ever be developed.

It was moved by Gast seconded by Wilk to approve the rezoning from Residential (R-1) to Multi-Family (R-2) for Linda Schultz, Tax ID#11-11-0005-0034-01-5 effective upon publication. Six ayes, motion carried.

Sewer Lift Stations Electrical Upgrade

Supervisor Gast presented two quotes for the installation of weather plugs in sewer lift stations 33, 42, 43, and 45. Linear Electric \$19,000.00 and Gasvoda Electric \$18,460.00, a Calumet, Illinois company.

It was moved by Mensinger seconded by Heyn to accept the bid of Linear Electric for \$19,000.00 for installation of weather plugs in sewer lift stations 33, 42, 43 and 45. Six ayes, motion carried.

Assessor Extension of Contract

Supervisor Gast reported that the contract extension for Lake Charter Township's assessment services is up for renewal. After discussion, since Lake Charter Township has to employ a Level IV assessor because of the Cook Nuclear Plant, and having no problems with the assessment services to date, it was moved by Payne seconded by Clark to approve the extension of the assessment services with HSC Services, Inc., for \$2,900.00 per month, commencing June 1, 2019 until May 31, 2020. Six ayes, motion carried.

MTA Discussion - Partisan/Nonpartisan Positions

Supervisor Gast reported that the Michigan Townships Association has asked the township officials to pass a resolution on whether the offices of the Supervisor, Clerk, Treasurer and Trustees should be nonpartisan. No political party affiliation.

Clerk Payne felt that removing political affiliation would "dummy down" the positions and the offices of the Township.

Trustee Heyn indicated that she thought the residents of Lake Charter Township would want to know who is running and what their political views may be.

Treasurer Clark indicated that he could go either way, that it didn't matter what political views a person has, that the office of the Treasurer would not need to be political.

Trustee Mensinger and Trustee Wilk was not in favor of these positions being nonpartisan.

It was moved by Payne seconded by Wilk to oppose the Resolution that would allow township boards the option to have its elected offices appear on the ballot as nonpartisan. Five ayes, one nay, motion carried.

Resolution to Amend the Membership of Medic One

Supervisor Gast reported that a resolution needs to be approved removing Hartford Township and Hartford City from the Medic One membership. The constituent municipalities include City of Benton Harbor, City of St. Joseph, Village of Berrien Springs, Lincoln Charter Township, Benton Charter Township, Township of Berrien, Oronoko Charter Township, Township of Royalton, Township of Sodus, St. Joseph Charter Township. The names of the Extended Service Area membership are Lake Charter Township, Baroda Township, Bridgman City, New Buffalo City, New Buffalo Township, Chikaming Township and Weesaw Township.

It was moved by Heyn seconded by Mensinger to amend the Medic One Articles of Incorporation. Six ayes, motion carried.

Water Meter Radio Read System

Supervisor Gast brought board members attention to the quote from Etna Supply for 500 units of single port meter transceiver radio signals to begin to allow the Lake Charter Township water meter reader to read the water meters remotely, without having to get out of his vehicle. The transmitters are \$140.00 each, for a total of \$79,300.00. This is a 2019 budgeted item, they are scheduled to go up \$10.00, so it would be to our advantage to purchase them now.

It was moved by Gast seconded by Wilk to accept the quote from Etna Supply for 500 units of single port meter transceiver radio signals to read the meters remotely. The cost is \$79,300.00 and this is a 2019 budgeted item. Six ayes, motion carried.

HVAC Replacement - Township Hall

Supervisor Gast presented board members with six quotes for the replacement of the heating/air conditioning units for Lake Charter Township Hall. Boelcke Heating & Air Conditioning \$42,000.00; City Plumbing Heating & Air Conditioning \$46,737.00; Five Star Heating & Air Conditioning \$46,900.00; Legacy Heating \$47,680.00; Brunke-Geiger Heating & Cooling \$49,725.00 and McGee Heating & Air Conditioning \$54,561.00. Some maintenance agreements quotes were included, others were not. It was decided that maintenance agreements for the first five years should not be necessary. After five years, we can address obtaining maintenance agreements.

It was moved by Wilk seconded by Heyn to accept the bid of Boelcke Heating & Air Conditioning for \$42,000.00 for replacement of five HVAC units for Lake Charter Township Hall. Six ayes, motion carried.

PUBLIC COMMENT

None.

ANNOUNCEMENTS

The next regular meeting is scheduled for May 21, 2019 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for May 6, 2019 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for May 9, 2019 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township/City of Bridgman Joint Meeting is scheduled for April 29, 2019 at 7:00 p.m.

Township Hall Offices are closed April 19, 2019 in observance of Good Friday.

ADJOURNMENT

With no further objection and no further business it was moved by Payne seconded by Heyn to adjourn the meeting. Six ayes. Motion carried. Meeting adjourned at 8:08 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

John Gast, Supervisor