

MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
April 19, 2022
7:00 p.m.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order by Supervisor Stan Markavitch at 7:00 p.m. The meeting opened with the Pledge of Allegiance.

ROLL CALL

Clerk Payne called the roll. Board members present were Stan Markavitch, Supervisor; Gloria Payne, Clerk; Robert Clark, Treasurer; John Wilk, Trustee; Mike Essig, Trustee; Nancy Mensinger and Zach Carson, Trustee. A quorum of the board was declared to be present. There were eleven visitors.

APPROVAL OF AGENDA

Supervisor Markavitch called for additions or deletions to the agenda. It was moved by Mensinger seconded by Clark to delete agenda item #7. All ayes, motion carried.

APPROVAL OF MINUTES

March 16, 2022 Board Meeting

It was moved by Clark seconded by Carson to approve the Meeting Minutes of March 16, 2022. All ayes, motion carried.

April 5, 2022 Special Board Meeting

It was moved by Essig seconded by Mensinger to approve the Special Board Meeting Minutes of April 5, 2022. All ayes, motion carried.

April 13, 2022 Special Board Meeting

It was moved by Essig seconded by Wilk to approve the Special Board Meeting Minutes of April 13, 2022. All ayes, motion carried.

PUBLIC COMMENT

George Lucas, candidate for 38th District State Representative introduced himself. He is a real estate broker, living in Chikaming Township. He pledges to lower taxes and get hi-speed internet to remote areas.

Betty Korcek and Phyliss Jackson invited the board members and the public to the National Day of Prayer to be held Thursday, May 5, 2022 at 12:15 p.m., at the flag pole in the City of Bridgman.

Terry Freehling, Berrien County Commissioner reported Berrien County is setting aside six million dollars of their share of the ARPA funds to increase hi-speed internet to unserved areas in Berrien County.

APPROVAL OF BILLS

After a few explanations, it was moved by Payne seconded by Mensinger to approve the March 2022 Lake Charter Township bills in the amount of \$639,525.76. All ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

Lake Charter Township account balances for March 2022.

Revenue and Expenditure report for first quarter ending March 2022.

A sympathy card on the passing of Supervisor John Gast from Prein Newhoff.

Three notices from the Berrien County Drain office for projected work to be done.

An invitation to the 2022 Bridgman Area Chamber of Commerce Growth Alliance Annual meeting May 12, 2022 from 5:00 p.m. - 7:00 p.m. at Lake Charter Township Park, pond pavilion 10801 Gast Road, Bridgman, Michigan.

Supervisor's Report

None.

Clerk's Report

Attached.

Treasurer's Report

Attached.

Robert Clark, Lake Charter Township Treasurer reported he settled with the County of Berrien on March 17, 2022 for this last tax cycle.

He further reported that the 2021 Lake Charter Township audit will be presented at our May board meeting.

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 February 23, 2022 are attached.

Police Department

Baroda-Lake Township Police Board meeting is scheduled for May 10, 2022.

Treasurer Clark reported that he attended a Baroda Township special meeting and they approved putting a 1.35 millage on the August 2, 2022 election 11, 2022 to increase their funding. This would put them back into formula according to the Police Agreement between Lake Charter Township and Baroda Township.

Fire Department Report

None.

Park Committee Report

Attached.

Robert Clark, Lake Charter Township Treasurer reported the Park is open. The contractor has had the building materials delivered for the construction of the concession stands, which is scheduled to begin mid-June.

Library Report

A copy of the February 22, 2022 Library Board meeting minutes are attached.

In the absence of Dennis Kreps, Bridgman Library Director, Trustee John Wilk encouraged people to participate in the early literacy programs, also a drive for old golf clubs that are not being used to be donated to the Library. Greed in the Gilded Age, Employee to Entrepreneur and a Star Wars Scavenger Hunt are among the offerings by the Bridgman Public Library.

Cemetery Committee Report

Attached.

Building Department Report

Attached.

Lake Township Economic Growth Alliance Report

Attached.

Treasurer Clark reported that more than 100 tickets have been sold for the Makers Trail event scheduled June 11, 2022 at Weko Beach.

Medic One Report

Minutes of February 24, 2022 are attached, along with February's response times.

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

Spigots/Sprinklers Greenwood Cemetery

Supervisor Markavitch turned the floor over to Clerk Payne. Clerk Payne introduced Mike Villwock from Villwock Out Door Living, Brian Thomas of Brian Thomas Construction LLC and Matt Jones of Steve Myers Excavating.

Brian Thomas of Brian Thomas Construction LLC's quote for the installation of spigots at Greenwood Cemetery was \$38,000.00. Matt Jones of Steve Myers Excavating quote was for \$12,260.00. These quotes were for spigot replacement only.

Mike Villwock of Villwock Out Door Living's quote was for \$101,250.00 for the installation of the spigots and the sprinkler system. Mr. Villwock reported he would install 20 spigots. The water line would be 2" in size. He would install galvanized 200 psi athletic rotors. His work comes with a one year warranty and would take three to four weeks to complete. He further indicated that he would tweak his numbers and try and save on the amount of the project. His quote includes re-seeding the area after he has performed the installation.

Additional quotes for the system installation were not able to be obtained. Other vendors were contacted, however, no additional quotes were received. It will take a month or so to get the project started and take three to four weeks for completion.

This project is included in our 2022 budget.

After questions from board members, and deciding it would be a good idea for the whole project to be done by one vendor, it was moved by Payne seconded by Mensinger to accept the quote from Mike Villwock of Villwock Out Door Living, not to exceed \$101,250.00 for the Greenwood spigot/sprinkler project. All ayes, motion carried.

Berrien County Road Department 2022

Supervisor Markavitch turned the floor over to Kevin Stack, Berrien County Road Department Interim Director who reported to the board on the 2022 Berrien County/Township Road Agreement. The Township's share is \$130,890.00 for Maple Street, scratch and seal; Livengood Road, grind, gravel, prime and double seal; Russell Road, grind, gravel, prime and double seal and South Hildebrant Road, seal coat from Browntown to I-94. (A copy of the Agreement is attached).

It was moved by Clark seconded by Essig to approve the 2022 Berrien County/Township Road Agreement for Lake Charter Township's share of \$130,890.00. All ayes, motion carried.

HSC Services Inc., Extension of Agreement for Assessor of Record

Supervisor Markavitch turned the floor over to Clerk Payne. She reported that Scott Cunningham is our level four Assessor. His is asking for a 3.3% increase for his monthly contract. He also completes the reassessing for \$35.00 per parcel. This amount has not changed.

It was moved by Payne seconded by Clark to approve the Extension of the Assessor Contract with HSC Services, Inc., for the period June 1, 2022 through May 31, 2023. All ayes, motion carried. (A copy of the extension is attached).

Covid 19 Protocols

Supervisor Markavitch turned the floor over to Treasurer Clark. He reported that the proposed updated policy was developed by Lake Charter Township’s attorney, Scott Dienes. This policy refers back to the Center for Disease Control (CDC) guidelines, removes masking requirements and makes clear that any time off for isolation or quarantine is covered by and limited to existing use of staff sick days, personal days and vacation days. For full-time staff that contracts covid-19 they must use sick, personal and/or vacation days to be paid while off. Part-time and seasonal employees are not eligible for those benefits and are thus, not paid while they are out sick with covid-19.

It was moved by Carson seconded by Mensinger to approve the proposed Covid-19 protocols as presented. All ayes, motion carried.

Water Main Replacement Snow/Rambo Road

Supervisor Markavitch turned the floor over to Lake Charter Township Water Plant Superintendent, Jeff Burkhard who reported the estimated cost for the water main replacement. Snow Road from California Road to Jericho Road is \$1,021,430.00; and Rambo Road from Baldwin Road to CSX railroad crossing is \$90,535.00.

There is \$1.1 million budgeted in the water capital 2022 budget. This project is ready to go out for bid and obtain permits as needed.

It was moved by Essig, seconded by Carson to approve the estimated cost for the water main replacement for Snow Road from California Road to Jericho Road is \$1,021,430.00; and Rambo Road from Baldwin Road to CSX railroad crossing is \$90,535.00, and further to go out for bids and obtain permits as needed. All ayes, motion carried.

PUBLIC COMMENT

Jeff Burkhard, Lake Charter Township Water Plant Superintendent thanked the staff for sending out the Water Plant newsletter.

ANNOUNCEMENTS

The next regular meeting is scheduled for May 17, 2022 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for May 2, 2022 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for May 12, 2022 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Baroda-Lake Township Police Board meeting is scheduled for May 10, 2022 at 5:00 p.m.

Lake Charter Township Hall Offices are closed Monday, May 30, 2022 in observance of Memorial Day

ADJOURNMENT

With no further objection and no further business it was moved by Payne seconded by Mensinger to adjourn the meeting. All ayes, motion carried. Motion carried. Meeting adjourned at 8:27 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

Stanley Markavitch, Supervisor