

MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
April 21, 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.

Due to Covid-19 being in place, by Governor Whitmer, the board members sat six feet apart and the guest chairs were moved to the back of the Township Hall, also spaced six feet apart. Those wishing to wear masks were allowed to do so. There was a total of ten (10) people in the Township Hall attending this meeting.

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 two items to the agenda. It was moved by Heyn seconded by Stine to add two items to the agenda:

Item #7. Road Fund Review;

Item #8. Allow Jeff Burkhard to post the Water Plant Operator position.

All ayes, motion carried.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

March 17, 2020

It was moved by Wilk seconded by Mensinger to approve the March 17, 2020 meeting minutes. All ayes, motion carried.

APPROVAL OF BILLS

After review and discussion of the March bills, it was moved by Clark seconded by Mensinger to approve the March bills in the amount of \$734,652.54. All ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

Lake Charter Township account balances for March 2020.

First Quarter Lake Charter Township Revenue and Expenditure Report.

Michigan Townships Insights.

Supervisor's Report

Attached.

Clerk's Report

Attached.

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 is scheduled for May 12, 2020.

Fire Department Report

None.

Park Committee Report

Attached.

Library Report

Clerk Payne and Trustee Wilk reported that Bridgman Public Library Director, Dennis Krepps still has the Library closed, but that they will be holding their board meeting.

Cemetery Committee Report

Attached.

Building Department Report

None.

Lake Township Economic Growth Alliance Report

Attached.

Medic One Report

Annual Meeting Report attached.

Utility Committee Report

No meeting.

Capital Improvement Report

None.

Zoning Board of Appeals Report

The Lake Charter Township Zoning Board of Appeals meeting minutes of May 14, 2020 are on file in the Township Hall offices.

AGENDA ITEMS

Water Plant Valve Project

Supervisor Gast turned the floor over to Jeff Burkhard, Lake Charter Township Water Plant Superintendent who reported to board members that a filter valve project on the conventional side of the Lake Charter Township Water Plant is necessary. A quote was obtained from Beck Co. for the actuator/valves for the amount of \$306,063.00 plus \$1700.00 estimate for freight, Total of \$307,763.00 (This actuator is manufactured only by Beck) Two quotes were obtained for installation of the actuator/valves: \$179,963.00 (not to exceed – with any savings realized returned to the township) – Andy Egan Co. and \$234,560.00 - FHC. Also, an additional \$15,000.00 contingency to be available should any additional issues be revealed during the project. Total project with Beck actuator/valve – Andy Egan \$507,726.00. Total project with Beck actuator/valve – FHC \$542,323.00 – no contingency funds, (\$557,323.00 w/contingency funds).

After discussion, it was moved by Gast and seconded by Stine to accept the bid from Andy Egan using the Beck actuator/valve and contingency availability for the amount of \$508,000.00 for the replacement and installation of the filter

actuator/valves at the Lake Charter Township Water Plant, any savings that Andy Egan Co incurs would be returned to the township.

Roll Call Vote: Gast yes; Wilk yes; Payne yes; Mensinger yes; Clark yes; Stine yes; Heyn yes. Motion carried.

Membrane O Ring Replacement

Supervisor Gast turned the floor over to Jeff Burkhard, Lake Charter Township Water Plant Superintendent who informed board members that due to a recent problem in the membrane plant, it was discovered that the o-rings are starting to degrade and fail. This o-ring problem is affecting integrity tests which could lead to water quality issues.

A manufacturer's Representative from DuPont (used to be Memcor) visited the plant and verified the problem, it is recommended that all the o-rings be replaced. Normal life expectancy of the o-rings is approximately 10 years. Current o-rings are 12 years old. This now, has become an urgent need as the membrane plant has to be up and working efficiently prior to the filter valve project starting this October.

It should be noted that on one (1) unit, the o-ring replacement would cost \$20,889.78, so replacing three (3) at a cost of \$45,015.56, is a considerable savings of approximately \$17,000.00. The bid from DuPont replacing three (3) units is \$45,015.56.

It was moved by Clark seconded by Mensinger to accept the bid of DuPont to replace the membrane o-rings at a cost of \$45,015.56. All ayes, motion carried.

Rescaling SCADA Flow/Turbidity Transmitters

Supervisor Gast turned the floor over to Jeff Burkhard, Lake Charter Township Water Plant Superintendent who reported that there is a need to upgrade SCADA Flow/Turbidity Transmitter Data gathering. MEGLE through USEPA required the transmitters to be rescaled. In doing so, it created a data overload problem. In order to correct the problem, a new I/O card rack needs to be installed and reprogramming, at a cost of \$12,140.00.

It was moved by Wilk seconded by Heyn to upgrade the SCADA Flow/Turbidity Transmitters from Utility Instrumentation Services for \$12,140.00. All ayes, motion carried.

P.A. 116 Application - Heritage Farms/Totzke Farms Properties, LLC

Supervisor Gast presented to board members' the application from Heritage Farms/Totzke Farms Properties, LLC, for a P.A. 116 - Farmland and Open Space Preservation Program. This needs to be accepted and forwarded onto the Lake Charter Township Planning Commission. It already has been forwarded to the Berrien County Planning Commission and the Berrien County Soil Conservation District.

It was moved by Gast seconded by Payne to forward the P.A. 116 Farmland and Open Space Preservation Program from Heritage Farms/Totzke Farms Properties, LLC, to the Lake Charter Township Planning Commission. All ayes, motion carried.

Renewal of Volunteer Firefighter Hartford Life and Accident Insurance

Supervisor Gast presented the renewal of the volunteer firefighters' life and accident insurance from Hartford Life for \$6,187.92 for July 1, 2020 through July 1, 2021. This is the same amount as last year.

It was moved by Payne seconded by Heyn to approve \$6,187.92 for the renewal of the volunteer firefighters' life and accident insurance from Hartford Life, for July 1, 2020 through July 1, 2021. All 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 Gast seconded by Payne to approve the extension of the assessment services with HSC Services, Inc., for \$2,960.00 per month, a 2.07% increase, commencing June 1, 2020 until May 31, 2021. All ayes, motion carried.

2020 Berrien County Road Department Township Road Agreement

Supervisor Gast reported that since the cost of the matching fund, for road projects in Lake Township, has increased from \$105,305.00 to \$124,106.00, a 19% increase over original estimate, he felt it should warrant board approval.

It was moved by Payne seconded by Wilk to approve the 2020 Berrien County Road Department Township Road Agreement for matching funds totaling \$124,106.00. All ayes, motion carried. (Agreement Attached).

Posting of Water Plant Operator

Supervisor Gast reported that Lake Charter Township Water Plant has severed their relationship with Jacob Vanderheyden, Water Plant Operator. As a result, it is necessary to allow Jeff Burkhard, Lake Charter Township Water Plant Superintendent to post the position for an F-4 Water Plant Operator.

It was moved by Gast seconded by Mensinger to allow Jeff Burkhard to post the position of an F-4 Water Plant Operator for the Lake Charter Township Water Plant. All ayes, motion carried.

PUBLIC COMMENT

Jeff Burkhard thanked board members for their support on the projects at the Water Plant.

Treasurer, Robert Clark reported that Shelly Weich has replaced Bret Witkowski, as the Berrien County Treasurer.

ANNOUNCEMENTS

The next regular meeting is scheduled for May 19, 2020 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for May 4, 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 Hall Offices will be closed on Monday, May 25, 2020 in observance of Memorial Day.

ADJOURNMENT

With no further objection and no further business it was moved by Payne seconded by Wilk to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 8:03 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

John Gast, Supervisor