

MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
May 16, 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. Two visitors were present in the audience.

APPROVAL OF AGENDA

The agenda stands as presented.

PUBLIC COMMENT

Robert Hale was present and introduced himself as the contact representative of Medic One, should any issues or concerns come up in Lake Charter Township. He can be reached via email: bhale@medic1ambulance.org

APPROVAL OF MINUTES

April 18, 2017 Board Meeting

It was moved by Heyn seconded by Stine to approve the April 18, 2017 Lake Charter Township board meeting minutes. All ayes, motion carried.

APPROVAL OF BILLS

It was moved by Clark seconded by Mensinger to approve the April 2017 bills in the amount of \$337,515.13. All ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

Copy of a memorandum from Lake Charter Township Assessor, Scott Cunningham regarding 2017 reappraisals for the 2018 roll.

A copy of a check from State of Michigan for revenue sharing.

A copy of a check from Comcast for franchise fees.

Lake Charter Township Account balances as of April 2017.

Township Insights.

REPORTS

1Supervisor's Report

Attached.

Clerk's Report

Attached.

Treasurer's Report

Attached.

Planning Commission Report

Meeting minutes are on file in the Township Hall offices.

Water Plant Report

Attached.

GRSD Sewer Authority Report

Galien River Sanitary District meeting minutes are attached.

Police Department

Trustee Clark reported 873 calls to date, have been answered by the Baroda-Lake Township Police. The meeting minutes are attached.

Fire Department Report

None.

Park Committee Report

Treasurer Clark reported that bids have been let for resurfacing of the pavement at the Park, to be acted upon in tonight's meeting.

Library Report

Trustee Wilk reported the Spring Fling was a success. The citywide garage sales are this weekend. Library meeting minutes are attached.

Cemetery Committee Report

Attached.

Building Department Report

Attached.

Lake Township Economic Growth Alliance Report

Trustee Stine reported no CGA meeting was held, but to remember to put on your calendars June 17, 2017 for the Wine Festival at Weko Beach.

Medic One Report

Meeting minutes attached.

Utility Committee Report

Attached.

Capital Improvement Report

Treasurer Clark reported the Committee met and began revisiting the financial portion of the plan.

Zoning Board of Appeals Report

Meeting minutes are on file in the Township Hall offices.

AGENDA ITEMS

Election Equipment Purchase

Supervisor Gast turned board members' attention to the Resolution that needs approval for the County of Berrien to secure the new optical scan tabulator and the ADA tablet-based precinct voting terminal. The paperwork is submitted to the State of Michigan the end of May 2017 for an acquisition of the equipment in the beginning of 2018, in time for the governor's race. Help America Vote Act funds will also be used and we will be notified as to what our share of the cost will be.

Supervisor Gast asked to forego the reading of the Resolution. It was moved by Clark seconded by Gast to approve Lake Charter Township Board Resolution #2017-1 to purchase a new voting system, to include precinct tabulator, ADA tablet-based precinct voting terminal and related Election Management System (EMS) software. Roll Call Vote: Gast Yes; Payne Yes; Clark Yes; Mensinger Yes; Stine Yes; Heyn Yes and Wilk Yes. Motion carried. (A copy of the Resolution is attached).

Paving Projects/Sealing - Park and Cemetery

Supervisor Gast turned the floor over to Lake Charter Township Treasurer Robert Clark who reported the bids are in for the final phase of the parking lot paving at the Park. The Park Committee recommends we crack fill and seal coat the rest of the areas in the Park. Further, to seal coat an area in Graceland Cemetery and the Public Safety Building that also needs some repairs.

The bids included Michigan Paving \$87,080; Pro Seal \$31,445 and Shembarger \$28,245 less \$1,350.00 discount for doing all areas.

It was moved by Clark seconded by Gast to accept the bid of Shembarger for \$26,895.00 for the Park, Graceland Cemetery and the Public Safety Building. All ayes, motion carried.

Replacement of Vehicle - Cemetery

Supervisor Gast reported that the 2003 Ford F-150 with 230,000 miles has a transmission issue and front-end problems. The interior is beyond being useful. The 2000 pick-up is being used at the Park. It is necessary to replace the Cemetery pick-up which is now the oldest in our fleet.

A quote from Siemans Ford in the amount of \$24,568.64 for a 2017 Ford F-150 was included in board members' packet. This is the government state pricing. It is a 4x4 with a long bed, automatic and air conditioning.

It was moved by Payne seconded by Mensinger to purchase the 2017 Ford F-150 for \$24,568.64 from Siemans Ford to replace the Cemetery pick-up truck. All ayes, motion carried.

Firefighter Life and Accident Insurance

Supervisor Gast directed board members' attention to the invoice from Hartford Insurance for firefighter insurance coverage. The policy and premium in the amount of \$6,187.92 is the same as last year. It was moved by Stine seconded by Heyn to approve paying Hartford Insurance for firefighter insurance coverage for \$6,187.92. All ayes, motion carried.

Park Fencing

Supervisor Gast directed board members' attention to the Wiltse Fencing & Kennels, Inc., proposal for fence repair, removal and installation at the Lake Charter Township Park in the amount of \$3,062.00. The fencing is going to be extended to enclose the pole barn and also the east side of the barn to the north with the existing fence, and gate relocation. This includes removal of 560' of old fencing, reinstallation of 277' of old fencing, installation of 100' of new 6' chain link fencing.

It was moved by Gast seconded by Payne to accept the proposal of Wilste Fencing & Kennels, Inc., for \$3,062.00 to remove 560' of old fencing, reinstall 277' of old fencing and install 100' of new 6' chain link fencing. All ayes, motion carried.

Water Tap Fee Adjustment - Gast Road Project

Supervisor Gast reported that during the Gast Road water main project, replacement of three residents that were currently hooked up to Bridgman City's water system, asked to be hooked up to Lake Charter Township's water system. Since the main was open and easily accessible, those residents took advantage of the opportunity to do so, at the cost of the meter pit and the meter which amounted to \$1,000.00.

A motion is necessary to approve charging less to any/all residents for water taps and meters while the main is open and easily accessible.

It was moved by Wilk seconded by Stine to approve charging less to any/all residents for water taps and meters while the main is open and easily accessible. All ayes, motion carried.

Conflict Waiver and Consent

Supervisor Gast reported Scott Dienes, Lake Charter Township's attorney asked that a Conflict Waiver and Consent letter be signed by Lake Charter Township Supervisor. This ensures the rules of professional conduct are adhered to while working with Chikaming Township on their Parks Commission and still being able to represent Lake Charter Township regarding the Water Service Agreement between Lake Charter Township and Chikaming Township. (Copy attached).

It was moved by Clark seconded by Mensinger to allow Supervisor Gast to sign the Conflict Waiver and Consent letter. All ayes, motion carried.

PUBLIC COMMENT

None.

ANNOUNCEMENTS

Lake Charter Township next regular meeting is scheduled for June 20, 2017 at 7:00 p.m., Lake Charter Township Hall.

Lake Charter Township Planning Commission meeting is scheduled for June 5, 2017 at 7:00 p.m., Lake Charter Township Hall.

Lake Charter Township Zoning Board of Appeals meeting is scheduled for July 13, 2017 at 7:00 p.m., Lake Charter Township Hall.

No Fifth Monday meeting.

The Township Hall Offices will be closed Monday, May 29, 2017 in observance of Memorial Day

ADJOURNMENT

With no further business, it was moved by Payne seconded by Clark to adjourn the Lake Charter Township board meeting. All ayes, motion carried. Meeting adjourned at 7:59 p.m.

Dated: _____

Gloria A. Payne Lake Charter Township Clerk

Dated: _____

John Gast, Lake Charter Township Supervisor