

**MINUTES**  
**LAKE CHARTER TOWNSHIP**  
**BOARD MEETING**  
**June 18, 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; James Stine, Jr., Trustee; John Wilk, Trustee and Nancy Mensinger, Trustee.

**GUESTS**

Christopher Quattrin, Berrien County Drain Commissioner  
John Brennen, of Fahey, Schultz, Rhodes & Burzych PLC  
Cathy Tilley, Cornerstone Alliance  
Greg Vaughn, Cornerstone Alliance  
Harold Heyn, Lake Charter Township Fire Chief  
Jeff Burkhard, Lake Charter Township Water Plant Superintendent  
James Jasper  
Mike Jasper  
Jamie Smith  
Christine Martin

**APPROVAL OF AGENDA**

Supervisor Gast asked to add one item to the agenda. It was moved by Heyn seconded by Stine to approve one addition to the agenda. All ayes, motion carried.

**PUBLIC COMMENT**

Supervisor Gast introduced Kathy Tilley, Business Development Manager and Greg Vaughn, Chief Operations Officer, Vice President Business Development of Cornerstone Alliance. They informed board members on businesses in Bridgman and Lake Township to discuss retention, training grants, and marketing properties. These include Sunset Tool, Eagle Technologies, B&L Information Systems and Haymarket Brewery.

Cornerstone also met with Bridgman City Officials and a hotel developer to discuss the build of a boutique hotel. Developer is looking for a strategic parcel of land by the highway or beach in order to attract a higher occupancy rate.

Lastly, they pointed out marketing sites and buildings for business recruitment and expansions. These include Rambo Road/Gast Road; 9892 Red Arrow Highway; 8556 Gast Road and 9723 Red Arrow Highway. Also, they performed a site survey on the Leco land acquisition in May 2019, 3835 West Lemon Creek Road.

**APPROVAL OF MINUTES**

**May 21, 2019**

It was moved by Mensinger seconded by Wilk to approve the May 21, 2019 meeting minutes. All ayes, motion carried.

**APPROVAL OF BILLS**

It was moved by Clark seconded by Heyn to approve the bills of May 2019 in the amount of \$362,477.14. All ayes, motion carried.

**COMMUNICATIONS/CORRESPONDENCE PACKET**

Lake Charter Township account balances for May 2019.

Michigan Townships Insights.  
Township Voice

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  
Galien River Sewer District Authority meeting minutes attached. Supervisor Gast asked board members to pay attention to the flow report.

Police Department  
Baroda-Lake Township Police Board meeting is scheduled for July 9, 2019

Fire Department Report  
None.

Park Committee Report  
Attached.

Library Report  
Bridgman Public Library Board meeting minutes attached.  
John Wilk reported that Gretchan Evans has accepted the Librarian position with the Paw Paw District Library and will be leaving in August 2019.

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**

### **Michigan Townships Association Dues**

Supervisor Gast reported the Michigan Township Association (MTA) annual dues are up for renewal. The dues are \$6,898.94 and are due July 1, 2019. The MTA provides a wealth of information for all elected officials and keeps tabs on legislation that affects townships.

It was moved by Gast seconded by Mensinger to approve the renewal of Michigan Townships Association dues in the amount of \$6,898.94 due July 1, 2019. All ayes, motion carried.

### **Hickory Creek, Tanner Creek Drain Presentation**

Supervisor Gast introduced Christopher Quattrin, Berrien County Drain Commissioner. Lake Charter Township along with Bridgman, St. Joseph, Baroda, Shoreham and Stevensville are part of an 1889 Hickory Creek Assessment Roll.

The 1889 assessment roll has the county share of the maintenance costs apportioned at 5.0% which should be doubled in order to include the County Road Department.

The assessment shows 0% allocation for Michigan Department of Transportation (MDOT), CSX railroad and the cities of Bridgman, St. Joseph, Baroda, Shoreham and Stevensville. Under updated apportionments these municipalities and entities would now be assessed a total of approximately 8.0% of the annual drain maintenance costs. The new Village and City assessments would be minor ranging from \$3.00 for Bridgman and up to \$267.00 for Stevensville. MDOT would see a new \$2,410.00 assessment and the new CSX railroad assessment would be \$688.00. The Oronoko assessment would increase by \$725.00.

Updating apportionments would also reduce the Baroda Township assessment from 25% to 4.8% saving them \$29,300.00. Lincoln Township apportionments would reduce 30% to 3.6%, St. Joseph Township from 25% to .89% and Lake Township would reduce from 10% to 1.25%.

Missing entirely from the 1889 apportionments are assessments for assessable parcels within the drainage district, possibly because there were few assessable parcels 125 years ago, whereas now, there are 10,400 parcels throughout the district today.

After an engineering study to determine a current fair approach to the municipalities for Hickory Creek, revealed that there are 10,357 parcels served within the drainage district and the study established assessments based on today's assessment methods. These changes to the apportionments would be a more equitable method due to significant development in all these communities over the past 125 years.

A day of review is scheduled for July 2019.

### **Grand Mere Lake Watershed**

Drain Commissioner Quattrin, along with legal counsel, John Brennan, informed Lake Charter Township board members that he would be petitioning for development of a new drainage district entitled Grand Mere Lake Watershed. This would connect three lakes and incorporate the following drains: Thornton Valley, Mast and Janca, Stama Industrial Park, Morris, Wall & Extension, Hollis, Tanner Creek and Westphal & Domrose. This water shed is regulated by a coffer dam on the northwest corner of North lake which empties into Lake Michigan.

### **California Road Cemetery Eagle Scout Project**

Supervisor Gast turned the floor over to James Jasper who is working on his Eagle Scout project. As his project, he wishes to replace the flag pole at the California Road Cemetery. The flag pole would be purchased from U.S. Flags for \$1,549.00. A solar light would be purchased from Amazon to illuminate the flag for \$30.00, the concrete would be approximately \$200.00 and the plaque honoring the civil war veterans would be \$562.25, for a total of \$2,394.25 for the entire project.

It was moved by Gast seconded by Stine to approve \$2,394.25 for the flag pole, Eagle Scout project, at California Road Cemetery in Lake Charter Township. All ayes, motion carried.

### **Purchase of Foreclosed Land 11-11-0017-0014-11-5**

Supervisor Gast received notice that Northwood Drive, off of Linke Street is foreclosed on as a back tax issue. Northwood Drive is the same situation we had with property owners access to their properties on

South Plain Drive. If Lake Township purchases this parcel, we can then take ownership and obtain easement from the property owners on Northwood Drive and obtain easements for the water and sewer utilities.

After review and discussion, it was moved by Gast seconded by Payne to approve purchase of foreclosed property on Northwood Drive 11-11-0017-0014-11-5 for \$1,013.45, and then obtain easements from all property owners for their utilities. All ayes, motion carried.

**Upgrade of Street Lights - Lake Charter Township**

Supervisor Gast was notified by Indiana and Michigan Electric Company (I&M) regarding a program to replace all street lights with LED lighting systems. There is no cost to Lake Township for this process. The monthly billing would remain the same.

It was moved by Payne seconded by Wilk to approve I&M's program to replace all street lights with LED lighting system at no cost to Lake Charter Township. All ayes, motion carried.

**Sewer Budget Amendment**

Supervisor Gast turned the floor over to Robert Clark, Lake Charter Township Treasurer who reported that due to continued increases in precipitation this spring and several unexpected lift station repairs, the sewer fund is a deficit. The \$100,000.00 transfer approved during the budget process has already been transferred on March 20, 2019 to the fund and further transfers are expected to be required. Sewer contracted services bills have averaged over \$58,000.00 per month, with only \$50,000.00 per month budgeted. Lift station repairs have totaled \$59,251.00 so far this year, therefore a request for approval for an additional \$180,000.00 to be approved for transfer.

It was moved by Mensinger seconded by Wilk to approve amending the sewer budget for \$80,00.00 for Lift station repairs and \$100,000.00 for sewer contracted services, for a total of \$180,000.00. Roll call vote: Seven ayes, zero nays. Motion carried.

**ANNOUNCEMENTS**

The next regular meeting is scheduled for July 16, 2019 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan. Lake Charter Township Planning Commission is scheduled for July 1, 2019 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for July 11, 2019 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Township Hall Offices are closed Thursday, July 4, 2019 and Friday, July 5, 2019.

Lake Charter Township/City of Bridgman joint meeting is scheduled for July 29, 2019 at 7:00 p.m.

**ADJOURNMENT**

With no further objection and no further business it was moved by Payne seconded by Stine to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 8:37 p.m.

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

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

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

\_\_\_\_\_  
John Gast, Supervisor