

**MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
June 21, 2022
7:00 p.m.**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

In the absence of Supervisor Stan Markavitch, Gloria Payne, Clerk called the meeting to order at 7:00 p.m. The meeting opened with the Pledge of Allegiance.

ROLL CALL

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

APPOINTMENT OF SUPERVISOR PRO TEM

Clerk Payne explained, in the absence of the Supervisor, the board appoints a board member to run the meeting. It was moved by Payne seconded by Essig to appoint Robert Clark, Lake Charter Township Treasurer to run the June 21, 2022 board meeting, as Supervisor Pro Tem. Six ayes, motion carried.

APPROVAL OF AGENDA

Supervisor Pro Tem Clark called for additions or deletions to the agenda. It was moved by Payne seconded by Mensinger to approve the addition of three items to the agenda. Six ayes, motion carried.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

May 17, 2022 Board Meeting

It was moved by Wilk seconded by Carson to approve the Meeting Minutes of May 17, 2022. Six ayes, motion carried.

APPROVAL OF BILLS

After a few explanations, it was moved by Wilk seconded by Mensinger to approve the May 2022 Lake Charter Township bills in the amount of \$567,095.65. Six ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

Lake Charter Township account balances for May 2022.

A letter from Betty Korcek inviting board members to Immanuel Lutheran Church for their Patriotic Worship Service honoring military, veterans, first responders, firemen and policemen.

A letter from Southwest Michigan Regional Chamber of Commerce.

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

John Wilk reported that the GRSD is continuing the discussion regarding the program for billing, to be on a more even basis and more fair. The next GRSD meeting is scheduled for June 22, 2022.

Medic 1 Report

Attached.

The next Medic 1 meeting is scheduled for June 23, 2022.

Police Department

Treasurer Clark reported the next Baroda-Lake Township Police board meeting is scheduled for July 26, 2022.

Police Department Calls are attached.

Fire Department Report

None.

Park Committee Report

Attached.

Library Report

Dennis Kreps, Bridgman Library Director, reported on the summer reading program, which is for adults and for the youth. Monthly movies in Toth Park begin June 22, 2022, starting off with Back to the Future.

Dennis Kreps reported he has resigned as the Bridgman Public Library Director, effective July 1, 2022.

Library Board meeting minutes attached.

Cemetery Committee Report

Attached.

Building Department Report

Attached.

Lake Township Economic Growth Alliance Report

Attached.

Makers Trail event scheduled June 11, 2022 at Weko Beach was a success. Good weather, heavily attended. More on the success of the event as it becomes available.

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

2021 Audit

Supervisor Pro Tem Clark introduced Brian Wisneski of Hungerford Nichols who presented the 2021 Audit. He reported that the 2021 Lake Charter Township audit has 27 months of operating on hand. The township is in an excellent financial position. 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 is generally accepted.

It was moved by Essig seconded by Carson to accept the Lake Charter Township 2021 audit performed by Hungerford Nichols, CPA & Auditors. Six ayes, motion carried. A copy of the 2021 audit is on file in the Clerk's office.

Mileage Rate

Supervisor Pro Tem Clark brought to board members' attention the IRS 2022 standard mileage rate at 62.5 cents per mile.

After discussion, it was moved by Mensinger seconded by Wilk to adopt a new 2022 IRS standard mileage rate at 62.5 cents per mile. Six ayes, motion carried.

Insulation Lake Charter Township Hall

Supervisor Pro Tem Clark informed board members, at the time the new ceiling and lighting was installed in the Lake Charter Hall offices, it was determined the insulation in the attic was needed. This will help cut down on heat loss and the ice crashing down around the building from the roof.

There was only one estimate submitted by Flagel Insulation, Inc., for \$5,975.00. This would be R49 cellulose insulation, with fabric laid on top of the truss cords.

It was moved by Wilk seconded by Carson to accept the estimate of Flagel Insurance Inc., for \$5,975.00 for installation of R49 cellulose insulation with fabric laid on top of the truss cords, in the Lake Charter Township hall offices. Six ayes, motion carried.

Michigan Township Association Dues

Supervisor Pro Tem Clark brought before board members' the Michigan Townships Association 7/1/2021 - 6/30/2022 Dues in the amount of \$7,978.59, a 10% increase from last year.

It was moved by Clark seconded by Mensinger to pay the Michigan Townships Association dues for 7/1/2021 - 6/30/2022 in the amount of \$7,978.59. Six ayes, motion carried.

Addition of Cemetery Road in Graceland Cemetery

Supervisor Pro Tem Clark directed board members' attention to the map depicting the addition of the cemetery road within Graceland Cemetery. This road will connect from Section 8 to Section 9 and go behind the three columbariums.

Two proposals were submitted. Arnt Asphalt Sealing, Inc., \$59,350.00 and Rieth-Riley \$55,000.00. Board members concurred that Rieth- Riley was the preferred choice, in that Arnt Asphalt would have had to get their material from Rieth-Riley. Further, Rieth-Riley proposed a 6-inch aggregate base.

It was moved by Wilk, seconded by Payne to approve the proposal from Rieth-Riley Construction Co., Inc., for \$55,000.000 to complete the road in Graceland Cemetery. Six ayes, motion carried.

Cemetery Lawn Care

Supervisor Pro Tem Clark reported when reviewing our lawn maintenance program, we realized there is not any type of fertilization, insect, or weed control in the cemeteries. The park and other lawns are treated. Our lawn care Contractor, Green Kings Lawn Care provided a quote for lawn care at the two cemeteries for Greenwood and Graceland for \$6,900.00 which included early spring, late spring and early fall.

After discussion, it was moved by Payne seconded by Wilk to accept the proposal from Green Kings Lawn Care for a fall application for Graceland Cemetery only, for the cost of \$2,300.00. Then if it is a remarkable difference, we could look at extending the service in the future. Six ayes, motion carried.

Berrien County Road Department Agreement

Supervisor Pro Tem Clark reported the Berrien County Road Department is proposing a 2" ultra thin covering over Woodridge Estates for .41 miles. This is based on their road condition assessment. The total cost is \$55,854.00 for the project. There are no matching funds for this project. We budgeted \$200,000.00 for roads and have spent \$63,281.00.

After discussion, it was moved by Clark seconded by Carson to table this agenda item until the July meeting to have them research the Bowling Green (Sunset Court) subdivision which is in much worse shape than Woodridge Estates. Six ayes, motion carried.

Election Commission Appointment

Supervisor Pro Tem Clark turned the floor over to Clerk Payne who reported that, due to the passing of Supervisor John Gast, an appointment needs to be made to serve on the Election Commission. Trustee John Wilk already serves on this Commission and Clerk Payne is asking to add Trustee Mike Essig to the Election Commission. The Election Commission is present for the Public Accuracy Test and appoints election workers to work the polls in elections.

It was moved by Mensinger seconded by Carson to approve Trustee John Wilk and Trustee Mike Essig as the Election Commission for Lake Charter Township. Six ayes, motion carried.

Renewal of Volunteer Firefighter Hartford Life and Accident Insurance

Supervisor Pro Tem Clark presented the renewal of the volunteer firefighters' life and accident insurance from Hartford Life for \$6,187.92 for July 1, 2022 through July 1, 2023. This is the same amount as last year.

It was moved by Mensinger seconded by Wilk to approve \$6,187.92 for the renewal of the volunteer firefighters' life and accident insurance from Hartford Life, for July 1, 2022 through July 1, 2023. Six ayes, motion carried.

First Reading of an Ordinance to Amend the Zoning Map of the Zoning Ordinance

Supervisor Pro Tem Clark reported to board members Warren Dunes Village is their expansion for fifty-four (54) more sites, is requesting a rezoning from R-AG Residential AG and C-1 Commercial to R-3 Residential Mobile Home Park.

Supervisor Pro Tem read the Ordinance to Amend the Zoning Map of the Zoning Ordinance.

A second reading will be at our July 19, 2022 Lake Charter Township board meeting.

Conditional Offer of Employment

Supervisor Pro Tem reported that Jeff Burkhard, Lake Charter Township Water Plant Superintendent, along with Toban Riley, Lake Charter Township Assistant Water Plant Superintendent, have interviewed a candidate for Water Plant Operator to replace Alex Mead, who will be serving as the Water Plant Meter Reader.

A conditional Offer of Employment was included in board members' packet for Lawrence Dungca, full time employment as an "at will" employee. He will be working the night shift. Pay Grade 8 Minimum which is \$23.00 per hour. After successful completion of a six-month probationary period passing the Michigan EGLE F-4 Certification, he would advance to Pay Grade 8, Year 1. His tentative start date will be July 18, 2022.

It was moved by Wilk seconded by Payne to offer Lawrence Dungca, the conditional offer of employment as a Water Plant Operator for Lake Charter Township at Pay Grade 8 Minimum \$23.00 per hour. Six ayes, motion carried.

PUBLIC COMMENT

Supervisor Pro Tem Clark and the Lake Charter Township board extend their sincerest best wishes to Richard Hildebrant, who is retiring July 1, 2022 after 43 years of service to Lake Charter Township as a Water Plant Operator, and Water Plant Meter Reader. He has been a huge asset to the township and the community.

Supervisor Pro Tem Clark and the Lake Charter Township board extend their sincerest best wishes to Dennis Kreps, Bridgman Library Director who is leaving July 1, 2022. He was thanked for his service to the township and the Bridgman community.

ANNOUNCEMENTS

The next regular meeting is scheduled for July 19, 2022 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for July 11, 2022 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for July 14, 2022 at 6:30 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Baroda-Lake Township Police Board meeting is scheduled for July 26, 2022 at 5:00 p.m.

Lake Charter Township Hall Offices are closed Monday, July 4, 2022 in observance of Fourth of July.

ADJOURNMENT

With no further objection and no further business it was moved by Payne seconded by Essig to adjourn the meeting. Six ayes, motion carried. Motion carried. Meeting adjourned at 8:23 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

Robert Clark, Supervisor Pro Tem

