

**MINUTES  
LAKE CHARTER TOWNSHIP  
BOARD MEETING  
July 18, 2023  
7:00 p.m.**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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

**ROLL CALL**

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

**OTHERS PRESENT**

Rick Davis  
Lori Davis  
Scott Davis  
Jennifer Adams  
Dennis Kroetzer, Baroda Township Supervisor  
Jeff Starbuck  
Elaine Starbuck  
Joel Buist  
Jeri Essig  
Megan Bowen  
Harold Heyn, Lake Charter Township Fire Chief  
One Lake Charter Township resident

**APPROVAL OF AGENDA**

It was moved by Payne seconded by Essig to declare the agenda stands as presented. All ayes, motion carried.

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

**June 20, 2023**

It was moved by Essig seconded by Mensinger to approve the June 20, 2023 meeting minutes. All ayes, motion carried.

**APPROVAL OF BILLS**

It was moved by Essig seconded by Clark to approve the June bills in the amount of \$1,029,760.33. All ayes, motion carried.

**COMMUNICATIONS/CORRESPONDENCE PACKET**

Lake Charter Township account balances for June 2023  
Second Quarter 2023 Revenue and Expenditure Report  
Berrien County Road Department Speed Study of Gast Road

**Supervisor's Report**

Attached.

**Clerk's Report**

Attached.

Treasurer's Report

Attached.

Planning Commission Report

Minutes of the Planning Commission meeting are placed on file in the Township Hall offices. Mike Essig reported that the Planning Commission is working on Zoning Ordinances, Short Term Rentals and Green Energy.

Water Plant Report

Attached.

Supervisor Carson reported the Rambo Road water main project has begun. After Rambo Road is completed, the work will begin on Snow Road from California Road to Jericho Road.

John Miller, newest Water Plant Operator has proven to be a great asset to the Lake Charter Township Water Plant. Larry Dungca's EGLE provisional certification has been renewed.

The inspection and cleaning of the Intake was completed on June 20, and 21, 2023.

Galien River Sewer District Authority Report

Minutes of the May 24, 2023 meeting attached.

Police Department

No meeting.

Baroda-Lake Township Police board meeting is scheduled for August 10, 2023 at 4:00 p.m. June 2023 Calls for Service attached.

Fire Department Report

Attached.

Park Committee Report

Attached.

Treasurer Clark reported the park rentals are full both Saturdays and Sundays. Disc Golf is always heavily played, and the Park personnel has been busy taking care of ants and fungus.

Library Report

In the absence of Sarah Skinner, John Wilk reported that we extend our condolences to Sarah, in the passing of her husband, age 43 died due to a heart attack.

Trustee Wilk reported the library having a cup stacking event with Mr. John and a stuffed animal sleep over.

Cemetery Committee Report

Attached.

Building Department Report

Attached.

Lake Township Economic Growth Alliance Report

Attached.

Treasurer Clark reported that the beach bus had an issue with insurance coverage, but is back in service. Approximately 150 people use the service. The Courtyard Concerts are in full swing. The work on the website is continuing.

Medic One Report

Medic One meeting minutes of May 25, 2023 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.

### Shoreline Resiliency Committee

Trustee Wilk reported the Committee is helping with Weko Beach clean up and making the best decisions possible for the community.

### **AGENDA ITEMS**

#### **Building Permit Fee Structure**

Supervisor Carson drew board members' attention to the proposed Building Permit and Plan Check Fee Structure. After a brief discussion, it was moved by Essig seconded by Drew to adopt and put into place the Building Permit Fee. (Copy attached). All ayes, motion carried.

#### **Appointment of Fire Department Personnel**

Supervisor Carson turned board members' attention to five (5) applications for Firefighters for Lake Charter Township Fire Department.

It was moved by Clark seconded by Mensinger to accept the applications of five (5) individuals to serve on the Fire Department. Daniel Birochak, Zach Carson, Griffin Ott, Matthew P. Jones and Christopher Frazier. All ayes, motion carried.

#### **Plante Moran Study**

Supervisor Carson looked for board approval for a study conducted by Plante Moran to share in services, equipment and personnel with Lincoln Charter Township Fire Department. The cost not to exceed \$17,500.00.

It was moved by Clark seconded by Mensinger to approve a study to be done by Plante Moran to share in the services, equipment and personnel with Lincoln Township Fire Department for the cost not to exceed \$17,500.00. All ayes, motion carried.

### **PUBLIC COMMENT**

Joel Buist commented that he joined the Lake Charter Township Fire Department to be a help. He reported that he had been lied to. He apologized to Chief Harold Heyn and tendered his resignation from the Lake Charter Township Fire Department.

Scott Davis commented that he has 14 years of service to the Bridgman City Fire Department and two years with Lake Charter Township. He tendered his resignation from the Lake Charter Township Fire Department.

Chief Harold Heyn commented that the arrangement for the Firefighters from Bridgman City Fire Department was only for a few months and then after the death of Supervisor John Gast, the issue was never brought back up for review.

Elaine Starbuck commented that there should be term limits for the Fire Chief position.

Jeff Starbuck commented that he was not aware that there was talk of any kind of merger. That the merger doesn't make sense.

Lake Charter Township board members thanked both Joel Buist and Scott Davis for their service to the Lake Charter Township Fire Department.

**ANNOUNCEMENTS**

The next regular meeting is scheduled for August 15, 2023 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for August 7, 2023 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for August 10, 2023 at 6:30 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Fifth Monday Meeting is July 31, 2023 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

**ADJOURNMENT**

With no further objection and no further business it was moved by Payne seconded by Essig to adjourn the meeting. All ayes, motion carried. Motion carried.

Meeting adjourned at 7:35 p.m.

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

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

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

\_\_\_\_\_  
Zach Carson, Supervisor