

**MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
August 20, 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

Supervisor John Gast called the roll. Board members present were John Gast, Supervisor; Pat Heyn, Trustee; James Stine, Jr., Trustee; John Wilk, Trustee, Nancy Mensinger, Trustee. Robert Clark, Treasurer.

Gloria Payne, Clerk was absent.

GUESTS

Jamie Smith

Harold Heyn, Lake Charter Township Fire Chief

Jeff Burkhardt, Lake Charter Township Water Plant Superintendent

Toban Riley, Lake Charter Township Assistant Water Plant Superintendent

APPROVAL OF AGENDA

Trustee Mensinger mentioned that the agenda stated Mark Panzegrau was listed as water plant supervisor. It was moved by Stine seconded by Heyn to approve the agenda with the correction. Six ayes, motion carried.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

July 16, 2019

It was moved by Mensinger seconded by Heyn to approve the July 16, 2019 meeting minutes. Six ayes, motion carried.

APPROVAL OF BILLS

After a few explanations, it was moved by Clark seconded by Stine to approve the bills of July 2019 in the amount of \$409,937.49. Six ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

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 mentioned that more discussion was held on the flow report. The GRSD welcomed new members and has retained Foster Swift for legal services.

Police Department

Baroda-Lake Township Police Board meeting minutes of July, 2019 are attached.

Hungerford-Nichols provided a clean audit report. Two2 new part-time officers were hired and a total of 1,594 calls were handled by the department year to date.

Fire Department Report

None.

Park Committee Report

Attached.

Treasurer Clark thanked everyone for helping out during the absence of Clerk Payne, due to her recent accident, especially with the invoicing and the general ledger items.

He highlighted the bare grass patches and what is being done to correct the problem, and explained the estimates for the softball/baseball field improvements.

Treasurer Clark also mentioned that a new company is working on a fiber optic cable that will be installed for the businesses on Red Arrow Highway within one year. The company has about \$300 million invested in the project.

Library Report

Bridgman Public Library Board meeting minutes attached. Treasurer Clark stated that a new Librarian has been hired for the position, that will be vacated by Gretchen Evans.

Cemetery Committee Report

Attached.

Building Department Report

None.

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

Reline Sodium Bulk Tank

Supervisor Gast reported, at the Water Plant Utility Board meeting, Jeff Burkhardt, Lake Charter Township Water Plant Superintendent, reported on the two 500-gallon sodium bulk tank liners that need to be relined. They were installed about eleven years ago, and were advised, that the liners only had a ten-year life span. The options were, to put in new tanks, or reline the existing one. New ones would be good for ten to fifteen years. For the cost of \$20,972.00 with funds in the budget, it was decided to reline them instead of replacing them. Ultimate Corrosion Control Inc., from the Detroit area was chosen to perform the work.

It was moved by Clark, seconded by Mensinger to approve the budgeted payment of \$20,972.00 from Ultimate Corrosion Control, Inc., for the relining of the sodium bulk tank. Six ayes, motion carried.

Valve Replacement

Supervisor Gast reported at the Utility Committee meeting, five bids went out and three were returned for replacement of valves. Most of the bids came in under budget. Toby Riley, Assistant Water Plant Superintendent reported and recommended that the bid from Woodruff & Sons, should be accepted to do the work of replacing the valves. They have done other work for the Township. It will be a four-hour timeframe to do the work after the other valves are closed off.

It was moved by Treasurer Clark, seconded by Heyn to approve the contract with Woodruff & Sons at a cost of \$67,570.00 for valve replacement. Six ayes, motion carried.

Radio Read Equipment

Supervisor Gast brought before board members the radio read equipment for the water plant meter reader. The new equipment will allow the reader to drive along and collect the readings by radio waves. Each unit costs \$140.00. The water plant would purchase 1,350 from Etna. The cost increases after August 31, 2019 and increases again after the new year. If they are purchased now, the Township would be locked into purchasing them at \$140.00 with no increase. The readers are installed at the house meter and the readings are sent to a collector which also trends usage and possible leaks. Trustee Mensinger asked if the old reading equipment was subject to damages, but no real issues could be reported.

It was moved by Clark, seconded by Wilk to proceed with purchasing 1,350 radio reads for \$140.00 each from Etna, as long as the price was locked in. Six ayes, motion carried.

Marshall "Cody" Tucker Employment Status

Supervisor Gast informed board members on the part-time contract of Marshall "Cody" Tucker. His contract for part-time employment runs out September 2019. He is very familiar with the new radio read equipment being purchased and would like to continue with the Township under full-time employment. The employment commencing October 1, 2019, would be under the same circumstances as his previous full-time employment. He would be placed into the compensation scale at pay grade 5 year 1 at \$17.80 per hour.

It was moved by Supervisor Gast, seconded by Mensinger to approve hiring Marshall “Cody” Tucker full-time, commencing October 1, 2019 with pay grade 5 year 1 \$17.80 per hour. Six ayes, motion carried.

Soil Treatment of Fields

Supervisor Gast turned the floor over to Treasurer Clark who reported that there are two large areas in the soccer field that are overrun with crab grass and there is very little good grass growing in the area. It was treated in spring, but it did not help. Other options are and have been researched and PH testing has occurred. The PH levels can be improved with aeration and reseeding by Green King Lawn Service for \$5,800.00.

It was moved by Clark, seconded by Supervisor Gast to pay the invoice of \$5,800.00 to Green King Lawn Service for the PH Testing. Six ayes, motion carried.

MacAllister Generator Repair

The yearly testing was performed on the units and some minor repairs were conducted. The repair costs came to \$5,052.62. These generators have been very reliable over the years.

It was moved by Mensinger, seconded by Heyn to approve the repair costs to the generators from MacAllister in the amount of \$5,052.62. Six ayes, motion carried.

Resignation of Deputy Building Inspector / Appointment of Deputy Building Inspector

Supervisor Gast reported Ross Rogien contacted him regarding his desire to resign since he has taken on other work in the South Haven area. He recommended Brad Mattner as his replacement. Mr. Mattner interviewed with Supervisor Gast and Zoning Administration Jim Gast who came with an impressive resume. He was offered the Deputy Building Inspector position with a zero pay scale. His intent is to move into the trade and begin gaining skills and knowledge and in order to do so it requires three years of experience.

It was moved by Supervisor Gast, seconded by John Wilk to accept the resignation of Ross Rogien. Six ayes, motion carried.

It was moved by Supervisor Gast, seconded by John Wilk to accept Brad A. Mattner as the new Deputy Building Inspector. Six ayes, motion carried.

PUBLIC COMMENT

Water Plant Supervisor Jeff Burkhardt thanked the board for the approvals of the recent bills to the water plant this month.

Supervisor Gast thanked Jamie Smith for her assistance in preparing for the meeting.

ANNOUNCEMENTS

Township Hall offices will be closed on Monday September 2, 2019 in observance of Labor Day.

The next regular meeting is scheduled for September 17, 2019 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for September 9, 2019 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for September 12, 2019 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

ADJOURNMENT

With no further objection and no further business it was moved by Heyn seconded by Stine to adjourn the meeting. Six ayes, motion carried. Meeting adjourned at 7:58 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

John Gast, Supervisor