

**Lake Charter Township Planning Commission Meeting  
July 6, 2020**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chairman William Geukes called the meeting to order at 7:00 p.m.

**ROLL CALL**

Board members present were: William Geukes, Nancy Mensinger, Haley Coulter, John Dzienis and Christin Rice

Zoning Administrator - Jim Gast

**APPROVAL OF MINUTES**

Motion to approve the March 2, 2020 minutes was made by: Nancy Mensinger, seconded by: Haley Coulter; all ayes, motion carried.

Motion to approve the April 4, 2020 minutes was made by: Haley Coulter, seconded by: Christin Rice; all ayes, motion carried.

Motion to approve the May 4, 2020 minutes was made by: Nancy Mensinger, seconded by: William Geukes; all ayes, motion carried.

Motion to approve the June 1, 2020 minutes was made by: Christin Rice, seconded by: John Dzienis; all ayes, motion carried.

**APPROVAL OF AGENDA**

Motion to approve the agenda was made by: Christin Rice; seconded by: Haley Coulter; all ayes, motion carried.

**TOWNSHIP BOARD REPORT** – Nancy Mensinger:

1. Approved a 3% sewer increase starting April 1<sup>st</sup> for \$3 per quarter.
2. Approved the Capital Improvement Program for 2020-2040, copies can be made available for all the members.
3. A guard rail was placed on Date Road.
4. Water Plant Projects:
  - a) Replacement of 60 Beck Company valves at a cost of \$307,763 for the valves. Andy Egan Company installed them at a cost of \$179,963.00 and \$15,000.00 contingency if needed for a total cost not to exceed \$503,000. The project will begin in October.
  - b) Membrane "O" rings replacements were approved. All 3 units for a total cost of \$6,912. The O rings cost \$45,015.56. The project needs to be done before the valve replacement in October and will take 2 days.
  - c) SCADA flow/turbidity transmitters upgrade. New I/O cards to be installed and reprogrammed at a cost of \$12,140.00.
  - d) Approved for Jeff Burkhard to post a job position for F-4 water plant operator
5. Berrien County Road Department agreement for road repairs this year. An increase of 19% from the original estimate. The new cost was approved at \$124,106.00 for Livingston, Date, Ott and Gast Roads.
6. 2019 Township audit was performed by Hungerford Nichols. The Township has 19.75 months of operating funds, and the audit was clean and fair.
7. Approved the P.A.116 for Totzke Farms on Date and Russell Roads.

8. Confirmed the hiring of Alex Mead for the water plant night shift operator
9. The Township Hall is now open. John Gast will be the coordinator of the COVID 19 return to work policy and Sandy Dina will be the co-coordinator.

**ZBA REPORT** – Nancy Mensinger

1. No report – There have been no meetings during the COVID-19 stay at home order.

Chairman William Geukes thanked the members for attending the meeting and read the Lake Charter Township Planning Commission Policy for Conducting Business as so stated on the back of the agenda.

**OLD BUSINESS**

1. None.

**NEW BUSINESS**

1. None.

**Update on any ordinance issues by Jim Gast**

Jim Gast updated the members on the Amended Medical & Elderly Hardship Conditions. He noted that the word “Michigan” still needed to be removed from #1 and should state “A home that meets all requirements for single-family under the Residential Building Code and Zoning Ordinance.” The draft was sent to the Berrien County Planning Commission for review

Jim Gast discussed/suggested making a set of rules for non-township members of the Planning Commission or those not living in the Township but are appointed to the Planning Commission. Due to the fact that John Dzienis is now living in the City of Bridgman.

- a) Nancy Mensinger – Stated that this was recommended by the MTA to do so.
- b) Christin Rice – Asked if this would be like someone in business signing a non-compete order when leaving or gaining employment.

**Public Comment** –

Shelly Yuran – Asked for clarification the Medical Hardship definition of a person; and if a person had to be medically declared impaired as a hardship in order to qualify.

**REVIEW ITEMS FOR AUGUST 3, 2020 MEETING**

Jim Gast – None at this time.

Christin Rice stated that due to it being the day before the August 4<sup>th</sup> Primary Election she would not be attending next month. Discussion was held on who would be taking the minutes for this meeting and where it would be held due to the 6’ rule of COVID-19. Usually meetings are held in the back conference room the day prior to an election, but it may be difficult to adhere to the 6” rule. This will have to be determined by Jim Gast and Clerk Gloria Payne.

**ADJOURN**

Motion to Adjourn was made by Christin Rice, seconded by John Dzienis at 7:24 p.m.

Respectfully submitted by:

\_\_\_\_\_  
Christin Rice - Secretary

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Date