

**MINUTES  
LAKE CHARTER TOWNSHIP  
SPECIAL BOARD MEETING  
February 27, 2023  
5:00 p.m.**

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Supervisor Carson called the meeting to order at 5:00 p.m., and opened the meeting 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; Trustees: Mike Essig, Nancy Mensinger and John Wilk. Trustee, Amanda Drew was absent.

**VISITORS PRESENT**

None.

**AGENDA ITEMS**

*Consider Request to Amend Zoning Map to Allow for Expansion of Warren Dunes Mobile Home Park*  
*Consider Water System Improvements related to the proposed Expansion of Warren Dunes Mobile Home Park*  
*Such Other items to come before the Board relative to Warren Dunes Mobile Home Park*

Supervisor Carson, seconded by Clerk Payne adopted the rezoning request to amend the Lake Charter Township Zoning map from R-AG Residential AG and C-1 Commercial to R-3 Residential Mobile Home Park, effective seven (7) days following publication. Six ayes, motion carried.

Over the course of time, there have been numerous problems with trying to collect water payments from residents at Warren Dunes Trailer Park. Further, third party, ENG, has not been paying the payments on time. The installation of a master meter would solve a lot of these problems.

Further, the Lake Charter Township Water Plant personnel has experienced many issues, which include no notification when a tenant moves out so a final read can be performed; lack of communication from Warren Dunes Office staff; residents billed for leaks that are not fixed promptly, and lastly, structures, such as out buildings, decks, and even roads have been built on top of valves and meter pits.

Supervisor Carson reported that in an effort to install a master meter at Warren Dunes Mobile Home Park, Atwell Properties, Engineers for Sun Communities quoted Lake Charter Township \$144,695.00. This prompted Lake Charter Township to consult with Rob Andrew of Merritt Engineering, Lake Charter Township's Engineer, who came back with a cost estimate of \$96,000.00.

After discussion, it was moved by Wilk seconded by Essig to accept the quote from Lake Charter Township Engineer, Rob Andrew to tentatively cut a check in the amount of \$96,000.00 to install a master meter at Warren Dunes Mobile Home Park. A Reimbursement Agreement to be drafted and submitted to Lake Charter Township which would require them to adhere to a particular date to have the work completed. Six ayes, motion carried.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

With no further objection and no further business it was moved by Payne seconded by Mensinger to adjourn the special meeting. Six ayes. Motion carried. Meeting adjourned at 5:33 p.m.

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

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

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

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