

**MINUTES**  
**LAKE CHARTER TOWNSHIP**  
**SPECIAL BOARD MEETING**  
**May 31, 2017**  
**12:00 Noon**

**CALL TO ORDER/MEMBERS PRESENT**

The meeting was called to order. Board members present were John Gast, Supervisor, Gloria Payne, Clerk; Robert Clark, Treasurer; Patricia Heyn, Trustee and John Wilk, Trustee. James Stine, Jr., Trustee and Nancy Mensinger, Trustee were absent. No visitors were present.

**AGENDA ITEM**

**Cintas Uniform/Custodial Contract Terminations**

Supervisor Gast informed board members that the custodial contract with Cintas ends May 31, 2017 and the uniform contract ends June 23, 2017.

Beginning July 2017 it is proposed that we pay a uniform allowance of \$13.50 after tax, for uniforms. Employees will be able to purchase their clothing and launder their clothing on their own. In extreme cases, the Hardings Laundromat will be made available for heavily soiled clothing at a per pound rate, charged to Lake Township.

An account has been set up with Tractor Supply in Stevensville for any heavy duty Carhart clothing. Boots are able to be purchased through Lowe's and any other special requests will be brought before the Township before purchase. Attached is a summary of the Clothing Allowance plan.

The personnel policies will be updated to include "Section 36 - Appearance on the Job."

**LANDSCAPING PROPOSAL**

Supervisor Gast included in board members' packet the proposal from Arcadia Gardens, LLC for their update to landscaping around Lake Charter Township Hall, in the amount of \$24,000.00. Discussion included scheduling a weekend with Lake Charter Township personnel and obtaining the jail crew to cleanup, remove and eliminate stones, bushes and old edging around the building. After that is accomplished replace the aging sprinkler system and begin to ready the ground by Fall and have a plan in place for bushes, plants and dwarf trees, that might be less costly, since a majority of the work would be completed.

Lastly, allow Treasurer Clark to obtain quotes for replacement of the Lake Charter Township message board sign.

**MISCELLANEOUS**

Supervisor Gast also informed board members' that the bathroom issue has been identified as a failing lead pipe joint, just outside the men's restroom in the township hall offices. A camera was inserted and a rust ball was found to continue to plug the pipe. The floor will need to be jackhammered, the pipe cut out and replaced to repair the problem. A quote is being drafted by "The Firm" and further action will be needed, most likely at our June 2017 board meeting.

**PUBLIC COMMENT**

There was none.

**ADJOURNMENT**

The meeting adjourned at 1:00 p.m.

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

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

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

\_\_\_\_\_  
John W. Gast, Supervisor