

**MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
December 19, 2005
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 to the Flag.

ROLL CALL

Clerk Payne called the roll. Board members present were John Gast, Supervisor; Gloria Payne, Clerk; Betty Korcek, Treasurer; Terry Eichler, Trustee; William "Bill" Geukes, Trustee; Fritz Wolf, Trustee and Trustee Tom Carson. Five visitors were present in the audience.

APPROVAL OF AGENDA & AGENDA AMENDMENTS

There were no changes to the agenda.

APPROVAL OF MINUTES

It was moved by Korcek seconded by Geukes to approve the Minutes of the November 21, 2005 Board meeting. All ayes, motion carried.

It was moved by Korcek seconded by Carson to approve the Minutes of the Public Hearing held on November 28, 2005. All ayes, motion carried.

PUBLIC COMMENT

Supervisor Gast read a letter from American Electric Power. They presented Lake Charter Township with a commemorative plaque thanking us for supporting them through their re-licensing.

APPROVAL OF BILLS

It was moved by Geukes seconded by Wolf to approve the November 2005 bills totaling \$383,450.50. All ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

The following information was included in board members packets: MTA Faxes; Lake Township Water Filtration Plant FPO pilot study report; Lake Charter Township pumpage report; Lake Charter Township Utility Board meeting minutes; Lake Michigan Mailers postage savings statement; Park Committee meeting minutes; Twin Cities Area Transportation Technical & Policy Committee meeting minutes; Berrien County Road Commission information on Date Road; Lake Charter Township Fire & Rescue meeting minutes; 2005 Summer Tax Collection Summary; Lake Charter Township Planning Commission meeting minutes; Lake Charter Township Zoning Board of Appeals meeting minutes; Bridgman Library Board agenda, budget and meeting minutes and 911 Advisory Committee meeting minutes.

Letter from Michigan Emerald Ash Borer Response Project.

REPORTS

B. Supervisor's Report

Supervisor Gast reported as follows:

- a. Attended Medic One meeting;
- b. Attended Public Hearing on 2006 Budget;

- c. Attended Utility Board meeting;
- e. Attended 911 Advisory Board meeting;
- f. Attended Park Committee meeting;
- g. Attended MTA Christmas meeting;
- h. Met with Tom Traciak regarding rate study update;
- i. Attended Growth Alliance meeting;
- j. Attended Board of Review

B. Clerk's Report

Clerk Payne reported as follows:

- a. Met with Kurt Buursma regarding insurance options for seniors;
- b. Attended 2006 Public Hearing Special Board Meeting;
- c. Attended Growth Alliance Meeting;
- d. Met with Scott Dienes;
- e. Attended Bridgman Area Chamber of Commerce meeting;
- f. Attended MTA Christmas Meeting at the D.A.N.K.

C. Treasurer's Report

Treasurer Korcek reported as follows:

- a. Attended Berrien County Treasurer's meeting;
- b. Attended Growth Alliance meeting;
- c. Attended Utility Board meeting;
- d. Met with Kurt Buursma regarding insurance options for seniors;
- e. Attended 2006 Public Hearing Special Board Meeting;

\$140,656.00 were collected and disbursed from December 1 through December 15, 2005.

D. Planning Commission Report

Trustee Wolf reported the Planning Commission approved a rezoning and approved a special land use permit.

E. Water Superintendent's Report

Water Superintendent Beach reported that he met with Chikaming Township regarding calibration of meters, maintenance and development issues. Maintenance issues at the plant are being caught up. The pipe samples have been sent in.

F. GRSD Sewer Authority Report

Supervisor Gast reported the slug tank thickener is expected to be done December 28, 2005, and the plant should be functioning by January 1, 2006.

G. Police Department

Trustee Eichler reported no meeting was held.

H. Fire Department/Fire Chief

Trustee Eichler reported Fire Truck #26 has had repairs. Fire Truck #20 went to Hill-White for body repairs. Radio channels were programmed in the portable radios. Fire Truck #1126 back-up alarm is not working, and the 1978 Fire Truck's anti-lock brakes sensor is bad. 26 calls were handled, sixteen of them medical and four false alarms.

VIII. Park Report

Trustee Wolf reported Brian Thomas has been working and helping out at the water plant. Winter projects at the park include installing ceilings in both old pavilions and replacing one of the pavilion's side doors. The park will be kept open all winter.

J. Library Report

Lillian Svitil reported the roof is still a problem. Possible litigation. One Library Board seat has been vacant for more than a year.

K. Utility Committee Report

Supervisor Gast reported the pump testing in the plant was run on November 2005 to determine the Intake capability and processing capability. The plant reached 4.4MGD before a pressure valve at the plant failed to operate. This is being scheduled for repair on December 7, 2005.

Members were supplied a packet of information pertaining to the Micro Filtration system which has contractual and technique information regarding the implementation of Micro Filtering.

AGENDA ITEMS

Approval of 2006 Budget

Supervisor Gast reported that Lake Charter Township's auditor, Dave Schaffer of McMurray, Marks & Edmunds reviewed the 2006 budget projections. All board members have attended and reviewed the presented document. It was moved by Payne seconded by Eichler to approve the 2006 budget as presented. Roll call: All yes, motion carried.

Resolution for Funding of Growth Alliance

Supervisor Gast brought before board members a Resolution to approve the creation of the City of Bridgman/Lake Charter Township Economic Growth Alliance; to Approve the Bylaws of the City of Bridgman/Lake Charter Township Economic Growth Alliance and to Approve and make Appointments to the Board of the City of Bridgman/Lake Charter Township Economic Growth Alliance. After a few explanations, it was moved by Payne seconded by Korcek to approve the Resolution to create the City of Bridgman/Lake Charter Township Economic Growth Alliance; to Approve the Bylaws of the City of Bridgman/Lake Charter Township Economic Growth Alliance and to Approve and make Appointments to the Board of the City of Bridgman/Lake Charter Township Economic Growth Alliance. Roll call vote: Six yes, one No (Carson), motion carried.

Rezoning Request of 11-11-0136-0028-03-8 and 11-11-0135-0023-07-1

Supervisor Gast presented to board members a Petition for Zoning Amendment request of Parcel No. 11-11-0136-0028-03-8 from Residential-Agricultural (Res-Ag) to Commercial (C-1). This property consists of 10.89 acres. It was moved by Payne seconded by Carson to forward this request onto the Lake Charter Township Planning Commission. All ayes, motion carried.

Supervisor Gast presented to board members a Petition for Zoning Amendment request of Parcel No. 11-11-0135-0023-07-1 from Residential-Agricultural (Res-Ag) to Commercial (C-1). This property consists of 3.81 acres. It was moved by Payne seconded by Geukes to forward this request onto the Lake Charter Township Planning Commission. All ayes, motion carried.

Mileage Adjustment

Supervisor Gast presented to board members information regarding 2006 update on mileage rates. The standard mileage rate for business travel is \$.445 per mile. The Township is currently reimbursing mileage at the rate of \$.40 per mile. Trustee Eichler stated why not make it an even \$.45 per mile. It was moved by Payne seconded by Eichler to raise the mileage reimbursement rate to \$.45 per mile. All ayes, motion carried.

Elected Officials Salary Adjustment Resolutions

Supervisor Gast read a Resolution increasing the Trustee's pay to \$6,303.60 annually, representing a 3% COLA increase. It was moved by Geukes seconded by Wolf to approve the Trustees' annual pay to \$6,303.60. Roll call vote: Gast yes; Payne yes; Korcek yes; Carson no; Geukes yes; Wolf yes; Eichler yes. Motion carried.

Supervisor Gast read a Resolution increasing the Supervisor's pay to \$47,277.00 annually, representing a 3% COLA increase. It was moved by Eichler seconded by Korcek to approve the Supervisor's annual pay to \$47,277.00. Roll call vote: Gast yes; Payne yes; Korcek yes; Carson no; Geukes yes; Wolf yes; Eichler yes. Motion carried.

Supervisor Gast read a Resolution increasing the Treasurer's pay to \$39,922.80 annually, representing a 3% COLA increase. It was moved by Payne seconded by Geukes to approve the annual Treasurer's pay to \$39,922.80. Roll call vote: Gast yes; Payne yes; Korcek yes; Carson no; Geukes yes; Wolf yes; Eichler yes. Motion carried.

Supervisor Gast read a Resolution increasing the Clerk's pay to \$39,922.80 annually, representing a 3% COLA increase. It was moved by Korcek seconded by Geukes to approve the Clerk's annual pay to \$39,922.80. Roll call vote: Gast yes; Payne yes; Korcek yes; Carson no; Geukes yes; Wolf yes; Eichler yes. Motion carried.

Employee Salary Adjustment

Supervisor Gast reported a 3% COLA pay increase for all employees is reflected in the adopted 2006 budget. It was moved by Eichler seconded by Payne to approve a 3% COLA pay increase for employees and, allow those employees who can step to the next level in the Salary Progression table to do so. All ayes. Motion carried.

2006 Suggested Appointments for Boards and Committees

Supervisor Gast presented to board members the suggested appointments for Board and Committees for the year 2006:

Planning Commission Current terms (3year terms)

John Murphy (Chairperson)	12/03	12/05
John Wilk (Vice Chairperson)	12/04	12/06
Fritz Wolf (Board Rep. Sec.)	12/03	12/05
Charles Toth	12/05	12/07
Gaylord Rochefort	12/04	12/06

Appointments: John Murphy, Fritz Wolf

Zoning Board of Appeals Current terms (3year terms)

Vern Rambo (Chairperson)	12/05	12/07
Don Scharnowske (Vice Chair)	12/03	12/05
Brad Reitz (Secretary)	12/03	12/05
Robert Kamradt	12/04	12/06
John Wilk (Planning Comm.)	12/04	12/06

Appointments: Don Scharnowske, Brad Reitz

Berrien County Road Commission Representative (1year term)

John Gast	12/05
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Appointment: John Gast

Brownfield Redevelopment Authority (year terms)

John Gast (3)	12/03	12/05
Gloria Payne (3)	12/03	12/05
David Kunde (2)	12/05	12/06
Larry Ott (1)	12/05	
Open (2)		

Appointment: John Gast (3year), Gloria Payne (3year) James Stine, Jr.

Library Board (5 year terms)

Lillian Svitil	12/03	12/07
Carol Siewert	12/03	12/07
Carla Norwood	12/03	12/07

Medic One Representative (1year term)

John Gast	12/05
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Appointment: John Gast

Cemetery Board (1year term)

Gloria Payne	12/05
Betty Korcek	12/05
Bill Geukes	12/05

Appointments: Gloria Payne, Betty Korcek, Bill Geukes

Galien River Sanitary District Authority Board (2year terms)

John Gast	12/05	12/06
Terry Eichler (ALT)	12/05	12/06

Fire Chief Committee (2 year term)

Chief Harold Heyn	12/05	12/06
Terry Eichler	12/05	12/06
John Gast	12/05	12/06

Industrial Development Committee (3year term)

Terry Eichler	12/03	12/06
Tom Carson	12/03	12/06
Bill Geukes	12/03	12/06

Parks Committee (1 year)

Andy Dow	12/05
Loren Berndt	12/05
Robert Clark	12/05
Larry Ott	12/05
Fritz Wolf (Trustee Representative)	12/05

Appointments; Loren Berndt, Andy Dow, Fritz Wolf, Robert Clark

Construction Board of Appeals (2 year terms)

Chris Brooks	12/05	12/06
David Kunde	12/05	12/06

Bill Boyd Jr.		12/05	12/06
Roger Stephens	09/04	12/05	
Jerrold Jakubs		09/04	12/05

Appointment; Roger Stephens, Jerrold Jakubs

Utility Committee (1 year term)

John Gast	12/05
Betty Korcek	12/05
Bill Geukes	12/05

It was moved by Korcek seconded by Geukes to approve the suggested appointments for Board and Committees for the year 2006. All ayes, motion carried.

Payment of Fire Truck Repairs

Supervisor Gast brought before board members the invoice from Moses Fire Equipment, Inc., totaling \$9,468.83 for repairs to the 1991 Pierce Lance. This is the first time there have been repairs to this particular unit. Clerk Payne asked if there were other repair places. Chief Heyn replied not that are as reputable as Moses Fire Equipment. It was moved by Carson seconded by Wolf to pay \$9,468.83 for repairs to the 1991 Pierce Lance fire truck. All ayes, motion carried.

Board of Trustees Township Meeting Calendar for 2006

Supervisor Gast presented the Lake Charter Township Board of Trustees 2006 meeting calendar. Trustee Wolf prepared the calendar in an excel spreadsheet format as well as the official posting that is necessary. It was moved by Payne seconded by Geukes to approve the 2006 Board of Trustees Township meeting calendar. All ayes, motion carried.

Social Security Number Privacy Policy

Supervisor Gast presented to board members a policy wherein the Township must comply with the Michigan Social Security Number Privacy Act. Clerk Payne indicated she had taken the necessary steps to omit employees social security numbers from paycheck stubs and various other documents. It was moved by Wolf seconded by Korcek to approve the Social Security Number Privacy Policy effective January 1, 2006. All ayes, motion carried.

Utility Committee/Utility Board

Supervisor Gast reported it has become apparent for the Utility Committee to be changed to the Utility Board of Trustees. Due to the upcoming and ongoing maintenance issues and possible expansion of the water plant, meeting as a board allows for first hand information and updates of projects being undertaken. Clerk Payne pointed out that these meetings would need to have an agenda prepared, have a quorum present, posting the meeting and preparation of minutes. Trustee Eichler indicated that when the water plant was being built, it was more advantageous to have the full board together to speed up the process of change orders that could come up. It was moved by Korcek seconded by Geukes to approve changing from meeting as a Utility Committee to meeting as a Utility Board of Trustees. All ayes, motion carried.

Payment of Gast Road Paving Project

Supervisor Gast presented to board members the final bill of the Gast Road resurfacing paving project, in the amount of \$23,474.71 due and owing to Kalin Construction Company. It was moved by Eichler seconded by Carson to approve payment of \$23,474.71 to Kalin Construction Company for the resurfacing paving project of Gast Road. All ayes, motion carried.

MTA Conference

Supervisor Gast reported the Michigan Townships Association Conference is scheduled for January 24, through 27, 2006. Approval is needed for board members who want to attend the conference and participate in the educational workshops. It was moved by Wolf seconded by Geukes to approve

board members attendance at the Michigan Townships Association Conference in January 2006. All ayes, motion carried.

Automatic Aid vs. Mutual Aid

Supervisor Gast turned the floor over to Fire Chief Harold Heyn who explained the difference between Automatic Aid and Mutual Aid. The Berrien County Sheriff’s Department currently dispatches both the City of Bridgman and Lake Charter Township to a fire, whether the fire is in the City or the Township, which is automatic aid. Chief Heyn is requesting mutual aid be implemented, since the County is moving all their dispatchers to one location and new personnel will be hired. This is a good time to put into place how we want our Fire Department to be dispatched. Mutual Aid allows Lake Township firefighters to be dispatched to Lake Township fires. If additional help is needed, then the City can be dispatched to help Lake Township upon the Command Officer’s request.

Trustee Carson commented that the “racing to fires” needs to be looked at.

Trustee Wolf wanted to keep in place the agreement we have.

Clerk Payne questioned whether this would put anyone in jeopardy.

Supervisor Gast assured everyone this is not a “City versus Township issue” that both the City and the Township have demonstrated that they work well together and will continue to do so. There would be a cost savings when the department is not dispatched to false alarms, further we would be able to utilize other departments bordering Lake, i.e., Baroda, Chikaming and Weesaw.

It was moved by Carson seconded by Eichler to dissolve the automatic aid dispatching and use the mutual aid dispatching. Six ayes, one nay (Wolf). Motion carried.

PUBLIC COMMENT

Lillian Svtil questioned why the oil change was so expensive. Trustee Eichler commented that a diesel truck costs more to have the oil changed.

Lillian Svtil asked John Gast to research the contract with the Library to see how many representatives from Lake Township can serve on the Library Board.

ANNOUNCEMENTS

The next regular meeting is scheduled for January 16, 2006 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for January 9, 2006 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for January 12, 2006 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Joint City of Bridgman/Lake Charter Township meeting is January 30, 2006 at 7:00 p.m. at the City of Bridgman.

ADJOURNMENT

With no further objection and no further business it was moved by Geukes seconded by Carson to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 9:14 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

John Gast, Supervisor

