

**MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
January 16, 2006
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. Seven visitors were present in the audience.

APPROVAL OF AGENDA & AGENDA AMENDMENTS

It was moved by Eichler seconded by Korcek to allow two additions to the agenda. All ayes, motion carried.

APPROVAL OF MINUTES

It was moved by Payne seconded by Korcek to approve the Minutes of the December 19, 2005 Board meeting. All ayes, motion carried.

PUBLIC COMMENT

Mike Jasper asked that the agenda for the Utility Board be placed on the website for anyone wishing to attend those meetings. Supervisor Gast responded he would accommodate that request.

Supervisor Gast read a letter he received from Reliable Disposal indicating they would roll their prices back to 2003 rates. They are actively pursuing us to keep Lake Charter Township as a customer. They further indicated that they would place a recycling trailer behind the water plant. The contract comes up for renewal at April 1, 2006 and further information and discussion will be forthcoming.

APPROVAL OF BILLS

It was moved by Wolf seconded by Geukes to approve the December 2005 bills totaling \$405,782.24. All ayes, motion carried.

COMMUNICATIONS/CORRESPONDENCE PACKET

The following information was included in board members packets: MTA Faxes; Lake Township Water Filtration Plant monthly report; Twin Cities Area Transportation Technical & Policy Committee meeting minutes; Lake Charter Township Fire & Rescue meeting minutes; 2005 Lake Charter Township final Budget figures; Lake Charter Township Notice of Inspection by the Lake Township Construction Board of Appeals; Lake Charter Township Planning Commission meeting minutes; Galien River Sanitary Sewer Authority Wage & Budget Committee meetings; Galien River Sanitary Sewer meeting minutes; Medic I meeting minutes.

Copies of checks from Chikaming Township refunding us for their portion of the water project on Snow Road; Copies of check from the State of Michigan for Revenue Sharing & Police Post rent.

REPORTS

B. Supervisor's Report

Supervisor Gast reported as follows:

- a. Attended Brownfield Committee meeting;
- b. Attended Galien River Sanitary District Authority meeting;
- c. Attended Medic I Board meeting;
- e. Attended Galien River Sanitary District Authority budget meeting;
- f. Attended Utility Board meeting;

- g. Attended Park Committee meeting;
- h. Attended Bridgman Chamber of Commerce meeting;
- j. Met with Kurt Buursma, Lake Township's Insurance agent;
- k. Attended Supervisor's Meeting at St. Joseph Township.

B. Clerk's Report

Clerk Payne reported as follows:

- a. Met with Kurt Buursma Lake Township's Insurance agent;
- b. Attended Growth Alliance Meeting;
- c. Picked up the new Voting Tabulator;
- d. Attended and hosted the Berrien County Clerk's Association meeting;
- e. Attended Bridgman Area Chamber of Commerce meeting;
- f. Attended the School Superintendent's meeting at Berrien County Intermediate School District;

C. Treasurer's Report

Treasurer Korcek reported as follows:

- a. Attended Growth Alliance meeting;
- c. Attended Utility Board meeting;
- d. Met with representatives of National City Bank and 5/3rd Bank;

Collected \$399,256.82 from December 15 through December 31, 2005. Collected \$8,631.34 summer tax during December.

D. Planning Commission Report

Trustee Wolf reported the Planning Commission called for a public hearing on a rezoning request. Selected 2006 slate of officers.

E. Water Superintendent's Report

Water Superintendent Beach reported #2 Claricone is up and running. Water plant personnel are actively working on maintenance issues before the Summer season begins. Etna, our supplier for water materials has indicated two price increases are on the horizon for iron and brass.

F. GRSD Sewer Authority Report

Supervisor Gast reported the sludge tank needs to be put together. Payment #22 was approved in the amount of \$283,236.17. The plant is 98% complete. Lake Township normal weekly inspections, monitoring, general maintenance of lift stations and Miss Digs inspections have occurred. An inspection was done at 11851 Woodridge Drive.

G. Police Department

Trustee Eichler reported the meeting has been postponed until later this month.

H. Fire Department/Fire Chief

Trustee Eichler reported Fire Truck #1120 has had the radio installed. The fire fighters are trading their half hour airpaks to the water department and are requested the purchase of hour airpaks.

VIII. Park Report

Trustee Wolf reported the Park has been kept open for the winter. The work on the garage doors and the ceilings are to begin next week.

J. Library Report

Lillian Svitil reported there is a meeting scheduled for Wednesday, January 18, 2006 at 6:00 p.m. She urged the board members to make an attempt to attend since the discussion will consist of what to do regarding the roof.

K. Utility Committee Report

Supervisor Gast reported the meeting minutes will be approved at the next meeting and will be in next month's agenda packet.

AGENDA ITEMS

Rezoning of 11-11-0019-0001-04-4

Supervisor Gast reported that on December 12, 2005 the Lake Charter Township Planning Commission approved the rezoning of James T. Brown's property No. 11-11-0019-0001-04-4 from Res-Ag to R-1. On January 10, 2006 the Berrien County Planning Commission recommended approval of the proposed rezoning.

Trustee Carson pointed out that the Lake Charter Township Planning Commission should only be "recommending" not granting rezoning.

After discussion, it was moved by Carson seconded by Wolf to approve the rezoning of James T. Brown's property No. 11-11-0019-0001-04-4 from Res-Ag to R-1. All ayes, motion carried.

Proposal for Master Plan Update

Supervisor Gast brought before board members a proposal from Williams & Works to update the Lake Charter Township's Master Plan in the amount of \$18,000.00. Discussions included the Master Plan should be revised with only one map as soon as possible. This keeps coming up when Berrien County reviews our rezoning requests. Further, to have the update finalized by November, December of 2006.

It was moved by Payne seconded by Wolf to secure Williams & Works to update the Lake Charter Township's Master Plan for \$18,000.00 and come up with one rezoning map as soon as possible. All ayes, motion carried.

Office Furniture

Supervisor Gast presented to board members the billing totaling \$4,970.78 from Michigan Office Environments for new office furniture for the Supervisor and the Clerk. Trustee Carson expressed his opinion on the amount of labor, delivery and installation. It was moved by Korcek seconded by Geukes to approve payment of \$4,970.78 to Michigan Office Environments for office furniture for the Supervisor and Clerk. All ayes, motion carried.

Western Insurance Agency Liability Insurance Billing

Supervisor Gast presented to board members the liability insurance renewal from Western Insurance Agency for \$63,586.00. This represents a 4.3% increase from last year. Trustee Carson questioned the "Boiler & Machinery Coverage" indicating that we don't have a boiler. Clerk Payne commented that simply refers to an insurance "category" they use in the insurance terminology realm. It was moved by Eichler seconded by Wolf to approve payment of the liability insurance renewal from Western Insurance Agency for \$63,586.00. All ayes, motion carried.

Short Term/Long Term Disability Comparison

Supervisor Gast indicated that currently the Township secures their Short Term/Long Term Disability coverage with Hartford. Kurt Buursma, Lake Charter Township's insurance agent indicated that the same coverage can be secured from Jefferson Pilot at a cost savings of \$3,645.33 annually or 25%. Clerk Payne met with Lake Charter Township's employees and had Mr. Buursma explain the process and secured all the information necessary to make the change. No complaints were received from the employees.

It was moved by Payne seconded by Korcek to change Short Term/Long Term Disability coverage from Hartford to Jefferson Pilot saving the township approximately \$3,645.33 annually, or 25%. All ayes, motion carried.

Park Department Truck Repair

Supervisor Gast directed board members attention to the bill from Sieman's in the amount \$2,875.64 for the cost to repair the 1994 Ford F-350 (Blackie). Supervisor Gast reported that C&C submitted a bid for approximately \$3,500.00. Supervisor Gast thought that we could still get some use out of this truck and requested we pay the bill.

It was moved by Carson seconded by Eichler to approve payment of \$2,875.64 to Sieman's for the cost to repair the 1994 Ford F-350. All ayes, motion carried.

Fire Department Personnel

Supervisor Gast reported that Chief Harold Heyn has requested that Shane Schmaltz be hired as a firefighter. He is 21 years old, lives on Date Road in Lake Township and his background check has cleared. He will have to attend Firefighter I. Clerk Payne asked how many people there are on the fire department's roster. Chief Heyn indicated that this brings the tally to 22 or 23. It was moved by Korcek seconded by Carson to approve adding Shane Schmaltz to the Fire Department personnel's roster. All ayes, motion carried.

Scott Air-Paks

Supervisor Gast brought before board members a quote from Argus Supply Company in the amount of \$3,062.00 for four (4) Scott Air-Paks. The Fire Department has rotated their half-hour air paks to the Lake Township Water Plant personnel and asked to have the hour air paks purchased from Argus. This allows for all the Ranger air paks to be replaced by Scott air paks. Further, there is a \$100.00 fit testing flow test that will be conducted once the new air paks are purchased.

It was moved by Carson seconded by Geukes to purchase from Argus Supply Company four (4) Scott Air Paks for \$12,248.00. All ayes, motion carried.

Furnance Replacement

Supervisor Gast presented a proposal from Cooper-Carlson to replace two (2) furnaces at the Lake Township Water Plant. Due to the high cost of gas furnaces, and the need to replace the furnaces, it was recommended two Modine Electric Furnaces be considered in the amount of \$2,566.00.

It was moved by Eichler seconded by Geukes to accept the proposal from Cooper-Carlson to replace two (2) furnaces at the Lake Charter Township Water Plant in the amount of \$2,566.00. All ayes, motion carried.

Proposal for Sewer Collection System Project Plan

Supervisor Gast presented to board members a letter he received from Anthony Mrozek of the Galien River Sanitary District Authority indicating they are planning to apply for a State Revolving Fund loan through the Department of Environmental Quality for improvements to the interceptor system. To qualify the project plan must examine and prioritize all wastewater needs in the study area for the next 20 years. Information from Lake Township is needed by February 8, 2006 to complete this plan. Larry Merritt of Merritt Engineering already has most of this information and approval is needed to allow him to obtain the rest.

It was moved by Eichler seconded by Carson to allow Supervisor Gast to have Larry Merritt of Merritt Engineering to complete the study for the Sewer Collection System Project plan, further to negotiate the cost of this study with Merritt Engineering. All ayes, motion carried.

Building Report for 2005

Supervisor Gast submitted the 2005 Building Department report. It was moved by Payne seconded by Geukes to place the 2005 Building Department report on file. All ayes, motion carried.

Fifth Monday Meeting

Supervisor Gast asked board members whether they had any items for discussion for the Fifth Monday meeting with the City of Bridgman. No agenda items were presented. There will be no fifth Monday meeting with the City of Bridgman on January 30, 2006.

Galien River Sanitary District Authority Reconciliation Billing

Supervisor Gast presented to board members the 2005 flow reconciling report from the Galien River Sanitary District Authority in the amount of \$8,088.91. It was moved by Payne seconded by Eichler to approve payment of \$8,088.91 to the Galien River Sanitary District Authority for the 2005 flow reconciliation billing. All ayes, motion carried.

North Park Pavilion Garage Doors

Supervisor Gast presented to board members the proposal from Guse-Hahn Garage Doors for the replacement of the North Park Pavilion garage doors in the amount of \$6,800.00. This is for ten (10) 11'4" X 8 Raynor non-insulated 24 gauge steel garage doors with interior locks, 12" radius, 2" normal headroom tracks, torsion spring hardware.

Weesaw Legion Post 518 would like the old doors, it would cost us \$100.00 if Guse-Hahn hauled them away.

It was moved by Wolf seconded Payne to accept the proposal from Guse-Hahn Garage Doors for the replacement of the North Park Pavilion garage doors in the amount of \$6,800.00. All ayes, motion carried.

PUBLIC COMMENT

Lillian Svitil asked what is the issue with Scott Dienes. Supervisor Gast responded it is Berrien Township's issue regarding Earl Maxwell.

Treasurer Korcek asked why in the Fire Department's minutes did it indicate that the township board does not agree with the Chief's recommendation on the automatic aid with the City. Chief Heyn indicated he could not understand why it was in the minutes that way and that he would have them revised.

Mike Jasper asked how many houses were built in Lake Township in 2005. Supervisor Gast indicated that it was not listed in the number of houses, but in the dollar amounts.

Harold Heyn commented that the cemetery workers had put up the cement blocks, but that they were not level. Supervisor Gast indicated he would look into the situation.

Supervisor Gast commented that along with the Long Term and Short Term Disability insurance change from Hartford to Jefferson Pilot, Kurt Buursma, Lake Charter Township's insurance agent also informed us of changes that we can make to our health insurance, by having our senior employees take medicare as their primary and purchase a senior choice plan that would pay better prescription drug coverage for them, thus in turn saving money for Lake Township's health insurance by approximately \$10,000.00 annually.

ANNOUNCEMENTS

The next regular meeting is scheduled for February 20, 2006 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for February 13, 2006 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Lake Charter Township Utility Board is scheduled for February 7, 2006 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

ADJOURNMENT

With no further objection and no further business it was moved by Carson seconded by Korcek to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 8:25 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

John Gast, Supervisor