

**MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
October 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; James Stine, Jr., Trustee and Trustee Tom Carson. Eight visitors were present in the audience.

APPROVAL OF AGENDA & AGENDA AMENDMENTS

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

APPROVAL OF MINUTES

It was moved by Carson seconded by Korcek to approve the Minutes of the September 18, 2006 Board meeting. All ayes, motion carried.

It was moved by Geukes seconded by Stine to approve the Special Board Meeting Minutes of September 21, 2006. All ayes, motion carried.

PUBLIC COMMENT

None.

APPROVAL OF BILLS

Due to the absence of the September 2006 bills, this agenda item was tabled.

COMMUNICATIONS/CORRESPONDENCE PACKET

The following information was included in board members packets: MTA Weekly Legislative Report; Lake Township Water Filtration Plant monthly report; Medic I meeting minutes; Lake Charter Township Planning Commission meeting minutes; Galien River Sanitary Sewer Authority Agenda and meeting minutes; Baroda Township bills; Bridgman Public Library meeting minutes; Lake Charter Township Fund Balance Sheet for August and September; NIMS course completion certificates for Supervisor John Gast and Clerk Gloria Payne.

Copy of a letter from Charter Township of Comstock regarding Phase II Water Discharge Permitting.

REPORTS

A. Supervisor's Report

Supervisor Gast reported as follows:

- a. Attended Special Board Meeting;
- b. Attended Medic One Meeting;
- c. Attended Pre-construction Meeting;
- d. Attended Baroda Village Board Meeting;
- e. Attended Chamber of Commerce Meeting;
- f. Attended Growth Alliance Meeting;
- g. Attended Bridgman Public Library Meeting;
- h. Attended Utility Board Meeting;
- i. Attended Maximum Impact Seminar
- j. Completed NIMS training.

A. Clerk's Report

Clerk Payne reported as follows:

- a. Attended Budget Workshop Meetings;
- b. Attended Maximum Impact Seminar;
- c. Attended MTA Fall District Meeting in Dowagiac;
- d. Updated the Voting Tabulator for the November general election;
- e. Updated the Automark for the November general election;
- f. Attended Utility Board Meeting;
- g. Attended Chamber of Commerce Meeting;
- h. Attended State of Michigan Election Training.

Clerk Payne further asked that anyone wishing to attend the MTA Convention in January let her know, since registration is November 1, 2006.

C. Treasurer's Report

Treasurer Korcek reported as follows:

- a.. Attended the Maximum Impact Seminar;
- b. Attended Special Board Meeting;
- b. Attended MTA Fall District Meeting in Dowagiac;
- c. Met with Larry Merritt of Merritt Engineering regarding map for the Park;
- d. Attended Park Committee Meeting;
- e. Attended Utility Board Meeting'
- f. Attended Budget Workshop Meetings;
- g. Attended Growth Alliance Meeting.

D. Planning Commission Report

Trustee Geukes reported a Public Hearing was held for a platted subdivision submitted by Merritt Engineering on the west side of California Road, south of Ott Road. The Planning Commission received a Land Division application for four non-conforming lots to be divided into three conforming lots at the Park Gardens subdivision. Williams and Works will start make over of the Master Plan November 13, 2006.

E. Water Superintendent's Report

Water Superintendent Stewart Beach reported Snow Road Watermain replacement is going well. Fishbeck, Thompson, Carr and Huber will be starting on the Water Plant Master Plan. The surveying is done, soil borings are to be done and installation of the carrode sleeves is in process.

F. GRSD Sewer Authority Report

Supervisor Gast reported Jerry Kohn has been appointed as the Galien River Sewer District Authority Board Chairman. Budget discussions were held. Flow Chart Committee is in place to determine if flow rates are in discrepancy, in the hopes of achieving an analysis of who is paying for what flow.

G. Police Department

Trustee Eichler reported there was no meeting.

H. Fire Department/Fire Chief

Trustee Eichler reported the firefighters discussed closing Browntown and Snow Road due to the watermain replacement. Andrews University has a film to recruit firefighters. \$100.00 was donated toward this film. Fire Prevention week is this week. The firemen won first place at the Chili cook-off at Weller Chevrolet.

Chief Heyn reported 14 calls were made, of which 11 were medical two fire alarms and one city assist.

I. Park Report

Treasurer Korcek reported the playscape has been ordered for the Lake Pavilion. The Gazebo should be built by the end of the year. The infield for the new ballfield should be prepared October 28, 2006. Roof repairs at the old pavilions and dug-out should be completed yet this fall. Sprinkler system bids are in. Lighting and ceilings should be installed in the south pavilion. Park Personnel, Brian Thomas has resigned. The Park will remain open for the winter months.

J. Library Report

Lillian Svitil reported the library bought a Sony Cyber Shot Camera. Board members spoke with Neal Smith regarding buying the property to the South. The property was appraised at \$800,000.00 and he is offering it to

the library for \$485,000.00. A special board meeting is scheduled for Tuesday. Parking lot has been sealed and more furniture has been bought.

K. Cemetery Committee Report

Clerk Payne reported that three burials were conducted since last month. Arrangements have been made with Gus Littke to remove a tree at Greenwood Cemetery.

AGENDA ITEMS

2007 Budget Public Hearing Date

Supervisor Gast presented to board members the proposed Public Hearing date for October 24, 2006 at 7:00 p.m. It was moved by Payne seconded by Geukes to hold a Public Hearing for the 2007 Budget October 24, 2006 at 7:00 p.m. All ayes, motion carried.

Lot Division - Park Gardens

Supervisor Gast presented to board members a copy of a Land Division Application from Jeff and Ruth Davis proposing to subdivide two parcels of land, 11-11-6000-0002-00-0 and 11-11-6000-0006-00-5 into three conforming lots. The proposed division will create lot sizes that meet the required minimum road frontage and square footage set forth by all Township Ordinances. After discussion, it was moved by Geukes seconded by Korcek to approve the Land Division Application from Jeff and Ruth Davis to subdivide two parcels of land into three conforming lots. All ayes, motion carried.

Preliminary Plat Approval - Ott Estates

Supervisor Gast presented to board members a proposed subdivision project. He introduced Jeff Winegard of Merritt Engineering who explained that the project would be a four-lot subdivision located on the west side of California Road south of Ott Road. All roadways and utilities are existing and none are proposed. The property, 11-11-0031-0023-05-5 is the remaining acreage from previous lot splits. No further lot splits are proposed. A copy of a letter from the Berrien County Road Commission was included in board members packets, approving the preliminary plat with three conditions, final approval by Lake Township is required, the design and construction engineering shall be according to the Berrien County Road Commission standards and specifications for plan development and street construction and that California Road is a primary road and the right of way to be shown at 50 feet. Also, a requirement of the future owners of lots 1 through 4 to install properly sized driveway culverts 48" in diameter as part of developing the lots. After a lengthy discussion regarding drainage, it was moved by Geukes seconded by Carson to approve the projected four-lot subdivision Plat, located on the west side of California Road and south of Ott Road - Ott Estates. All ayes, motion carried.

Road Commission Annual Meeting

Supervisor Gast informed board members that the Berrien County Road Commission 2007 Annual Meeting date for Lake Charter Township officials to discuss 2007 Road Construction maintenance and requests is October 31, 2006 at 11:00 a.m. Anyone wishing to attend with Supervisor Gast is welcome.

Change Order Snow Road Watermain Replacement - Project No. 20726

Supervisor Gast presented to board members a change order on the Snow Road watermain replacement. A copy of a letter from Larry Merritt of Merritt Engineering, Inc., stating the contractor shall provide sand bedding and sand cover for the proposed watermain where native granular soil is not found during trench excavation. It is expected that most of the construction zone will be clay soils which will necessitate the use of sand around the pipe. Sand bedding shall be six inches deep and the zone of sand around the pipe shall extend to a minimum of six inches over the pipe. The quantity for payment on this item of work shall be based on the length of watermain where sand backfill is required, less the length of driveway and road crossings, which are previously required to be fully backfilled with granular material per contract specifications. Maximum cost is \$25,389.00

After discussion, it was moved by Eichler seconded by Stine to approve the proposed Change Order for sand in the amount of \$25,389.00 for the Snow Road Watermain Replacement Project No. 20726. All ayes, motion carried.

Meter Reading Equipment

Supervisor Gast brought before board members a memorandum from Sandi Denman, Lake Charter Township Water Clerk. She recently attended a Sensus training and learned that our meter reading equipment has become inoperable and we are working off of a loaner from Etna. Further, we received word that the 3000 Series Meter Equipment is being discontinued in 2007 and will not be serviced any longer. A quote was presented from Etna Supply Company in the amount of \$7,700.00 for a Sensus SSI upgrade 3000 Series to 5000 Series. This includes stand, autogun and upgrade autoread software. We are in need of two, it will take six weeks to receive the equipment from the time the order is placed.

It was moved by Payne seconded by Stine to approve purchase of two (2) 5000 Series autogun, stand and autoread software for \$15,400.00. All ayes, motion carried.

Gutter Replacement Park Pavilions

Supervisor Gast brought before board members three bids for gutter replacement on the two park pavilions. USA Gutters, Inc., \$1,252.00; Gutter Toppers \$2,300.00 and Ken Daugherty \$1,950.00. After discussion, it was moved by Geukes seconded by Carson to accept the bid of USA Gutters, Inc., for \$1,262.00 to replace the gutters at the two park pavilions with seamless gutters. All ayes, motion carried.

Joint Meeting with City of Bridgman Agenda

Supervisor Gast asked board members whether they had any agenda items to bring to the joint city/township meeting which is scheduled for October 30, 2006. There were none.

Pay Request Snow Road Watermain Replacement Project No. 20726

Supervisor Gast presented board members with the first pay request for the Snow Road watermain replacement project currently underway. Included in board members packet were copies of bills and a contractor's pay request itemizing the materials. Hollerbach Excavating, Inc., is requesting \$182,897.43 for work from October 1, 2006 to October 12, 2006. It was moved by Eichler seconded by Carson to approve pay request number one for \$182,897.43 for the Snow Road Watermain Replacement Project No. 20726. All ayes, motion carried.

Topsoil Purchase from A&J Hardware

Supervisor Gast presented board members with a letter he drafted between A&J Hardware regarding topsoil left over from their recent building project. For the cost of \$8.00 per yard, Lake Charter Township will purchase the entire stockpile of topsoil. A deposit of \$2,500.00 will secure the cost of topsoil and the pile will be removed and the site leveled with the remaining balance to be determined at that time. It was moved by Geukes seconded by Stine to approve the purchase of the topsoil for \$8.00 per yard and issue a check for \$2,500.00 as a deposit. All ayes, motion carried.

PUBLIC COMMENT

Loren Berndt asked whether the bump on Shawnee Road by Woodland Shores Baptist Church can be discussed when we meet with the Berrien County Road Commission on October 31, 2006. Supervisor Gast responded he would put it on his list.

Lillian Svitil asked if anything had been done at the corner of Linco and Date Roads regarding the subdivision. Supervisor Gast responded that the deal fell through.

ANNOUNCEMENTS

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

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

Lake Charter Township Zoning Board is scheduled for November 9, 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 Payne seconded by Carson to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 8:15 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

John Gast, Supervisor