

**MINUTES  
LAKE CHARTER TOWNSHIP  
UTILITY BOARD MEETING  
February 14, 2006  
12:00 Noon**

**CALL TO ORDER**

The meeting was called to Order by Supervisor John Gast at 12:00 noon.

**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. No visitors were present in the audience.

**APPROVAL OF AGENDA**

It was moved by Korcek seconded by Geukes to allow one addition to the agenda. All ayes, motion carried.

**APPROVAL OF MINUTES**

It was moved by Korcek seconded by Carson to approve the Minutes of the January 3, 2006 Utility Board meeting. All ayes, motion carried.

**AGENDA ITEMS**

*Meeting Change*

Supervisor Gast reported that these Utility Board meetings will be held the first Tuesday of each and every month at noon, unless otherwise noticed. The posting on the door has been changed accordingly. It was moved by Eichler seconded by Korcek to approve the meeting changes. All ayes, motion carried.

*Master Plan Study*

Supervisor Gast turned the floor over to Stewart Beach, Lake Charter Township Water Plant Superintendent who submitted the Lake Charter Township Master Plan Water Plant Study. The report was reviewed and placed on file.

*Review of Capital Improvements*

Supervisor Gast brought board members attention to the list of capital improvements needed at the Water Plant. The items were discussed and reviewed.

*Fee Rates/Rate Study*

Supervisor Gast reported that the rate study being conducted by Tom Traciak of ACI, Inc., came back with a recommendation for water and sewer taps, as well as our rate fees to be increased 30% across the board. A special meeting is scheduled for March 14, 2006 at 7:00 p.m. for Tom Traciak to make his presentation.

*Elevated Tank Inspection*

Supervisor Gast presented to the board the cost estimate from Nelson Tank Engineering & Consulting, Inc., (NTEC) for inspection of the 300,000 gallon water storage tank. Water Plant Superintendent Beach reported that NTEC offers an inspection method that enables them to perform the inspection without draining the tank for \$2,300.00. A live video footage of the inspection as well as a detailed written report will be conducted.

It was moved by Payne seconded by Eichler approve \$2,300.00 for Nelson Tank Engineering & Consulting, Inc., to inspect the 300,000 gallon water storage tank. All ayes, motion carried.

*Fishbeck, Thompson Carr & Huber, Inc., Billing for Services*

Supervisor Gast submitted a bill for work from Fishbeck, Thompson, Carr & Huber who is in the process of performing the Facilities, Processes and Operations (FPO) Assessment for membrane filter treatment and pilot study to date in the amount of \$2,503.50. It was moved by Carson seconded by Korcek to approve payment of

\$2,503.50 to Fishbeck, Thompson, Carr & Huber for the FPO Assessment membrane filter treatment pilot study. All ayes, motion carried.

Replacement of Eric's Panel Truck Ford F-350

Supervisor Gast reported that he spoke with employees regarding their assessment of what vehicles need replacing. It was determined that since the Ford F-350 driven by employee Eric Zelmer is the oldest truck in the fleet and is showing rust on the box, further the doors on the panels are rotting. It was discussed and decided that Supervisor Gast let bids for replacement of this vehicle.

Cleaning of Retention Ponds

Supervisor Gast turned the floor over to Lake Charter Township Water Plant Superintendent, Stewart Beach, who reported that the retention ponds have not been cleaned in ten (10) years and hold solids from the back washing of filters from the plant.

The following was discussed:

1. Remove present dry material (sludge only) by backhoe and truck. One or two loads with tandem truck and dry material taken to landfill. It was discussed to check with the Michigan Department of Environmental Quality and the Benton Harbor Airport as to how to legally dispose of the sludge.
2. Remove non-contaminated roadway between the third and second ponds and put it on our own dirt pile for future fill dirt, which consists of gravel and sand.
3. The Lake Charter Township employees will put the sludge from the first and second ponds on the roadway between the first and second ponds to dry.
4. It would cost approximately \$500.00 to re-plumb the present piping so all the water goes to the new enlarged second pond only. Once the material is dry enough for hauling, the first pond will be emptied. The material shrinks when dried, so the material will have to dry first before an accurate estimate can be prepared. Initial costs will be piping and appurtenances for rerouting all the water to the end of the larger pond. PVC pipe will be used to keep the costs low and the handling and installation easy.
5. The Galien River Sanitary District in exchange for water used from our hydrants will clean out the reclaim basin in the second pond. This material will need to be dried and taken to the landfill also.

Bids will be let for excavators for taking out the roadway.

Raw Water Line/City Services

Supervisor Gast presented a proposal from City Services for to install a hydrant sleeve valve which will help with flow testing and provide a contingency plan for emergency flushing. The amount is approximately \$3,500.00. We have the hydrant. This hydrant will be painted a different color (black) and the valve will be closed. Fire Department personnel know that this hydrant is not for their use.

It was moved by Eichler seconded by Wolf to accept the proposal from City Services to install a hydrant sleeve valve for approximately \$3,500.00. All ayes, motion carried.

**PUBLIC COMMENT**

None.

**ANNOUNCEMENTS**

The next utility board meeting is scheduled for March 7, 2006 at 12:00 Noon.

**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 1:18 p.m.

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

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

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

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John Gast, Supervisor