

**MINUTES  
LAKE CHARTER TOWNSHIP  
BOARD MEETING  
December 17, 2007  
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; Trustees William "Bill" Geukes, Terry Eichler, James Stine, Jr. and Tom Carson. Seven visitors were present in the audience.

**APPROVAL OF AGENDA**

The agenda was approved and set with one correction. The change was under "Approval of Minutes" It should have read November 19, 2007, instead of November 17, 2007.

**PUBLIC COMMENT**

Carol Richardson, Director of the Bridgman Public Library, along with Carla Norwood handed out to board members the Bridgman Public Library highlights for the year July 1, 2006 through June 30, 2007.

She further reported that the library has purchased the dental building property from the Smith's. The building is currently being used for fire department and the police department to do training.

She thanked Lake Charter Township for their continued support and will be present to answer any questions regarding the renewal of the contract.

**APPROVAL OF MINUTES**

*November 19, 2007 Board Meeting*

It was moved by Geukes seconded by Payne to approve the Meeting Minutes of November 19, 2007. All ayes, motion carried.

**APPROVAL OF BILLS**

After a few explanations, it was moved by Payne seconded by Korcek to approve the November 2007 Lake Charter Township bills in the amount of \$449,882.87. All ayes, motion carried.

**COMMUNICATIONS/CORRESPONDENCE PACKET**

The following information was included in board members packets: MTA Weekly Legislative Report; Lake Charter Township Planning Commission meeting minutes of December 10, 2007; Galien River Sanitary Sewer Authority Agenda, budget and meeting minutes; Lake Township Park Committee meeting minutes; Bridgman Public Library meeting minutes; Medic 1 meeting minutes; Lake Charter Township Water Filtration Plant report; Lake Township Fund Balances for November 2007; 911 Advisory Board meeting minutes; Lake Township Fire and Rescue meeting minutes; City of Bridgman/Lake Charter Township Economic Growth Alliance meeting minutes.

Copy of a check from the State of Michigan for \$3,474.00 for State Revenue Sharing. Copy of a letter from Randy Hyrns regarding the pokagon tribe sewer connection fee. Copy of a letter from Jones & Henry regarding the GRSD Sewer Lift Station #1 force main. Copy of a letter from Merritt Engineering regarding the completion of Browntown Road watermain replacement at the east right-of-way line of I-94. A copy of a letter from Michelle Anderson thanking us for the use of the township hall.

**REPORTS**

**A. Supervisor's Report**

Supervisor Gast reported as follows:

- a. Attended Galien River Sanitary District Authority meeting;
- b. Met with J.W. Ryan of Western Insurance;
- c. Met with Kurt Buursma regarding health insurance;
- d. Met with Abonmarche regarding the Public Safety Building;
- e. Attended Utility Board meeting;
- f. Attended Pearson Construction meeting;
- g. Attended Comcast test drive;

- h. Attended Galien River Sanitary District Authority budget meeting;
- i. Attended Fishbeck, Thompson Carr and Huber open house;
- j. Attended Economic Growth Alliance meeting;
- k. Attended Chamber of Commerce meeting;
- l. Met with Prein & Newhof Engineering;
- m. Met with Midwest electricians regarding Hall lighting;
- n. Attended Board of Review;
- o. Attended 911 Advisory meeting and toured 2100 Empire complex.

B. Clerk's Report

Clerk Payne reported as follows:

- a. Met with J.W. Ryan of Western Insurance;
- b. Met with Kurt Buursma regarding health insurance;
- c. Attended Utility Board meeting;
- d. Attended Economic Growth Alliance meeting;
- e. Met with Dave Koop regarding liability insurance;
- f. Met with Midwest electricians regarding Hall lighting;
- g. Attended Berrien County Clerk's Association meeting;
- h. Held the Lake Michigan College millage election.

C. Treasurer's Report

Treasurer Korcek reported as follows:

- a.. Attended Utility Board meeting;
- b. Attended Growth Alliance meeting;
- c. Attended Park Committee meeting;
- d. Attended Berrien County Treasurer's Association meeting;
- e. Attended Michigan Works meeting;
- f. Met with J. W. Ryan of Western Insurance;

D. Planning Commission Report

Trustee Geukes reported the Planning Commission had no old business or new business to conduct.

E. Water Superintendent's Report

In the absence of Water Plant Superintendent Stewart Beach, no report was given under this agenda item.

F. GRSD Sewer Authority Report

Supervisor Gast reported:

- a. Authorized Pearson Construction to continue in the construction of the Franklin Street Sewer Lift Station;
- b. Final numbers on the sewer overage comes to \$157,275.94;
- c. Casino buy-in continues to be discussed;
- d. Investigating the option of Lake Township buying \$100,000 worth of additional capacity;
- e. Lift Station#1 suffered ruptures and is being re-built;
- f. Investigating how much is owed on the 1996 Bridgman buy-in;
- g. Replaced check arm assemblies at Lift Station#46;
- h. Replaced potential relay, start capacitor and pump at Lift Station #33;
- i. Rodded lateral with O'Brien 250 at BP Station near Exit 16.

G. Police Department

Trustee Eichler reported no meeting was held.

H. Fire Department/Fire Chief

Trustee Eichler reported fire training was held at the Smith dental building. Three new AED's designed for children are on the agenda for approval, as well as 25 pair of leather boots for firefighters.

I. Park Report

Treasurer Korcek the next Park Committee meeting is to be held January 15, 2007. The 2008 budget will be discussed, as well as updating the Park plan.

J. Library Report

Carol Siewert reported Lillian Svtil is in the hospital with heart problems and to remember her in our prayers.

K. Cemetery Committee Report

Clerk Payne reported that three burials took place since our last board meeting and the crew has been busy snow plowing and taking up the park benches for the winter, both at the cemetery and the park.

**AGENDA ITEMS**

Lighting Upgrade Lake Township Hall

Supervisor Gast introduced Mike Halbeisen of Midwest Energy Group who presented to board members a sample of the fixtures that will be placed in the Lake Township Hall. The building is 30 plus years old and has ballist type flourescent T-12 fixtures which will be obsolete by the year 2009.

The cost for six 8' fixtures is \$3,060.00. These will give eight times more light and are on adjustable cables. It was moved by Payne seconded by Korcek to approve purchasing six 8' fixtures for \$3,060.00 for upgrading the Lake Township hall lighting. All ayes, motion carried.

Extension of Library Contract

Supervisor Gast reviewed with board members the Bridgman Public Library Contract five-year extension. Trustee Stine was concerned whether capital improvements need to be included in the contract. After discussion, it was determined not necessary, that capital improvements are to be budgeted with the monies Lake Township contributes, which is one tenth mil of taxable value. It was moved by Stine seconded by Payne to approve the extension of the Bridgman Public Library contracted for five years. All ayes, motion carried.

Elected Officials Salary Adjustment Resolutions

Supervisor Gast read a Resolution increasing the Trustee's pay to \$6,687.50 annually, representing a 3% COLA increase. It was moved by Korcek seconded by Geukes to approve the Trustees' annual pay to \$6,687.50. Roll Call Vote: Gast yes; Payne yes; Korcek yes; Carson no; Geukes yes; Eichler yes; Stine yes. Motion carried.

Supervisor Gast read a Resolution increasing the Supervisor's pay to \$50,156.26 annually, representing a 3% COLA increase. Trustee Stine commented the Supervisor is deserving of this increase. It was moved by Geukes seconded by Stine to approve the Supervisor's annual pay to \$50,156.26. Roll Call Vote: Gast yes; Payne yes; Korcek yes; Carson no; Geukes yes; Eichler yes; Stine yes. Motion carried.

Supervisor Gast read a Resolution increasing the Clerk's pay to \$42,354.18 annually, representing a 3% COLA increase. Trustee Stine indicated that Clerk Payne was always at the office and always handles people with a smile. It was moved by Stine seconded by Geukes to approve the Clerk's annual pay to \$42,354.18. Roll Call Vote: Gast yes; Payne yes; Korcek yes; Carson no; Geukes yes; Eichler yes; Stine yes. Motion carried.

Supervisor Gast read a Resolution increasing the Treasurer's pay to \$42,354.18 annually, representing a 3% COLA increase. Clerk Payne indicated that Treasurer Korcek makes sure the township is getting the best interest rate. It was moved by Eichler seconded by Payne to approve the annual Treasurer's pay to \$42,354.18. Roll Call Vote: Gast yes; Payne yes; Korcek yes; Carson no; Geukes yes; Eichler yes; Stine yes. Motion carried.

Computer Consultant

Supervisor Gast presented to the board, a proposal from Petersen Computer Consulting for \$2,400.00 annually to keep Lake Charter Township compliant with GASB 34 and GASB 45. Further, to reconcile bank accounts, including investment accounts and other Quickbooks related issues as they arise. It was moved by Geukes seconded by Korcek to approve the proposal from Petersen Computer Consulting for \$2,400.00 annually. All ayes, motion carried.

2008 Suggested Appointments for Boards and Committees

Supervisor Gast presented to board members the suggested appointments for Board and Committees for the year 2008:

Planning Commission Current terms (3 year terms)

John Murphy (Chairperson)	12/06	12/08
John Wilk (Vice Chairperson)	12/07	12/09
William Geukes (Board Rep. Sec.)	12/06	12/08
Charles Toth	12/08	12/10
Gaylord Rochefort	12/07	12/09

Appointment: Charles Toth

Zoning Board of Appeals Current terms (3 year terms)

Vern Rambo (Chairperson)	12/08	12/10
Don Scharnowske (Vice Chair)	12/06	12/08
Brad Reitz (Secretary)	12/06	12/08
Robert Kamradt	12/07	12/09
John Wilk (Planning Comm.)	12/07	12/09

Appointment: Vern Rambo

Police Board (2 year term)

Terry Eichler (Trustee)	12/08	12/09
Tom Carson (Trustee)	12/08	12/09

Appointment: Terry Eichler and Tom Carson

Fire Board Representative (2 year term)

Terry Eichler	12/07	12/08
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Fire Chief Committee (2 year term)

Chief Harold Heyn	12/07	12/08
Terry Eichler	12/07	12/08
John Gast	12/07	12/08

Galien River Sanitary District Authority Board (2 year term)

John Gast	12/07	12/08
Terry Eichler (ALT)	12/07	12/08

Library Board (5 year term)

Lillian Svitil	12/08	12/12
Carol Siewert	12/08	12/12
Carla Norwood	12/08	12/12

Appointments: Lillian Svitil, Carol Siewert, Carla Norwood

Medic One Representative (1 year term)

John Gast

Appointment: John Gast

Cemetery Board (1 year term)

Gloria Payne	12/08
Betty Korcek	12/08
Bill Geukes	12/08

Appointments: Gloria Payne, Betty Korcek, Bill Geukes

Brownfield Redevelopment Authority (1,2,3 year terms)

John Gast (3)	12/06	12/08
Gloria Payne (3)	12/06	12/08
David Kunde (2)	12/07	12/08
Larry Ott (1)	12/08	
James Stine, Jr. (2)	12/07	12/08
Consultant Marc Florian		

Appointment: Larry Ott (1)

Industrial Development Committee (3 year term)

Terry Eichler	12/07	12/09
Tom Carson	12/07	12/09
Bill Geukes	12/07	12/09

Construction Board of Appeals (2 year terms)

Chris Brooks	12/07	12/08
David Kunde	12/07	12/08
Bill Boyd Jr.	12/07	12/08
Roger Stephens	12/08	12/09
Jerrold Jakubs	12/08	12/09

Appointments: Roger Stephens, Jerrold Jakubs

Economic Growth Alliance (1 year terms)

John Gast	12/08
Betty Korcek	12/08
Gloria Payne	12/08

Appointments: John Gast, Betty Korcek, Gloria Payne

Parks Committee (1 year term)

Betty Korcek (Board Representative	12/08
Robert Clark	12/08
Andy Dow	12/08
Larry Ott	12/08
Fred Beckmann	12/08

Appointments; Betty Korcek, Robert Clark, Andy Dow, Larry Ott, Fred Beckman

Board of Review (2 year term)

Dave Zilke	12/07	12/08
Dale Sorget	12/07	12/08
Drew Menser	12/07	12/08

It was moved by Korcek seconded by Geukes to approve the suggested appointments for Board and Committees for the year 2008. All ayes, motion carried.

Appointment of Fire Chief for 2008

Supervisor Gast asked to appoint Harold Heyn as the Lake Charter Township Fire Chief for 2008. It was moved by Payne seconded by Geukes to appoint Harold Heyn as the Lake Charter Township Fire Chief for 2008. All ayes, motion carried.

2008 Calendar of Meetings

Supervisor Gast presented the 2008 Calendar of Meetings. It was moved by Geukes seconded by Payne to approve the 2008 Calendar of Meetings with a few minor changes. All ayes, motion carried.

Mutual Aid Agreement

Supervisor Gast presented to board members the mutual aid agreement for the Lake Charter Township Fire Department. This is the format and content that Fire Department agencies throughout the county are using. After discussion, it was moved by Stine seconded by Eichler to authorize Lake Charter Township Fire Chief Harold Heyn to sign the mutual aid agreement. All ayes, motion carried.

AED's Update Models

Supervisor Gast presented board members with a quote from Code Red, Inc., for \$2,677.80 each for three LP1000 AED's to include an adult pad and a pediatric pad. After a lengthy discussion, it was decided to table this agenda item until the next regular board meeting.

Leather Bunker Boots

Supervisor Gast presented to board members a quotation from Sales and Marketing of Michigan, LLC for 25 leather bunker boots. These boots are \$225.00 per boot. The Fire Department has not had their boots replaced for numerous years. Other agencies are switching to the new style. These boots have a steel toe cap, three point heel lock, and are warmer than the rubber boots. It was moved by Gast seconded by Korcek to approve purchasing leather bunker boots from Sales and Marketing of Michigan, LLC for 25 leather bunker boots at \$225.00 per boot. All ayes, motion carried.

**PUBLIC COMMENT**

There was none.

**ANNOUNCEMENTS**

The next regular meeting is scheduled for January 21, 2008 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for January 14, 2008 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Utility Board meeting is scheduled for January 3, 2008 at 12:00 Noon, Lake Charter Township Conference Room, Bridgman, Michigan.

Lake Charter Township Zoning Board of Appeals is scheduled for January 10, 2008 at 7:00 p.m.

**ADJOURNMENT**

With no further objection and no further business it was moved by Payne seconded by Geukes to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 9:03 p.m.

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

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

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

\_\_\_\_\_  
John Gast, Supervisor