

**MINUTES
LAKE CHARTER TOWNSHIP
BOARD MEETING
January 21, 2008
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. Six visitors were present in the audience.

APPROVAL OF AGENDA

The agenda was approved and stands as presented.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

December 17, 2007 Board Meeting

It was moved by Korcek seconded by Geukes to approve the Meeting Minutes of December 17, 2007. All ayes, motion carried.

APPROVAL OF BILLS

After a few explanations, it was moved by Geukes seconded by Korcek to approve the December 2007 Lake Charter Township bills in the amount of \$519,990.38. 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 January 14, 2008; 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 December 2007; Lake Township Fire and Rescue meeting minutes.

Copy of a check from the State of Michigan for \$36,373.00 for State Revenue Sharing. Copy of a check from State of Michigan for \$7,500.00 for Michigan State Police Post rent. Copy of a letter from Oselka Construction regarding replacement of a 16" force main on Red Arrow Highway. Letter from the State of Michigan Liquor Control Commission regarding an application for a liquor license at 10511 Red Arrow Highway, Bridgman, Michigan. Copy of a letter from Alexander Chemical Corporation regarding a sodium hypochlorite price increase.

REPORTS

A. Supervisor's Report

Supervisor Gast reported as follows:

- a. Two Water Plant micro-filtration project construction meetings;
- b. Attended Economic Growth Alliance Steering Committee meeting;
- c. Attended the Michigan Townships Association Educational Conference:
Opening Session
Attended the Trade Expo
MTA Governance Academy Graduate's forum
No Comment Media Relations
Wave of the Future (Shared Services)
I Want my 24 Hours (Reduce Stress, Increase Productivity)
Great Lakes Compact (effects on municipal water systems)
Bringing Events to Your Township
Putting Your Best Foot Forward
Annual Meeting
- d. Attended the Galien River Sanitary District Authority meeting;
- e. Attended Medic One meeting.

B. Clerk's Report

Clerk Payne reported as follows:

- a. Met with Representative Neal Nitz; Representative John Proos and Senator Ron Jelinek regarding election laws;
- b. Attended Election Training for the Presidential Primary
- c. Attended the Michigan Townships Educational Conference:
Opening Session
Attended the Trade Expo
MTA Governance Academy's forum;
Elections Administration
Elections Update
Voting Machines
Accounting Procedures
How to Run and go through an Election
Annual Meeting
- d. Held the Presidential Primary
- e. Attended Economic Growth Alliance Steering Committee meeting.

C. Treasurer's Report

Treasurer Korcek reported as follows:

- a.. Attended Utility Board meeting;
- b. Attended Growth Alliance meeting;
- c. Attended the Michigan Townships Educational Conference:
Opening Session
Attended the Trade Expo
Bringing Events to your Township
Internal Control
Lawful & Unlawful Expenditures
Growing Michigan Parks
Five Year Recreation Plan Updates
Understanding Millage Questions
Annual Meeting
- e. Attended Park Committee meeting;
- f. Attended Economic Growth Alliance Steering Committee meeting;
- g. Attended Township Christmas Party

Collected taxes in the amount of \$211,000 from January 1 - January 14, 2008; Collected taxes in the amount of \$208,000 from December 15, 2007 - December 31, 2007 and collected taxes in the amount of \$167,000 from December 1 - December 14, 2007.

D. Planning Commission Report

Trustee Geukes reported the Planning Commission held their election of officers. John Murphy, Chair, Gaylord Rochefort, Vice Chair and William Geukes, Secretary. Trustee Geukes attended the Michigan Townships Educational Conference taking part in the Opening Session, Trade Expo, Land Use, Shared Services, How to Run and go through an Election, Michigan Farmland Preservation, Public Speaking and the Annual Meeting.

Trustee James Stine, Jr., also attended the Michigan Townships Educational Conference taking part in the Opening Session, Attended the Trade Expo, Contaminated Clean-up Brownfields, Master Plan, Shared Services, Financing Police, Lawful & Unlawful Expenditures and Zoning.

E. Water Superintendent's Report

Water Plant Superintendent Stewart Beach reported the micro-filtration construction project is progressing nicely. The Weesaw Township project is in place and four out of ten people who tapped into the water main have paid.

F. GRSD Sewer Authority Report

Supervisor Gast reported, while attending the Michigan Townships Association Annual Conference, Trustee Eichler had to handle a 16" emergency force main replacement on Red Arrow Highway. Oselka Construction replaced the force main to Lift Station No. 1 in the amount \$174,892.00 and the project should be completed by January 23, 2008.

- a. Reconciliation month amounts will be discussed later in today's agenda;
- b. Conducted annual meeting. Jerry Kohn, Chair, Aaron Anthony, Vice Chair, Ruby Reitz, Treasurer and John Gast Alternate Treasurer.
- c. Collected New Troy tap fees.

G. Police Department

Trustee Eichler reported worked on the 2008-09 Budget. Presenting looking into hiring an additional full-time officer and eliminating part-time positions.

H. Fire Department/Fire Chief

Trustee Eichler reported the Fire Department accepted the resignation of a firefighter. Discussed moving fire trucks to the Wasko building for approximately three to four months while construction is being continued on the micro-filtration project at the water plant. Fire Chief Harold Heyn reported 25 calls were handled in December. 288 calls for the year 2007.

I. Park Report

Treasurer Korcek reported the Park Committee meeting discussed the park employee, the budget, the lawn treatment, the master plan, dugouts, irrigation, rental fees and benches for the dugouts and bleachers.

J. Library Report

Carol Siewert reported the library recognized Lillian Svtil with a resolution for her service and dedication to the efforts of the library. The Smith building was used as a training facility for both the police department and the fire departments and is scheduled to be demolished in January. A suggestion to place someone on the library board from Lake Township could be recommended by the Friends of the Bridgman Library.

K. Cemetery Committee Report

Clerk Payne reported that seven burials took place since our last board meeting and the crew has been busy snow plowing.

AGENDA ITEMS

Mileage Rate for 2008

Supervisor Gast provided board members with the Internal Revenue Service mileage rate for 2008 at \$.50 per mile. It was moved by Eichler seconded by Payne to approve \$.50 per mile for Lake Charter Township. All ayes, motion carried.

Reconciling 2007 Amounts for the Galien River Sanitary District Authority

Supervisor Gast asked board members to review the invoice from the Galien River Sanitary District 2007 reconciling general account at \$6,574.42. This amount has the 1996 Bridgman Buy-In final payment deducted (\$50,628.00) now Lake Township is paid in full. It was moved by Stine seconded by Geukes to approve paying \$6,574.42 for the 2007 Galien River Sanitary District Reconciling general account. All ayes, motion carried.

Supervisor Gast asked board members to review the invoice from the Galien River Sanitary District 2007 reconciling capital account at \$1,897.62. This amount is owed for flows. It was moved by Payne seconded by Stine to approve paying \$1,897.62 for the 2007 Galien River Sanitary District Reconciling capital account. All ayes, motion carried.

Review and Approve Slate of Officers - Fire Department

Supervisor Gast presented to board members the 2008 Lake Charter Township Fire Department slate of officers - Harold Heyn, Chief, Gerald Wasko, Assistant Chief, Dan Scheer, Captain, Tony Jones and Dan Daniel Lieutenant, Brian Thomas Engineer and Jim Hausman, Safety & Training Officer. It was moved by Payne seconded by Geukes to approve the 2008 Lake Charter Township Fire Department slate of officers as presented. All ayes, motion carried.

Water Plant Mico-Filtration Project Change Order #1

Supervisor Gast presented to board members Pearson Construction membrane filtration system change order #1 in the amount of \$70,017.00. The items included in the change order consist of:

- 1) a 16" isolation gate valve and valve vault on the raw water transmission main;
- 2) Furnish and install permanent crane rail;
- 3) Increase for sheet piling installation;
- 4) Additional eight work days for sheet piling installation;

- 5) Complete excavation, soil disposal of 1,600 cubic yards of unsuitable materials and furnishing 1,450 cubic yards of class II sand, placed and compacted;
- 6) Upgraded overhead garage door;
- 7) Procured membrane equipment in lieu of having building enclosure completed.

Most of the changes were discussed in the Utility Board meeting, however, not all dollar amounts were in place. The changes have been reviewed by John Willemin of Fishbeck, Thompson, Carr and Huber, as well as Dave Kunde. It was moved by Payne seconded by Geukes to approve Pearson Construction change order #1 for the membrane filtration project at the Lake Charter Township Water Plant in the amount of \$70,017.00. All ayes, motion carried.

Interconnection Agreement

Supervisor Gast had distributed the agreement to put a water connection at Linco Road and Red Arrow Highway, connecting Lincoln Townships distribution lines and Lake Township lines. This is for the emergency use in case a need arose. The agreement was drafted by Scott Dienes, Lake Charter Township's attorney. The township board had a chance to review and make comment, there was discussion, but no major concerns. The agreement was also reviewed by the Lincoln Township Board and action was taken to approve the contract. It was moved by Gast seconded by Payne to approve the contract as presented, and have the contract forwarded on for additional approvals. All ayes, motion carried.

Resolution for John's Drain

Supervisor Gast presented to board members a request from Roger H. Zilke, Berrien County Drain Commissioner to authorize work on the John's Drain. The drain is on the border with Baroda Township and the drain borders along Holden Road and runs south to Linco Road. After discussion, and numerous questions, it was moved by Payne seconded by Geukes to table action on the John's Drain Resolution to obtain what percentage of the cost will be borne by Baroda Township. All ayes, motion carried.

Review of Building Department Report

Supervisor Gast presented to board members the 2007 Building Department Report. After comments, this report was placed on file.

Appointment to Library Board

Supervisor Gast asked board members for their suggestions on a replacement to the Library Board. A suggestion was made to contact the Friends of the Bridgman Library for a possible Lake Charter Township Library Board representative.

PUBLIC COMMENT

There was none.

ANNOUNCEMENTS

The next regular meeting is scheduled for February 18, 2008 at 7:00 p.m., Lake Township Hall, Bridgman, Michigan.

Lake Charter Township Planning Commission is scheduled for February 11, 2008 at 7:00 p.m., Lake Charter Township Hall, Bridgman, Michigan.

Utility Board meeting is scheduled for February 5, 2008 at 12:00 Noon, Lake Charter Township Conference Room, Bridgman, Michigan.

ADJOURNMENT

With no further objection and no further business it was moved by Stine seconded by Payne to adjourn the meeting. All ayes. Motion carried. Meeting adjourned at 8:33 p.m.

Dated: _____

Gloria A. Payne, Clerk

Dated: _____

John Gast, Supervisor