

LINCOLN CHARTER TOWNSHIP

BERRIEN COUNTY, MICHIGAN

REGULAR MEETING

January 13, 2026

1. Call To Order

2. Roll Call

Members: Supervisor Glenn Youngstedt, Treasurer Terrie Smith, Clerk Michael Brown, and Trustees; Marc Florian, Deb Peterson, Dick Stauffer and Amy Pheifer.

3. Pledge Of Allegiance

4. Public Comment On Agenda Items

Public comment is limited to 3 minutes.

5. Consent Agenda

Anyone may request item(s) to be pulled from the consent agenda for discussion. If left on the consent agenda, the items will be voted on by a roll call vote of the Board en mass. Then, the individual item(s) will be discussed and voted upon.

1. Approval of Minutes

2. Payment of the bills

6. Public Works Presentation - George Gaunder

7. DPW & Interim Manager

Vehicle Purchase Approval

8. Correspondence

Documents:

[LINCOLN CHARTER TWP_20260108_092122.PDF](#)

9. Community Benefits Agreement For Red Arrow Bluffs

10. Fire Chief Report

Documents:

[CHIEFS REPORT JAN.PDF](#)
[2025 YEARLY REVIEW.PDF](#)

11. County Commissioner Report

12. Airport Authority

Documents:

[AIRPORT BOARD MEETING MINUTES DECEMBER 18TH 2025.PDF](#)
[BUDGET VS ACTUAL.PDF](#)
[PROFITANDLOSSCOMPARISON-MELISSA REPORT.PDF](#)

13. Library Report

14. Engineer Report

15. Planning Commission Report

16. Assessors Report

Documents:

[DECEMBER 2025 ASSESSORS REPORT.PDF](#)

17. Building Department

Documents:

[JAN 2026 DBS LETTER.PDF](#)

18. Police Department Report

Documents:

[DEC INFO 3 YR-3 MNTH STATISTIC INFO 2025.PDF](#)

19. Supervisors Report

Appointments/Reappointments

A. Appoint Steve Riley to replace Chris Miller on the Planning Commission, term to expire 3/31/2029

B. Resolution - Brownfield Plan Red Arrow Bluffs

20. Clerk's Report

A. Early Voting Contract

B. Precinct Consolidation Bridgman School Special Election

21. Treasurer's Report

A. Water / Sewer Report

22. Interim Manager Report

23. Public Comment For Items Not On Agenda

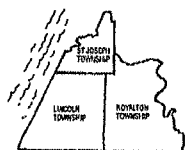
Public Comment is limited to 3 minutes.

24. Board Member Comments

25. Announcements

Next Board of Trustees Meeting is Tuesday, February 10, 2026 at 7:00 pm.

26. Adjournment



Southwest Michigan Regional Sanitary Sewer and Water Authority
St. Joseph Township, Lincoln Township, Royalton Township
980 Miners Road
St. Joseph, MI 49085

December 23, 2025

Notice that Reporting Requirements for the Water System Were Not Met

The Authority was required to deliver annual notifications to water service customers with lead service lines, galvanized service lines requiring replacement, or service lines of unknown lead status, and certify to the State that these notifications were sent. We failed to certify to the State by July 1, 2025, that we delivered these annual notifications to affected consumers as required. The Authority has been sampling the water supply for lead and none of the samples in the past 25 years have exceeded the maximum allowable concentration established by the EPA.

Although the failure to comply with the reporting requirement does not create a risk to public health, we are required to inform all customers including those without lead or galvanized services requiring replacement of this violation and provide additional information including what we are doing to correct the situation. It is important for consumers to know if the water they are receiving has been delivered through a lead, galvanized requiring replacement, or lead status unknown service line so they can make decisions on whether and what actions to take to reduce their exposure to lead in drinking water.

What should I do?

There is nothing you need to do. You do not need to boil your water. Boiling water does not remove lead.

What has the Authority Done to Comply?

The annual notifications have been sent to the required customers to comply with reporting requirements.

For more information, please contact Steve Tilly, Authority Chairperson at 980 Miners Rd, St Joseph, MI 49085. For more information on reducing lead exposure around your home/building and the health effects of lead, visit the EPA's websites at <https://www.epa.gov/ground-water-and-drinking-water/basic-information-about-lead-drinking-water> and <http://www.epa.gov/lead>. Additional resources can also be found <https://www.michigan.gov/mileadsafe/get-ahead-of-lead>.

Fire Chiefs Report for Dec 2025

The following is a summary of my activities for the month and is not intended to be all-inclusive.

Administrative-Operations:

- Continued with the vehicle maintenance program
- Continued with the station maintenance program
- Attended 911 meeting
- Attended monthly department meeting
- Attended monthly Twp. meeting
- Completed the monthly fire officer training course
- Attended Berrien County Fire Chiefs meeting
- Participated in Toys for Tots
- Participated in Christmas in the Village
- Provided fire protection for St. Joe City during their yearly Christmas party
- Instructed our monthly training
 - DC Cook yearly onsite training
 - Lakeshore High School Preplan/Walkthrough
- Smoke detector program
 - Replaced 12 Batteries
 - 5 new detectors installed
- Attended Progressive Fire Chiefs meeting
- Completed Firefighter Evaluations
- Started preparing 2026 Budget

Calls for Service:

LTFD responded to 38 calls for Service in Dec. Notable calls were:

- 4 Structure Fires
 - 3 in Lincoln
 - 1 in Benton Harbor
- 1 Extrication

2025 Calls – 371 2024 Calls -302

- **Averaging 30.27 Calls per month**

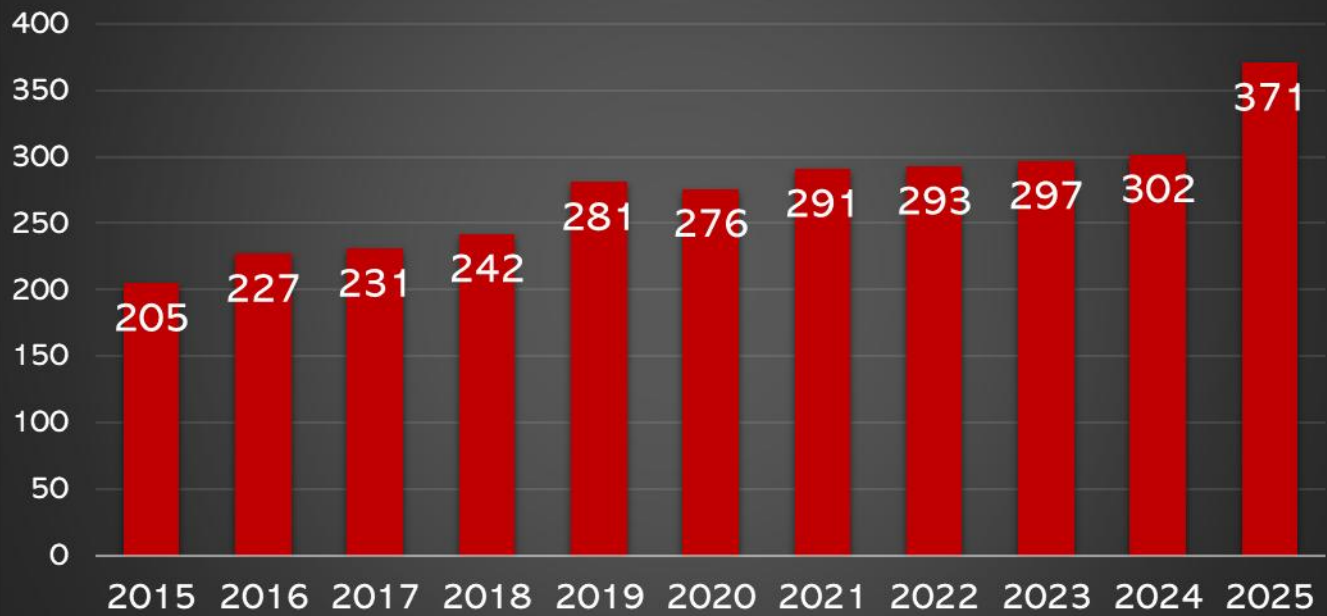
Station / Apparatus Maintenance:

We continue to ensure the Fire Station and Apparatus are appropriately maintained. Notable items:

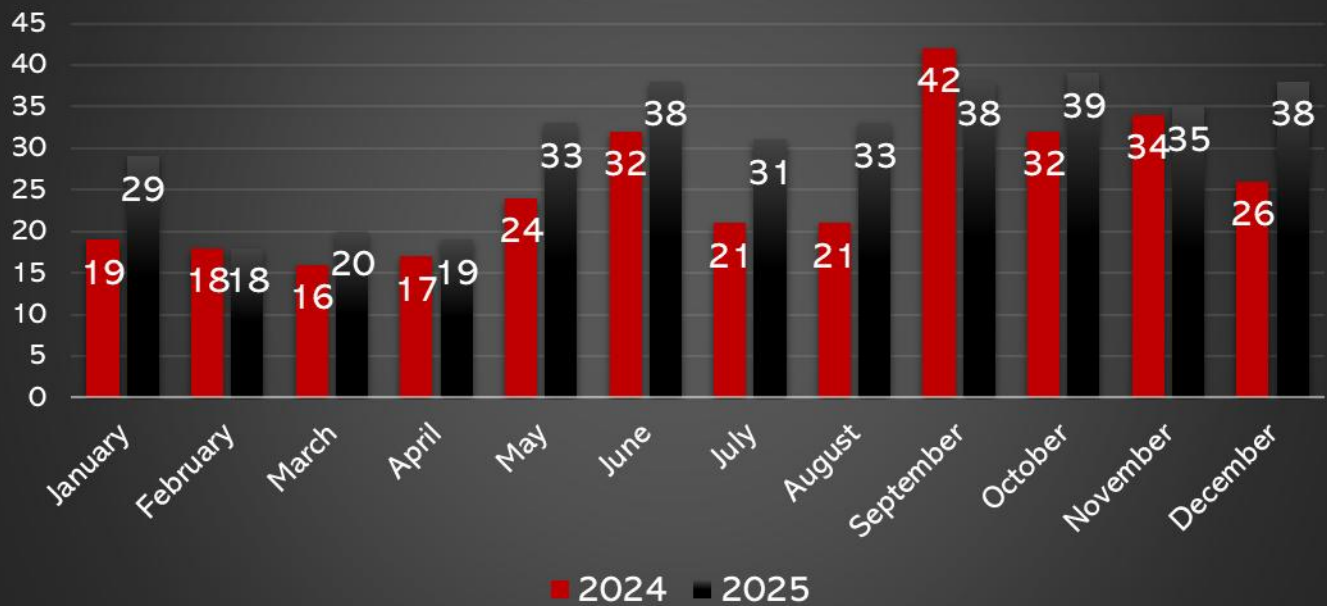
- All tucks and equipment are in good working order

Fire Chief - Brandon Chiarello

10 Year Comparison



Monthly Comparison





2025 SNAPSHOT



FIRE RESPONSE STATS

- 138 Car Accidents
- 33 Structure Fires
- 26 Mutual Aid Assists
- 10 Vehicle Fires
- 8 Extrications

MUTUAL AID

- Benton Harbor - 15
- St. Joe City - 6
- Lake Twp - 3 (1-194)
- Royalton Twp - 1
- St. Joe Twp - 1 (194)
- Mutual Aid Received - 11

YEARLY RESPONSE

- 2025 - 371
- 2024 - 302
- 2023 - 297

TOP 5 RESPONDERS

- 1) Chief Chiarello - 97%
- 2) FF Burch - 90%
- 3) FF C.Nitz - 89%
- 4) FF Fletcher - 76%
- 5) FF Burnside - 74%



TOP 5 TRAINING HRS

- 1) Chief Chiarello - 512
- 2) FF Burnside - 144
- 3) Captain Koch - 138
- 4) FF Burch - 100
- 5) FF Kushman - 94



TOP 5 COMMUNITY SERVICE HOURS

- 1) Chief Chiarello - 55
- 2) FF Kushman - 39
- 3) FF C.Nitz - 34
- 4) FF Burnside - 31
- 5) FF Fletcher - 23



YEARS OF SERVICE AWARDS

- 45 Years - Randy Fletcher
- 20 Years - George Gaunder
- 15 Years - Brandon Chiarello
- 10 Years - Tyler Tiefenbach



FIRE PREVENTION

71% Passed Inspections

Top 3 Violations

- 1) Fire Extinguishers
- 2) Exposed Wiring
- 3) Exit Signs

Southwest Michigan Regional Airport Authority

Board Meeting Minutes, December 18th, 2025, 9:30 AM

Airport Conference Room

1. Call Meeting to Order and Approval of Agenda: Ted Kalin. An agenda addition of longevity bonuses was made, and the amended agenda was moved for approval by Alex Little, supported by Pat Preston, with unanimous board approval
2. Roll Call: Bruce Allee. Board members Alex Little, Pat Preston, Ross Warner, John Nedoba, Melissa Hahn, and Ted Kalin present. Attenders: Audrey Salesberry, Ken Kaminski, Ben Jordan, Kurt Feisbeck, and Nick Gunn.
3. Minutes to be approved: November 20th, 2025. Melissa identified that the motions made by Director Chris Beckman during the November meeting would need to be redone, due to only board members being allowed to make a formal motion. After discussion, Pat moved Motion 2025-11, with Alex supporting. The board unanimously approved. Pat then moved Motion 2025-10, with Ross supporting. The board unanimously approved. Lastly, Ted moved Motion 2025-12, with Pat supporting. The board unanimously approved. Alex then moved for approval of the corrected minutes, with Pat supporting. The board approved, with Melissa abstaining.
4. Treasurer's report/Finance Committee: Melissa Hahn
 - a. Bills to be approved were reviewed, Alex moved approval, Pat supported, and the board unanimously approved
 - b. A Long-term liabilities Whirlpool loan was identified during the board's financial audit. After discussion, Audrey Salesberry said she would seek explanation.
5. Airport Director's report: Christopher Beckman. Chris gave updates on the Cirrus Hangar sprinkler project, a quick review of Santa's visit to the airport, the audit report, snow removal to-date, possible longevity bonuses, and the office copier situation.
6. Committee Reports
 - a. Building and Maintenance Committee: Chris reviewed November's minimal maintenance expenditures.
 - b. Flight School Committee: Chris reported that the first meeting is Jan. 6th, at 9 AM, with many interested.
7. Old Business: Christopher Beckman
 - a. Matured CD has been set into new CD's
 - b. MDOT Sponsorship Contract has been signed for the apron project. 1st pre-construction meeting is being held virtually today at 2:00 PM via Microsoft teams.
8. New Business:
 - a. Increase landing fee for afterhours landing
 - i. Chris suggested possibly recouping the cost from night flights when our snow crew has worked all day then is called in again after hours. The board and attenders discussed the heavy negative response this would bring from pilots.
9. Airport Media: Nick Gunn reported a great surge in Facebook activity, reaching 76,000 visits. Also 1,400 website visits, and a very good response to Santa's visit on Dec. 6th.

10. Board Comments: Alex spoke of an important upcoming meeting with the Army Corp of Engineers. Melissa revived the discussion of longevity bonuses for employees, motioning for \$100 net bonuses. Pat supported and the board unanimously approved. Ted spoke of the need for interior upgrades in the office and conference room areas. Melissa spoke of the need to get the Friends of the Airport active again with the upcoming millage vote.
11. Public Comments: Ross asked and Bruce spoke on his project of a Women's fly-in event in the spring.
12. Alex moved for adjournment and Melissa supported at 10:35 AM.

SOUTHWEST MICHIGAN REGIONAL AIRPORT

Budget vs. Actuals

July 2025 - June 2026

| | TOTAL | | | |
|--------------------------------------|---------------------|-----------------------|-----------------------|----------------|
| | ACTUAL | BUDGET | OVER BUDGET | % OF BUDGET |
| Income | | | | |
| 000.407 Millage BEH-City | | 20,000.00 | -20,000.00 | |
| 000.408 Millage - St Joe City | 152,501.48 | 150,000.00 | 2,501.48 | 101.67 % |
| 000.409 Millage - St Joe Township | | 51,000.00 | -51,000.00 | |
| 000.410 Millage - Lincoln | | 86,000.00 | -86,000.00 | |
| 000.411 Millage - Benton Township | 16,767.30 | 43,000.00 | -26,232.70 | 38.99 % |
| 000.412 Millage - Royalton Township | 14.71 | 36,000.00 | -35,985.29 | 0.04 % |
| 000.539 State Capital Grants | 2,590.00 | | 2,590.00 | |
| 000.600 Fuel Sales, Whirlpool | 226,649.62 | 600,000.00 | -373,350.38 | 37.77 % |
| 000.601 Fuel Sales/Comm - Skyway | 7,479.90 | 24,000.00 | -16,520.10 | 31.17 % |
| 000.655 Landing Fees | 18,312.13 | 12,000.00 | 6,312.13 | 152.60 % |
| 000.663 Snow Removal/ JLL | | 6,500.00 | -6,500.00 | |
| 000.664 T - Hangar Rent | 73,075.00 | 89,000.00 | -15,925.00 | 82.11 % |
| 000.665 T - Hangar Rent/Elec 41-70 | 45,216.00 | 60,000.00 | -14,784.00 | 75.36 % |
| 000.667 Hangar Lease | 50,243.78 | 65,000.00 | -14,756.22 | 77.30 % |
| 000.668 Terminal Space | 6,470.70 | 13,400.00 | -6,929.30 | 48.29 % |
| 000.669 Counter Space | | 0.00 | 0.00 | |
| 000.670 Snow Removal/WP | | 6,500.00 | -6,500.00 | |
| 000.673 Sale of Fixed Asset | 5,000.00 | 10,000.00 | -5,000.00 | 50.00 % |
| 000.676 Misc. Revenue/Reinbursement | 2,923.62 | 5,000.00 | -2,076.38 | 58.47 % |
| 000.678 Land Rent - Skyway | | 0.00 | 0.00 | |
| 000.679 Land Rent - Kenco Leasing | 5,012.59 | 5,000.00 | 12.59 | 100.25 % |
| 000.681 Land Rent - Whirlpool | 47,379.72 | 94,000.00 | -46,620.28 | 50.40 % |
| 000.683 Land Rent - Hangars | 3,171.69 | 11,000.00 | -7,828.31 | 28.83 % |
| 000.684 Land Rent - Dominion Bros. | 4,200.00 | 4,200.00 | 0.00 | 100.00 % |
| 000.685 Car Rental Parking | | 0.00 | 0.00 | |
| 000.686 Vending Machine/Telephone | | 600.00 | -600.00 | |
| 000.689 Account Interest | 23,942.40 | 20,000.00 | 3,942.40 | 119.71 % |
| 000.699 Ins Refund | 1,465.00 | | 1,465.00 | |
| Revenue | | 0.00 | 0.00 | |
| Services | 1,865.36 | | 1,865.36 | |
| Total Income | \$694,281.00 | \$1,412,200.00 | \$ -717,919.00 | 49.16 % |
| GROSS PROFIT | \$694,281.00 | \$1,412,200.00 | \$ -717,919.00 | 49.16 % |
| Expenses | | | | |
| 1005 Bank Service Charges | | 100.00 | -100.00 | |
| 537.704 Salary - Full Time | 79,538.41 | 225,000.00 | -145,461.59 | 35.35 % |
| 537.705 Salaries - Part Time | 66,395.38 | 102,000.00 | -35,604.62 | 65.09 % |
| 537.706 Overtime | | 2,500.00 | -2,500.00 | |
| 537.708 Employee Medicare | 2,116.06 | 5,000.00 | -2,883.94 | 42.32 % |
| 537.709 Employee Social Security Tax | 9,047.87 | 23,000.00 | -13,952.13 | 39.34 % |
| 537.710 Health Insurance | 5,982.93 | 16,000.00 | -10,017.07 | 37.39 % |
| 537.712 Workers' Comp | | 35,000.00 | -35,000.00 | |
| 537.713 Sick Leave | | 3,500.00 | -3,500.00 | |

| | TOTAL | | | |
|---|--------------|-------------|--------------|-------------|
| | ACTUAL | BUDGET | OVER BUDGET | % OF BUDGET |
| 537.714 Unemployment | 72.75 | 0.00 | 72.75 | |
| 537.715 Trustee Labor | 277.00 | | 277.00 | |
| 537.726 Fuel Farm Fuel Purchases | 163,768.51 | 576,000.00 | -412,231.49 | 28.43 % |
| 537.727 Snow Removal Supplies | | 8,000.00 | -8,000.00 | |
| 537.728 Misc. Eqp/Supls/Auto Supp/safe | 2,380.16 | 1,200.00 | 1,180.16 | 198.35 % |
| 537.729 Office Computer/Software/Equip | 3,891.63 | 6,000.00 | -2,108.37 | 64.86 % |
| 537.730 Maint of Safty Eqmt/Calibratn | 265.44 | 1,200.00 | -934.56 | 22.12 % |
| 537.731 Supplies - Office | 1,527.70 | 3,850.00 | -2,322.30 | 39.68 % |
| 537.732 Equipment - Rental | 1,093.29 | 5,000.00 | -3,906.71 | 21.87 % |
| 537.735 Telecom/Media | 2,902.67 | 6,600.00 | -3,697.33 | 43.98 % |
| 537.736 Vending Machine | 161.69 | 600.00 | -438.31 | 26.95 % |
| 537.737 Custodial Supplies | 434.30 | 1,200.00 | -765.70 | 36.19 % |
| 537.738 Interest/Fees | 53.29 | | 53.29 | |
| 537.740 Postage | 153.90 | 0.00 | 153.90 | |
| 537.741 Uniforms | 822.50 | 2,000.00 | -1,177.50 | 41.13 % |
| 537.742 Supplies - Maintenance | 809.35 | 7,000.00 | -6,190.65 | 11.56 % |
| 537.800 Fuel Farm Maintenance Expense | 4,877.00 | 4,000.00 | 877.00 | 121.93 % |
| 537.802 Fuel & Oil | 5,661.30 | 35,000.00 | -29,338.70 | 16.18 % |
| 537.803 Gas - Terminal | | 8,000.00 | -8,000.00 | |
| 537.804 Gas - Maintenance | | 10,000.00 | -10,000.00 | |
| 537.805 Lights - Terminal | 8,652.49 | 18,000.00 | -9,347.51 | 48.07 % |
| 537.806 Lights - Maintenance | 1,697.04 | 6,000.00 | -4,302.96 | 28.28 % |
| 537.807 Lights - Misc | 3,746.57 | 8,000.00 | -4,253.43 | 46.83 % |
| 537.809 Water - Terminal | 1,200.02 | 3,600.00 | -2,399.98 | 33.33 % |
| 537.810 Water - Maintenance | 1,258.85 | 5,500.00 | -4,241.15 | 22.89 % |
| 537.812 Maintenance - Radio | 587.75 | 3,000.00 | -2,412.25 | 19.59 % |
| 537.813 Winter Maintenance | 588.28 | 18,000.00 | -17,411.72 | 3.27 % |
| 537.814 Summer Maintenance | 5,598.92 | 18,000.00 | -12,401.08 | 31.11 % |
| 537.815 Misc Maintenance | 1,833.92 | 25,000.00 | -23,166.08 | 7.34 % |
| 537.816 Maintenance - Buildings | 1,611.29 | 10,000.00 | -8,388.71 | 16.11 % |
| 537.817 Maintenance - T-Hangar | 34.85 | 6,000.00 | -5,965.15 | 0.58 % |
| 537.818 Maintenance - Bldg/Office Eqpt. | 655.48 | 4,800.00 | -4,144.52 | 13.66 % |
| 537.820 Maintenance - Airfield | 1,181.62 | 35,000.00 | -33,818.38 | 3.38 % |
| 537.822 Insurance & Bonds | 23,498.35 | 68,000.00 | -44,501.65 | 34.56 % |
| 537.823 Professional Services - Other | 10,142.96 | 15,000.00 | -4,857.04 | 67.62 % |
| 537.824 Audit Expense | 14,000.00 | 16,000.00 | -2,000.00 | 87.50 % |
| 537.825 Legal Svc/Business | 5,375.00 | | 5,375.00 | |
| 537.828 Waste Disposal | 1,173.71 | 2,500.00 | -1,326.29 | 46.95 % |
| 537.830 Dues, Subs, Licence & Fees | 1,500.20 | 3,500.00 | -1,999.80 | 42.86 % |
| 537.831 Marketing & Promotion PR | 2,242.24 | 4,000.00 | -1,757.76 | 56.06 % |
| 537.832 Meeting exp/hospitality/Meals | 578.52 | 1,000.00 | -421.48 | 57.85 % |
| 537.834 Travel Expense | 1,615.75 | 3,000.00 | -1,384.25 | 53.86 % |
| 537.835 Conference | 20.00 | 3,000.00 | -2,980.00 | 0.67 % |
| 537.901 Taxes, Misc/Assessments | 463.20 | 8,000.00 | -7,536.80 | 5.79 % |
| 538.837 Training | | 0.00 | 0.00 | |
| Payroll Expenses | | 0.00 | 0.00 | |
| Taxes | | 0.00 | 0.00 | |
| MI Unemployment Tax | -0.37 | | -0.37 | |
| Total Taxes | -0.37 | 0.00 | -0.37 | |
| Wages | | 0.00 | 0.00 | |

| | TOTAL | | | |
|-------------------------------|---------------------|-----------------------|-----------------------|-----------------|
| | ACTUAL | BUDGET | OVER BUDGET | % OF BUDGET |
| Total Payroll Expenses | -0.37 | 0.00 | -0.37 | |
| Reimbursements | 0.00 | | 0.00 | |
| Total Expenses | \$441,489.77 | \$1,372,650.00 | \$ -931,160.23 | 32.16 % |
| NET OPERATING INCOME | \$252,791.23 | \$39,550.00 | \$213,241.23 | 639.17 % |
| NET INCOME | \$252,791.23 | \$39,550.00 | \$213,241.23 | 639.17 % |

SOUTHWEST MICHIGAN REGIONAL AIRPORT

Profit and Loss Comparison

November 2025

| | TOTAL | | | |
|--|--------------------|---------------------|---------------------|-----------------------|
| | NOV 2025 | OCT 2025 (PP) | NOV 2024 (PY) | JUL - NOV, 2025 (YTD) |
| Income | | | | |
| 000.407 Millage BEH-City | | | 20,000.00 | |
| 000.408 Millage - St Joe City | 2,336.93 | 116,208.97 | 76,345.39 | 152,501.48 |
| 000.411 Millage - Benton Township | | | | 16,767.30 |
| 000.412 Millage - Royalton Township | | | | 14.71 |
| 000.539 State Capital Grants | | 2,590.00 | | 2,590.00 |
| 000.600 Fuel Sales, Whirlpool | 38,299.23 | 38,327.28 | 50,049.62 | 226,649.62 |
| 000.601 Fuel Sales/Comm - Skyway | | | | 7,479.90 |
| 000.655 Landing Fees | 3,578.50 | 5,634.38 | | 18,312.13 |
| 000.664 T - Hangar Rent | 2,075.00 | 2,375.00 | 2,100.00 | 71,300.00 |
| 000.665 T - Hangar Rent/Elec 41-70 | 1,390.00 | 1,390.00 | 1,920.00 | 43,826.00 |
| 000.667 Hangar Lease | 3,845.12 | 4,145.12 | 3,845.12 | 41,541.30 |
| 000.668 Terminal Space | 1,078.45 | 1,078.45 | 1,078.45 | 5,392.25 |
| 000.673 Sale of Fixed Asset | | 5,000.00 | 1,823.44 | 5,000.00 |
| 000.676 Misc. Revenue/Reinbursement | | 1,240.00 | 394.00 | 2,923.62 |
| 000.679 Land Rent - Kenco Leasing | | | | 5,012.59 |
| 000.681 Land Rent - Whirlpool | 7,896.62 | 7,896.62 | 7,718.23 | 39,483.10 |
| 000.683 Land Rent - Hangars | | | | 3,171.69 |
| 000.684 Land Rent - Dominion Bros. | | 4,200.00 | | 4,200.00 |
| 000.689 Account Interest | 22,070.05 | 485.57 | 7,541.38 | 23,942.40 |
| 000.699 Ins Refund | | | | 1,465.00 |
| Services | 0.00 | 0.00 | | 1,865.36 |
| Total Income | \$82,569.90 | \$190,571.39 | \$172,815.63 | \$673,438.45 |
| GROSS PROFIT | \$82,569.90 | \$190,571.39 | \$172,815.63 | \$673,438.45 |
| Expenses | | | | |
| 537.704 Salary - Full Time | 13,730.77 | 30,269.22 | 15,983.99 | 79,538.41 |
| 537.705 Salaries - Part Time | 12,633.50 | 21,244.27 | 5,886.50 | 66,395.38 |
| 537.708 Employee Medicare | 382.29 | 746.96 | | 2,116.06 |
| 537.709 Employee Social Security Tax | 1,634.56 | 3,193.85 | 1,673.50 | 9,047.87 |
| 537.710 Health Insurance | 1,203.00 | 1,895.31 | 1,500.00 | 5,982.93 |
| 537.714 Unemployment | 9.80 | 61.97 | | 72.75 |
| 537.715 Trustee Labor | 52.00 | | | 277.00 |
| 537.726 Fuel Farm Fuel Purchases | 33,047.97 | 66,069.68 | 31,798.71 | 163,768.51 |
| 537.727 Snow Removal Supplies | | | 7,471.34 | |
| 537.728 Misc. Eqp/Supls/Auto Supp/safe | 179.00 | 648.68 | 5,162.33 | 2,227.80 |
| 537.729 Office Computer/Software/Equip | 87.84 | | 1,198.94 | 3,891.63 |
| 537.730 Maint of Safty Eqmt/Calibratn | | | 290.73 | 265.44 |
| 537.731 Supplies - Office | | 558.03 | 614.80 | 1,503.70 |
| 537.732 Equipment - Rental | | | | 1,093.29 |
| 537.735 Telecom/Media | 634.74 | 394.77 | 755.36 | 2,743.91 |
| 537.736 Vending Machine | | | | 161.69 |

| | TOTAL | | | |
|---|---------------------|---------------------|---------------------|-----------------------|
| | NOV 2025 | OCT 2025 (PP) | NOV 2024 (PY) | JUL - NOV, 2025 (YTD) |
| 537.737 Custodial Supplies | 83.90 | | | 434.30 |
| 537.740 Postage | 78.00 | | | 78.00 |
| 537.741 Uniforms | 29.00 | | | 822.50 |
| 537.742 Supplies - Maintenance | | 164.98 | | 164.98 |
| 537.800 Fuel Farm Maintenance Expense | 4,877.00 | | | 4,877.00 |
| 537.802 Fuel & Oil | | 5,133.56 | 4,617.81 | 5,661.30 |
| 537.804 Gas - Maintenance | | | 59.15 | |
| 537.805 Lights - Terminal | 2,440.69 | 1,402.12 | 772.56 | 8,652.49 |
| 537.806 Lights - Maintenance | 273.91 | 185.86 | 252.90 | 1,697.04 |
| 537.807 Lights - Misc | 673.80 | 552.68 | 786.10 | 3,746.57 |
| 537.809 Water - Terminal | | 463.44 | 318.22 | 1,200.02 |
| 537.810 Water - Maintenance | | 344.51 | 205.22 | 1,258.85 |
| 537.812 Maintenance - Radio | | 587.75 | | 587.75 |
| 537.813 Winter Maintenance | 450.00 | 39.58 | 1,811.73 | 588.28 |
| 537.814 Summer Maintenance | 26.99 | 514.42 | 8.24 | 5,598.92 |
| 537.815 Misc Maintenance | | 47.83 | 850.00 | 1,833.92 |
| 537.816 Maintenance - Buildings | 127.50 | 506.24 | 1,531.30 | 1,611.29 |
| 537.817 Maintenance - T-Hangar | | 34.85 | | 34.85 |
| 537.818 Maintenance - Bldg/Office Eqpt. | 343.46 | 13.46 | 676.00 | 655.48 |
| 537.820 Maintenance - Airfield | | 212.82 | 3,709.90 | 1,096.82 |
| 537.822 Insurance & Bonds | 4,679.67 | 4,679.67 | 3,857.91 | 23,498.35 |
| 537.823 Professional Services - Other | 2,642.96 | 1,400.00 | 1,250.00 | 8,242.96 |
| 537.825 Legal Svc/Business | 1,937.50 | 812.50 | 1,000.00 | 5,375.00 |
| 537.828 Waste Disposal | | 231.67 | 175.17 | 942.04 |
| 537.830 Dues, Subs, Licence & Fees | 441.35 | | 84.48 | 1,145.85 |
| 537.831 Marketing & Promotion PR | 685.57 | 500.00 | 1,252.39 | 2,178.66 |
| 537.832 Meeting exp/hospitality/Meals | 215.93 | | | 544.79 |
| 537.834 Travel Expense | 396.67 | | 34.39 | 1,615.75 |
| 537.835 Conference | | | 509.32 | 20.00 |
| 537.901 Taxes, Misc/Assessments | | | | 463.20 |
| 901-971 Vehicles-Capital item | | | 13,500.00 | |
| 901.970 Machinery & Equip(captl item) | | | 2,500.00 | |
| Payroll Expenses | | | | |
| Taxes | | | 0.00 | |
| MI Unemployment Tax | | | | 0.02 |
| Total Taxes | | | 0.00 | 0.02 |
| Wages | | | 0.00 | |
| Total Payroll Expenses | | | 0.00 | 0.02 |
| Reimbursements | | 0.00 | 0.00 | 0.00 |
| Total Expenses | \$83,999.37 | \$142,910.68 | \$112,098.99 | \$423,713.35 |
| NET OPERATING INCOME | \$ -1,429.47 | \$47,660.71 | \$60,716.64 | \$249,725.10 |
| NET INCOME | \$ -1,429.47 | \$47,660.71 | \$60,716.64 | \$249,725.10 |

LINCOLN CHARTER TOWNSHIP

TO: Lincoln Charter Township Board of Trustees

DATE: January 5, 2026

SUBJECT: December 2025 Department Report

The following information summarizes the operations of the Assessor's Office during December 2025:

- **New Construction and Permits:** The Assessor's office is finalizing the last of the 2025 new construction and permits. This data will be entered into the assessing system over the next month as we finalize the 2026 Assessment Roll.
- **Equalization Study:** *Assessed Value Ratios* - Berrien County Equalization determine thru their Sales Studies and Appraisal Studies the following ratios* for the 2026 Assessment Roll: * acceptable ratios are ratios between 49.00% and 50%.

Agricultural Class: 45.08% indicating an 9.84% increase for Assessed Values in the Ag Class (*last year was 45.96%*)

Commercial Class: 48.35% indicating a 3.30% increase for Assessed Values in the Commercial Class (*last year was 47.66%*)

Industrial Class: 46.42% indicating a 7.16% increase for Assessed Values in the Industrial Class (*last year was 49.73%*)

Residential Class: 47.29% indicating a 5.42% increase for Assessed Values in the Residential Class (*last year was 45.50%*)

As mandated by the State Tax Commission all classes of properties for the 2026 assessment roll will be based on a *two-year sales study* of the sales occurring between **April 2023 thru March 2025.**

The Assessing Department wishes you all a Happy New Year!

Respectfully submitted,



John Baumann
Township Assessor



LINCOLN CHARTER TOWNSHIP

From: Department of Building Safety
To: Board of Trustees
CC: Planning Commission
Date: January 5, 2026

The Department of Building Safety, year to date, has issued 8 permits for single family dwellings and 6 permit issued for single family attached dwellings, last year there were 7 permits issued for single family dwellings 4 permits issued for single family attached dwellings.

This year, house construction values alone totaled \$4,113,240.00. At this time last year, they were at \$3,157,922.00.

In 2025, total construction (building, electrical, mechanical, plumbing) permits for Commercial, Industrial, Agricultural and Residential districts estimated total values are at \$23,126,679.00. In 2024, total construction values were at \$21,726,293.00.

In the month of December, there were 103 inspections made on (building, electrical, mechanical, plumbing, and rentals).

Respectfully Submitted,

James L. Pheifer, CBCO
Certified Building Code Official

MEMO

TO: Lincoln Charter Township Board of Trustees
FROM: Police Chief Gary Soper
RE: Yearly & Monthly Activity Report
DATE: Jan 5, 2025

Dear Ladies and Gentlemen;

Listed below are the yearly and monthly comparison statistics.

DEC YEARLY COMPARISON (Past 3 Years):

| MONTH | TOTAL | | % | VILLAGE | % | RED ARROW | | SPRING LAKE | | MEIJER | % | OTHER ASSIST | | HOTELS | % |
|----------|-----------|-----|-------|---------|------|-----------|----------|-------------|------|--------|------|--------------|--|--------|----|
| | INCIDENTS | TWP | | | | HWY | BUSINESS | PARK | % | | | AGENCIES | | | |
| DEC 2023 | 457 | 448 | 98.0% | 9 | 2.0% | 23 | 5.0% | 15 | 3.3% | 11 | 2.4% | 54 | | | |
| DEC 2024 | 371 | 297 | 80.1% | 20 | 5.4% | 32 | 8.6% | 17 | 4.6% | 6 | 1.6% | 22 | | | |
| DEC 2025 | 378 | 362 | 95.8% | 16 | 4.2% | 31 | 8.2% | 14 | 3.7% | 7 | 1.9% | 37 | | 4 | 1% |

| CITATIONS: | | | | |
|------------|-----------|-------------|---------|---------|
| | TOTAL | | PARKING | VILLAGE |
| | CITATIONS | TWP VILLAGE | | |
| DEC 2023 | 19 | 19 | 0 | 0 |
| DEC 2024 | 14 | 14 | 0 | 0 |
| DEC 2025 | 12 | 12 | 0 | 0 |

MONTHLY COMPARISON (Past 3 Months):

| MONTH | TOTAL | | % | VILLAGE | % | RED ARROW | | SPRING LAKE | | MEIJER | % | ASSIST | HOTELS | % |
|----------|-----------|-----|-------|---------|------|-----------|----------|-------------|------|--------|------|----------|--------|----|
| | INCIDENTS | TWP | | | | HWY | BUSINESS | PARK | | | | AGENCIES | | |
| OCT 2025 | 431 | 410 | 95.1% | 21 | 4.9% | 46 | 10.7% | 17 | 3.9% | 7 | 1.6% | 36 | 12 | 3% |
| NOV 2025 | 367 | 348 | 94.8% | 19 | 5.2% | 31 | 8.4% | 19 | 5.2% | 10 | 2.7% | 23 | 3 | 1% |
| DEC 2025 | 378 | 362 | 95.8% | 16 | 4.2% | 31 | 8.2% | 14 | 3.7% | 7 | 1.9% | 37 | 4 | 1% |

| CITATIONS: | | | | |
|------------|-----------|-------------|---------|---------|
| | TOTAL | | PARKING | VILLAGE |
| | CITATIONS | TWP VILLAGE | | |
| OCT 2025 | 16 | 13 | 3 | 0 |
| NOV 2025 | 17 | 15 | 2 | 0 |
| DEC 2025 | 12 | 12 | 0 | 0 |