

LINCOLN CHARTER TOWNSHIP
BERRIEN COUNTY, MICHIGAN
December 8, 2020

THE REGULAR MEETING of the Lincoln Charter Township Board of Trustees was called to order on December 8, 2020, at 7:00 p.m. by Dick Stauffer, Supervisor, via Anytime Meeting virtual host. Notice with information was posted.

BOARD MEMBERS PRESENT: Marc Florian, Kevin Gillette. Stacy Loar-Porter, Deb Peterson, Terrie Smith, Richard Stauffer, and Rick Stone.

BOARD MEMBERS ABSENT: Township Engineer, Dave Austin.

ALSO PRESENT: None.

The PLEDGE OF ALLEGIANCE was given.

PRESENTATIONS. None.

ADJUST AGENDA. None.

PUBLIC COMMENT ON AGENDA ITEMS. None.

CORRESPONDENCE. None.

APPROVAL OF CONSENT AGENDA. MOTION CARRIED. Stone moved, seconded by Gillette to approve the consent agenda.

1. Approval of minutes for the Regular Meeting of November 10, 2020.
2. Approve the 12/9/2020 and 11/25/2020 bills from the following funds.

General Fund	\$ 61,180.62
Parks Fund	19,608.54
Parks Capital Improvement	0.00
Cemetery Fund	4,252.97
Building Fund	28,415.18
Township Improvement Fund	0.00
Police Fund	27,389.35
Police Drug	0.00
Police Capital Improvement	0.00
Sewer Enterprise	
Sewer Operating	83,482.39
Sewer Replacement	0.00
Sewer Improvement	0.00
Water Enterprise	
Water Operating	329.04
Water Improvement	0.00
Road Fund	127,104.21
Fire Capital Improvement	0.00
TOTAL	\$351,762.30

LIBRARY REPORT. The Library Director was not able to attend. She sent an update via email. Virtual programs continue, circulation for the month Lincoln Township-7,742, total circulation – 14,540.

NEW BUSINESS. None.

SUPERVISOR’S REPORT.

Drain Commission.

EGLE is holding a public hearing for the Grand Mere Drain, 1/7 @ 6:00 pm. The meeting will be held virtually, you must register to attend. We will place the hearing information on our website the week before the hearing.

**Berrien County Road Department
2021 Ridge Road repaving project**

Stauffer reported that Ridge Road is scheduled to be repaved in 2021. The Township received a letter of request from Sable Shores Homeowners Association to look into the feasibility of adding 5-foot shoulders when the road is resurfaced, there is a financial advantage to complete this while the road is being repaved. The Township would share the expense 50/50 with the homeowners, as has been done in the past for sidewalk/path projects.

The Homeowners Association asked for guidance and assistance from Stauffer to gather petitions to gauge interest in the project among those that would be affected by a special assessment.

If there is enough support and interest for this project the next steps would be for the Board to accept the petitions, adopt a resolution of intent to gather engineering plans and costs for the project. Those would be presented to those residents that would be in the special assessment district and a public hearing would be held for public comment. If the board chooses to proceed with the project after the public hearing then a special assessment district and special assessment roll would be developed.

Florian asked if it is required to have petitions from the resident. Loar-Porter answered no, a project/special assessment of this type can be intimated in 2 manners; Township Board Action or by citizen petition.

Stauffer felt the citizen petition format assists the board in gauging public interest in the project.

Ordinance Report.

Building Department Assistant Judy Dunlap put together an overall report by category of ordinance violations for the year to date. 35% of complaints were for grass & weeds, 16% or outdoor storage violations and 15% for general ordinance violations.

Litigation report.

Stauffer presented a copy of a letter sent to Hoffman Brothers from Township Attorney Scott Dienes in regards to the Marquette Woods Rd. project by the Berrien County Road Department. The Township has no involvement in the project and therefore has no responsibility for any expenses related to the project.

CLERK’S REPORT.

November balances.

General	\$1,679,911.38	Road	\$258,881.34
Police	\$101,494.39	Parks	\$7,263.16
Cemetery	\$36,175.35	Street Lighting	\$43,588.89
Building	\$484,662.31	Police Drug	\$901.99
Township Improvement	\$174,961.24	Fire Dept. Improvement	\$252,697.43

Police Improvement	\$1,754.01	Park Improvement	\$126,966.89
Sewer Operating	\$1,501,126.60	Sewer Replacement	\$1,177,258.82
Sewer Improvement	\$655,612.30	Water Operating	\$102,746.95
Water Replacement	\$1,645,849.00	Water Improvement	\$5,940,324.21
Trust & Agency	\$47,817.79	Tax Collection	\$4498,260.81
T&A Delinquent Tax	\$3,732.09	Flex Spending	\$3,877.40
Police Bond T & A	\$509.19		

Budget adjustments.

Budget Adjustments approved as presented. Motion Carried. Loar-Porter moved seconded by Peterson to approve budget adjustments as presented. **Attachment A.**

TREASURER'S REPORT. Smith reported interest earned year to date is \$ 55,843.91. Smith will email the report to the trustees. Winter Tax collection and dog license began 12/1.

PLANNING COMMISSION REPORT. Florian reported the Planning Commission held a virtual meeting as well as a public hearing for a special use permit for outdoor sales. Aursa/Kubota requested a special use permit to allow outdoor sales at the location for their proposed new building. Retail sales is a permitted right at the location but they are requesting the ability to display the equipment outside. The commission approved the special use with conditions, some of the conditions included; paved & covered area, additional buffering by residential strip, retail equipment would be put away in the evenings, hours of operation, doors to service area to stay closed when not being used, a complete list of conditions are included in the Planning Commission Minutes for 12/7/2020. The commission will also have the ability to review the final site plan before construction begins.

ZONING BOARD OF APPEALS REPORT. Stauffer reported the ZBA held a virtual meeting and a public hearing for a zoning variance request for a setback for an accessory building. The applicant made a presentation of his request. The ZBA denied the request.

ASSESSOR'S REPORT. Distributed to board.

Approve 2021 Federal Poverty level Guidelines, Asset test and ability to appeal property taxes by mail. Motion Carried. Gillette moved, seconded by Stone, to approve the 2021 Federal Poverty Level Guidelines Asset test and ability to appeal taxes by mail. **Attachment B.**

BUILDING DEPARTMENT REPORT. 1 single-family residential permit was issued in November. There have been 42 single family residential permits issued year-to-date.

AIRPORT AUTHORITY REPORT. Distributed to board.

FIRE REPORT. Chief Chiarello provided the board with a report on fire calls and activity by the department for the month.

POLICE DEPARTMENT REPORT. Distributed to the board by e-mail.

PARKS REPORT. Smith reported Matt Vance, a local resident, spoke to her about meeting with the Board of Trustees to look into installing a BMX track at the Rocky Weed Sports Complex in an area that is not being used. He works with the American Bicycle Association BMX group. They use their funds to build tracks in local parks. The track would be an approximately 1,000 ft dirt track. The track would be

used for practice and to hold events. Participants would pay to be in the events and those funds would go to the Township. The Board consensus was to have Vance continue to work on a proposal with more details to present to the board.

WATER/SEWER AUTHORITY. Smith stated the authority is meeting Thursday.

Public Comments for items not on agenda. A resident commented that the Berrien County Road Department on Marquette Woods Rd was nicely done and he appreciates the new wider shoulders.

Board Member Comments.

Peterson asked if there could be extra patrol by the police on Marquette Woods Rd, now that the road is wider people are tending to drive at a faster rate of speed.

Gillette stated he emailed the board members a proposal to update and/or replace the Township boundary signs. There are approximately 17 signs and he would like this expense to be included in the 21/22 budget. Florian and Stone asked what value we would receive out of the expense for replacing the signs, is there value in this expense at this time.

Peterson asked if the executive staff could inquire on 6691 Stevensville Baroda Rd to see if progress is being made on cleaning up the property.

Stauffer wished everyone a Merry Christmas and happy and healthy New Year.

ADJOURN. There being no further business, the chair adjourned the meeting at 7:53 pm.

Stacy Loar-Porter, Clerk

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