

LINCOLN CHARTER TOWNSHIP
BERRIEN COUNTY, MICHIGAN
July 13, 2021

THE REGULAR MEETING of the Lincoln Charter Township Board of Trustees was called to order on July 13, 2021, at 7:00 p.m. by Dick Stauffer, Supervisor at the Municipal Building, 2055 W. John Beers Rd, Stevensville, MI 49127.

BOARD MEMBERS PRESENT: Marc Florian, Kevin Gillette, Stacy Loar-Porter, Deb Peterson (7:05), Terrie Smith, Richard Stauffer, and Rick Stone.

BOARD MEMBERS ABSENT: None.

ALSO, PRESENT: Township Engineer Dave Austin and Township Attorney Scott Dienes.

The PLEDGE OF ALLEGIANCE was given.

PRESENTATIONS. None.

ADJUST AGENDA. Move the Fire Truck sale and border review to before the Supervisor report.

CORRESPONDENCE. Email from resident with questions/comments regarding sale of truck.

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

1. Approval of minutes for the Regular Meeting of June 8, 2021.
2. Approval of minutes for the Special June 25, 2021.
3. Approve the 7/14/2021 and 6/25/2021 bills from the following funds.

General Fund	\$ 49,751.81
Fire Fund	20,726.18
Parks Fund	21,089.01
Parks Capital Improvement	132,563.82
Cemetery Fund	4,385.90
Building Fund	4,965.60
Township Improvement Fund	0.00
Police Fund	63,358.60
Police Drug	0.00
Police Capital Improvement	0.00
Sewer Enterprise	
Sewer Operating	70,275.42
Sewer Replacement	0.00
Sewer Improvement	0.00
Water Enterprise	
Water Operating	24,844.95
Water Improvement	0.00
Road Fund	153,507.77

Fire Capital Improvement	0.00
Brownfield Fund	402.50
TOTAL	\$545,871.56

LIBRARY REPORT. The Library Director, Jessica Ishmael, reported upcoming events at the library. She reported that the meeting rooms are now available for use. They are now using new software to complete the reservations, and reservations can be made online. Circulation counts for June; 9,978. Digital circulation; 19,315.

NEW BUSINESS. None.

Fire Truck Sale

Chief Chiarello presented to the board an offer he received from Emergency Vehicle Products for the purchase of the 2004 Pierce Rescue Truck. The offer is for \$100,000 cash and \$25,000 credit with EVP for the department to use for any upcoming repairs, maintenance, uplifting, etc. as needed. If the credit is not used within 24 months the Township may request a cash payment for the remaining balance.

Chief supports the sale of the truck for the following reasons:

- It is no longer used for the intended purpose.
- This type of apparatus is not recognized by ISO.
- The equipment that is currently on this truck is also on other trucks in the fleet.
- It has no water which limits the trucks use on calls.
- The current response plans include the trucks with both fire suppression and extrication capabilities on all accident scenes, which lends to the rescue truck not being used on a regular basis.
- It has not been used in many calls over the last several years.
- There was concern brought up that the truck could be used for responding to winter related accidents on I-94; the new response plan is to respond in an engine that has both capabilities of extrication and fire suppression and having the 1995 engine setup for traffic control. Providing the most effective response without having to put multiple apparatus on I-94.
- There was concern over the cascade system that is on the truck, the Chief stated the department currently has 45 air bottles, which is more than enough to handle any type of structure fire and in the rare case they were in need of air, Royalton and Lake Township have similar cascade systems and we have auto-aid with them on structure fires.

The Chief provided comps for trucks that are similar in style and use, the offer received is in line with those for sale in the market currently.

Loar-Porter stated the funds from the purchase would be placed in the Fire Capital Improvement Fund and earmarked for a deposit on the future purchase of a truck, according to the apparatus replacement plan.

Approve sale of fire truck. Motion Carried. Gillette moved, seconded by Peterson, to approve the sale of the 2004 Pierce Rescue Truck to Emergency Vehicle Products for \$125,000, with the funds from the sale being placed in the Fire Capital Improvement fund for a future truck purchase in accordance with the replacement plan. Roll Call vote: Ayes: Florian, Gillette, Loar-Porter, Peterson, Smith, Stauffer and Stone. Nays: None.

Firefighter Border Policy

Chief Chiarello requested the ability to review the current policy of eligibility for fire fighters. Currently is it required that the person applying live in the Township. After discussion and research there is no written policy requiring this, it was just a policy by practice. The consensus of the board was that the fire department write a policy with the requirements for residency they would like to have and present to the board for approval. Some of the suggested requirements included; living within a certain distance to the Township borders or having employment within the Township Borders.

SUPERVISOR'S REPORT.**Berrien County Road Department**

Notre Dame Ave paving project has been completed.

Other Items**Mix Path Water Service.**

Township Engineer presented a proposed cost sharing methodology. **Attachment A.** The methodology split the base project and the loop. The base project would include; easements, street removal and replacement, services, valves, hydrants and restoration, all the work required to design and construct the new watermain extension without any looping without any existing watermain. The Township would not participate in this cost.

In the proposed methodology the engineer and attorney stated they felt it would be appropriate to participate in a portion of "The Loop" portion of a project. The loop portion includes; placement of pipes, fittings, valves, hydrants and associated costs of the loop portion.

There was discussion on using the guidelines presented in the methodology, however the Township is not required, nor does it have to participate in the funding of any part of a utilities project.

The Township historically has never funded the installation of water and/or sewer lines. They have always been funded through special assessments.

Approve Loop Cost Sharing methodology. Motion Failed. Stauffer moved, seconded by Gillette to create a policy for participating in funding of utility installation using the proposed methodology. Ayes: Gillette, Nays: Florian, Loar-Porter, Peterson, Smith, Stauffer and Stone.

Discussion on the methodology being a guideline for use if desired, a policy makes it mandatory.

Loar-Porter stated the methodology should only be used on future projects where a loop is needed/required by EGLE or fire suppression, not where there is already a line that is the loop.

Approve Loop Cost Sharing Methodology as a Guidance Tool. Motion Carried. Loar-Porter moved, seconded by Peterson, to accept the methodology presented as a tool of guidance for possible cost participation for future utility projects where a loop line is required by EGLE or fire suppression. Roll Call Vote: Ayes: Florian, Gillette, Loar-Porter, Peterson, Smith, Stauffer and Stone. Nays: None.

There was additional discussion on the definition of what a loop line is. There was concern that the definition is not clear enough. The loop line should not be the line that provides the majority of the properties water/sewer service. It should simply be a line that creates a connection to another line to aid in the line.

Reconsider Previous Motion. Motion Carried. Smith moved, seconded by Loar-Porter, to reconsider the

previous motion to approve loop cost sharing methodology as guidance tool. Roll Call Vote: Ayes: Florian, Gillette, Loar-Porter, Peterson, Smith, Stauffer and Stone. Nays: None.

The Township Engineer will bring new definitions and proposed methodology to the August meeting.

Exit 23 Clean Ups.

Exit 23 clean ups are scheduled for the Saturdays on July 17th and October 2nd. Those interested in helping can contact Glenn Youngstedt at 269-861-0596 or the Township at 269-429-1589.

CLERK'S REPORT.

June Balances.

General	\$1,891,232.56	Road	\$412,691.14
Fire	\$261,977.35	Police	\$1,181,126.26
Parks	\$15,213.36	Cemetery	\$82,820.03
Street Lighting	\$47,585.60	Building	\$506,336.71
Police Drug Fund	\$904.04	Brownfield	\$176,209.01
Township Improvement	\$334,247.31	Fire Improvement	\$99,430.25
Police Improvement	\$18,381.28	Park Improvement	\$231,619.91
Sewer Operating	\$1,718,701.63	Sewer Replacement	\$1,177,671.70
Sewer Improvement	\$657,637.16	Water Operating	\$42,466.71
Water Replacement	\$1,635,143.23	Water Improvement	\$5,847,421.51
Trust & Agency	\$14,416.41	T&A Delinquent Tax	\$534.49
Tax Fund	\$23,887.80	Police Bond T & A	\$509.33
Flex Spending	\$1,717.19		

Approve MTA Principles of Governance. Motion Carried. Stauffer moved, seconded by Peterson, to approve the MTA Principles of Governance. Roll Call Vote: Ayes: Florian, Gillette, Loar-Porter, Peterson, Smith, Stauffer and Stone. Nays: None. **Attachment B.**

TREASURER'S REPORT. Investment totals YTD through June are; \$5,198.69. Summer tax collection has begun.

PLANNING COMMISSION REPORT. No meeting.

ZONING BOARD OF APPEALS REPORT. No meeting.

ASSESSOR'S REPORT. Distributed to board.

Approve Poverty Exemption Guidelines. Motion Carried. Stauffer moved, seconded by Peterson to approve the 2021 Poverty Exemption Guidelines Resolution. *Resolution # 21-05.* **Attachment C.** Roll Call Vote: Ayes: Florian, Gillette, Loar-Porter, Peterson, Smith, Stauffer and Stone. Nays: None.

Approve Policy and Procedure. Motion Carried. Loar-Porter moved, seconded by Smith, to approve the Policy and Procedure for Assessor inquiries and meetings. **Attachment D.**

BUILDING DEPARTMENT REPORT. 1 single-family residential permit was issued in June. There have been 18 single family residential permits issued year-to-date.

AIRPORT AUTHORITY REPORT. Distributed to board.

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

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

PARKS REPORT.

Community Center Splash Pad.

Construction is set to begin soon.

WATER/SEWER AUTHORITY. Minutes provided to board.

Public Comments for items not on agenda. None.

Board Member Comments. None.

ADJOURN. There being no further business, the chair adjourned the meeting at 8:27 pm.

Stacy Loar-Porter, Clerk

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