

LINCOLN CHARTER TOWNSHIP  
BERRIEN COUNTY, MICHIGAN  
DECEMBER 14, 2021

THE REGULAR MEETING of the Lincoln Charter Township Board of Trustees was called to order on December 14, 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, Terrie Smith, Richard Stauffer, and Rick Stone.

BOARD MEMBERS ABSENT: None.

ALSO, PRESENT: None.

The PLEDGE OF ALLEGIANCE was given.

**PRESENTATIONS.** None.

**ADJUST AGENDA.** Move Assessing report to the beginning of the meeting.

**Approve 2022 Federal Poverty level Guidelines, Asset test and ability to appeal property taxes by mail. Motion Carried.** Gillette moved, seconded by Stone, to approve the 2022 Federal Poverty Level Guidelines Asset test and ability to appeal taxes by mail. **Attachment A.**

**CORRESPONDENCE.** None.

**PUBLIC HEARING.** None.

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

1. Approval of minutes for the Regular Meeting of November 9, 2021.
2. Approve the 12/15/2021 and 11/29/2021 bills from the following funds.

General Fund	\$	58,964.05
Fire Fund		20,851.75
Parks Fund		37,686.22
Parks Capital Improvement		15,135.31
Cemetery Fund		5,345.29
Building Fund		25,711.13
Township Improvement Fund		0.00
Police Fund		46,273.00
Police Drug		0.00
Police Capital Improvement		8,141.00
Sewer Enterprise		
Sewer Operating		58,064.58
Sewer Replacement		0.00

Sewer Improvement	0.00
Water Enterprise	
Water Operating	3,070.08
Water Improvement	0.00
Road Fund	0.00
Fire Capital Improvement	0.00
Brownfield Fund	145.50
<b>TOTAL</b>	<b>\$279,387.92</b>

**LIBRARY REPORT.** The Library Director, Jessica Ishmael, reported upcoming events at the library. The library held a stakeholder session in November. The next session will take place on Friday, January 14<sup>th</sup> from 9:00 am to 1:00 pm. Circulation for November was; 7,457. Digital circulation was 18,037. They offered 33 programs for the month of November; total attendance was 685.

Jessica presented the Township with the opportunity to be a book shelf location. The library would place a book shelf at Township Hall, they would stock the shelves with books for residents to take and trade. They would not have to return the books. Jessica will come in a speak more with Township staff about the opportunity.

**NEW BUSINESS.** None.

#### **SUPERVISOR'S REPORT.**

##### **Appointment/Reappointments.**

Stauffer reported that current Township appointee for the Water Services Joint Board and SWMRSWA, Ray Mak has submitted his resignation.

**Appointment Approved. Motion Carried.** Stauffer moved, seconded by Stone, to approve the following appointments:

- Appoint current alternate Dave Boelcke, to fill Ray Mak's unfilled term on the Water Services Joint Operating Board, effective 1/1/22. Term to expire 6/30/22
- Appoint Dave Boelcke to fill Ray Mak's unfilled term on the Southwest Michigan Regional Sanitary Sewer and Water Authority, effective 1/1/22. Term to expire 6/30/22
- Appoint John Baumann to fill Dave Boelcke's unfilled term as alternate to the Water Services Joint Operating Board effective 1/1/22. The term to expire 6/30/22.

#### **Berrien County Road Department.**

Paser rates were presented, the Township has 46 miles of roads with 36% as poor.

#### **CLERK'S REPORT.**

##### **November Balances.**

General	\$1,095,404.06	Road	\$259,273.49
Fire	\$129,238.77	Police	\$361,396.86
Parks	\$41,055.29	Cemetery	\$68,420.34
Street Lighting	\$47,640.24	Building	\$568,151.71
Police Drug Fund	\$904.57	Brownfield	\$169,225.01
Township Improvement	\$331,687.28	Fire Improvement	\$163,224.65
Police Improvement	\$12,532.59	Park Improvement	\$108,976.23
Sewer Operating	\$2,236,712.48	Sewer Replacement	\$1,178,776.04

Sewer Improvement	\$627,528.96	Water Operating	\$69,725.81
Water Replacement	\$1,636,156.24	Water Improvement	\$5,851,068.26
Trust & Agency	\$22,284.25	T&A Delinquent Tax	\$1,015.41
Tax Fund	\$348,116.12	Police Bond T & A	\$509.42
Flex Spending	\$5,237.09		

Loar-Porter reported she is having the Accounting Clerk reach out to other Townships to gather wage information. The goal is to; confirm we are paying staff what is appropriate and competitive and to develop a pay study that can assist department heads in determining pay wages when hiring a new person. Loar-Porter will email out the preliminary study to the board, please look through and communicate to her any questions we might have missed asking other Townships. After that step is complete, we will finalize the report and review it as a board.

**Cemetery Fees and Guidelines. Motion Carried.** Loar-Porter moved, seconded by Gillette, to approve the updated Cemetery Fees and Guidelines effective 1/1/2022. They have not been updated since 2011. **Attachment B.**

**TREASURER'S REPORT.** Smith reported interest earned through November- \$13,835.14. Winter tax collection has begun.

**PLANNING COMMISSION REPORT.** Distributed to board. Florian reported the Commission set a date for a Public Hearing to present the new Eco-Friendly Housing Ordinance. It is set for 2/7/2022. Florian stated he will make sure the Board gets a copy of the proposed language.

**ZONING BOARD OF APPEALS REPORT.** No meeting.

**ASSESSOR'S REPORT.** Distributed to board.

**BUILDING DEPARTMENT REPORT.** 2 single-family residential permits were issued in November. There have been 44 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.

Chief Chiarello reported that the department reached their goal for the Fire Fighter Memorial, the department thanks everyone that helped reach their goal.

Chief Chiarello presented to the board a request to purchase a new rescue pumper truck. It would be a truck similar to the one we purchased in 2019. We had it scheduled for purchase in the capital plan for 2021-2023. The reason he is bringing it to the board now versus at planning for the 2022/23 budget is that Pierce contacted him that there will be a 7% increase on their trucks effective 2/1/22. The estimated increase for the truck being considered would be \$44,000. He will send all the details to the board members for additional discussion at the January meeting.

**PARKS REPORT.**

**North Lake Park.** Smith reported the new play equipment at North Lake Park has been installed. The mulch should be completed soon.

**WATER/SEWER AUTHORITY.** Smith reported the Authority received correspondence from EGLE for the TTHM sampling that was completed. The report for Lincoln lines showed that there were 4 addresses not within <1.0 in the 1<sup>st</sup> liter sample, but then all but 1 was <1.0 after the 5<sup>th</sup> liter sample.

The Authority engineer stated the need to find what areas in the municipalities may have lead contamination, how it will be tested and identified, and then setting up a process of removing if necessary.

**Public Comments for items not on agenda.**

**Board Member Comments.** Stauffer wished everyone a Merry Christmas and Happy New Years.

ADJOURN. There being no further business, the chair adjourned the meeting at 7:40 pm.

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Stacy Loar-Porter, Clerk

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