

LINCOLN CHARTER TOWNSHIP  
BERRIEN COUNTY, MICHIGAN  
December 13, 2022

THE REGULAR MEETING of the Lincoln Charter Township Board of Trustees was called to order on December 13, 2022, 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, Deborah Peterson, Terrie Smith, Richard Stauffer, and Rick Stone.

BOARD MEMBERS ABSENT: None.

ALSO PRESENT: Brandon Mieras, Township Engineer.

The PLEDGE OF ALLEGIANCE was given.

**PRESENTATIONS.** None.

**ADJUST AGENDA.**

**CORRESPONDENCE.** None.

**PUBLIC HEARING.** None.

**APPROVAL OF CONSENT AGENDA. MOTION CARRIED.** Gillette moved, seconded by Peterson, to approve the consent agenda, with the addition of an invoice from Preservation Materials International- \$2,187.38 (park benches).

1. Approval of minutes for the November 13, 2022.
2. Approve the 12/14/22 and 11/28/2022 bills from the following funds.

General Fund	\$	76,787.10
Fire Fund		5,777.00
Parks Fund		19,394.92
Parks Capital Improvement		1,254.10
Cemetery Fund		11,305.90
Building Fund		21,693.35
Township Improvement Fund		0.00
Police Fund		44,092.71
Police Drug		0.00
Police Capital Improvement		0.00
Sewer Enterprise		
Sewer Operating		90,997.03
Sewer Replacement		0.00
Sewer Improvement		0.00
Water Enterprise		
Water Operating		0.00

Water Improvement	0.00
Road Fund	142,103.12
Fire Capital Improvement	0.00
Brownfield Fund	146,308.14
ARPA Fund	17,537.38
TOTAL	\$650,768.78

**LIBRARY REPORT.** Joelle Wake, Library Director, presented the library report and upcoming events. She announced a new streaming platform, Kanopy, it will be available to patrons next week. Circulation for the month of November for the Township was 6,180.

**NEW BUSINESS.** None.

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

#### **BERRIEN COUNTY ROAD DEPARTMENT**

The annual meeting with the road department was held on 12/8/22. 23/24 projects and funding will be forthcoming.

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

#### **November Balances.**

General	\$2,979,828.21	Road	\$170,382.38
Fire	\$262,045.60	Police	\$471,868.09
Parks	\$93,319.80	Cemetery	\$64,014.38
Street Lighting	\$37,713.54	Building	\$671,750.70
Police Drug Fund	\$907.05	Brownfield	\$272,602.53
Township Improvement	\$288,261.59	Fire Improvement	\$90,093.61
Police Improvement	\$965.22	Park Improvement	\$100,419.35
Sewer Operating	\$2,875,384.60	Sewer Replacement	\$1,273,531.77
Sewer Improvement	\$669,309.26	Water Operating	\$64,347.25
Water Replacement	\$1,640,904.82	Water Improvement	\$5,740,962.41
Trust & Agency	\$3,257.90	T&A Delinquent Tax	\$1,213.27
Tax Fund	\$498,423.53	Police Bond T & A	\$509.68
Flex Spending	\$5,948.24	ARPA Fund	\$767,322.54

**TREASURER'S REPORT.** Smith reported year to date interest earned is \$ 29,093.94. Winter tax bills have been sent out. Berrien County Animal Control is changing the process for issuing dog licenses. They will be available year-round. Smith reported the Township will be a site to obtain dog licenses year-round on a trial basis.

**PLANNING COMMISSION REPORT.** Florian reported the Commission held 2 public hearings. The first public hearing was to consider an amendment to the Planned Unit Development zoned (NRD) and PUD submitted by Fenner Homes, Inc. Fenner is requesting a small portion of property located at 588 Maiden Lane be added to the current Maiden Lane Cottages PUD. This would allow him to add an additional condo in the vacant space. The Planning Commission recommends approval.

Developer Greg Fenner presented the map to the board to show the location of the addition.

**Amendment to PUD Maiden Lane. Motion Carried.** Loar-Porter moved, seconded by Gillette, to approve the back 85 ft of property located at 588 Maiden Lane be added to the current Maiden Lane

PUD. Roll Call Vote: Ayes: Florian, Gillette, Loar-Porter, Peterson, Smith, Stauffer and Stone.

The second public hearing was to consider an application for a District Rezoning from CMU (commercial mixed use) to a HC (highway commercial) submitted by James Schneider for property located at 5120 Red Arrow Hwy.

The Planning Commission recommends approval. The amendment will be presented to the Board of Trustee for the first reading at the January meeting.

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

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

**Approve 2023 Federal Poverty level Guidelines, Asset test and ability to appeal property taxes by mail. Motion Carried.** Loar-Porter moved, seconded by Gillette, to approve the 2023 Federal Poverty Level Guidelines Asset test and ability to appeal taxes by mail. **Attachment A.**

**BUILDING DEPARTMENT REPORT.** 1 single-family residential permit was issued in November. There have been 26 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.** Distributed to board.

**MEDIC 1 REPORT.** Lisa Flemming, representative from Medic 1 reported that they plan to attend the local municipal meetings on a more regular basis. She stated for the month of November they ran 33 Priority One calls with an average run time of 8 minutes and 89 Priority Two calls with an average run time of 10 minutes.

Medic 1 has partnered with Lincoln Charter Township Fire Department. Medic 1 is utilizing the bay at the station to house an ambulance with staff 7 days a week from 9:00 am -9:00 pm.

## **ENGINEER REPORT**

### **Parks**

Township Engineer reported on the meeting with EGLE 11/22/22. Meeting went well, should have a summary with details on options. The east half/wooded area there are not many restrictions. Property closer to the lake becomes more restrictive due to wetlands and critical dunes. Any improvements will need to be minimal in impact. There is some latitude for ADA improvements. Next step is to have a study completed that delineates the wetlands and critical dune areas, Township engineer will inquire the cost of the study.

The draft of the Parks Master Plan is posted on the website, the board is accepting comments until the January 10, 2023 meeting.

### **Sewer**

The permitting for improvements for Lift Station # 14 have been permitted, the work will be bid out

in the spring.

**WATER/SEWER.**

Smith provided the subject to approval minutes from the last Authority meeting.

**Public Comments for items not on agenda.** None.

**Board Member Comments.**

Members wished everyone a Merry Christmas and happy New Year.

ADJOURN. There being no further business, the chair adjourned the meeting at 7:43 pm.

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Stacy Loar-Porter, Clerk

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