

LINCOLN CHARTER TOWNSHIP
BERRIEN COUNTY, MICHIGAN
February 14, 2023

THE REGULAR MEETING of the Lincoln Charter Township Board of Trustees was called to order on February 14, 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.

Lakeshore Lions presented the Township Police Department with 3 Ballistic Shields. The Lions raised all the funds to pay for the shields. The shields will aid the department in barricade situations. The Police Department thanks the Lions Club for all their hard work in raising funds for the purchase.

ADJUST AGENDA. Move consideration of grant applications and budget request presentation to top of the meeting.

Approval of Grant Applications. Motion Carried. Smith moved, seconded by Stauffer, to approve the completion of Grant Applications to; Berrien Committee Foundation For Good Grant, the Frederick Upton Foundation Grant and the Heart of the Cook Grant. The applications are being completed for Lincoln Charter Township by the Lakeshore Lions Club. The grant funds will be used to purchase a utility task vehicle for the police department. The UTV will assist the department in accessing more areas in the parks within the Township.

CORRESPONDENCE. None.

BUDGET PRESENTATION

Each department presented their budget request items. **Attachment A.**

PUBLIC HEARING. None.

APPROVAL OF CONSENT AGENDA. MOTION CARRIED. Gillette moved, seconded by Peterson, to approve the consent agenda. With the one spelling correction.

1. Approval of minutes for the January 10, 2023.
2. Approve the 2/15/23 and 1/27/2023 bills from the following funds.

General Fund	\$ 109,116.10
Fire Fund	18,522.95
Parks Fund	9,140.42

Parks Capital Improvement	0.00
Cemetery Fund	4,288.38
Building Fund	9,658.14
Township Improvement Fund	47,178.18
Police Fund	50,281.75
Police Drug	0.00
Police Capital Improvement	0.00
Sewer Enterprise	
Sewer Operating	99,915.57
Sewer Replacement	0.00
Sewer Improvement	1,603.13
Water Enterprise	
Water Operating	167,893.65
Water Improvement	740.00
Road Fund	0.00
Fire Capital Improvement	0.00
Brownfield Fund	441.75
ARPA Fund	0.00
TOTAL	\$518,779.94

LIBRARY REPORT. Joelle Wake, Library Director, presented the library report and upcoming events. A new service being provided to the patrons is Rocket Languages; it is an award winning interactive online language learning system developed for libraries that allows patrons to learn conversational language at their own pace. Circulation for the month of January for the Township was 6,559.

NEW BUSINESS. None.

SUPERVISOR'S REPORT. None.

Appointments/Reappointments.

Zoning Board of Appeals reappointments. Motions Carried. Stauffer moved, seconded by Loar-Porter, to approve the following reappointments to the Zoning Board of Appeals:

- Reappoint David Boelcke to a three-year term, term to expire on 3/31/2026
- Reappoint Andy Barbott to a three-year term, term to expire on 3/31/2026
- Reappoint Chad Deja to a three-year term, term to expire on 3/31/2026

Resolution of Support for the Berrien County Trails Master Plan. Motion Carried. Gillette moved, seconded by Stauffer, to approve a Resolution to Support the Berrien County Trails Master Plan. *Resolution# 23-05. Attachment B.* Roll Call Vote: Ayes: Florian, Gillette, Loar-Porter, Peterson, Smith, Stauffer and Stone. Nays: None.

Galien River Sewer District

The Township has eight parcels within the Lake Township service area. Lake Township is part of the Galien River Sewer District (GRSD). GRSD is updating their Rules and Regulations to meet EGLE requirements. Therefore, the Township needs to adopt an ordinance establishing the standard rules and requirements for the eight parcels.

Approve 1st Reading of GRSD Ordinance. Motion Carried. Stauffer moved, seconded by Gillette

to approve the first reading of an Ordinance to Establish Requirements for Sanitary Sewer Users Connected to GRSD Sewer Authority System. *Ordinance #23-01. Attachment C.* Roll call vote: Ayes: Florian, Gillette, Loar-Porter, Peterson, Smith, Stauffer, and Stone. Nays: None.

Approve Resolution of GRSD Sewer Authority WWTP Designation. Motion Carried. Stauffer moved, seconded by Gillette, GRSD Sewer Authority WWTP Designation. *Resolution# 23-04. Attachment D.* Roll Call Vote: Ayes: Florian, Gillette, Loar-Porter, Peterson, Smith, Stauffer and Stone. Nays: None.

CLERK’S REPORT.

January Balances.

General	\$2,934,135.41	Road	\$128,378.17
Fire	\$242,522.96	Police	\$124,294.99
Parks	\$63,229.27	Cemetery	\$100,464.74
Street Lighting	\$37,865.08	Building	\$652,215.14
Police Drug Fund	\$7,072.59	Brownfield	\$127,070.39
Township Improvement	\$282,988.06	Fire Improvement	\$90,100.50
Police Improvement	\$966.45	Park Improvement	\$108,562.18
Sewer Operating	\$3,239,437.73	Sewer Replacement	\$1,274,696.51
Sewer Improvement	\$598,143.95	Water Operating	\$83,314.36
Water Replacement	\$1,643,897.11	Water Improvement	\$5,744,620.66
Trust & Agency	\$5,636.79	T&A Delinquent Tax	\$1,489.69
Tax Fund	\$3,857,575.54	Police Bond T & A	\$509.72
Flex Spending	\$7,227.45	ARPA Fund	\$713,905.45

Budget Adjustment. Motion Carried. Loar-Porter moved, seconded by Smith, to approve a budget adjustment as presented.

Budget Adjustments 2/14/23

		Budget	Adjustment	Amended Budget	
REVENUES					
EXPENDITURES					
<u>General Operating</u>					
101-445-955 (drains)	Drains at Large	30,000	4,000	34,000	1
101-441-702 (gen maint)	Hourly wages	49,950	16,000	65,950	2
101-171-826 (Supervisor)	Legal fees	6,500	7,100	13,600	3
<u>Parks Operating</u>					
208-757-818	Contracted services	28,000	2,500	30,500	4
208-758-818	Contracted services	18,000	2,500	20,500	4
<u>Roads Operating</u>					
204-000-970.446	Road Improvements	389,725	1,700	391,425	5

ARPA Fund

	FA/Road	150,000	23,000	173,000	
285-000-970.446	Improvements				6
285-000-970.448	FA/Sidewalks	0	16,500	16,500	7

POLICE Fund

207-000-957	Conference/Training	0	8,000	8,000	8
207-000-716	Health Insurance	270,350	14,100	284,450	9

1. There was more drain work done by Drain Commission than anticipated
2. Staff spent more time in General Maint code than anticipated/ addt summer workers
3. Legal associated with ordinance enforcement
4. Expense to treat fungus in grass
5. Increased actual expense
6. Increased in MDOT project- presented and approved by board in previous meeting
7. Crosswalk signals- presented and approved by board in previous meeting
8. New officer PD academy expenses
9. Additional officer added to insurance

TREASURER’S REPORT. Smith reported year to date interest earned is \$164,321.48. Last day to pay winter taxes without a late fee was today. The Treasurer can continue to collect taxes until 2/28. As of 3/1 all unpaid taxes will be turned over to Berrien County.

PLANNING COMMISSION REPORT.

Adoption of Ordinance to Amend PUD for Maiden Lane. Motion Carried. Florian moved, seconded by Stone, to amend the zoning map of the compilation of ordinances for Lincoln Charter Township for a major PUD amendment to add a portion of a portion of a parcel located at 588 Maiden Lane. *Ordinance # Z23-01. Attachment E.* Roll call vote: Ayes: Florian, Gillette, Loar-Porter, Peterson, Smith, Stauffer, and Stone. Nays: None.

Adoption of Ordinance to Amend the Zoning Map. Motion Carried. Florian moved, seconded by St, to amend the zoning map of the compilation of ordinances for Lincoln Charter Township to rezone a 1.99-acre parcel located at 5120 Red Arrow Hwy from Commercial Mixed Use District to Highway Commercial Mixed Use. The amendment would allow for the building of a hotel on the parcel. There was discussion on the necessity of an additional hotel, Florian stated that there is need for additional hotels in our area and a new hotel would create tax revenue increase. *Ordinance # Z23-02. Attachment F.* Roll call vote: Ayes: Florian, Gillette, Loar-Porter, Peterson, Smith, Stauffer, and Stone. Nays: None.

ZONING BOARD OF APPEALS REPORT. No Meeting.

ASSESSOR’S REPORT. Distributed to board.

BUILDING DEPARTMENT REPORT. No single-family residential permits were issued in January. There have been no 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.

PARKS

Township Engineer presented the topo drawing from the survey that was completed on Lincoln Beach. Areas with slopes 25%, but less than 33% are shown in yellow. There is flexibility with EGLE for altering the yellow areas, but a permit is needed. The green areas are dunes with a slope 33% greater. A special exemption is required to alter the dune with a slope shown in green.

Attachment G.

He will begin working on grading plan.

WATER/SEWER.

Township Engineer reported the final recommendations for the sewer line that was televised. He will forward the report.

Public Comments for items not on agenda.

A resident questioned if the board would ever consider allowing residents to have chickens in residentially zoned areas.

Board Member Comments.

The Board wished Dick Stauffer a very happy birthday.

ADJOURN. There being no further business, the chair adjourned the meeting at 8:47 pm.

Stacy Loar-Porter, Clerk

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