

LINCOLN CHARTER TOWNSHIP  
BERRIEN COUNTY, MICHIGAN  
REGULAR MEETING  
September 8, 2009

THE REGULAR MEETING of the Lincoln Charter Township Board of Trustees was called to order on September 8, at 7:01 p.m. by Dick Stauffer, Supervisor, in the Municipal Building, 2055 W. John Beers Road, Stevensville.

BOARD MEMBERS PRESENT: Marc Florian, Kevin Gillette, Stacy Loar-Porter, Tom Norbey, Deb Peterson, Terrie Smith and Dick Stauffer.

BOARD MEMBERS ABSENT: None.

The PLEDGE OF ALLEGIANCE was given.

CHANGES TO AGENDA. None.

**PRESENTATIONS.**

Boy Scout, Zack Tuller, gave a presentation on his Eagle Scout project which consisted of refurbishing the two gazebos at Lincoln Township Beach. The refurbish included repainting, replacing roof shingles, repairing and replacing benches and repairing and replacing the cupola. Board thanked Zack for all his hard work and dedication to the project.

**CORRESPONDENCE.** None.

**2008/2009 AUDIT REPORT.** Auditor Jim Scarpone reported that the Township audit had been completed and the financial statements are fair and accurate according to the Township records as of 3/31/09. Stated he made a few recommendations for board consideration. Township books and records are in good order. Reminded the board that the key to maintaining good books and records is to be vigilant. The Township has stayed within their means even with expenses continuing to rise and income falling.

**Approve Audit. Motion Carried.** Gillette moved, seconded by Loar-Porter, to approve the audit for fiscal year ending 3/31/09.

**FIRE BOARD**

**Lights and Sirens for Fire Department Officers.**

Majority of the discussion was held during the noon special meeting. Gillette expressed his concerns are for standard equipment size, equipment inspection and review of the officers insurance policies to ensure they have adequate insurance coverage.

Norbey confirmed with Chief Burkett that the lights and sirens were for fire department officers only.

**Use of Lights and Sirens by fire department officers. Motioned Carried.** Florian moved, seconded by Peterson, to allow the fire department officers to utilize lights and sirens on their personal vehicles subject to the approval of uniform guidelines, Standard Operating Guide and Policies to be developed by the Fire Board.

Loar-Porter suggested that the board be sure to communicate to the Fire Board through Peterson what concerns they would like to see addressed in the above mentioned policies.

**LIBRARY REPORT.** Dina Reilly reported the Library is developing a new Tween area for 4<sup>th</sup> – 6<sup>th</sup> graders called the ‘Tween Zone’. The new free stories hours have been set. October 22<sup>nd</sup> the library will be hosting a concert, Ghostly Great Lakes by Lee Murdock. The concert is being subsidized by a donation from a patron. There are additional concerts during the fall and a list can be found on the library website.

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

1. Minutes of the 8/11/09, special noon, regular meeting
2. Approve the 9/8/09 and 8/26/09 bills from the following funds.

General Fund	\$ 147,377.36
Parks Fund	11,164.47
Parks Capital Improvement	24,351.25
Cemetery Fund	7,310.13
Building Fund	22,336.82
Township Improvement Fund	-0-
Police Fund	105,282.48
Police Drug	-0-
Police Capital Improvement	19,042.00
Sewer Enterprise	
Sewer Operating	81,469.93
Sewer Improvement	-0-
Water Enterprise	
Water Operating	71,233.33
Water Improvement	-0-
TOTAL	489,567.77

**UNFINISHED BUSINESS.** None

**NEW BUSINESS.** None

#### **SUPERVISOR’S REPORT.**

**Drain Commission. Schmidtke Drain.** Stauffer moved, seconded by Florian, to approve authorizing the Drain Commissioner to expend in the excess of \$5,000 per mile to maintain and repair Schmidtke Drain. Total repair cost is \$6,805.10; township portion is \$1,361.02 *Resolution# 09-16. Attachment A.* Roll Call Vote: Florian, Gillette, Loar-Porter, Norbey, Peterson, Smith and Stauffer. Nays: None.

**Drain Commission. Maple Shadows Drain.** Stauffer moved, seconded by Norbey, to approve authorizing the Drain Commissioner to expend in the excess of \$5,000 per mile to maintain and repair Maple Shadows Drain. Total repair cost is \$6,372.50; township portion is \$269.19 *Resolution# 09-17. Attachment B.* Roll Call Vote: Florian, Gillette, Loar-Porter, Norbey, Peterson, Smith and Stauffer. Nays: None.

Stauffer reported that he spoke with the Drain Commission on the current drain assessments for the 09/10 year, the Drain Commission office indicates the Township can expect our assessment work to be about \$20,000 for the year.

#### **Berrien County Road Commission.**

**Cleveland Ave. 2010 Road Improvements.** Stauffer reported that the BCRC has received stimulus

funding to widen Cleveland Ave with 7' paved shoulders from 1825 ft north of Rockey Weed Rd to ½ mile south of Rockey Weed Rd. They also received Safety Funds and Surface Transportation Funds to extend 48" diameter storm sewer south along east side, enclose ditch (Richardson Drain), trench widen and pave. Work will not begin until July 5, 2010 and has duration of 50 working days.

**Safe Routes to School.** Stauffer reported the project is slightly behind schedule; the restoration work has not been satisfactory. The crosswalks and warning light have been installed and are functioning. The Township has received several compliments on the project. The Township will research adding crosswalks and signs at the Township driveway and Community Center driveway.

**Fall Trash Program.** Due to budget constraints the Township will not be able to provide free trash passes to the residents this year. However, Reliable has setup a program allowing residents to bring rubbish to Reliable October 10, 17, 24, and 31, for a fee of \$18.00 per load.

**Halloween Hours. Motion Carried.** Stauffer moved, seconded by Peterson, to set trick-or-treat hours, 6:00-7:30 p.m. on October 31<sup>st</sup>.

**CLERK'S REPORT.**

**Book Balances** at 8/31/09 are as follows: \$843,640.53 in the general fund; \$837,799.24 in police; \$11,387.75 in parks; \$76,065.61 in cemetery; \$34,567.40 in building; \$203,502.59 in township improvement; \$27,061.60 in police capital; \$56,138.18 in parks capital; \$2,203,134.69 in sewer operating; \$1,994,985.26 in sewer replacement; \$275,968.33 in sewer improvement; \$2,247,764.12 in water operating; \$719,021.93 in water replacement; \$4,673,770.14 in water improvement; \$5,490.21 in trust & agency; \$206.00 in Glenlord sidewalk special assessment; \$263.77 in DeFay Rd. special assessment; and \$119,458.42 in street lighting. We also have funds in T & A delinquent taxes \$4,077.36; tax account \$1,985,807.44; fire station debt \$82,622.08; library bond \$162,567.45; flex spending \$5,288.09.

**Fall Cemetery Clean-up.** Loar-Porter stated fall cemetery clean-up will be as follows:

Remove floral decorations	October 16-23
Maintenance Clean-up	October 26-30
New floral decorations	November 1

**TREASURER'S REPORT.** Smith reported earnings of \$60,999.70 in interest YTD. We have collected 16% of the summer taxes, this time last year the department had collected 27%.

**PLANNING COMMISSION REPORT.** Meeting to be held September 14, 2009

**ZONING BOARD OF APPEALS REPORT.** September meeting cancelled.

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

**BUILDING DEPARTMENT REPORT.** No single family residential permits were issued in August. Year to date there have been four permits for single-family dwellings.

**AIRPORT AUTHORITY REPORT.** Distributed to board.

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

**PARKS REPORT.** Smith reported fall soccer and rocket football has begun. The extensions on the Community Center and North Lake Park pavilions are nearing completion.

Norbey reported that Parks is hosting their Kickoff meeting for development of the new 5 year recreation plan, Wednesday, September 9<sup>th</sup> at 7:00 p.m.

**WATER/SEWER AUTHORITY.** Smith reported LMSW&STA are meeting and requesting approval of a budget to utilize the remaining funds from the water tower project. Stauffer reported that the SWMRSSWA are reviewing the least costly venues for funding the Hickory Creek Interceptor project.

**Public Comment.** None

ADJOURN. There being no further business, the chair adjourned the meeting at 7:47 p.m.

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Stacy Loar-Porter, Clerk

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