

LOCKPORT TOWNSHIP REGULAR MEETING
February 13, 2017

Purpose of the meeting: Regular monthly meeting of the Lockport Township Board.

Members Present: Mark Major, Mike Friesner, Beccy Friesner, Tammy Babcock,
Theresa Gherna-Ankey, Paul Bungart, Doug Kuhlman, Dale Hutson, Rhonda Wright

Members Absent: Melissa Major

Call to order: The February 13, 2017 meeting was called to order by Supervisor Mark Major at 7:02 p.m.

Mark Major lead the Pledge of Allegiance

Approval of Agenda: Mike Friesner made a motion to accept the agenda as presented. Paul Bungart seconded the motion. MOTION CARRIED 5-0.

Approval of Minutes: Tammy Babcock made a motion to accept the meeting minutes of January 9, 2017 as presented. Mike Friesner seconded the motion. MOTION CARRIED 5-0.

Public Comments:

- A. Dennis Allen, St. Joseph County Commissioner, wanted to update the citizens that the county meetings are held on the 1st and 3rd Tuesday of each month beginning at 6:00 p.m. Previously the starting time was 5:00 p.m.

Enforcement Officer Report:

- A. In regards to the Ash Road property, the Judge required SCMCCI inspect the roof. SCMCCI is requiring an engineer inspect the roof.
- B. There has been one new home building permit for a property in the Tamarac Subdivision.
- C. The next scheduled meeting hearing in Lansing at the Boundary Commission will be April 12, 2017. It is not known at this time if public comments will be allowed. The Commission did receive 127 public responses, of which 70% were opposed. There were 36 in agreement of the sports complex with 18 in agreement to the location and 18 just in agreement with the complex only.

Assessors Report:

- A. Dale Hutson provided a land division report for 2014 thru 2/13/2017. There has been one request approved this year.
- B. Also provided was the sales study for the township from 2016 thru 2/13/2017. This report gives an idea of what properties have sold within the township during this time period.
- C. Dale received a call from a township resident regarding the properties P.A. 116 agreement. The county places an expiration date on the deed and if not renewed by expiration, the property owner may have to pay the money back to the county. In this case, the mistake was made by the county for not recording the updated paperwork so the property owner will not incur the penalty. He then explained the process for requesting a P.A. 116. The property owner completes paperwork and submits to the Township who approves the request to be

submitted to the appropriate county departments. The paperwork is then sent to the State of Michigan who upon approval prepares the necessary paperwork for recording. After the county records a copy is sent to the assessor. The process takes approximately six months to complete.

Treasurers Report and Bills:

A. Mike Friesner reported the following monthly cash statement.

Checking balance \$2,283.79 with \$28,375.27 transferred from SMB account and checks drawn in the amount of \$28,845.23. Outstanding checks in the amount of \$60.00. Balance of accounts to date are checking account \$1,753.75; SMB savings account \$154,940.14 (\$92,000 for fire truck fund included in the balance); Flagstar savings account \$247,57.16; Horizon Bank CD \$177,309.92; Kellogg Community Credit Union CD \$75,359.39 and Three Rivers Banking Center CD \$111,343.61 for a total of \$768,224.05.

Mike Friesner made a motion to accept the treasurers report as presented and pay the bills. Paul Bungart seconded the motion. MOTION CARRIED 5-0.

P.A. 116: Tammy Babcock reported she has received an application from Eugene Miller for a P.A. 116 approval. Paul Bungart made a motion to approve forwarding the application to the county for approval. Mike Friesner seconded the motion. Roll call vote: Tammy-yes, Paul-yes, Theresa-yes, Mike-yes, Mark-yes. MOTION CARRIED 5-0.

Semco Gas: Tammy Babcock received a letter from Semco Gas requesting the township provide a franchise agreement allowing them to offer gas service within the township. The previous agreement was signed 30 years ago, and is about to expire. After approval of the agreement, it must be published with the cost paid by Semco Gas. The new agreement will also be for a term of 30 years. Tammy Babcock made a motion to accept and approve the franchise agreement with Semco Gas to provide gas service to the residents for a term of 30 years. Paul Bungart seconded the motion. Roll call vote: Paul-yes, Theresa-yes, Mike-yes, Mark-yes, Tammy-yes. MOTION CARRIED 5-0. The ordinance will be 2017-01.

Committee Compensation: At the request of the Planning Board for pay increases, pay information was obtained from the city of Three Rivers, Flowerfield, Park, Fabius, Nottawa, and Constantine Townships. It appears the pay rates are similar to Lockport Township. Tammy Babcock did state chairpersons and secretaries do get more money in most instances. Tammy would like to see the Board of Review paid hourly as they work two days in March for six hours each day, a meeting in December for two hours and a three-hour training in January or February. Zoning Board of Appeals salaries are paid for by the resident requesting the appeal. Mark Major suggested the Board of Review be paid hourly and the chairperson for the Planning Board be paid additional amount. Paul Bungart feels committee members pay is in line but pay the Board of Review \$12 an hour and the chairperson for the Planning Board additional amount. Paul did say at this time, with just passing mileages at the November election, he would not like to see any raises. Mark Major would like to table a decision with Paul Bungart and Theresa Gherna-Ankey agreeing to table for now.

Committee Reports:

A. Community Development-Mark Major and Theresa Gherna-Ankey attending the 1/26/2017 meeting. The current ambulance contract with the City of Three Rivers will expire in June. They were provided with a table showing usage vs cost in which figures are close to actual

costs. The ambulance service is talking about using the Medical Cost of Living amount to base their budget. They would like a 10-year contract with 1%-2% increase possible.

- B. Intergovernmental Relations-Paul Bungart attending the meeting. Recent chamber events included a KWings hockey game and Building Powerful Teams seminar. Park Township has a newsletter they send that includes a dump pass. A second dump pass can be requested with a signature. The City of Three Rivers is in the process of obtaining grants for trails East of US 131 and Meyer Broadway park. Three Rivers Hospital will be presenting a talent show in the near future.
- C. Nottawa Library-Mike Friesner reported there are 30,284 items in the collection, the computer usage was 237, Interlibrary loan 505 items, monthly circulation 6,643, and 3,025 people used the library. The library donut day will be 2/15/2017. They also offer a yoga program on Wednesday nights in March at 5:00 p.m. Saturday, April 15th there will be an Antiques Roadshow at the Library. The cost is \$5 appraisal fee per item.
- D. Planning/ZBA-Paul Bungart attended the planning board meeting. The Board started to review the Master Plan. All areas of the plan are going to be reviewed. The next meeting will be 04/13/2017.
- E. SMCCI-No meeting in January.
- F. Three Rivers Library-Joe Nowicki attended the 1/24/2017 meeting at the Library. 6,564 people used the library, 4,109 items are in circulation, 462 e books were checked out, computer usage was 1,055, ILL borrowed was 357, children's programs 178, young adult programs 32, general programs 51, and adult programs 8. There are 1,182 Lockport cardholders who checked out 562 items. Library assets are \$1.4 million with \$288k in cash and the rest invested. The board authorized \$50k to improvements like table and chairs, all items that can be moved if necessary. The roof has been patched. Currently seeking a candidate to fill a full time assistant director position.
- G. Centreville Fire Department: Mark Major attending the 1/19/2017 meeting. All governments involved with the fire department have approved the budget. New pump on fire truck will be installed by a company in Ohio. Village of Centreville looking in to a possible fire mileage. The next meeting will be 04/20/2017.
- H. Water Department-Mark Major attending the water board meeting on 2/7/2017. Northern Pump Company has made repairs to the pump and the modem. Pump 3 was doing most of the work as pump 2 would cycle two times then shut off. System is operating at 100% right now.
- I. Website-No report this meeting.

Old Business: Mark Major and Chief Holcomb met with a representative from the American Red Cross regarding purchasing an AED unit for the Township hall. A demonstration was provided for the Philips AED and the Zoll AED units. After the demonstration, it was determined the Philips AED would be the best purchase. The cost is \$1,440.80 which includes the AED, 1 set of pads, 1 battery ready pack, AED wall sign, and defibrillator cabinet. The American Red Cross will provide training.

Tammy Babcock made a motion to purchase the Philips AED unit at a cost of \$1,440.80. Theresa Gherna-Ankney seconded the motion. Roll call vote: Tammy-yes, Theresa-yes, Paul-yes, Mike-yes, Mark-yes. MOTION CARRIED 5-0.

New Business: Mark Major priced a new HP8720 copier for the Township hall.

Mark Major made a motion to approve the purchase of a copier up to \$260. Paul Bungart seconded the motion. Roll call vote: Tammy-yes, Mike-yes, Paul-yes, Theresa-yes, Mark-yes. MOTION CARRIED 5-0.

Adjournment: Paul Bungart made a motion to adjourn the meeting at 8:39 p.m. Mike Friesner seconded the motion. MOTION CARRIED 5-0.

The next regular scheduled meeting is 3/13/2017 at the Township hall.

Respectfully Submitted,

**Rhonda Wright
Deputy Clerk**

Minutes Approved: _____