

**LOCKPORT TOWNSHIP REGULAR MEETING**  
**January 8, 2018**

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

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

**Members Absent:** Melissa Major

**Call to order:** The January 8, 2018 meeting was called to order by Supervisor Mark Major at 7:00 p.m.

Mark Major lead the Pledge of Allegiance

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

**Approval of Minutes:** Theresa made a motion to accept the meeting minutes of December 11, 2017 as presented. Tammy seconded the motion. MOTION CARRIED 5-0.

**Public Comments:** There were no public comments.

**Enforcement Officer Report:**

- A. Doug presented the 2017 zoning log. Forty-one permits were issued for 2017.
- B. January 12, 2018 will be the appeal to the Circuit Court for the decision made by the Boundary Commission. The court date for the County Commission vs City of Three Rivers will be March 6, 2018.
- C. Last week the court ruled in Lockport Townships favor in regards to the Appellant Court ruling.
- D. Doug also presented an overview of last year zoning permits from all jurisdictions he services.
- E. Doug presented future use of a drone to conduct his business. The drone would be used to inspect large parcels of property instead of walking the property, would be used if there was an immediate threat from a property owner and also during an emergency situation. An example of each instance was presented. Mottville and Park Townships have committed to help purchase the drone. Doug has prepared a cost breakdown for each municipality he services, excluding villages and cities. Cost to Lockport Township would be \$613.17. This is based on a percentage of parcels. He will need to obtain necessary licenses and would also be responsible for maintenance all at his cost. Administrative search warrants would still be required prior to flying over a property if the owner does not give permission. Mike made a motion to accept Lockport Townships cost of the drone in the amount of \$613.17. Paul seconded the motion. Roll call vote: Paul-Yes, Tammy-Yes, Theresa-Yes, Mark-Yes, Mike-Yes. MOTION CARRIED 5-0.

**Assessors Report:**

- A. Board of Review training workshop will be February 5, 2018 from 9 a.m. to 12:00 p.m. at the St. Joseph County Intermediate School District building. Alternate BOR members should attend the training.

- B. Board of Review hearings will be March 12<sup>th</sup> from 9 a.m. to 4:30 p.m. and March 13<sup>th</sup> from 1:30 p.m. to 9:00 p.m. Notice will be mailed to all property tax payers.

**Treasurers Report and Bills:**

- A. Mike reported the following monthly cash statement.  
Checking balance \$1,624.38 with \$79,981.29 transferred from SMB account and checks drawn in the amount of \$79,981.29. Outstanding checks are in the amount of \$88.35. Balance of accounts to date are checking account \$1,624.38; SMB savings account \$187,745.28 (\$92,000 for fire truck fund, \$52,761.00 State of Michigan revenue sharing); Flagstar savings account \$249,088.07; Horizon Bank CD \$178,198.67; Kellogg Community Credit Union CD \$75,931.94; Three Rivers Banking Center CD \$111,901.37; and Southern Michigan Escrow account \$12,263.00 for a total of \$816,752.71. Tammy made a motion to accept the treasurers report as presented, file the report and pay the bills. Theresa seconded the motion. MOTION CARRIED 5-0.

**Committee Reports:**

- A. Community Development-No meeting this month.
- B. Intergovernmental Relations-Paul attended the meeting. The Chamber reported on upcoming events of St. Joseph County Leadership January 24<sup>th</sup> (contact Chamber for information), Legislative Update on January 26<sup>th</sup> at the COA and Kalamazoo Wings Hockey game January 27<sup>th</sup>. Constantine reported they are working on their budget. The next meeting will be February 6, 2018.
- C. ZBA-No meeting this month.
- D. Elections-Nothing to report this month.
- E. Nottawa Library-Mike reported there are 28,980 items in the collection, the computer usage was 240, monthly circulation 5,006, Audiobooks—Children 154, OverDrive 171, Interlibrary loan 330, there are 2,228 total patrons and 2,496 people used the library. Lockport patrons checked out 419 items in December. The library offers “book my favorites” program which will notify patrons when a specific author publishes a new book.
- F. Centreville Fire Department-Mark attended the December meeting. There were no fire department runs in Lockport Township for the month of December. In 2017, there were 24 runs in Lockport Township. The department will be applying for grant funding to purchase a new rescue pumper. A rescue pumper will be used for both rescues and fires as the first out of barn truck. The next meeting will January 18, 2018. Paul made a motion to accept the line changes as presented. Mike seconded the motion. Roll call vote: Theresa-Yes, Tammy-Yes, Mike-Yes, Paul-Yes, Mark-Yes. MOTION CARRIED 5-0.
- G. Planning-Paul reported the planning board is nearing the end of updating the master plan. Meetings for 2018 will be held April 12<sup>th</sup>, July 12<sup>th</sup>, October 4<sup>th</sup> and January 3, 2019.
- H. SCMCCI-No meeting this month.
- I. Three Rivers Library-Theresa attended the meeting. The library has reallocated money for new computers in the children’s library. A new head librarian has accepted the position. Attorney O’Malley attended the meeting and reported a survey has been completed and there is a problem with the back-parking lot. The city owns part of the parking lot. Final paperwork was signed December 21<sup>st</sup> for the purchase of the former Southern Michigan Bank building. Plans are underway for the library to make the move to the new building.
- J. Water Department-Mark attended the January 4, 2018 meeting. The water board has approved switching to a postcard billing system. This will save postage costs. The asset management plan required by the DEQ has been completed. The approximate cost to

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complete is \$3,600. According to the rate study part of the plan, the DEQ would like to see an increase in meter and water usage billing. Approval of two five percent increases over the next two years has already been approved so no further increases will be made at this time. There are currently 713 water department customers.

K. Website-Mark reported the IP address for board access has changed.

**Old Business:**

A. The township hall back parking lot is not plowed. Board members will park in the back if there is too much snow allowing audience members to park where lot is plowed.

**New Business:** No new business.

**Adjournment:** Mike made a motion to adjourn the meeting at 7:58 p.m. Tammy seconded the motion. MOTION CARRIED 5-0.

The next regular scheduled meeting is 2/12/2018 at the Township hall.

Respectfully Submitted,

/s/  
Rhonda Wright  
Deputy Clerk

Minutes Approved: 2-12-2018