

LOCKPORT TOWNSHIP REGULAR MEETING
November 11, 2019

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, David Cooper, Doug Kuhlman, Rhonda Wright

Members Absent: Melissa Major, Dale Hutson

Call to order: The November 11, 2019 meeting was called to order by Supervisor Mark Major at 7:00 p.m.

Mark lead the Pledge of Allegiance.

Mark recognized all Veteran's for Veteran's Day.

Approval of Agenda: Mike made a motion to amend the agenda presented to **add approval of special meeting minutes to agenda and Frontier to new business**. Theresa seconded the motion. MOTION CARRIED 5-0.

Approval of Minutes: Tammy made a motion to accept the October 14, 2019 meeting minutes as presented. Dave seconded the motion. MOTION CARRIED 5-0.

Approval of Special Meeting Minutes: Mike made a motion to accept the special meeting minutes of October 22, 2019. Tammy seconded the motion. MOTION CARRIED 5-0.

Public Comments:

- A. The following people addressed the Board.
Donna Grubbs, 17351 Birchleaf Court.

Enforcement Officer Report:

- A. Doug provided the Board with the 2019 Zoning Administration Permit Log. Year to date 38 permits have been requested with one forwarded to the Planning Commission. Eleven new homes have been constructed in the Township.

Assessors Report:

- A. No report this month.

Treasurers Report and Bills:

- A. Mike reported the following monthly cash statement.
Checking balance \$1,102.39 with \$22,790.51 transferred from SMB account and checks drawn in the amount of \$22,790.51. Outstanding checks are in the amount of \$4,633.92. Balance of accounts to date are checking account \$1,102.39; SMB savings account \$324,154.66 (\$92,000 for fire truck fund; \$57,883 SOM Revenue Sharing); Flagstar savings account \$255,215.60; Horizon Bank CD \$184,251.92; Kellogg Community Credit Union CD \$77,684.98; Three Rivers Banking Center CD \$114,239.59, Southern Michigan Bank CD \$50,319.18 and SMB escrow account \$1.34 for a total of \$1,006,969.66. 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.

Seber Tans:

- A. Tammy reported she received notice from Seber Tans that our five-year auditing agreement has expired. The new agreement that needs to be signed is for \$7,900 for 2019 and an additional \$250 per year for five years. In 2014, State Law changed that the Township cannot have the accounting firm used for general work also be the auditing firm. Mike will contact Seber Tans for an explanation of why the price increase. Tammy made a motion to accept Seber Tans in the amount of \$7,900 for the 2019 audit until an explanation is received for the price increase. Mike seconded the motion. Roll call vote: Dave-Yes, Theresa-Yes, Mark-Yes, Tammy-Yes, Mike-Yes. MOTION CARRIED 5-0.

Update from Tony Mayer:

- A. Tony informed the Board the North driveway has been prepped and concrete will be poured next week weather permitting. The gas service has been hooked up and the furnace is installed and working. He has finished the gutters. This winter he will be working full time on the inside of the house. When asked about the downed trees on the property, he stated this is not his top priority but will be cleaned up this winter as weather and time permit.

Committee Reports:

- A. Community Development-Theresa attended the meeting and reported the City of Three Rivers has completed the Memory Island bridge replacement. The City is waiting on a response from the developer on the old hospital. The same developer is interested in the old Whitehouse Building on South Main Street. The City's grant writer, who had left for employment elsewhere, has been re-hired by the City. Park, Fabius and Lockport Townships discussed road conditions.
- B. Intergovernmental Relations- No report this month.
- C. ZBA-No report this month.
- D. Elections-Tammy reported 389 people voted in person and 220 voted absentee ballot for last weeks election. There was a paper jam in the tabulator, but this was resolved quickly. Two voters did register at her home office the day of the election. The count was off by one, but this was explained and the board of canvassers accepted the explanation. The State of Michigan will be conducting an audit of all jurisdictions in St. Joseph County on December 5th. Lockport has been approved to become one precinct instead of two precincts. New identification cards will need to be sent to all registered voters.
- E. Nottawa Library-Mike reported during the month of October total patrons were 2,481, monthly circulation 6,590, Interlibrary loan 843, OverDrive 300, Hoopla 83, and the people counter was down for this month. Lockport patrons were 398. Upcoming events include Storytime on Thursdays at 10 am, Junior DIY Tuesdays at 4 pm, Yoga on Tuesdays at 10 am, and a Library open house will be December 3rd.
- F. Centreville Fire Department-Mark reported there were nine calls for the month of October, with no calls in Lockport Township. They are still waiting for dump chute parts on truck 121. There will be three to four people attending fire academy next year. There was a meeting on October 17th with a representative from a finance company. This was for possible financing of a new truck. The board gave approval for the Chief to pursue working on a design sheet for a new truck.
- G. Planning-No report this month.
- H. SCMCCI-No report this month.
- I. Three Rivers Library-Mark reported the scheduled webinar sponsored by the City was cancelled due to a scheduling error. Moneys have been moved within the budget to cover electronic books, choosing Overdrive service over Hoopla. The new Library construction update include reporting they had a 1.7 million dollar budget for the new facility, currently there is \$118,882 in contingency funds available, \$87,064 in electrical costs were overlooked

because contractors chose to remove all electrical wiring rather than to use existing functional wiring, two large trees have been removed to make more room for parking behind the building, it was decided that two new trees would be planted on city property as goodwill gesture to compensate for the loss, there were concerns with air conditioning on the main floor when tested (more on this later). A fundraising update included the committee has decided on a 3-prong approach, which will include Giving Opportunities, Donor Wall Recognition, and Pledge Opportunities. After much discussion, it was approved to spend up to \$7,500 on community fundraising, which would include company presentations and mailing to help meet the needs of their 3-prong approach. The next board meeting will be November 21st at 6:00 p.m.

- J. Water Department-Mark reported the Nitrate level was 6.8 for this quarter. This is higher than normal for this quarter in years past. This is one reason the Board is looking at possibly installing a new well. They are still waiting to hear from EGLE (Environmental, Great Lakes and Energy department, formally known as DEQ) regarding re-testing for PFAS. The Board approved having the roof replaced at well 3. An inspection of the water tower has been approved and will be completed by Dixon Engineering. Park Township has nominated Becky Myers for the open board member position. Mike made a motion to accept the appointment of Becky Myers to the water board. Theresa seconded the motion. Roll call vote: Tammy-Yes, Theresa-Yes, Mike-Yes, Dave-Yes, Mark-Yes. MOTION CARRIED 5-0.
- K. Website-Mark reported there are flyers about Miss Dig on the table near the door and the information will be added to the website. A FOIA request for the skating rink and house on North Main was sent to Ray. The website has been updated to reflect where future FOIA requests should be sent.
- L. Building Committee: Dave and Theresa meet with possibly candidates for mechanical, plumbing and electrical inspection positions to replace SCMCCI. Ed English from Park Township was also present at the meeting. The candidates provided their background experience and said they are in the business to help not hinder residents during the construction process. They require a one-page permit application with a 24-hour turnaround time of approvals and/or denials. The Township will receive 10% of the fees charged. This fee income can only be used for items needed by the building committee and not part of the general fund. They are the inspectors for Fabius Township and Park Township will be presenting for approval at their next meeting. Doug will provide a list of projects currently in process. Theresa made a motion to appoint Randy Schmeling as building official, Joe Wickey as building inspector, Ron Bellaire as electrical inspector and John Dobberteen as mechanical inspector and plumbing inspector. Dave seconded the motion. Roll call vote: Mike-Yes, Theresa-Yes, Tammy-Yes, Dave-Yes, Make-Yes. MOTION CARRIED 5-0.

Old Business:

- A. Jack Coleman, who is running for State Representative, passed out his campaign postcard. He said Park Township supports our building committee.

New Business:

- A. Tammy made a motion to discontinue use of the phone service located at the Township hall. Theresa seconded the motion. MOTION CARRIED 5-0.

Adjournment: Mike made a motion to adjourn the meeting at 8:31 p.m. Theresa seconded the motion. MOTION CARRIED 5-0.

The next regular scheduled meeting is December 9, 2019 at the Township hall.

Respectfully Submitted,

/s/
Rhonda Wright
Deputy Clerk

Minutes Approved: