

**LOCKPORT TOWNSHIP REGULAR MEETING  
December 11, 2017**

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

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

**Members Absent:** None

**Call to order:** The December 11, 2017 meeting was called to order by Supervisor Mark Major at 7:01 p.m.

Mark Major lead the Pledge of Allegiance

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

**Approval of Minutes:** Theresa made a motion to accept the meeting minutes of November 13, 2017 as presented. Mike seconded the motion. MOTION CARRIED 5-0.

**Public Comments:**

- A. Charlene Zavala, 16916 Bridgette Dr, wanted to verify the upcoming court dates in regard to the sports complex. January 12, 2018 will be the appeal to the Circuit Court for the decision made by the Boundary Commission. Judge Middleton will preside on this date. The court date for the County Commission vs City of Three Rivers will be March 6, 2018 and will be heard by a judge from Berrien County.

**Enforcement Officer Report:**

- A. Doug presented the Zoning Administration Permit Log. There have been no new permits issued since October 24, 2017. Year to date there have been 39 permits issued.
- B. The owner of two properties on Frank Jones Road requested to the planning commission a property split in 2001, which was approved. The property owner would now like to have the boundary line changed to make the property more saleable. The planning commission approved to change the zoning from agricultural production zoning to agricultural residential. The current zoning is non-conforming and does not allow changes to existing structures. However, the county planning commission would not approve as they feel this is leap frogging within zoning allowances. The neighboring property is agricultural. Mike made a motion to change the zoning from agricultural production to agricultural residential. Paul seconded the motion. Roll call vote: Theresa-Yes, Tammy-Yes, Mark-Yes, Paul-Yes, Mike-Yes. MOTION CARRIED 5-0.
- C. Doug then presented an aerial map of the Ash Road subdivision. The yellow area is owned by the township. The structure located in the red area was demolished last week. The green area represents a property that is pending a divorce situation. The purple area is a property that will possibly be available due to the owner moving to the city. The blue area now has

one trailer removed and the other is vacant. The owner has listed the property for \$5,000, however there is a \$3,000 mechanical lien. Doug will post the property as non-habitable.

- D. The property located at 56571 Wilbur Road has been deeded to the township. The owner has until 12/31/2017 to remove any personal belongings. After that date Doug will inspect the property to see if it is salvageable.

#### Assessors Report:

- A. Dale reported the County Land Resources Equalization Department has completed the 2018 study to calculate State Equalized Values. For 2018, Agricultural properties will increase 5.73%, Commercial properties will decrease 7.54%, Industrial properties will decrease .66%, and Residential properties will increase .16%. Appraisal studies are done for agricultural, commercial and industrial calculation purposes. Actual sales for the previous year are used to determine residential calculations. The County completes a study and then gives Dale the numbers to make necessary adjustments. After March, the State will review to make sure the study and adjustments are in line. If the State does not agree they will make necessary changes.
- B. A stipulation agreeing to the property value has been completed for the Sauganash Golf Course. The Township Attorney has completed the stipulation and the State tax tribunal will issue an order after review. Dale would have recommended at the time of Board of Review to adjust if documentation had been provided by Sauganash.

#### Treasurers Report and Bills:

- A. Mike reported the following monthly cash statement.  
Checking balance \$1,624.29 with \$38,228.41 transferred from SMB account and checks drawn in the amount of \$38,228.41. Outstanding checks are in the amount of \$1,969.46. Balance of accounts to date are checking account \$1,624.29; SMB savings account \$213,969.08 (\$92,000 for fire truck fund); Flagstar savings account \$248,855.58; Horizon Bank CD \$177,974.73; Kellogg Community Credit Union CD \$75,769.66; Three Rivers Banking Center CD \$111,901.37; and Southern Michigan Escrow account \$12,263.00 for a total of \$842,357.71. Tammy made a motion to accept the treasurers report as presented, file the report and pay the bills. Paul seconded the motion. MOTION CARRIED 5-0.
- B. As was discussed at the November board meeting, Mike did look into moving money to another financial institute to stay with the FDIC limit. For now, no funds will be moved but this will continue to be monitored.

#### Board of Review:

- A. With the recent death of Ervin Haithcock and the resignation of Gordon Adair, Mark made a motion to move Charles Ross from an alternate member to a full member. Mike seconded the motion. Roll call vote: Mike-Yes, Mark-Yes, Paul-Yes, Theresa-Yes, Tammy-Yes. MOTION CARRIED 5-0.
- B. Paul made a motion to make Joe Nowicki and Wayne Timm board of review alternates. They both approached Mark about the positions. Mike seconded the motion. Roll call vote: Paul-Yes, Theresa-Yes, Tammy-Yes, Mark-Yes, Mike-Yes. MOTION CARRIED 5-0.

#### Waste Management:

- A. Tammy has received notification from Waste Management that there will be an increase in fees next year. They did not provide the new amounts.
- B. 2017 year to date charges are \$5,476.

Committee Reports:

- A. Community Development-No meeting this month.
- B. Intergovernmental Relations-Paul attended the meeting. The Chamber reported there will be Legislative updated at the Commission on Aging January 26, 2018 and tickets for the January 27, 2018 Kalamazoo Wings Hockey game are available at the Chamber office. The County reported they will be presenting to the board of commissioners a .50% property assessment for the Parks and Recreation (update: the board of commissioners approved a .25% assessment). Park and Fabius Townships reported they will be completing road repairs next year. The Village of Constantine is still talking about medical marijuana business within the village. The City of Three Rivers said they are still doing road repairs. Three Rivers Health has hired five new doctors this year. The next meeting will be January 2, 2018.
- C. ZBA-No meeting this month.
- D. Elections-Dale reported the laptop computer used by the Water Department can be used for election work. The system supports Windows 10. Tammy and Rhonda will become familiar with the computer and the election system. The new election equipment will be delivered to the Township hall in the near future.
- E. Nottawa Library-Mike reported there are 29,991 items in the collection, the computer usage was 311, monthly circulation 6,186, Audiobooks—Children 160, OverDrive 164, Interlibrary loan 454, there are 2,226 total patrons and 2,825 people used the library. Lockport patrons checked out 518 items in November.
- F. Township Roads-Mark and Mike toured township roads and compiled a list of roads based on traffic volume that are in need of repair. Based on this list, six areas were identified and the county provided a cost for repairs. Total cost to repair these areas would be \$263,110. The County Road Commission would pay half and the Township would be responsible for the other half. Mike made a motion to allot \$105,000 for repairs to the first four roads listed if the Road Commission will match 50% of the cost. Paul seconded the motion. Roll call vote: Theresa-Yes, Paul-Yes, Tammy-Yes, Mike-Yes, Mark-Yes. MOTION CARRIED 5-0.
- G. Centreville Fire Department-Mark attended the meeting. The 2018/2019 Budget and a budget revision was presented. The budget year is 4/1/2018 to 3/31/2019. The department will apply for a grant to purchase a new engine, rescue unit and new extrication equipment. If the grant is awarded the budget for 2018 vs 2017 would increase 2.72%, however if the grant is not awarded the budget will decrease 11.94%.
- H. Planning-No meeting this month.
- I. SCMCCI-The board has acted to reduce the meeting schedule from ten meetings per year to six meetings for 2018. Two board members were re-elected to their current respective positions, accepted Walker, Fluke and Sheldon for annual audit, set a charge fee of \$600 per meeting of the construction board of appeals, approved raises and annual bonuses, and accepted the 2017-2018 budget. The State of Michigan has recognized and accepted the MADCAD.com as a qualifying library for construction codes and standards access. The next meeting will be January 24, 2018.
- J. Three Rivers Library-Mark reported Joe attended the meeting. The library board has approved the next steps to hire a director. They are still waiting to finalize purchase of the new library building.
- K. Water Department-Mark attended the 12/5/2017 meeting and reported Paul Miller has been appointed co-chair and Lorrie Witt has been appointed treasurer. The board will be looking at using postcards for billing instead of full size paper billing. This is a cost savings measure. The generators have been serviced and the board has approved purchase of an oil and battery heater and to have a concrete pad poured. This will help should the system fail and the

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generators need to be started. Dave Cooper has found a local engineer that would be willing to work for the board if a problem was to arise with the system. Dave also reported there is still room for potential new users of the system.

- L. Website-Melissa provided an e mail from the State of Michigan for a new registry to help block adult-themed content from reaching children. Mike made a motion to add this information to the Township website. Theresa seconded the motion. MOTION CARRIED 5-0.

Old Business: No old business.

New Business: No new business.

Adjournment: Theresa made a motion to adjourn the meeting at 9:03 p.m. Paul seconded the motion. MOTION CARRIED 5-0.

The next regular scheduled meeting is January 8, 2018 at the Township hall.

Respectfully Submitted,

/s/  
Rhonda Wright  
Deputy Clerk

Minutes Approved: \_\_\_\_\_