

LOCKPORT TOWNSHIP REGULAR MEETING

December 9, 2019

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

Members Present: Mark Major, Mike Friesner, Tammy Babcock, Theresa Gherna-Ankney, David Cooper, Doug Kuhlman, Dale Hutson, Rhonda Wright

Members Absent: Melissa Major, Beccy Friesner

Call to order: The December 9, 2019 meeting was called to order by Supervisor Mark Major at 7:00 p.m.

Mark 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: Tammy made a motion to accept the November 11, 2019 meeting minutes as presented. Theresa seconded the motion. MOTION CARRIED 5-0.

Public Comments:

- A. The following people addressed the Board.  
Barry Blesing, Riverview Drive

Enforcement Officer Report:

- A. Doug provided the Board with the 2019 Zoning Administration Permit Log. Year to date 39 permits have been requested with one forwarded to the Planning Commission. Eleven new homes have been constructed in the Township.
- B. Doug reported Mike Haydon has been busy with blight enforcement.
- C. Doug provided a new zoning and building contact list. This will replace previous contact information for SCMCCI.
- D. Mark made a motion to have Doug place a newspaper notice stating Lockport Township and Park Township have changed their building, electrical, plumbing and mechanical inspectors. Mike seconded the motion. MOTION CARRIED 5-0.
- E. A letter in regard to a Multi-Jurisdictional Purchase of body cameras was presented. Mike made a motion for Lockport Township to participate in the multi-jurisdictional purchase of body cameras in the amount of \$241.50. Dave seconded the motion. Roll call vote: Theresa-Yes, Tammy-Yes, Mark-Yes, Mike-Yes, Dave-Yes. MOTION CARRIED 5-0.
- F. Barry Blesing asked Doug to investigate several junk automobiles on Riverview Drive. Doug will send Mike Haydon to investigate.

Assessors Report:

- A. Dale provided an aerial map of Pine Trail showing that the county has adjusted property lines. The county equalization department and Mostrom Surveying are researching possible property line problems on the east side of the road. He will keep the Board informed of the outcome.

Treasurers Report and Bills:

- A. Mike reported the following monthly cash statement.

Checking balance \$1,103.24 with \$18,978.63 transferred from SMB account and checks drawn in the amount of \$18,978.63. Outstanding checks are in the amount of \$4,821.96. Balance of accounts to date are checking account \$1,103.24; SMB savings account \$306,498.97 (\$92,000 for fire truck fund); Flagstar savings account \$255,486.20; Horizon Bank CD \$184,638.29; Kellogg Community Credit Union CD \$77,684.98; Three Rivers Banking Center CD \$114,239.59, Southern Michigan Bank CD \$50,426.02 and SMB escrow account \$1.34 for a total of \$990,078.64. 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. A new contract with Seber Tans was presented at the November meeting. Tammy informed the Board the reason for the substantial increase in this contract is due in part to inflation and new government regulations that pertain to audit procedures. Mike made a motion to renew the contract with Seber Tans for the period of 2019 through 2023. Tammy seconded the motion. Roll call vote: Dave-Yes, Mike-Yes, Theresa-Yes, Mark-Yes, Tammy-yes. **MOTION CARRIED 5-0.**

#### Waste Management:

- A. Tammy has received correspondence from Waste Management that the fee per dump pass will increase January 2020. Each pass is good for two yards of acceptable waste; however, they bill for one yard. A decision to continue to provide dump passes was tabled until the next meeting.

#### Committee Reports:

- A. Community Development-No meeting this month.
- B. Intergovernmental Relations-Tammy reported the Village of Centreville is looking at placing a splash pad area at the former Village Market property. Fabius and Park Townships discussed road repairs. The City of Three Rivers has invested \$100,000 in the former B & K Accounting building on Portage Avenue. An investor is still looking at the old hospital building on Spring Street.
- C. ZBA-No meeting this month
- D. Elections-Tammy reported she attended the countywide risk audit for the last election. There will be a March presidential primary election. For this election, a dual March and November absentee ballot application will be sent to voters. This does not include the August primary election. The county clerk would like to have an absentee voter counting board. This would be held at the county courthouse since our hall does not have a separate room available for the counting board. Three people would be needed to work as the counting board. There may be an election in May for a Glen Oaks Community College proposal.
- E. Nottawa Library-Mike reported during the month of November total patrons were 2,482, monthly circulation 5,481, Interlibrary loan 485, OverDrive 335, Hoopla 77, Ancestry was 121 and the people count was 2,375. Checkouts for Lockport were 389.
- F. Centreville Fire Department-Mark reported there were 19 calls for the month of November with two calls in Lockport Township. Fire academy starts in January and there will be three or four people attending.
- G. Planning-No meeting this month. Next meeting in January.
- H. SCMCCI-Ed gave a report from the November 20<sup>th</sup> meeting. Activity year to date includes 28 permits for new building, 20 permits for existing building, 4 demolition, 39 electrical, 54 mechanical, 16 plumbing and 28 plan review for a total of 189. Mark thanked Ed for his years of service as the Lockport Township representative to SCMCCI.
- I. Three Rivers Library-See attached report

- J. Water Department-Mark reported the tower inspection has been completed and we expect to have the written report in January. Becky Myers is the new Park Township representative to the water board.
- K. Website-Tammy reported Geek Genius will now be looking at the website monthly instead of yearly for a monthly fee of \$55. Mark said the website will be updated with Library information and new building and zoning contact information.
- L. Building Committee-No report this month.

Old Business: No old business

New Business:

- A. Tammy has received an additional billing for workers compensation insurance. The additional billing amount was received after the yearly insurance audit was submitted.

Adjournment: Mike made a motion to adjourn the meeting at 8:26 p.m. Theresa seconded the motion. MOTION CARRIED 5-0.

The next regular scheduled meeting is January 13, 2020 at the Township hall.

Respectfully Submitted,

/s/

Rhonda Wright  
Deputy Clerk

Minutes Approved:

**RECAP OF THREE RIVERS PUBLIC LIBRARY BOARD MEETING**  
**held on November 21, 2019 at 6:00 p.m.**

**New Construction Update**

- Still having issues with elevator; in process of building a new shaft;
- Approved changing carpet floors to laminate wood in teen program area (\$1,465);
- The exterior staff door is rusting, but it was decided to hold off on replacing due to cost (\$4,339);
- Approved adding 3 drinking fountains (\$10,151) that were left out of preliminary plans;
- Approved adding stair tread with integrated risers at two staircases (\$10,976). Note: Original risers had asbestos;
- Trouble with heating system: Bobbi will be meeting with mechanical engineer to see what options are available;
- Waiting on answers to see what needs to be done regarding air conditioning;
- Due to change in weather in early November, the parking lot project is on hold until spring;
- Approved ordering new shelves, as current shelves could not be cut down to fit safely in new facility (\$54,493). Cost will include shipping and setup. This will replace the cost to disassemble, restructure, move and setup old shelves. The old shelves will be sold.

**Fundraising Update**

- Campaign brochures have been mailed out to residents of Three Rivers;
- The Library Staff & Friends of the Library have been selling magnets and held a Craft Sale;
- The staff is also sponsoring weekly Penny Wars and raising an average of \$50/week.

**Statistics**

- There are currently 8,132 patrons with library cards; 1,264 of them are Lockport residents.

**Miscellaneous**

- A Community Night Event has been scheduled for Wednesday, December 11<sup>th</sup>, from 6 to 7:30 p.m. The purpose of this open-house style event is to provide the community with an update of the project and to share their hopes & dreams for the future, while presenting in-progress pictures and more. Light refreshments will be provided;

**Due to Christmas, the next Board Meeting will be Monday, December 16, 2019 at 6:00 p.m.**

Submitted by Charlene Zavala