

Fire Chief's Report:

CENTREVILLE FIRE CHIEFS REPORT DECEMBER 2024

We had 4 calls for the month of December

Village had 1 call

1. 12-6-24 106 S. Clark St Gas leak

Lockport had 1 call

1. 12-17-24 19878 Hoshel Rd CO2 alarm

Nottawa had 1 Call

1. 12-20-24 Silver/Wakeman car in the ditch

We had 1 automatic aid to the City of Three Rivers

1. 12-18-24 325 S. Erie Ave Structure fire canceled in route

Nottawa Library Report:

See attached documents for December and January.

Water Board Meeting Minutes:

LOCKPORT TOWNSHIP WATER BOARD MEETING MINUTES

February 6, 2025

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

Members Present:

Joe Nowicki, Chairman

Mark Major, Board Member

Glenn Wegner, Board Member

Becky Myers, Board Member

Lee Ross, Board Member

Carey Williams - Operator

Annie Signorello, Billing Clerk

Members Absent: None

Call to Order:

The February 6, 2025 meeting was called to order by Joe Nowicki at 5:03p.m. Roll call:

Joe, Mark, Becky, Lee, Glenn, Carey, Annie.

Agenda Approval: Meeting of February 6, 2025 - Becky motioned to approve Agenda.

Mark seconded the motion. MOTION CARRIED 5-0

Meeting Minutes Approval:

Glenn motioned to approve Minutes of January 9, 2025, as presented. Lee Seconded

motion. MOTION CARRIED: 5-0.

Special Meeting Minutes Approval:

Becky motioned to approve Special Meeting Minutes of January 2, 2025. Lee Seconded

motion.

MOTION CARRIED: 5-0. Becky motioned to approve Special meeting Minutes of January 15, 2025. Lee Seconded motion. MOTION CARRIED: 5-0

Visitors Comments: None

System Operators Report:

Carey reported 5.3 million gallons pumped.

Water line break in homeowner front yard. Water shut off at curb stop.

March 10, 2025 - scheduled date for Shut-off's

Operator Contracts: Discussion on PSO revised Contract. Mark made a motion to terminate contract with Perceptive Service & Operations, with a 45 day written notice, to be effective March 31, 2025. Lee Seconded motion. ROLL CALL VOTE: Mark-yes, Joe-yes, Glenn-yes, Becky-yes, Lee-yes. MOTION PASSES: 5-0

Lee Motioned to hire Michelle Thibideau, as a Lockport Township Water Department Employee, working as the Operator in Charge, starting April 1, 2025, to be effective for 1 year. Mark seconded motion. ROLL CALL VOTE: Mark-yes, Joe-yes, Lee-yes, Glenn-yes, Becky-yes. MOTION PASSES: 5-0.

Water Line Extension/Feasibility Study Update:

Mark reported no update.

Cross Connection Update: No Update.

Inventory:

- 18 Meters/48 MXU's

Accountants Report

A. Accounts Receivables: Discussion

B. Accounts payable for the month of January 2025, were presented. Discussion.

Mark Motioned to pay bills in the amount of \$11,368.58, Lee seconded. ROLL CALL: Glenn-yes, Lee-yes, Joe-yes, Becky-yes, Mark-yes. Motion Passes 5-0. .

C. Bank balances for the month ending January 2025, were discussed.

D. System Operations Summary for the month of January 2025. Discussed as presented.

E. Cubic Feet of Water: Discussed as presented.

F. No Correspondence

Old Business:

BS&A online payment system and options: Discussion. Joe made a motion to have credit card fees paid for by customer and the municipality to pay the ACH transaction fee. ROLL CALL VOTE: Lee-yes, Glenn-yes, Mark-yes, Becky-yes, Joe-yes. Motion Passes 5-0.

Baker Tilly Proposal: Discussion. Tabled. Annie to contact Rural Water for Rate Study.

Peerless Midwest Proposal: Discussion. Doug Prudden from LD Docsa to attend March meeting. Mark to obtain quote from Northern. Tabled.

New Business:

2025 Mowing quotes: Annie to obtain mowing quotes from John Gavin, Mowtowne & Titan Lillywhite.

Adjournment:

Glenn made a motion to adjourn the meeting at 7:09 p.m. Mark seconded motion. All in favor. MOTION CARRIED 5-0.

Respectfully Submitted,

/s/

Annie Signorello

Secretary

Next regular monthly meeting scheduled for March 6, 2025 @ 5:00 pm.

Water Board Special Meeting Minutes:

LOCKPORT TOWNSHIP WATER BOARD SPECIAL MEETING

January 15, 2025

Purpose of the meeting: To meet representatives from Baker Tilly and Peerless Water for potential water expansion.

Members Present:

Joe Nowicki, Chairman

Becky Myers, Board Member

Mark Majors, Board Member

Glenn Wegner, Board Member

Annie Signorello, Secretary

Members Absent:

Lee Ross, Board Member

Visitor: Jeff Rowe, CPA – Baker Tilly

Adam Gerstbauer, Project Manager, Peerless Midwest

Call to Order:

Meeting called to Order by Joe Nowicki at 4:00pm

Discussion with Jeff Rowe on services offered through Baker Tilly; Loan, Bonds, USDA, Grant writing.

Discussed Water Dept intensions of water expansion, the feasibility of the project and possible rate

increase. Jeff to provide quote for services, for the Water Board's February meeting. No further action taken.

Discussion with Adam Gerstbauer on services offered with Peerless Water. Discussed current Well

statistics and the potential for an additional well. Discussed the logistics and process of drilling a new

well. Adam to provide quote for services/time frames, for the Water Board's February meeting.

No

further action taken.

Adjournment:

Glenn motioned to Adjourn meeting at 6:12 pm, Mark seconded motion. All in favor. MOTION CARRIED 4-0.

Regular Meeting Minutes:

LOCKPORT TOWNSHIP REGULAR MEETING

58982 Holtom Rd. Three Rivers, MI

January 13, 2025

Members Present: Mark Major, Mike Friesner, Theresa Gherna-Ankney, Rick Daniels & Donna Grubbs.

Also present: Doug Kuhlman, Autumn Major & Beccy Friesner, Dale Hutson

Members Absent:

Call to order: The meeting was called to order by Supervisor Major at 6:01 p.m.

Approval of Agenda: Daniels made a motion to accept the agenda, Major, seconded the motion. MOTION CARRIED 5-0.

Approval of the Consent Agenda: Daniels made a motion to accept the consent agenda which included: Three Rivers Library Report, December 9, 2024 Regular Meeting Minutes, Nottawa Township

Library Report, Treasurer's Cash Statement, Water Board Report Corrected Date of water Board

minutes to January 9, 2025, Centreville Fire Chief's Report for October, and Website Report. Friesner

seconded the motion. MOTION CARRIED 5-0.

Public Comments:

Melissa Allison was introduced by Theresa Gherna-Ankney for accepting the offer to become deputy

clerk for the township. She gave a little history of her work history and is looking forward to her new

role in Lockport Township. Regina Chapman wanted to mention an assessment for the Field Crops

Extension thru MSU- handouts were provided.

Enforcement Officer's Report: Kuhlman provided a written report of activities and noted that 61 new

houses were built in 2024. See Handouts for Zoning Administration Permit Logs, Zoning Permits Issued

by Jurisdiction for 2024 and also had concerns about the St Joseph County Housing Coordinator about

his accomplishments not meeting expectations of the township. See information sheets provided.

Doug providing FOIA Procedures and Guidelines to be reviewed and updated. Needs to have them back

on the Web site after updated. There was information provided by Doug (see packets) He will go thru

them and make updates that are noted in Red. Doug will plan to get the FOIA back on the Website.

Daniels made motion to support to have Doug make the necessary corrections and get the FOIA

information back on the Website- Grubbs second the motion Mike-Yes, Mark-Yes, Donna-Yes, Rick-

Yes, Theresa-Yes, Motion- Passed 5-0. Doug also presented to the board to accept to rezone property

on Jacobs Road and South River Road from Agriculture Production to Agriculture Residential. Mike

made the motion to accept the changing of agriculture production on Jacobs Road and South River

Road to agriculture residential. Rick -Second the motion—Rick-Yes, Mike-Yes, Mark-Yes, Donna-Yes,

Theresa-Yes. Motion-Passes 5-0.

Assessor's Report: Dale went over State tax increases, State tax Commission Analysis for Equalized

Valuation of Real Property- & Lockport Township Sales Study-- See Handouts

Treasurer's Report and Bills: Friesner reviewed the Treasurer's Report. Major made a motion to accept the report, pay the bills and file the report. Daniels seconded. Motion passed 5-0. Mike Friesner made motion to have correct verbiage and update Omni Community Credit Union to remove

Christine Trammell out-going Lockport Township Clerk and Theresa Gherna-Ankney, elected new

Lockport township Clerk added to the accounts for authorized signer. Motion was made Rick Daniels

made motion and Donna Grubbs seconded to make the changes on the accounts at Omni Community

Credit Union Motion passed 5-0 with a roll call vote. Mark-Yes, Rick-Yes, Donna-Yes, Theresa-Yes and

Mike-Yes.

Committee Reports:

A. Government Relations – none

B. ZBA – none

C. Elections – Theresa Reported that there was 50,332 Registered Voters in SJC 29,338 Actually

voted which gave a 58.29 % overall voting stat for the county. 3270 Registered voters in Lockport Township 2168 turned out to vote 66.3 % turn out for Lockport Township.

D. Nottawa Library – Consent

E. Centreville Fire Board – none

F. Planning – Sherrie noted working on the Next Master Plan for Lockport Township. States

Entire plan will be on Website> Also Barbara Hines has resigned from planning board and Sherrie would like to recommend Kelly Belshaw to the Board. Rick made a motion to accept Kelly to the Panning Board and Donna Second the motion. Voted- Theresa-Yes, Mike-Yes, Mark-Yes, Donna-Yes, Rick-Yes. Motion passes 5-0

G. Three Rivers Library – Report was in Consent Agenda. Financials provided by Char.

H. Website – report was included in Consent Agenda

I. Building Committee – none

J. Roads Committee – Estimate provided by Mark for Lockport’s share of road repair for upcoming 2025 road repairs of Seekle Road Lockport Line with the contingent that Park does their half to Seekle Road. Also 6 th Ave Ash Road to M-60. Rick made motion and Mike second the motion Role call vote Theresa -Yes, Mike-Yes, Mark-Yes, Donna-Yes, Rick-Yes Motion passes 5-0 . See Hand out for cost from SJCRC- \$91,075.

K. ARPA Funds Committee – ARPA FINAL RECAP 1-13-2025 See Handout

L. Water & Sewer Committee –Handout from JPR on water Study- See Handout Provided.

M. Lockport, Fabius & Park – None

Old Business: none

New Business: None

Adjournment: Donna made a motion to adjourn the meeting at 7:47 p.m. Mike seconded the motion.

MOTION CARRIED 5-0.

The next regular scheduled meeting is February 10, 2025

Respectfully Submitted,
Theresa Gherna-Ankney
Township Clerk

Cash Report:

BANK BALANCE	
31-Jan-25	
BEG BANK BALANCE SMB GENERAL CKG #5598	\$107,395.10
DEPOSITS/CREDITS	\$74,457.98
CHECKS/DEBITS	\$68,890.39
INTEREST	\$71.85
SUB TOTAL	\$113,034.54
OUTSTANDING CHECKS, PER CHECKBOOK	\$609.17
OUTSTANDING DEPOSITS	\$0.00
ADJUSTED CHECKING BALANCE, PER CHECKBOOK	\$112,425.37
CHECKS DRAWN 02/10/2025	\$72,680.65
CHECKING BALANCE TO DATE	\$39,744.72
BALANCE OF ACCOUNTS :	

GENERAL CHECKING BALANCE #5598	\$39,744.72
(Includes \$21,575.38 in Inspections/Building Fund)	
(Includes Private Roads, Tamarac Lights Funds)	
SOUTHERN MICHIGAN GEN SAVS BALANCE #2470	\$64,802.68
(Fire Truck Fund \$64,750.00)	
ARBOR CU #659	\$100,199.56
HORIZON BANK CD#1643 (04-12-25)	\$202,549.94
HORIZON BANK SAVINGS #7914	\$17,278.27
KALAMAZOO COUNTY STATE BANK CKG #1518 "ARPA"	\$25,247.37
KELLOGG COMM FED CU CD#9300 (07-05-25)	\$89,035.55
KELLOGG COMM FED CU SAVINGS	\$5.60
OMNI CU CD#1540 (05-23-25)	\$203,010.04
OMNI CU MONEY MARKET#1540	\$44,215.84
OMNI CU SAVINGS#1540	\$2,056.75
SOUTHERN MICHIGAN BANK CD#4275 (06-18-26)	\$207,788.02
SOUTHERN MICH BK CD#5608 (06-16-25)	\$56,901.84
SOUTHERN MICH BK FIRE TRUCK CD#6215 (09-20-25)	\$73,895.30
SOUTHERN MICHIGAN BANK ESCROW #2468	\$5.11
THREE RIVERS BANKING CD#5669 (12-26-25)	\$128,308.28
TOTAL CASH ACCOUNTS:	\$1,255,044.87

TREASURER'S TAX PETTY CASH ON HAND:	\$100.00
2024-2025 TAX CHECKING #2819 & SAVINGS #5614 ACCTS SUMMARY	
BEGINNING BANK BAL #2819 & 5614	\$1,129,848.70
Plus Deposits	\$912,639.54
Minus Pmts/transfers	\$1,381,438.41
Minus NSF/reversals etc.	\$0.00
Plus Interest #2819 & #5614/or NSF fees paid	<u>\$492.78</u>
Sub Total Both Accts According to Bank	\$661,542.61
Plus Voided Checks/adjustments	\$0.00
Minus Outstanding Checks	<u>\$276,972.99</u>
TOTL COMB TAX ACCTS per CK BKS AS OF 01/31/2025	<u>\$384,569.62</u>

Agenda:

Lockport Township

Agenda

February 10, 2025

Regular Meeting

- I. Call to Order Mark Major
 - II. Approval of Agenda
 - III. Approval of Consent Agenda
 - Including: Three Rivers Library Report, January 13, 2025 Regular Meeting Minutes, Treasurers Cash Statement, Water Board Report, Nottawa Library Report, Centreville Fire Chiefs Report for December and Web Site Report.
 - IV. Public Comments
 - V. Board of Review renewal Mark Major
 - VI. Enforcement Officer Doug Kuhlman
 - VII. Assessors Report Dale Hutson
 - VIII. Treasurers Report and Bills Mike Friesner
 - IX. Committee Reports
 - a. ZBA Donna Grubbs
 - b. Elections Theresa Gherna-Ankney
 - c. Nottawa Library Mike Friesner
 - d. Centreville Fire Board Mark Major
 - e. Planning Mike Friesner
 - f. Three Rivers Library Char Zavala
 - g. Water Department Mark Major
 - h. Website Autumn Major
 - i. Building Committee Donna Grubbs
 - j. Roads Committee Mark Major, Mike Friesner
 - k. ARPA Funds Committee Mike Friesner
 - l. Water & Sewer Committee Mike Friesner, Rick Daniels m. Lockport, Fabius, Park Mark Major, Rick Daniels
 - X. New Business
 - XI. Old Business
- Adjournment

Next Months Meeting Date: March 10, 2025