

**CHARTER TOWNSHIP OF WILLIAMS
BOARD OF TRUSTEES
REGULAR MEETING – December 11, 2007**

The Board of Trustees of the Charter Township of Williams held a regular meeting on Tuesday December 11, 2007 at the Township Hall. The agenda is attached Exhibit A.

I. Call to Order & Roll Call

The meeting was called to order by Tom Paige, Supervisor at 7:00 p.m. Present: Paige (Supervisor), Hoverman (Treasurer), Charney (Clerk), Plant (Trustee), Putt (Trustee), and Schrott (Trustee).

Excused: Wasek (Trustee).

II. Pledge of Allegiance

The Pledge of Allegiance to the flag was said in unison.

III. Open to the Public

No one was present other than members of the Board.

Paul Arnold, Township Assessor arrived later in the meeting to provide the yearly Assessor's Report.

IV. Changes to Agenda

There were no changes to the agenda.

V. Consent Agenda

1. Approve the November 13, 2007 Board of Trustee Minutes as presented.
2. Approve the payment of bills as submitted.
3. Receive the November 2007 Financial (cash) Report as presented.
4. Receive the November 2007 Revenue Report and November 2007 Expense Report as presented.
5. Receive the Supervisor's Update of Projects and Issues as presented.
6. Receive the List of Committee Reports, attached Exhibit C.
7. Approve the payment of expenses for appropriate township personnel to attend workshops within Michigan, listed in attached Exhibit D.
8. Receive the Miscellaneous Correspondence and Communication List, attached Exhibits E and F, respectively.

A motion was made by Schrott and seconded by Plant to approve all items as listed on the Consent Agenda.

6 Ayes 0 Nays Excused: Wasek Motion carried.

VI. Regular Agenda

1. General Development Plan Amendment

John Rapanos submitted a rezoning application for a 40 acre parcel of land he owns on the southeast corner of Flajole Road and Salzburg Road in Section 32 of the township to enable construction of a steel fabrication business. The land is currently zoned AG, Agricultural, and the request is for IND, Industrial. Since the land is designated C-2, Commercial, in the Township General Development Plan, the Planning Commission will have to amend the plan prior to rezoning the property.

Larry Miller, the Township Planner prepared an amendment to the General Development Plan and it was reviewed and discussed by the township planning commission during their December 3, 2007 meeting. The next step in the process is to authorize the Township Attorney to distribute copies of the amendment to all entities entitled to review and comment. The Township Attorney then sets up hearings on the General Development Plan amendment and rezoning request, following expiration of the comment period.

12-07-086-A/G A motion was made by Plant and seconded by Charney to
===== authorize the Township Attorney to submit a copy of the proposed amendment to the 2004 Township General Development plan to all reviewing jurisdictions.

6 Ayes 0 Nays Excused: Wasek Motion carried

2. Pine Grove Cemetery Burial Fees

A request was received from Don Dzurka, Sexton to increase interments for cremation burials and infant burials.

<u>Current</u>		<u>Proposed</u>
Cremation	\$90.00	\$125.00
Infant	\$75.00	\$100.00

12-07-087-C/F/P A motion was made by Plant and seconded by Putt to accept the
===== recommendation of the township sexton to increase the burial interment fees in Pine Grove Cemetery for cremation burials from \$90.00 to \$125.00 and infant burials from \$75.00 to \$100.00, effective January 1, 2008.

6 Ayes 0 Nays Excused: Wasek Motion carried.

3. Proposed Ordinance No. 161

The proposed text amendments make the following changes to the Township Zoning Ordinance:

- Provides a definition of “Adult Foster Care Family Home”;
- Provides a definition of “Child Care Organization” which includes definitions of “Child Care Center or Day Care Center”, “Family Day Care Home” and “Group Day Care Home”;
- Provides a definition of “Hospice Residence”;

- Adds “Adult Foster Care Family Homes” as one of the permitted uses in the AG, RE, R-1, R-2, and R-3 zoned districts;
- Deletes “Child Care Centers” as one of the special uses in the AG, RE, R-1, R-2, and R-3 zoned districts;
- Add “Hospice Residences” as one of the special uses in the AG, RE, R-1, R-2, and R-3 zoned districts; and,
- Adds a set of approval standards for “Hospice Residences”.

The township planning commission held a public hearing on the proposed ordinance on December 3, 2007 and recommended that the township board introduce and adopt the proposed ordinance.

12-07-088-O/P/Z A motion was made by Plant and seconded by Schrott to accept the recommendation of the Township Planning Commission to waive reading, introduce and authorize publication of proposed Ordinance No. 161, an ordinance to amend the Township Zoning Ordinance, Williams Township Ordinance No. 33, as amended.

Ayes: Paige, Plant, Hoverman, Charney, Putt, and Schrott.

Nays: None.

Excused: Wasek. Motion carried.

4. **Ordinance No. 36-N**

Ordinance No. 36-N, if adopted, will become the complete Charter Township of Williams Potable Water System Supply Ordinance.

Major changes from previous ordinances are:

- Quarterly Meter Service Charge changed from \$5.66 to \$9.89.
- Quarterly Capital Service Charges lowered slightly to reflect pay off of 1987 bond issue.
- Commodity charges for consumption changed to \$2.70 per 100 cubic feet (currently \$2.50/ccf).
- Provides a connection charge schedule based on meter size and the SmartRate methodology.
- Amends rates for the Hotchkiss Road Water District serviced by Tittabawassee Township.
- Permits parcels in the Hotchkiss Road Water District that also abut Eight Mile Road or Nine Mile Road to connect to the Williams Township (or Monitor Township on Eight Mile) water system.

These changes and updates are a result of a comprehensive review of charges and fees for the township’s water system.

The proposed ordinance was introduced on November 13, 2007 and subsequently published in The Bay City Democrat.

12-07-089-O/W A motion was made by Charney and seconded by Plant to waive
===== reading, adopt, and authorize publication of Ordinance No. 36-N,
the Township Potable Water Supply System Ordinance.

Ayes: Plant, Hoverman, Charney, Putt, Schrott, and Paige.

Nays: None.

Excused: Wasek. Motion carried.

5. Zoning Board of Appeals Appointment

The Township Board appoints members to the Williams Township Zoning Board of Appeals for three-year terms. The term of Mike Parker expires on December 31, 2007. Mike has indicated that it may be better to appoint another person to the ZBA due to scheduling difficulties he has at work and with classes he teaches at Delta College. Therefore, an article was placed in the township newsletter seeking persons interested in serving as a ZBA member.

Joel Johansson, 5708 Eleven Mile Road, contacted T. Paige and indicated a willingness to serve as a member of the ZBA.

12-07-090-A/Z A motion was made by Putt and seconded by Plant to
===== accept the Supervisor's recommendation to appoint Joel Johansson
as a member of the township Zoning Board of Appeals for a three year term beginning
January 1, 2008 and ending December 31, 2010. All appointees shall serve at the pleasure
of the township board.

6 Ayes 0 Nays Excused: Wasek Motion carried.

**6. Uniform Video Service Local Franchise Agreement, Charter
Communications**

Public Act 480 of 2006, effective January 1, 2007, changed the way local franchise agreements are granted to local video service providers. Charter Communications has applied to Williams Charter Township for a Uniform Video Service Local Franchise Agreement to replace their current franchise agreement as permitted by PA480 of 2006.

The Uniform Video Service Local Franchise Agreement submitted by Charter Communications is the standardized form as prescribed by PA480 of 2006. The Agreement submitted is now complete after several clarifications, and meets the requirements of PA480 of 2006 as it is the State of Michigan standardized form for local video franchises. Under this Agreement, the township will continue to receive a 5% Franchise Fee for video service provided in Williams Charter Township by Charter Communications.

12-07-091-A/F/C A motion was made by Plant and seconded by Schrott to
===== approve and authorize the Township Supervisor to execute the
Uniform Video Service Local Franchise Agreement submitted by Charter
Communications.

6 Ayes 0 Nays Excused: Wasek Motion carried.

7. Standby Generator for Township Hall

The Township Board has discussed installing a backup generator on the township hall so the hall can serve as an emergency shelter in the event of a community emergency. The hall is designated as an emergency shelter or center by the local Red Cross Chapter, and by Bay County Emergency Services.

Three contractors were contacted to obtain proposals and quotes to install a natural gas powered standby generator with automatic transfer switch on the township hall. A synopsis of the quotes received follows:

- Blasey Electric of Midland proposed a 150-kW Generator at a cost of \$78,758 which includes a 600A Automatic Transfer Switch and replacing the 600A main distribution panel in the hall.
- Clements Electric of Bay City proposed a 125-kW Generator at a cost of \$41,000 which includes a 400A Automatic Transfer Switch.
- Consumers Energy proposed an 85-kW Generator at a cost of \$43,863 which includes a 600A Automatic Transfer Switch, and an upgrade to the utility natural gas service (\$2,263).

Chris Izworski, Bay County Emergency Management Coordinator, has indicated that grant funding will not be available through emergency services grants at this time. The county is currently looking at purchasing a portable generator or two that could be mobilized as needed at various locations in Bay County during an emergency. Therefore, the township needs to provide or obtain funding if the Township Board wants to move forward and install a generator at this time.

With three estimates, the generator will probably cost about \$45,000. It was agreed that the best way to proceed at this time is to explore any and all sources where grant dollars may be available. A goal could be for the township to fund 25% – 50% of the generator project if grant dollars could be obtained for the other 50% to 75% of the project.

Township revenues are fairly flat and expenses are increasing. The condition and needed improvement of several miles of local roads, including aging subdivision roads, continue to challenge the township's financial resources. A generator would provide the community with an emergency shelter, if needed, but local road improvements are needed now, and for several years into the future.

8. Draft 2008 Building Better Local Roads Program

The 2008 Building Better Local Roads (BBLR) program will see some changes from previous years. The BCRC recently met with the BCTOA Roads Committee and Township Supervisors to discuss a draft 2008 BBLR program. Additional meetings will be scheduled at a later date.

Elements of the draft 2008 BBLR program include:

- \$20,000 per township matching funds for local road improvements remains in the 2008 program.
- Work will be invoiced each year as the work is completed.
- Payment terms will have payments due by October 15th, or if the work is done after October 15th, payment will be due by December 15th.
- \$11,500 per township in Discretionary Funds will remain available for work done in-house with BCRC forces for projects such as ditching, brushing, tree removal/trimming, hydroseeding, and cross tube replacement.
- Townships will be required to cost share, perhaps 50/50, the cost of replacing cross tubes or culverts larger than 36 inches in diameter underneath local roads. Elements of this split are still being discussed.
- The BCRC is discouraging the use of seal blend to “pave” a failing road. Therefore, the 2008 BBLR program proposes to split the cost of seal blend 50/50 between the township and BCRC if more than 10% of the roadway surface within a given mile requires seal blend.
- The chloride program will likely remain a 75/25 split with the township paying 25% of the cost of chloride.

9. Assessor’s Report

Paul Arnold, Township Assessor, provided his annual assessor’s report. The Consumers Price Index of 2.3% will be applied to the 2007 taxable values on all classes of property to create the 2008 taxable values.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

There was no new business.

IX. Adjournment

A motion was made by Plant and seconded by Hoverman to adjourn the meeting at 8:33 p.m.

6 Ayes 0 Nays Excused: Wasek Motion carried.

Williams Charter Township

Amy Charney, Clerk

Tom Paige, Supervisor