

**CHARTER TOWNSHIP OF WILLIAMS  
BOARD OF TRUSTEES  
REGULAR MEETING – December 28, 2006**

The Board of Trustees of the Charter Township of Williams held a regular meeting on Thursday December 28, 2006 at the Township Hall. The agenda is attached Exhibit A.

**I. Call to Order & Roll Call**

The meeting was called to order by Amy Charney, Clerk at 6:00 p.m. Present: Hoverman (Treasurer), Charney (Clerk), Plant (Trustee), Putt (Trustee), Schrott (Trustee) and Wasek (Trustee).

Excused: Paige (Supervisor).

Others present are indicated on the sign in sheet, attached Exhibit B.

A motion was made by Putt and seconded by Hoverman to appoint Trustee Wasek as Temporary Acting Chairperson for the December 28, 2006 Board of Trustees meeting.

6 Ayes 0 Nays Excused: Paige. Motion carried.

**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.

**IV. Changes to Agenda**

There were no changes to the agenda.

**V. Consent Agenda**

1. Approve the December 12, 2006 Board of Trustee Regular Meeting Minutes as presented.
2. Approve the payment of bills as submitted.

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

6 Ayes 0 Nays Excused: Paige. Motion carried.

**VI. Regular Agenda**

**1. 2006 Budget Transfer Resolution No.1**

The year end budget adjustments were explained by A. Charney.

**12-06-104-A/B/T** A motion was made by Plant and seconded by Putt to adopt  
===== Budget Transfer Resolution No. 001 for year end budget adjustments for fiscal year 2006, attached Exhibit C.

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

Nays: None.

Excused: Paige. Motion carried.

**2. Township Pension Plan**

Natalie Braden, Burnham & Flower Insurance Group, met with most of the employees enrolled in the township group defined contribution pension plan on Tuesday December 19<sup>th</sup> to assist with completion of enrollment paperwork for the change from the John Hancock Plan to the Nationwide Retirement Plan. She indicated that January would work best to begin contributions with Nationwide as it is the beginning of a new plan year.

A resolution has been provided by Burnham & Flower Agency, Inc. that authorizes their insurance company to transfer the funds from John Hancock to Nationwide at an appropriate date (after January 1, 2007) when all participants have completed their enrollment forms.

**12-06-105-B/D/N/P** A motion was made by Putt and seconded by Plant to adopt the  
===== resolution prepared by Burnham & Flower Agency, Inc. to convert the Williams Township Pension Plan to that offered by Nationwide and to direct John Hancock to transfer all funds to Nationwide at the appropriate date. A complete copy of the resolution is attached, Exhibit D.

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

Nays: None.

Excused: Paige. Motion carried.

**3. Vacation Carry Over**

A written request was received from Paulette Miller and Jim Carlin to carry over unused vacation from 2006 to 2007 over and above the allowed 5 days. P. Miller has an additional 1 day 5.5 hours of unused vacation and J. Carlin, an additional 6.5 hours.

**12-06-106-P/V** A motion was made by Plant and seconded by Putt to allow Paulette  
===== Miller to carry over 1 day 5.5 hours and Jim Carlin an additional 6.5 hours of unused vacation into 2007.

6 Ayes 0 Nays Excused: Paige. Motion carried.

**4. Handicap Door Openers for Hall**

Correspondence has been received from Rebecca Carlson Reimann confirming that the Board of Commissioners approved funding to cost share the expense of installing handicap door opening mechanisms for the township hall doors.

Two quotes were received from the following companies:

Ponder Door of Bay City	\$6,733.44
Automatic Door Service of Grand Rapids (with an optional post)	\$3,484.00

Automatic Door Service has installed automatic door openers for Bay County and also for Hampton Township. Both are satisfied with the installation and operation of the opener systems. Based on a 50/50 cost share with Bay County, their share would be \$1,742.00.

The township will incur additional expense to provide 110 volt electrical supply inside the building to the operator. The post mounted button will be battery operated and no electrical wiring will be required.

**12-06-107-B/H/P** A motion was made by Plant and seconded by Charney to authorize  
===== the Supervisor to secure a 50/50 cost share commitment from Bay County, and to have automatic door openers installed on the township hall doors by Automatic Door Service of Grand Rapids at a cost of \$3,484.00. Additional electrical work will be required at township expense.

6 Ayes 0 Nays Excused: Paige. Motion carried.

**VII. Unfinished Business**

There was no unfinished business.

**VIII. New Business**

The January Bay County Township Officers Association quarterly dinner meeting is Wednesday January 17, 2007 at Fraser Township Hall. Payment and reservations are due Tuesday January 9, 2007.

**IX. Adjournment**

A motion was made by Plant and seconded by Hoverman to adjourn the meeting at 6:35 p.m.

6 Ayes 0 Nays Excused: Paige. Motion carried.

**Williams Charter Township**

Amy Charney, Clerk

Tom Paige, Supervisor