

**CHARTER TOWNSHIP OF WILLIAMS
BOARD OF TRUSTEES
REGULAR MEETING – February 14, 2006**

The Board of Trustees of the Charter Township of Williams held a regular meeting on Tuesday February 14, 2006 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), Schrott (Trustee) and Wasek (Trustee).

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

II. Pledge of Allegiance

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

III. Open to the Public

Cheryl Adcock, Secretary of the Bay County Roadrunners Wrestling Club, was present to request a reduced rental fee for use of the township hall. The agenda item will be moved from number 5 to number 1.

IV. Changes to Agenda

There were no changes to the agenda.

V. Consent Agenda

1. Approve the January 10, 2006 Board of Trustee Minutes as presented.
2. Approve the payment of bills as submitted.
3. Receive the January 2006 Financial (cash) Report as presented.
4. Receive the January 2006 Revenue Report and 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 Plant and seconded by Wasek to approve all items as listed on the Consent Agenda.

7 Ayes 0 Nays Motion carried.

VI. Regular Agenda

1. Special Consideration, Hall

Correspondence was received from Cheryl Adcock, Secretary of the Bay County Roadrunners Wrestling Club. She was present to request a reduced rental fee for using the township hall on March 24, 2006 for their annual awards banquet. In two years their club has grown from 45 to 102 kids and they are encountering problems when attempting to rent a facility large enough for their annual banquet.

02-06-004-H A motion was made by Plant and seconded by Putt to rent the township
===== hall to the Bay County Roadrunners Wrestling Club on March 24, 2006 for a rental fee of \$100.00 and a breakage deposit of \$50.00.
7 Ayes 0 Nays Motion carried.

2. North Union Road Update

T. Paige updated the Board on the current status of the road improvement project on North Union Road. The weather could not have been much worse this winter for a chip seal project as the roads normally freeze in the winter months. The Bay County Road Commission (BCRC) has done a good job of keeping both North Union Road and 11 Mile Road in as good condition as possible during this unusually warm winter; the roadway should be extremely well compacted for chip sealing after these weather conditions.

He met with John Edmands, Engineer-Manager BCRC, and Jim Lillo, Assistant Engineer BCRC, on January 13, 2006 to discuss alternatives suggested by others for North Union Road. The following information should be available from the BCRC for the Township's March 14, 2006 meeting:

- Can North Union Road become a Primary County Road?
 - Primary roads must connect to other primary roads, so North Union could conceivably become a primary road from Carter to Rockwell only if Patrick Road in Midland is a primary road (Rockwell is not a primary road). The BCRC will find out the designation of Patrick.
- What is the cost to upgrade North Union Road for acceptance as a primary road?
- What is the cost difference to complete North Union and 11 Mile as Chip Seal roads as planned versus as asphalt roads.

Other questions that could be considered are:

- Can Williams Township contract and obtain financing directly with an asphalt company?
 - The roads in the township are under the jurisdiction of the Bay County Road Commission. The BCRC would have to approve and permit the township to independently asphalt a road.

Also, roads asphalted through the BCRC receive countywide paving contract pricing (should be more favorable), and the contract is administered and construction oversight provided by the BCRC.

- Should the township pursue a bond or other financing?

02-06-005-B/R A motion was made by Wasek and seconded by Putt to receive the
===== Supervisor's update on N. Union Road.
7 Ayes 0 Nays Motion carried.

3. Ordinance No. 156

Proposed Ordinance No. 156 amends Williams Township Ordinance No. 33, as amended, the Township Zoning Ordinance, in the following ways: by changing Sections 3.07.11, 3.14 and Parts 1. and 2. of Subsection A. of Section 3.21 to recognize light industrial uses; by changing Part 1. of Subsection C. of Section 3.21 to require submission of written evidence of the right to use a proposed site as part of the site plan review application process; by changing Part 4. of Subsection C. of Section 3.21 by adding Subparts f. through s. to provide additional types of site plan approval requirements; by changing Sections 3.25, 3.27 and 4.01 to recognize the LI Light Industrial District; by changing Chapter VI to add Section 6.04.01 creating a LI Light Industrial District; by changing Table 8 by adding LI Light Industrial District permitted and allowed uses; by changing Table 9 by adding LI Light Industrial District setback, area, width and height regulations; by changing Table 10 by revising Approval Standard 7 to prohibit uses from adversely affecting nearby residential properties; by changing Table 10 by adding Approval Standard 12 which applies exclusively to LI Light Industrial District permitted and allowed uses; by changing Table 10 by adding Approval Standard 13 to regulate heliports; by changing Section 7.01 to recognize the LI Light Industrial District; by changing Subsection D. of Sections 10.06 and 10.07 to except from the 10 feet minimum ground clearance requirement for free-standing signs those signs located within 20 feet of a building; by adding Section 10.07.01 to Chapter X to provide regulations for signs in the LI Light Industrial District; and, by changing Subsection D. of Section 10.08 to except from the 10 feet minimum ground clearance requirement for free-standing signs those signs located within 20 feet of a building.

The Ordinance was published in The Bay City Democrat prior to a public hearing conducted by the Township Planning Commission in January. The commissioners then recommended that the board of trustees approve the Zoning Ordinance text amendments.

02-06-006-O/P/Z A motion was made by Wasek and seconded by Charney to accept
===== the recommendation of the Township Planning Commission to
waive reading, introduce and authorize publication of proposed Ordinance No. 156, an amendment to the Township Zoning Ordinance, Williams Township Ordinance No. 33, as amended.
Ayes: Paige, Plant, Hoverman, Charney, Wasek, Putt and Schrott.
Nays: None.
Motion carried.

4. Ordinance No. 113-E

Proposed Ordinance No. 113-E amends the Williams Township Group Insurance Plans Ordinance, Ordinance No. 113, as amended. It increases from 24 to 30 the number of hours an employee must regularly be scheduled to work in order to qualify for Township sponsored group insurance benefits. It also reduces the Township's share of the annual premium for such insurance from 90% to 85% and increases the eligible elected officials' and employees' share of such annual premium to 15%.

Amending the Ordinance was previously discussed during the January Board of Trustees meeting.

02-06-007-I/O/P

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A motion was made by Putt and seconded by Plant to waive reading, introduce and authorize publication of proposed Ordinance No. 113-E, as amended, the Williams Township Group Insurance Plans Ordinance.

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

Nays: None.

Motion carried.

5. Roadside Mowing Agreement

The township contracts for mowing the local roadsides and ditch banks two times per year. In 2003, proposals were requested from contractors with an option to renew the agreement for 2 additional years. This request resulted in an agreement with William Meylan, Inc. that has expired. Cost per cutting was \$3,350 in 2003 and \$3,425 in 2004 and 2005. The Township Board needs to decide how to proceed to identify a contractor for roadside mowing for 2006.

The following is an excerpt from the 2003 Request For Proposal for Roadside Mowing:

- Prices/rates quoted in this RFP are a "not to exceed" figure for 2003. The price/rate for extended years 2004 and 2005 will be mutually agreed upon by the Township and Contractor by April 15th of each year. Any increase, if mutually agreed to, shall not exceed an increase of 5 percent per year. The agreement will be automatically terminated if no agreement to extend is reached by April 15th each year.

Bill Meylan has indicated a desire to continue mowing township roadways and ditches. Due to the increased cost of fuel and steel, Bill has proposed a fee of \$3,550 per cutting in 2006 (a 3.65% increase). Bill has further proposed a three-year agreement with the per cutting fee being increased by the Consumer Price Index each year.

B. Meylan has good, safe equipment and has done a good job for Williams Township. The type of mower that he uses is less likely to pick up and throw foreign objects than the rotary cutters used by many contractors. He also owns property in Williams Township and his base operation is located on Townline Road adjacent to Williams Township.

Discussion followed on whether or not to prepare and advertise a Request For Proposal, and the resulting costs for advertising in The Bay City Times and the Midland Daily News.

02-06-008-A/R A motion was made by Plant and seconded by Putt to enter into a
===== one year agreement with William Meylan, Inc. for mowing the township local roadside shoulders. The price per cutting in 2006 shall be \$3,550. The township and contractor shall mutually agree upon the cost for 2007 and 2008 by April 15th of each calendar year or the contract will be automatically terminated. Certificates of Liability and Workers Compensation Insurance shall be provided to the township prior to work begins.
7 Ayes 0 Nays Motion carried.

6. Northridge Drive Waterline

A bid package has been prepared, reviewed and revised for the Northridge Drive Connector road and waterline loop. The bid package is available in the Supervisor's Office for review. It is proposed that bids will be due to the Williams Township Offices by 10:00 a.m. on Tuesday, March 7, 2006. The bids will be opened and read at that time, will then be reviewed, and a recommendation for award available for the March 14, 2006 Township Board Meeting.

Civil Engineering Consultants (CEC) has also obtained a quote for the waterline loop installation only from Keyes Contracting in the amount of \$7,991. Keyes is the contractor that installed the waterlines on Salzburg Road and Hotchkiss Road during late 2005 and prices are based off the bid for that project. John Billette, CEC, has indicated that total engineering fees will remain at \$4,000 for the connector road and waterline even if the waterline is separated from the connector road project.

A Change Order to the current waterline contract could be authorized to add the Northridge Drive waterline. The waterline installation would then be deleted from the Northridge Drive bid package. Keyes could install the waterline loop as soon as the change order is executed and conditions allow. The Northridge Drive bid would then be for construction of the connector road (less waterline) and may attract more bidders.

Waterline pipe prices have increased over the last few months, yet this quote is based off earlier prices. The township may receive more bids for the connector roadway without the waterline since not all road building contractors install waterlines.

02-06-009-N/W A motion was made by Putt and seconded by Wasek to authorize
===== a Change Order in the amount of \$7,991 from Keyes Trenching, LLC for completion of the Northridge Drive waterline loop.
7 Ayes 0 Nays Motion carried.

7. Fisherville Farms

Correspondence was received from Toby Bridges, developer of Fisherville Farms Subdivision, requesting a two year extension of the Final Preliminary Plat for Fisherville Farms Subdivision. Phase I of the subdivision has 11 lots and is complete. Phase II will have lots 12-21 and Phase III, lots 22-36. The Final Preliminary Plat was approved by the township board of trustees on June 8, 2004. He is expecting to begin Phase II during 2006.

02-06-010-F/S
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A motion was made by Plant and seconded by Schrott to extend the Final Preliminary Plat of Fisherville Farms for two years from June 9, 2006 until June 8, 2008.
6 Ayes 1 Nays Motion carried.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

Trustee Schrott gave an update on the recent Auburn/Williams Fire District Administrative Board Meeting. Fred Berg was elected as the member at large.

Burnham & Flower Insurance Group is in the process of taking over many of the third-party plan administration duties of our group retirement program with John Hancock. Two copies of the new Administrative Service Agreement were forwarded for signature by the clerk.

IX. Adjournment

A motion was made by Plant and seconded by Wasek to adjourn the meeting at 8:10 p.m.
7 Ayes 0 Nays Motion carried.

Williams Charter Township

Amy Charney, Clerk

Tom Paige, Supervisor