

**CHARTER TOWNSHIP OF WILLIAMS
BOARD OF TRUSTEES
REGULAR MEETING – July 11, 2006**

The Board of Trustees of the Charter Township of Williams held a regular meeting on Tuesday July 11, 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

Those present had no comments or questions at this point in the meeting.

IV. Changes to Agenda

There were no changes to the Agenda.

Questions were asked on several items of correspondence.

V. Consent Agenda

1. Approve the June 13, 2006 Board of Trustee Minutes as presented.
2. Approve the payment of bills as submitted.
3. Receive the Supervisor's Update of Projects and Issues as presented.
4. Receive the List of Committee Reports, attached Exhibit D.
5. Approve the payment of expenses for appropriate township personnel to attend workshops within Michigan, listed in attached Exhibit E.
6. Receive the Miscellaneous Correspondence and Communication List, attached Exhibits F and G, 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. Blight Complaint, 4716 Flajole Road

The Township Board discussed blight complaints concerning the property located at 4716 Flajole Road at the June 13, 2006 Board Meeting. The Board agreed to revisit the condition of this property and to defer pursuing legal action until the July Board Meeting.

Sue Cordeiro was present as were Debi and Jerry Cox, neighbors of Mrs. Cordeiro. D. Cox thanked S. Cordeiro for cleaning up and maintaining her property, as promised during the June meeting.

S. Cordeiro stated that she will try her best to keep her property in the current condition. She is in the process of selling the hot tub and has plans to get rid of several other items.

It was agreed by all that no further action is required at this time. Board members thanked S. Cordeiro for her cooperation.

2. 2006 Waterline Extensions

The bids for proposed 2006 waterline extensions were opened at the Bay County Road Commission on July 6, 2006.

Bid Submitted By	Garfield Road	Hydrants	Wheeler Road	North Union Road
Meylan Excavating	\$ 127,257.00	\$ 25,200.00	\$ 120,317.00	\$ 25,796.00
Midstate Earthworks	\$ 117,529.00	\$ 29,000.00	\$ 142,786.25	\$ 29,190.00
Eric Construction	\$ 141,251.00	\$ 25,100.00	\$ 127,483.00	\$ 35,425.00
Rohde Brothers	\$ 157,445.00	\$ 36,056.00	\$ 206,700.00	\$ 48,440.00

Mark Norton, Civil Engineering Consultants, was present to answer questions from board members. Discussion followed as to which projects could and should be completed this year, while considering the balance of the waterline construction fund.

Midstate Earthworks is the low bidder if the Garfield Road project under US 10 and fire hydrant replacement on Salzburg between Nine Mile Road and Garfield Road are the only projects to be undertaken. However, if Wheeler Road between Flajole and Bay Mid County Line is added, Meylan Excavating is the lowest bidder by \$16,541.25. Their total bid for completion of all three projects is \$272,774.00. The Midstate Earthworks bid for all three projects is \$289,315.25.

07-06-055-B/W A motion was made by Putt and seconded by Plant to proceed with
===== the installation of a 12 inch waterline on Garfield Road under US 10, an 8 inch waterline on Wheeler Road, between Flajole Road and Bay Mid Line County Road, and replacement of eight fire hydrants on Salzburg Road between Nine Mile Road and Garfield Road, and to recommend that the Bay County Road Commission accept the bid from Meylan Excavating.

7 Ayes 0 Nays Motion carried.

3. State Representative Jeff Mayes

State Representative Jeff Mayes provided information on current legislative issues and briefly discussed ballot proposals slated to appear on the November ballot.

4. Park Entrance Concrete/Fencing Proposal

A *Request For Proposals* for a new Park Entrance Concrete Pad with Entrance Fencing and Gates was advertised, picked up, and mailed to interested contractors with a submittal due date of June 29, 2006. About 16 RFP's were distributed, with 5 proposals submitted and opened on June 29, 2006 at 3:00 p.m.

The following is an excerpt from the RFP:

The products should include:

- Refer to the drawing for approximate dimensions. **Contractor to verify all dimensions before submitting proposal.**
- Sawcut and remove existing concrete and asphalt surfaces including fencing and gates in areas indicated on the drawing,
- Furnish and prepare properly compacted 6" minimum sand base for concrete pad.
- Pad elevations and slopes need to assure proper drainage of surface water and will be field verified with owner before concrete pad is poured.
- Install approximately 622 square feet of concrete pad with 6" x 6" mesh wire.
- Concrete pad to be (6) inches thick, 4000 P.S.I., with 6" x 6" mesh wire.
- Sawcut control joints ½ depth.
- Install acceptable transition between new concrete pad and existing asphalt surfaces.
- Install new fencing of like or better material as current fencing and gates.
- Install new swinging entrance gates with adequately supported posts and reinforcement members, or another acceptable method to prevent sagging. The township desires that the new fencing and gates provide a secure method to attach signage by means of additional braces or supports.
- Properly dispose of waste and removed materials off site.
- Maintain public access to park during construction.
- Properly secure and protect all construction and work areas during construction activities.
- Properly secure park to prevent the entrance of vehicles during construction period.
- The contractor should provide a detailed outline of the various steps that the contractor recommends and proposes to assure a quality and lasting finished product.
- The contractor should indicate the life expectancy the township should reasonably expect to receive from their products.
- The contractor should include a timeline or work schedule of the time required to complete the project that will allow the township to honor park rental contracts, and minimally interrupt township operations.
- Any guarantees should be indicated in the successful proposal.

- Contractor shall meet the requirements of Contractor Terms and Conditions as revised on February 1, 2006.

A list of proposals follows. The proposal from M & J Concrete does not meet the township's specifications. Also, Lyle Rosecrans was contacted regarding the R.D. Prime proposal, and he indicated that they will provide the compacted sand base in their \$5,340 proposal.

RFP Submitted By	City	RFP Amount
M & J Concrete, LLC	Reese	\$ 2,472.00
R.D. Prime General Contractor, Inc.	Bay City	\$ 5,340.00
W.J. Meagher Construction, Inc.	Bay City	\$ 7,730.00
Specialty Concrete, Inc.	Pinconning	\$ 7,800.00
Stonecraft Builders, LLC	Bay City	\$ 6,310.00

07-06-056-B/C/P A motion was made by Putt and seconded by Charney to award the
 ===== bid to replace the park entrance concrete pad and fence/gate replacement to R.D. Prime General Contractor, Inc. Certificates of liability and workers compensation insurance shall be provided prior to the start of any work.
 7 Ayes 0 Nays Motion carried.

5. Exterior Painting Proposal

A *Request For Proposals* for Exterior Painting of the Township Hall and Offices with optional DPW Building Add-on was advertised, picked up, and mailed to interested contractors with a submittal due date of June 29, 2006. About 11 RFP's were distributed, with 8 proposals submitted and opened on June 29, 2006 at 3:10 p.m.

The following is an excerpt from the RFP:

The products should include:

- Thorough cleaning, preparation, and painting of all exterior painted surfaces including steel siding, concrete block, trim, window frames, doors, and door frames.
- Doors and door frames are to be completely painted on the exterior and interior.
- Masking, taping, drift, overspray, and any other protection as required.
- Remove and reinstall awnings and other building attachments as required.
- Decorative brick on southeast corner of Hall not to be painted.
- The contractor should provide a detailed outline of the various steps that the contractor recommends and proposes to assure a quality and lasting paint job. i.e.: type of surface prep work to be done, how rust spots will be remedied, how many coats of primer and paint are recommended, type of paints to be applied.

- The contractor should indicate the life expectancy the township should reasonably expect to receive from their paint job if selected.
- The contractor should include a timeline or work schedule of the time required to complete the project that will allow the township to honor hall rental contracts, and minimally interrupt township operations.
- Any guarantees should be indicated in the successful proposal.
- Contractor shall meet the requirements of Contractor Terms and Conditions as revised on February 1, 2006.
- Costs for the DPW building must be separated as an alternate, add-on option. It is the township's intent to paint the hall and office building as the base proposal, and additionally consider painting the DPW building if proposals are favorable and funding is available.

A list of proposals follows and discussion was held regarding the qualifications, preparation, and types of product used by the bidders.

RFP Submitted By	City	Hall & Office Amount	DPW Amount	Total RFP Amount
Stonecraft Builders, LLC	Bay City	\$ 5,300.00	\$ 3,800.00	\$ 9,100.00
Ed Reaume's Painting, Inc.	Bay City	\$ 7,380.00	\$ 3,180.00	\$ 10,560.00
Suessmuth Decorating	Bay City	\$ 6,652.59	\$ 4,754.62	\$ 11,407.21
Airtech Painting and Texturing	Freeland	\$ 9,130.00	\$ 6,640.00	\$ 15,770.00
L. Butzin Painting	Saginaw	\$ 5,900.00	\$ 2,500.00	\$ 8,400.00
Jim Bradley's Quality Painting	Kawkawlin	\$ 4,800.00	\$ 3,700.00	\$ 8,500.00
Rick's Painting & Power Washing	Bay City	\$ 5,690.50	\$ 4,298.75	\$ 9,989.25
Duane's Painting	Bay City	\$13,090.00	\$ 6,785.00	\$ 19,875.00

07-06-057-B/D/H/P A motion was made by Plant and seconded by Wasek to award the bid to paint the exterior of the hall, office, and DPW building to L. Butzin Painting. Certificates of liability insurance and workers compensation shall be provided prior to the start of any work.
 7 Ayes 0 Nays Motion carried.

6. NIMS Resolution

Bay County is strongly encouraging all governmental units in Bay County to adopt a resolution supporting the National Incident Management System (NIMS). The Auburn Williams Fire District Administrative Board adopted a NIMS resolution on May 11, 2006.

Paul Cormier, Bay County Emergency Services Coordinator, has stressed the importance of adopting a NIMS resolution for those communities that desire to receive funding or equipment under future Homeland Security grants. A resolution was prepared by T. Paige for adoption by the Board of Trustees.

07-06-058-N A motion was made by Wasek and seconded by Putt to adopt the National
===== Incident Management System (NIMS) Resolution, attached Exhibit C.
7 Ayes 0 Nays Motion carried.

7. Portsmouth Township

Correspondence was received from Bob Pawlak, Portsmouth Township Supervisor, indicating their township may not be able to fund a full time deputy as they are now doing, due to revenue sharing cuts. He realizes that if Portsmouth Township totally eliminates a deputy, it also affects other townships throughout the county as the Sheriff Department would be staffed by one less person. They are asking if any townships may be interested in sharing the position with other nearby townships.

A brief discussion followed and it was agreed that sharing a deputy with Portsmouth Township would perhaps work best for adjacent townships; i.e., Merritt Township or another township located in closer proximity to Portsmouth.

8. Township Park Baseball Diamond

Ray Garcia was present to discuss possible improvements to the baseball fields in the township park. The improvements would be accomplished in phases, perhaps beginning with dugouts to include cement floors, improvements to the infield, and additional fencing with plastic guards along the top edges. Ultimately, improvements would be made to both ball fields, but initially one of the fields would be concentrated on. Signs with advertising (either permanent or temporary) were mentioned as a way to help defray the cost of improvements. R. Garcia will procure some cost estimates and possible improvements will be discussed at 2007 budget time.

Trustee Putt departed at 8:30 p.m.

9. Eastwood South Streetlight Resolution

A resolution has been prepared by Jim Hammond, Township Attorney, creating a special assessment district to defray the expense of street lighting within Eastwood South Subdivision. Waivers have been signed by Randy Gushow, developer of the subdivision and owners who have purchased parcels from Mr. Gushow.

Consumers Energy will install one streetlight with installment costs to be paid by the developer. Yearly maintenance is calculated to be \$106.80.

A public hearing was not required for establishment of the special assessment district as a waiver was signed by all property owners to waive the public hearing.

07-06-059-C/C/S A motion was made by Plant and seconded by Wasek to
===== authorize the Supervisor and Clerk to complete and sign the
Authorization for Change in Standard Streetlighting Contract with Consumers Energy,
originally dated September 20, 1951, for installation of one HPS streetlight in Eastwood
South Subdivision, and to adopt and authorize signature on the resolution as prepared by
the township attorney.
6 Ayes 0 Nays Excused: Putt Motion carried.

VII. Unfinished Business
There was no unfinished business.

VIII. New Business
It appears that the east wall/roof line area of the TI Automotive office building is caving
in and rotting.

Zoning Board of Appeals (ZBA) membership was discussed as the Planning Commission
voted to recommend that the Ordinance be amended to include a three member/two
alternate ZBA instead of a five member board as previously discussed.

07-06-060-O/P/Z A motion was made by Schrott and seconded by Hoverman to
===== request that the township Planning Commission reconsider the
number of members to be appointed to the Zoning Board of Appeals. The township board
would like a five member board rather than a three member board with two alternate
members.
6 Ayes 0 Nays Excused: Putt Motion carried.

J. Schrott was contacted by a resident of Eight Mile Road, south of Salzburg Road, who
would like the pipes that are located on the west side of the road (near the edge of the
road) removed, as they stick up above the roads surface and are hazardous to vehicles
traveling on the road.

IX. Adjournment
A motion was made by Plant and seconded by Hoverman to adjourn the meeting at 9:00
p.m.
6 Ayes 0 Nays Excused: Putt Motion carried.

Williams Charter Township

Amy Charney, Clerk

Tom Paige, Supervisor