

**CHARTER TOWNSHIP OF WILLIAMS
BOARD OF TRUSTEES
Regular Meeting – April 12, 2011**

The Board of Trustees of the Charter Township of Williams held a regular meeting on Tuesday April 12, 2011 at the Township Hall. The agenda is attached Exhibit A.

I. Call to Order & Roll Call

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

Excused: Paige (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

Brandon Krause, 2nd District County Commissioner, provided an update on recent county commission meetings. Several grants are being written; one to assist with the expansion of the Pinconning Park and one to assist with Save Our Shore.

Jerry Schrott inquired about the poor condition of the Wheeler Road ditch (south side of the road), west of Eleven Mile Road.

IV. Changes to Agenda

There were no changes to the agenda. It was suggested and agreed that payment of the monthly health insurance bill shall be included with the consent agenda for future meetings.

V. Consent Agenda

1. Approve the March 8, 2011 Board of Trustee Minutes as presented.
2. Approve the payment of bills as submitted.
3. Receive the February 2011 Financial (cash) Report as presented.
4. Receive the February 2011 Revenue Report and February 2011 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 Putt to approve all items as listed on the Consent Agenda. The May health insurance bill shall be paid prior to the due date.

6 Ayes 0 Nays Excused: Paige. Motion carried.

VI. Regular Agenda

1. Ordinance No. 173

Ordinance 173 amends the zoning map of Williams Township to rezone an 11.98± acre parcel of land in Section 22 from R-2, Medium Density Single Family Residential District to PUD, Planned Unit Development.

The site plan, landscape schedule, and building drawings for the Howard's Cove development, as submitted by Chad Kloha, were approved by the township Planning Commission on March 7, 2011. The requirements listed (a-n) in the ordinance were made part of Final Development Plan approval, and are hereby incorporated into and shall become a part of the Williams Township Ordinance No. 33 text and map. Development and use of the land shall be in accordance with the Final Development Plan and requirements listed in the ordinance.

The proposed ordinance was introduced March 8th and subsequently published in The Bay City Democrat.

P. Wasek asked to be allowed to abstain from voting on the ordinance as the parcel belongs to his family. C. Kloha has not closed the real estate transaction as of this date.

04-11-012-A A motion was made by Plant and seconded by Gower to allow P. Wasek to
===== abstain from voting on the adoption of Ordinance No. 173.

6 Ayes 0 Nays Excused: Paige. Motion carried.

04-11-013-O/Z A motion was made by Putt and seconded by Gower to waive
===== reading, adopt, and authorize publication of Ordinance No. 173, an ordinance to rezone an 11.98± acre parcel from R-2, Medium Density Single Family District to PUD, Planned Unit Development.

Ayes: Plant, Hoverman, Charney, Putt, and Gower.

Nays: None.

Excused: Paige.

Abstention: Wasek.

Motion carried.

2. Bay County Hazard Mitigation Plan Resolution

Prior to January 1, 2011, Chris Izworski, Bay County Emergency Management Coordinator, received correspondence from FEMA indicating they have tentatively approved the Bay County Hazard Mitigation Plan (336 pages). After local adoption by the cities and townships in Bay County, FEMA will formally approve the Bay County Plan. This will enable communities to compete for FEMA Hazard Mitigation Grants.

The Bay County Board of Commissioners adopted the Plan on February 8, 2011. Local adoption is the final phase of the project and a sample resolution was provided by C. Izworski.

04-11-014-B/F/G A motion was made by Plant and seconded by Putt to adopt
===== the Hazard Mitigation Plan Adoption Resolution that adopts the
Bay County Hazard Mitigation Plan as the official plan of Williams Charter Township.
6 Ayes 0 Nays Excused: Paige. Motion carried.

3. 2011 Local Road Projects

The township has a budget of \$270,000.00 for local road improvement projects in 2011. Cost estimates were received from the Bay County Road Commission (BCRC) for possible 2011 improvements to local roads. All estimates include a 10% contingency and it is hopeful that actual costs to perform the work are less than the provided estimates.

Projects that need to be completed this year that were started in previous years are:

Flajole Road, between Wilder Road and Wheeler Road, the third and final chip/seal. This project was delayed one year because of water line installation. \$18,500.00

Flajole Road, between Salzburg Road and Hotchkiss Road, the third final chip/seal. \$18,500.00

Nine Mile Road, between Salzburg Road and Hotchkiss Road, the double coat of chip/seal. \$20,000.00 of the Building Better Local Roads money will be used to defray project costs. \$25,000.00

Nine Mile Road, Townline Road to approximately 1,000 feet south of Chip Road. \$11,500.00 of discretionary BCRC money will be used to defray project costs. \$20,000.00

Estimates for new projects:

Seal blend, 350 tons at \$50.00/ton \$17,500.00

Ditching on Flajole Road between N. Union Road and Wilder Road
This project will include tree removal and ditch cleaning on both sides of the road with some culvert replacement. This section of Flajole Road was asphalted in 2001/2002. \$50,000.00

Wilder Road, Carter Road to Flajole Road, crush, shape, and add 5 inches of aggregate. 2nd year apply double coat chip/seal and 3rd year apply 3rd and final coat. Total project cost \$165,565.00

Wilder Road, Flajole Road to Rockwell Road, add 1.5 inches of asphalt over existing surface as a test plot \$113,783.00

Roberts Road, Eleven Mile Road west to the end, ditching,
add 3 inches of aggregate, 2nd year apply double
coat chip/seal, and 3rd year apply 3rd and final
coat. Total project cost \$40,505.00

Eleven Mile Road, N. Union to Wilder Road, crush, shape,
and add 5 inches of aggregate. 2nd year apply double
coat chip/seal and 3rd year apply 3rd and final coat.
Total project cost \$126,181.00

Garfield Subdivision, asphalt. Total project cost \$177,496.00

An estimate of \$18,500.00 per mile was also obtained to apply a single chip/seal on:
N. Union between Carter Road and Flajole Road
Eleven Mile Road between Salzburg Road and Hotchkiss Road
Nine Mile Road between Fisher Road and Salzburg Road

Beaver Township has requested that we share the cost equally to apply a single layer of
chip/seal to Townline Road between Eight Mile Road and Rockwell Road. The cost is
estimated at \$18,500.00 per mile. Williams Township and Beaver Township will each pay
approximately \$9,250.00 per mile.

A lengthy discussion followed. Flajole Road between US 10 and Salzburg Road was
again discussed as members of the board are in agreement that the condition of this mile
of road is as poor as any road in the township. Improvements to Roberts Road were also
discussed at length. It was agreed that the cost is too high to complete the required
ditching, crush, shape and add aggregate this year if we choose to proceed with
improvements to Wilder Road and perform the Flajole Road ditching.

04-11-015-A/B/R A motion was made by Plant and seconded by Charney to authorize
===== the Supervisor and Clerk to sign agreements with the Bay County
Road Commission to proceed with the following projects for 2011:

- Purchase 350 tons of seal blend.
- Apply a third and final coat of chip/seal to Flajole Road between Salzburg Road and Hotchkiss Road.
- Apply a third and final coat of chip/seal to Flajole Road between Wilder Road and Wheeler Road.
- Apply a double coat of chip/seal to Nine Mile Road between Salzburg Road and Hotchkiss Road (\$20,000.00 of BBLR money shall be applied to this project).
- Apply a double coat of chip/seal to Nine Mile Road from Townline Road to approximately 1000 feet south of Chip Road (\$11,500.00 of BCRC discretionary funds shall be applied to this project).
- Remove brush, clean ditches on both sides of Flajole Road between N. Union Road and Wilder Road.

- Share the cost with Beaver Township to apply a single coat of chip/seal to two miles of Townline Road.
- Crush, shape, and add five inches of aggregate to Wilder Road between Carter Road and Flajole Road.
- Apply one coat of chip/seal to one mile of a local road to be determined by the Supervisor and personnel from the road commission.

6 Ayes 0 Nays Excused: Paige. Motion carried.

4. Local Roadside Mowing Agreement

Williams Township contracts for mowing local township roadsides and ditch banks two times per year. An agreement was signed in 2003 with William Meylan, Inc. after proposals were requested from contractors. The agreement has been extended since the initial three year agreement.

The fee of \$3,770 per cutting, has remained the same for 2008, 2009 and 2010. The current agreement lasts through 2011 and states that the township and contractor shall mutually agree on a cost by April 15th of each year, utilizing the Consumer Price Index as a guide in determining the per cutting cost. The agreement will be automatically terminated if no agreement to extend is reached by April 15th of any year.

P Wasek contacted Bill Meylan regarding the fee for 2011. The CPI for 2011 is 1.7% which amounts to a per cutting increase of \$64.09. Discussion followed and a consensus was reached that since gas prices have escalated at such a rapid pace, a \$230.00 per mowing increase appears to be fair; especially since the negotiated price has remained the same since 2008. The fee will then be \$4,000.00 per cutting.

04-11-016-A/R

=====

A motion was made by Plant and seconded by Putt to contract with William Meylan, Meylan Farms, Inc. for mowing the local roadside ditch banks two times during 2011 for a total yearly fee of \$8,000.00. Copies of liability insurance and proof of workers compensation insurance shall be submitted to the township prior to beginning work.

6 Ayes 0 Nays Excused: Paige. Motion carried.

5. Eleven Mile Road Water Tower

Nelson Tank Engineering, Inc. re-inspected the water tower in November 2010 and cost estimates were provided for the maintenance that needs to be completed in 2011. The recommended repairs, without normal engineering costs, are estimated at \$323,800.00. On March 31, 2011, the township's water tank maintenance account at Bay County DWS had a balance of \$210,645.00. This leaves a shortfall of approximately \$113,155.00.

Utility Service Company, Inc. has also provided an estimate to provide a full service maintenance program with a repayment schedule over 10 years and includes a full warranty with 100% exterior and interior renovation and repairs in 2020. Their estimated cost over the 10 year time period is \$576,999.00. It includes a full warranty with intermittent washout inspections and visual inspections.

More information will be provided at future meetings.

6. Consumers Energy Streetlighting Contract

The final plat for Eastwood South Subdivision No. 2 was submitted for review and includes two HPS streetlights that are to be installed within the subdivision. Consumers Energy has provided the paperwork to make changes in the existing streetlighting contract with the township. Maintenance costs will be paid through a streetlighting special assessment district that will be established after recording and approval by the state of the final plat. The developer of the subdivision, Randy Gushow, is responsible for installation costs of the lights.

04-11-017-C/C/S A motion was made by Putt and seconded by Hoverman 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, to facilitate the installation of two HPS streetlights in Eastwood South Subdivision No. 2.

6 Ayes 0 Nays Excused: Paige. Motion carried.

7. Eastwood Subdivision South Subdivision No. 2

Jim Klein, Axiom Consulting Services, has submitted the final plat of Eastwood Subdivision South No. 2 for review on behalf of the developer, Randy Gushow. He was also present to explain the final platting process and answer questions from members of the board. The mylars are not printed until all reviewing agencies, including the local municipality, have had a chance to mark revisions on a paper copy of the plat.

John Billette, Civil Engineering Consultants, reviewed the as builts for the subdivision and noted changes he determined were necessary on the paper copy of the plat.

Jim Hammond, Township Attorney, reviewed the restrictive covenants for the subdivision and determined changes were necessary. They were changed by the applicant's attorney and re submitted for review by J. Hammond. He is satisfied with the current wording of the Declaration of Easements and Restrictive Covenants.

J. Klein will incorporate the suggested changes made by J. Billette.

04-11-018-A/E/E/S A motion was made by Putt and seconded by Plant to accept the
===== recommendation of the township attorney to approve the final plat of Eastwood Subdivision South No. 2 with the following conditions that must be incorporated on the paper copy prior to signature by the township clerk, as recommended by the township engineer:

- The storm sewer extending from Gushow Drive to the back of Lot 9 is not constructed within the proposed easement. The catch basin is approximately 18 feet off the east line, and the easement is 15 feet wide.

The plat needs to be modified to include the storm sewer within the easement. The storm sewer also extends onto Lot 6 of the previous plat (the detention basin). A permanent easement across this lot needs to be verified.

- For purposes of maintaining drainage, swales, and the detention basin grading, the easement across the back of Lot 15 should extend the full length of Lots 14, 15, and 16. There should also be an easement on the east and north where the detention basin extends beyond the plat.
- The piping entering Storm manhole number 4 needs to be concreted and finished.

6 Ayes 0 Nays Excused: Paige. Motion carried.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

P. Wasek reminded everyone to submit their ideas for improvements to the township park.

The railroad crossing on Eleven Mile Road is scheduled to be reconstructed during 2011.

The Chamber of Commerce will sponsor a farmers market at the Auburn Park beginning in May 2011.

IX. Adjournment

A motion was made by Gower and seconded by Hoverman to adjourn the meeting at 8:45 p.m.

6 Ayes 0 Nays Excused: Paige. Motion carried.

Williams Charter Township

Amy Charney, Clerk

Paul Wasek, Supervisor