

**WILLIAMS CHARTER TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting – April 12, 2016**

The Board of Trustees of Williams Charter Township held a regular meeting on Tuesday April 12, 2016 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), Paige (Trustee), Plant (Trustee), and Putt (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

Numerous persons were present. Most did not wish to address the Board during this part of the meeting.

Vaughn Begick and Mike Duranczyk, Bay County Commissioners, were present to provide Bay County updates. M. Duranczyk gave a brief update on the newly launched County GIS Mapping System.

Jan Miner, Bay County Probate Judge candidate, introduced herself as did Brian Jean who plans to file paperwork to become a candidate for Williams Township Trustee.

IV. Changes to Agenda

There were no changes to the agenda.

V. Consent Agenda

1. Approve the March 15, 2016 Board of Trustee Minutes as presented.
2. Approve the payment of bills as submitted and to authorize payment of monthly health insurance bill.
3. Receive the March 2016 Financial (cash) Report as presented.
4. Receive the December 2015, January 2016, February 2016, and March 2016 Revenue and Expenditure Reports as presented.
5. Receive the Supervisor's Update of Projects and Issues as presented.
6. Receive the List of Committee Reports, attached Exhibit D.
7. Approve the payment of expenses for appropriate township personnel to attend workshops within Michigan, listed in attached Exhibit E.
8. Receive the Miscellaneous Correspondence and Communication List, attached Exhibits F and G, respectively.

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

7 Ayes 0 Nays Motion carried.

VI. Regular Agenda

1. PA 116 Partial Termination

A request was received from Charles and Dianne Kaminski to remove a 1.38 acre parcel of land in Section 9 from PA 116.

04-16-017- P/P

===== A motion was made by Putt and seconded by Plant to adopt the PA 116 Partial Termination Resolution, attached Exhibit C, to approve the request of Charles and Dianne Kaminski to remove a 1.38 acre parcel in Section 9 of the township from PA 116 Agreement Number 09-44951A-123118.

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

Nays: None. Motion carried.

2. Bay Future, Inc.

Correspondence was received from Dominic Monastiere, Honorary Chairman, The Future Is Now Campaign, for Bay Future, Inc. Their mission is to facilitate economic development strategies that promote and secure opportunities for business retention, growth, and the attraction of new industries that create quality jobs for Bay County residents.

Williams Township has contributed to Bay Future, Inc. since its inception in 2004; originally \$3,500.00 per year and most recently \$4,000.00 per year as an economic development budget line item. T. Paige provided background information on the organization as it began in 2004, and how surrounding counties are promoting their vacant parcels for potential growth.

Mark Litten, President & CEO, Bay Future, Inc., and Paul Santiago, Project Director for The Future Is Now campaign were present to provide information on a bold three year economic growth plan to raise 1.2 million dollars. They are requesting that municipalities and private industry make a three year commitment to expand contributions to promote economic growth within Bay County.

P. Wasek then outlined a proposed yearly increase of \$4,000.00. We currently contribute that amount as an economic development budget line item expenditure from the General Fund.

He then outlined an attorney opinion received from James Hammond, Township Attorney that would allow for the additional \$4,000.00 yearly contribution. MCL 41.110c authorizes a township board to appropriate funds to advertise for agricultural, industrial, commercial, educational, or recreational advantages of a township.

Therefore, a contribution of \$2,000.00 from both the Water Line Extension Fund and Sewer Extension Fund could be considered legal township expenditures.

Comments and questions were then taken from Board members.

04-16-018-B/E A motion was made by Paige and seconded by Plant to appropriate
===== \$8,000.00 to Bay Future, Inc. for calendar years 2016, 2017 and 2018. Funding shall be as follows for 2016; \$4,000.00 from the General Fund, and \$2,000.00 from the Water Line Extension Fund, and \$2,000.00 from the Sewer Extension Fund. The expenditure for 2017 and 2018 is subject to annual budget approval.
Ayes: Charney, Paige, Putt, Gower, Wasek, and Plant.
Nays: Hoverman. Motion carried.

3. Firework Permit Request, Tri-City Speedway

Wolverine Fireworks Display has requested a Fireworks Permit for a fireworks display at Tri-City Motor Speedway on April 22, May 7, July 1, and August 24, 2016. Three dates are for races; the May 7th date is for Wolverine Fireworks to advertise for potential customers. The Michigan Fireworks Safety Act, PA 256 of 2011, MCL 28.477, Section 16 requires standards and approvals.

The following are requirements that Wolverine Fireworks, Inc. must meet:

1. Submit a BFS-417, revised 09/2015, *Application for Fireworks Other Than Consumer or Low Impact* form and BFS-416 *Permit for Fireworks Other than Consumer or Low Impact*, revised 09/2015.
2. Fireworks activities will comply with NFPA Standards 1123, 1124, and 1126.
3. A valid *Certificate of Insurance* naming *Williams Charter Township* as Additional Insured shall be provided prior to the date of the fireworks display.
4. Arrangements shall be made for an ambulance and with the Auburn Williams Fire department to be available.

Wolverine Fireworks has complied with item numbers 1, 2, and 3 above. They are awaiting confirmation from the Auburn Williams Fire Department.

04-16-019-A/F A motion was made by Plant and seconded by Putt to authorize
===== the Supervisor to sign and issue the Permit for Fireworks Display to Wolverine Fireworks Display, Inc. for April 22, May 7, July 1, and August 24, 2016 at Tri-City Motor Speedway. The permit shall not be issued until arrangements have been made for an ambulance and the Auburn Williams Fire Department to be on site.
7 Ayes 0 Nays Motion carried.

4. Firework Permit Request, Auburn Corn Fest

Wolverine Fireworks Display has requested a Fireworks Permit for a fireworks display during the Auburn Corn Fest on Thursday July 7, 2016 with a rain date of Friday July 8th. Auburn Improvement Management (A.I.M.) is asking that the permit be issued in their name. The display will take place on the Kernstock farm property located south of US 10 on the east side of Nine Mile Road.

The following are requirements that Wolverine Fireworks, Inc. must meet:

1. Submit a BFS-417, revised 09/2015, *Application for Fireworks Other Than Consumer or Low Impact* form and BFS-416 *Permit for Fireworks Other than Consumer or Low Impact*, revised 09/2015.
2. Fireworks activities will comply with NFPA Standards 1123, 1124, and 1126.
3. A valid *Certificate of Insurance* naming *Williams Charter Township* as Additional Insured shall be provided prior to the date of the fireworks display.
4. Arrangements shall be made for an ambulance and with the Auburn Williams Fire department to be available.

Wolverine Fireworks has complied with item numbers 1, 2, and 3 above. They are awaiting confirmation from the Auburn Williams Fire Department.

04-16-020-A/F A motion was made by Paige and seconded by Hoverman to
===== authorize the Supervisor to sign and issue the Permit for Fireworks Display to Wolverine Fireworks Display, Inc. and Auburn Improvement Management for July 7, 2016 with a rain date of July 8, 2016. The permit shall not be issued until arrangements have been made for an ambulance and the Auburn Williams Fire Department to be on site.
7 Ayes 0 Nays Motion carried.

5. Midland Road Sidewalk Extension

Preliminary project cost estimates were requested from John Billette, Civil Engineering Consultants, to extend the sidewalk west on Midland Road from where it currently ends at Meadow Court. Civil Engineering will complete the Design and Bid Phase to extend the sidewalk west to Eleven Mile Road for \$13,000.00. Preliminary project cost estimates were provided for the pedestrian sidewalk to extend from Meadow Court to Bianchi Drive, approximately 1450 feet and from Bianchi Drive west to Eleven Mile Road, approximately 1550 feet.

There are some areas of significant drainage issues that will require investigation and construction remedies. The sidewalk proposal continues to be five feet wide and four inches thick, and six inches thick through driveways. Construction costs for the first section, west to Bianchi Drive is \$70,000.00.

West to Eleven Mile Road from Bianchi Drive, an additional \$60,000.00. Construction administration, testing, and contingencies are included in the preliminary project cost estimate.

Discussion followed. All agreed that our budget will not allow for sidewalk extensions during the current year and that the budgeted amount of \$25,000.00 should be added to the 2017 budget amount of \$25,000.00. Waiting an additional year may allow the township to work with the Bay County Road Commission to attempt to solve drainage problems that need to be addressed between Meadow Court and Eleven Mile Road and farther to the west.

6. Carter Road Water Line Extension

John Billette, Civil Engineering Consultants, submitted a proposal to provide Professional Services to complete the water main extension on Carter Road from Gray Hawk Subdivision north to the existing water main at N. Union Road, and from Wilder Road to Wheeler Road. There is currently an eight inch line between N. Union Road and Wilder Road. The proposed extensions would provide another loop to the public water system. Survey's were sent to seven homeowners. Positive responses have been received from four as of this date.

If both projects are completed simultaneously, Civil Engineering will complete the design phase engineering and bid phase engineering for a total fee of \$20,000.00, saving the township approximately \$3,500.00 if each project was completed at different times.

Preliminary cost estimates provided by John Billette are as follows.

Gray Hawk Subdivision north to N. Union Road	1300± L.F. open cut
	100± L.F. bored in casing, railroad
Eight inch water main	\$57,450.00
Construction engineering	6,000.00
Contingencies	<u>8,050.00</u>
Total estimate	\$71,500.00
Wilder Road to Wheeler Road	5,000± L.F. open cut
	200± L.F. bored in casing
Eight inch water main	\$159,400.00
Construction engineering	12,500.00
Contingencies	<u>13,100.00</u>
Total estimate	\$185,000.00

Total projected costs for both projects is \$256,500.00 plus \$20,000.00 for the design and bid phase engineering.

Discussion followed. After discussing various options, P. Wasek was asked to obtain another estimate to complete the mile from Wilder Road to Wheeler Road and from N. Union Road south to include the one house between Gray Hawk Subdivision and N. Union Road.

7. DWS Late Fee Removal

A written request was received from Rodger Lightfoot, 2347 Wheeler Road requesting that a late fee of \$49.10 be removed from the first quarter 2016 DWS water billing. He states he never received the water bill. He owes a larger amount than usual due to a water back up sump pump.

T. Paige stated that Bay County DWS is converting to a new billing system that generates 8.5 X 11 inches rather than the postcard that occasionally gets lost in the mail.

04-16-021-B/F/W A motion was made by Plant and seconded by Gower to authorize
===== Bay County DWS to remove the late fee of \$49.10 from the first
quarter 2016 water billing for Rodger Lightfoot, 2347 Wheeler Road.
7 Ayes 0 Nays Motion carried.

8. Consumers Energy Meter Replacement

A. Charney informed the Board that Consumers Energy will be upgrading meters in our area during the next few months. Customers will first receive a large postcard, followed by a letter and then a door hanger after the meter is installed.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

The street light at N. Union Road and Garfield Road does not illuminate the intersection as expected. Consumers Energy does not want to move the light location. P. Wasek continues to discuss the problem with Ric Nava, Consumers Energy.

Monitor Township has agreed to share the cost to improve Eight Mile Road between Wheeler Road and Townline Road. They are hopeful that we will share the cost to also improve Eight Mile Road between Salzburg Road and Hotchkiss Road.

The truck to haul the chipper is getting very tired. It has been inspected and is currently running and safe.

Cost estimates to replace the Treasurer office windows, front lobby, Supervisor's office, Clerk's office and Conference room are estimated around \$12,000.00. A Consumers Energy rebate may be available. P. Wasek will provide additional information as soon as he has final detailed cost estimates.

IX. Other Committee Reports

T. Paige provided a Planning Commission update. They met April 4th to discuss implementation of a sidewalk ordinance. J. Hammond was in attendance and told members that recent court decisions cannot compel residents to keep sidewalks clean during winter months.

Planning Commission members also discussed

- The Township can implement special assessment districts to compel residents to install sidewalks.
- The Township could adopt an ordinance to not allow residents to pile snow on sidewalks.

How should sidewalk maintenance be handled? The Planning Commission would like to receive direction from the Board of Trustees on the scope and details of an ordinance.

J. Plant indicated that the Recreation Association did not receive funding from the Great Lakes Loon organization to construct t ball fields. Only six grant requests were approved and five out of the six had made previous applications. They plan to apply again for 2017 possible funding.

X. Adjournment

A motion was made by Paige and seconded by Plant to adjourn the meeting at 9:25 p.m.
7 Ayes 0 Nays Motion carried.

Williams Charter Township

Amy Charney, Clerk

Paul Wasek, Supervisor