

CHARTER TOWNSHIP OF WILLIAMS

BOARD OF TRUSTEES

Regular Meeting – April 9, 2013

The Board of Trustees of the Charter Township of Williams held a regular meeting and conducted a public hearing on Tuesday April 9, 2013 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

Jeremy Rosenbrock has purchased property on Carter Road and plans to build a new home where a proposed water line extension will be discussed as agenda item no. 5.

IV. Changes to Agenda

There were no changes to the agenda.

V. Consent Agenda

1. Approve the March 12, 2013 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 2013 Financial (cash) Report as presented.
4. Receive the March 2013 Revenue Expenditure 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 Charney to approve all items as listed on the Consent Agenda.

7 Ayes 0 Nays Motion carried.

VI. Public Hearing

1. Sidewalk/Streetlight Special Assessment District

The Public Hearing began at 7:11 p.m.

Public Notices were mailed to all property owners affected by the plans to construct sidewalks and install decorative street lights on the north side of Midland Road beginning at Garfield Road and continuing west through 1100 W. Midland Road. The public notice was also published in The Bay City Democrat on March 28th and April 4th.

No written objections to the proposed costs associated with implementation of the special assessment district have been received. Seven parcels are included in the Special Assessment District with five property owners. Payments can be spread over five years with 5% interest and will be included on the winter tax bill as a special assessment.

The total estimated cost of all improvements is \$85,000.00.

No members of the public were in attendance to comment on the proposed special assessment district. No written objections have been received.

The public hearing concluded at 7:23 p.m.

VII. Regular Agenda

1. Resolution No. 2, Midland Road Special Assessment District

All Resolutions associated with the Special Assessment District to construct sidewalks and install street lighting on Midland Road have been prepared by Bill Darbee, Darbee, Bosco, and Hammond, P.C.

Resolution No. 2 approves the plans and estimated costs to be spread against the special assessment district. The Supervisor is directed to prepare a special assessment roll in which all parcels of land included are described with total amounts assessed against each parcel. The term of the special assessment district shall be five (5) years with 5% interest to be collected by the Treasurer.

04-13-015-P/S/S/S A motion was made by Plant and seconded by Paige to adopt
===== Resolution No. 2 to construct sidewalks and install streetlights on the north side of Midland Road and to direct the township Supervisor to prepare the special assessment roll. The resolution is attached Exhibit C.

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

Nays: None. Motion carried.

2. Resolution No. 3, Midland Road Special Assessment District

Resolution No. 3 states the special assessment roll shall be filed in the office of the Township Clerk for public examination and sets Public Hearing No. 2 for 7:00 p.m. on

May 14, 2013 for the purpose of hearing all persons interested in said special assessment roll and reviewing same.

The Township Clerk shall publish the notice of public hearing two times in The Bay City Democrat and mail the public notice to each owner of property within the special assessment district.

04-03-016-P/P/S/S/S
=====

A motion was made by Paige and seconded by Hoverman to adopt Resolution No. 3 and schedule the second public hearing for construction of sidewalks and installation of streetlights on the north side of Midland Road for 7:00 p.m. on May 14, 2013. The special assessment district public notice shall also be published twice and mailed to owners of property within the designated area. The resolution is attached Exhibit D.

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

Nays: None. Motion carried.

3. Fireworks Permit Request, Auburn Cornfest

Wolverine Fireworks Display has requested a Fireworks Permit for the annual fireworks display at the Auburn Cornfest on July 11, 2013 (rain date July 12, 2013). The township has approved this permit in the past.

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

1. Submit a BFS-999 (revised 01/11/2013) *Application for Fireworks Display Other than Consumer or Low Impact Permit* form (per MSP Fire Marshall Division).
2. Fireworks activities will comply with NFPA Standards 1123, 1124, and 1126.
3. Provide a valid *Certificate of Insurance* naming *Williams Charter Township* and the *Auburn Williams Fire Department* as additional insureds.
4. Arrange for an ambulance and the Auburn Williams Fire Department to be on site.

Wolverine Fireworks have complied with all of the above listed requirements.

04-13-017-A/F
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A motion was made by Putt and seconded by Plant to authorize the Supervisor to sign and issue the Permit for Fireworks Display to Wolverine Fireworks Display, Inc. for the Auburn Cornfest on July 11, 2013, with a rain date of July 12, 2013. Arrangements must be made for an ambulance and the Auburn Williams Fire Department to be on site.

7 Ayes 0 Nays Motion carried.

4. Fireworks Permit Request, Tri-City Motor Speedway

Wolverine Fireworks Display has requested a Fireworks Permit for Tri-City Motor Speedway on May 25, 2013, July 6, 2013 and August 31, 2013.

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

1. Submit a BFS-999 (revised 01/11/2013) *Application for Fireworks Display Other than Consumer or Low Impact Permit* form (per MSP Fire Marshall Division).
5. Fireworks activities will comply with NFPA Standards 1123, 1124, and 1126.
6. Provide a valid *Certificate of Insurance* naming *Williams Charter Township* and the *Auburn Williams Fire Department* as additional insureds.
7. Arrange for an ambulance and the Auburn Williams Fire Department to be on site.

Wolverine Fireworks have complied with all of the above listed requirements.

04-13-018-F/T A motion was made by Plant and seconded by Hoverman to
===== authorize the Supervisor to sign and issue the Permit for Fireworks
Display to Wolverine Fireworks Display, Inc. for Tri-City Motor Speedway on May 25,
2013, July 6, 2013, and August 31, 2013. Arrangements must be made for an ambulance
and the Auburn Williams Fire Department to be on site.
7 Ayes 0 Nays Motion carried.

5. Carter Road Water Line Extension

Inquiries were received last June as to the possibility of extending water on Carter Road between N. Union Road and Wilder Road. The extension would create another loop in the system and is approximately 3200 feet. A survey was sent to six addresses in the affected area. Three positive responses were received.

Preliminary project estimates for the 8 inch water line were prepared by Civil Engineering Consultants. The total estimated cost, which includes design engineering, bid phase construction and contract administration is \$117, 500.00.

P. Wasek agreed to contact residents in the affected area to confirm that they are still interested in connecting.

It was agreed that there will be additional future costs with water tower maintenance and construction of a new water treatment plant. John Billette suggested that the construction plans be completed and the project bid. A decision can then be made on whether or not to proceed with the project.

04-13-019-B/E/F/W A motion was made by Charney and seconded by Putt to enter into
===== a Professional Service Agreement with Civil Engineering
Consultants to design plans, and complete bid phase documents for a possible 8 inch
water line extension on Carter Road between N. Union Road and Wilder Road.,
approximately 3200 feet.

If the Board votes to proceed with construction, engineering costs to complete the project shall also be included in execution of the Professional Service Agreement.
7 Ayes 0 Nays Motion carried.

6. Wolverine Pipeline Information

Wolverine Pipeline has two lines that go through approximately four miles of the township. They have launched a program called Partners in Pipeline Education (PIPE) and would like to make a brief presentation to our Board and any other interested parties.

All agreed that a short informational presentation can be scheduled for the June 2013 Board of Trustees meeting. Members of the Fire Department will also be invited.

7. 2013 Road Projects

2013 Proposed Road Projects were first discussed during the February 2013 meeting.

P. Wasek stated that the Bay County Road Commission has recently indicated that stone and emulsion prices may rise 5% to 10%. The cost increases will in turn affect the cost of chip/seal projects and seal blend purchases.

Projects that need to be completed or continued to be worked on this year that were started in previous years are:

Roberts Road, Eleven Mile Road west to the end, ditching, and double coat of chip/seal.	\$35,000.00
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Wilder Road, Carter Road to Flajole Road, apply third and final coat of chip/seal.	\$18,500.00
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Townline Road, Eleven Mile Road to Carter Road, maintenance seal with Beaver Township.	\$9,250.00
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Estimates for new projects:

Seal blend, 275 tons at \$55.00/ton.	\$15,125.00
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Walkway project	\$25,000.00
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Road Striping	\$2,000.00
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Wear coat/maintenance seal on Eleven Mile Road, Salzburg Road to Hotchkiss Road and Midland Road to N. Union Road	\$30,750.00
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Eight Mile Road, Midland Road to
Wilder Road, maintenance seal with
Monitor Township. \$30,375.00

If costs increase significantly, less seal blend may be purchased.

Flajole Road between Fisher Road and Salzburg Road was next discussed. The base stabilization process as previously discussed is no longer an option as the test road in Monitor Township is in poor condition after application during 2012.

The Bay County Road Commission estimates the total cost to fully reconstruct Flajole Road at \$728,264.00. This includes excavation of 19 inches of roadbed at a width of 28 feet, installation of underdrain on both sides, install 12 inches sand, 8 inches of aggregate, and 3 inches of asphalt. The total road elevation will increase 4 inches.

More information will be gathered as to whether there are other available options or whether multiple year payments can be made.

04-13-020-A/B/R A motion was made by Putt and seconded by Plant to authorize
===== the Supervisor and Clerk to execute an Agreement with the Bay
County Road Commission for the following 2013 local road projects:

Roberts Road, Eleven Mile Road west to the end, ditching,
and double coat of chip/seal.

Wilder Road, Carter Road to Flajole Road, apply third
and final coat of chip/seal.

Townline Road, Eleven Mile Road to Carter Road,
maintenance seal with Beaver Township.

Seal blend, 275 tons at \$55.00/ton.

Road Striping

Wear coat/maintenance seal on Eleven Mile
Road, Salzburg Road to Hotchkiss Road and
Eleven Mile Road, Midland Road to N. Union Road.

Eight Mile Road, Midland Road to Wilder Road,
maintenance seal with Monitor Township.

7 Ayes 0 Nays Motion carried.

If costs increase significantly, less seal blend may be purchased. It is also understood that approximately \$25,000.00 of road funding shall be committed for sidewalk improvements along Midland Road.

8. Planning Commission Appointment

Due to the resignation of Bill Steward from the township Planning Commission, a new member must be appointed to fill the vacancy. After placing a notice on the township sign, two letters of interest were received. Both were very qualified and their desire to serve the community is very much appreciated.

After a brief discussion, P. Wasek asked Board members to appoint Abel Torres to the vacancy.

04-13-021-A/P A motion was made by Gower and seconded by Plant to accept
===== the recommendation of the township Supervisor to appoint Abel Torres to the vacant partial term on the township Planning Commission. The term shall begin immediately and shall continue through December 31, 2015. All appointees shall serve at the pleasure of the township board.

7 Ayes 0 Nays Motion carried.

VIII. Unfinished Business

There was no unfinished business.

IX. New Business

The BCTOA April Quarterly Dinner Meeting will be hosted by Bangor Township on April 17, 2013. Reservations were due yesterday. A check for those attending will be processed with the bills.

P. Wasek next informed board members about the vacant business directly east of the township hall, located at 1046 W. Midland Road and owned by Thomas Howell. He has been sent a letter asking that the blight be removed immediately from the property. There are numerous barrels, tires, and the fence is falling down and in disrepair. Jim Hammond, Township Attorney will be directed to first send correspondence regarding the zoning ordinance blight violation if the parcel is not cleaned up in a timely manner. The next step will be authorization from the board to commence legal action.

T. Paige stated that the new water filtration plant will be bid in June with bid opening to occur in July. Construction could begin in September or October. Design review is scheduled for the week of April 15th.

The next Auburn Williams Recreation Association meeting is April 17th. Once again, there will be a summer Recreation Program.

X. Adjournment

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

7 Ayes 0 Nays Motion carried.

Williams Charter Township

Amy Charney, Clerk

Paul Wasek, Supervisor