

**CHARTER TOWNSHIP OF WILLIAMS
BOARD OF TRUSTEES
REGULAR MEETING – August 12, 2008**

The Board of Trustees of the Charter Township of Williams held a regular meeting on Tuesday August 12, 2008 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), Charney (Clerk), Plant (Trustee), Schrott (Trustee) and Wasek (Trustee). Excused: Hoverman (Treasurer), 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

There was no public comment at this time.

IV. Changes to Agenda

There were no changes to the agenda.

V. Consent Agenda

1. Approve the July 8, 2008 Board of Trustee Minutes as presented.
2. Approve the payment of bills as submitted.
3. Receive the June 2008 Financial (cash) Report as presented.
4. Receive the July 2008 Financial (cash) Report as presented.
5. Receive the June 2008 Revenue Report and June 2008 Expense Report as presented.
6. Receive the July 2008 Revenue Report and July 2008 Expense Report as presented.
7. Receive the Supervisor's Update of Projects and Issues as presented.
8. Receive the List of Committee Reports, attached Exhibit F.
9. Approve the payment of expenses for appropriate township personnel to attend workshops within Michigan, listed in attached Exhibit G.
10. Receive the Miscellaneous Correspondence and Communication List, attached Exhibits H and I, respectively.

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

5 Ayes 0 Nays Excused: Hoverman and Putt. Motion carried.

VI. Regular Agenda

1. Lift Station Generator Purchase

The Bay County Department of Water and Sewer (DWS) is recommending that a stationary generator with a manual switch be installed at the sanitary sewer pump station located at Val Court and N. Union Road. DWS has started to install generators at key lift stations rather than to rely solely on portable units that have to be shuffled around during power outages.

Ken Miller, Director of Bay County DWS, indicates that adequate township funds are available in receiving accounts held at Bay County DWS. The approximate cost is \$20,000.00.

08-08-045-B/E/S A motion was made by Wasek and seconded by Charney to
===== authorize Bay County DWS to proceed with bidding to install a backup generator at the sanitary sewer lift station located at Val Court and North Union Road.

5 Ayes 0 Nays Excused: Hoverman and Putt. Motion carried.

2. 2008 Township Millage Rate

A township millage rate of 4.40 mills was levied in 2007. It is the same millage rate that has been levied for numerous years.

A brief discussion followed. P. Wasek inquired about raising the millage rate 1/10 of a mill. He stated that extra funding is needed to make additional road improvements and provide for additional ditch cleaning.

Also discussed was the 1 mill that has been allocated to water line expansion. The resolution was adopted in 1988 and was for twenty years. A substantial portion of this money could be diverted to other projects such as road and ditching improvements.

Trustees Plant and Schrott stated they would prefer to keep the millage rate at 4.40 mills for the December 2008 tax billing.

08-08-046-B/M/P/T A motion was made by Plant and seconded by Schrott to adopt
===== the resolution to levy a 2008 township property tax rate of 4.40 mills, attached Exhibit C.

Ayes: Plant, Charney, Schrott, and Paige.

Nays: Wasek.

Excused: Hoverman and Putt. Motion carried.

3. Dow Corning IFT

An application for an Industrial Facilities Exemption Certificate was received from Dow Corning Corporation for DC3 Lab Upgrades, DC4 Lab Upgrades, and DC40 Lab Upgrades for their Corporate Site on Salzburg Road in Section 29 of the township. The total project cost is \$4,055,804.00, and a twelve-year exemption is being applied for.

Included in the lab renovations are real property improvements of \$1,436,000.00 and personal property amounting to \$2,619,804.00.

The public hearing began at 7:28 p.m.

Jeff Foisel and Barbara Herman were present from Dow Corning to answer questions and to explain the project.

Jeff Foisel gave a brief synopsis of the project and answered questions from members of the board. The capital investment for the laboratory project will not only bring the facilities up to date, but will improve employee safety, attract and keep new chemists, and provide energy efficiency. An additional 15 employee positions are expected to be created.

No members of the public asked questions or commented on the construction project or the requested IFT Certificate.

The public hearing concluded at 7:38 p.m.

08-08-047-D/I/P/T A motion was made by Plant and seconded by Schrott to approve
===== the application of Dow Corning Corporation for an Industrial Facilities Exemption Certificate (IFT) for the total project cost of \$4,055,804.00 for 12 years, effective December 31, 2008 for the 2009 tax year on part of tax parcel 09-140-029-200-010-00, and to authorize the Clerk to sign the resolution, attached Exhibit D. The parties are in agreement that all costs incurred by the township to process the Industrial Facilities Exemption Certificate shall be reimbursed by Dow Corning.

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

Nays: None.

Excused: Hoverman and Putt. Motion carried.

4. Township Sign Rental

The message sign in front of the Township Hall can be rented for a fee of \$10.00 per day. Occasionally, a local family will request a sign for a returning family member that is serving in a branch of the United States Military Service, and ask if the \$10.00 sign fee can be waived. Currently, the township does not have a policy in place to waive the sign fee in this instance.

08-08-048-F/S A motion was made by Wasek and seconded by Plant to authorize a
===== one day fee waiver to Williams Township and city of Auburn residents using the township sign to place a "welcome home" or "thank you" type message in recognition of military personnel returning home from active military duty.

5 Ayes 0 Nays Excused: Hoverman and Putt. Motion carried.

5. Auburn Chamber of Commerce

Cherri Allen of the Auburn Area Chamber of Commerce (AACOC) has contacted T. Paige regarding photographs of past Miss Auburn contest winners. Miss Auburn photos were last displayed in the Hallmark store that was located in the Auburn Square Plaza (adjacent to Auburn Food Pride and Pat & Jerry's). The photographs were put in storage a few years ago when the Hallmark store closed.

The AACOC is seeking a location in the Auburn area to again publicly display the Miss Auburn photographs. They are inquiring if Williams Township would be interested in displaying the photographs in the Township Hall. There are 20 to 30 photographs.

Discussion followed. It was agreed by those present that the photos may get damaged during rentals such as weddings, family reunions, etc, and that perhaps Western High School or the Auburn Library may be a more suitable location for their display.

08-08-049-A/M A motion was made by Charney and seconded by Schrott to suggest
===== that the Auburn Area Chamber of Commerce seek an alternate
location for displaying the 20 to 30 Miss Auburn photographs.
5 Ayes 0 Nays Excused: Hoverman and Putt. Motion carried.

6. Norm Bamberger, Township Insurance Agent

Norm Bamberger, Bamberger Insurance Agency, provided an overview of our township insurance coverage and answered any insurance related questions. The township's property and liability insurance is through the Michigan Township Participating Plan (Par Plan), who insures over 1500 municipalities. Bamberger Insurance Agency is our township's agent.

7. 5 Year Road Improvement Plan

T. Paige provided a draft Five-Year Road Improvement Plan that contains significant changes from the previous plan due to considerable increased material costs and relatively flat tax revenues, and is attached as Exhibit E. The local roads surface ratings report was also attached as provided and discussed in March by Jim Lillo, Engineer-Manager, Bay County Road Commission (BCRC). The surface ratings report was used as a guide in developing the draft plan.

An assumption was made that 1-1/2 mill will be allocated to road improvement projects beginning in 2009, and that township revenues will grow at 1% per year. An allocated amount is always discussed by the board each year prior to the approval of the budget.

The following is information that has been updated in developing the draft plan:

- Actual estimates are plugged in for 2008 projects.
- An additional reserve amount was added in 2007 for the Wilder Road (Garfield to Carter) chip seal project due to significant material cost increases in 2007.

- The reserve was increased an additional \$4,000 (to \$16,000) in 2008 to better reflect 2008 material cost increases.
- Costs for future Chip Seal projects now use the Projected Road Costs spreadsheet to allow for cost increases each year.
- The cost for a single maintenance seal to be applied 4 years after the final (3rd) seal is now included in the 5 Year Plan.
- An additional 350 tons of seal blend material is included each year. The BCRC currently furnishes the equipment and labor to apply all the seal blend material (BCRC provides the first 350 tons).
- Asphalt estimates now include the date the estimate was prepared for reference.
- It is assumed that the BCRC Building Better Roads Program will continue to provide \$20,000 per year.

Other factors that need to be considered:

- Local border roads are not included. (8 Mile Road and Townline Road) Programming border roads depends on funding availability from the adjacent township. Maintenance seals?
- No asphalt paving is programmed. (9 Mile, 11 Mile, Subdivisions?)
- Will the township be able to obtain outside funding for Flajole Road improvements from Midland Road to Salzburg Road? Fred Hollister, Bay Future, Inc., and T. Paige are beginning to make inquiries on this as it relates to the proposed new Michigan State Police Post in Williams Township.
- Should single maintenance seals be programmed for recently paved asphalt roads (Flajole, North Union, 9 Mile)? The BCRC is chip sealing primary roads such as Wheeler and Carter that were paved in the last few years to extend their service life. Jim Lillo's quote at our March meeting was, "the right fix at the right time." The chip seal application is intended to seal spider cracks before they become big cracks, thereby extending the roads service life (much like seal coating an asphalt driveway).
- Two bridges on local roads currently have load restrictions posted. One bridge is on 8 Mile Road north of Salzburg Road on the Bradford Creek; the second bridge is on 11 Mile Road south of Wheeler Road on the Perry Creek.

A lengthy discussion followed with an effort to prioritize potential projects. No changes were made but it was decided that the plan would be again discussed at the September 9, 2008 meeting. Modifications can be made at that time, if desired.

The Five Year Road Improvement Plan when adopted by the township board is a working document, and can be amended as conditions change. It will be reviewed regularly. As always, all project agreements must be approved by the Board of Trustees.

8. Dell Creek Drain Project

It is anticipated that Midland Road and Monica Street will again be open during the week of August 18th.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

J. Plant stated that Beth Plant will be submitting a letter of resignation to the township Planning Commission as she has accepted a position with a law firm in the Grand Rapids area.

Zoning Ordinance text amendments will be discussed at the September 8, 2008 Planning Commission.

IX. Adjournment

A motion was made by Plant and seconded by Wasek to adjourn the meeting at 9:20 p.m.
5 Ayes 0 Nays Excused: Hoverman and Putt. Motion carried.

Williams Charter Township

Amy Charney, Clerk

Tom Paige, Supervisor