

**CHARTER TOWNSHIP OF WILLIAMS
BOARD OF TRUSTEES
Regular Meeting – August 13, 2013**

The Board of Trustees of the Charter Township of Williams held a regular meeting and a public hearing on Tuesday August 13, 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

Numerous residents from the Bis Subdivision and adjacent area of Flajole Road were present to provide information in an attempt to determine what can be done about the four unit apartment building located on Raymond Road. The complex has been for sale for several years, with no improvements or basic maintenance completed. Residents all reiterated that their property values are decreasing and that renters of the units frequently trespass and knock on their doors and windows throughout the night. Frequent excessive noise, fireworks, foul language, vandalism, and speeding cars are a few of the continual ongoing problems that they experience.

P. Wasek stated that the residents must call 911 when any incidents or suspicious activities are observed. He is attempting to increase police patrols and Deputy Wolpert has contacted the apartment building landowner.

Steve VanTol, Auburn DDA Director, and township resident showed Board Members an example of an informational brochure the DDA, city of Auburn, and Chamber is considering to promote the area. He suggested that the township may want to partner with the city to promote the entire Auburn community.

IV. Changes to Agenda

There were no changes to the agenda.

V. Consent Agenda

1. Approve the July 9, 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 July 2013 Financial (cash) Report as presented.
4. Receive the July 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 F.
7. Approve the payment of expenses for appropriate township personnel to attend workshops within Michigan, listed in attached Exhibit G.
8. Receive the Miscellaneous Correspondence and Communication List, attached Exhibits H and I, respectively.

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

7 Ayes 0 Nays Motion carried.

VI. Public Hearing, IDD District Section 23

Correspondence was received from Benjamin Bright, John Bright, and Philip Bright, Winford Properties, LLC, requesting that Williams Township establish an Industrial Development District pursuant to Public Act 198 of 1974, as amended. Their parcel is located in Section 23 of the township and is land use designated as LI, Light Industrial. It is 4.3± acres in size. No construction has taken place on the parcel. An application for an industrial property tax abatement cannot be submitted to the local jurisdiction until the property is designated as an Industrial Development District.

The Public Hearing began at 8:00 p.m.

Ben Bright gave a short presentation and answered questions from members of the Board. He displayed two examples of the electrical modules the company designs and assembles, and further stated that most of their marketing is done via their web site.

No members of the public were present to ask questions or comment. No written comments were received prior to the meeting.

The Public Hearing concluded at 8:07 p.m.

VII. Regular Agenda

1. IDD District Resolution, Section 23

08-13-037-I A motion was made by Putt and seconded by Plant to establish an
===== Industrial Development District, pursuant to P.A. 198 of 1974, as amended to include tax parcel no. 09-140-023-100-110-09, described as follows and located in William Township, Bay County Michigan:

BEG ON W SEC LN S 543.24 FT FROM NW COR SEC 23, TH N89°37'00"E 661.90 FT, TH SO°04'38"E 400 FT, TH S89°37'00"W 347.44 FT, TH N 200 FT, TH S89°37'0"W 315 FT TO W SEC LN, TH N 200 FT TO POB, SEC 23 T14N R3E, 4.63 AC±.

A copy of the Resolution is attached Exhibit C.

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

Nays: None. Motion carried.

2. 2013 Property Tax Resolution

A township millage rate of 4.40 mills was levied in 2012. It is the same millage rate that has been levied for numerous years.

A brief discussion followed. Members of the board agreed that the millage rate should remain at 4.40 mills for the December 2013 tax billing.

08-13-038-B/M/P/T A motion was made by Gower and seconded by Paige to adopt
===== the resolution to levy a 2013 township property tax rate of 4.40 mills, attached Exhibit D.

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

Nays: None. Motion carried.

3. Bay Area Water Treatment Plant

Williams Township has been provided with a copy of the Bay Area Water Treatment Plant and Raw Water Transmission Mains Project Contract. The Contract is essentially a finance agreement for the project to construct a new water treatment plant and two miles of twin 30 inch raw water transmission mains.

The proposed Contract has been reviewed by James Hammond, Township Attorney, with no negative comments.

08-13-039-B/B/C/W A motion was made by Charney and seconded by Putt to adopt the
===== Resolution to approve the Contract between Bay County and the Municipalities relating to the acquisition and construction of the Bay Area Water Treatment Plant and Raw Water Transmission Mains Project, attached Exhibit E. The Supervisor and Clerk are authorized to sign on behalf of the township.

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

Nays: None. Motion carried.

4. Township Hall Front Parking Lot

In an attempt to prolong the life of the township hall/office front parking lot, P. Wasek asked that the Board seek bids to repair the large open cracks in the asphalt, seal, and re-stripe. The original asphalt surface was applied during 2001 and a similar process to crack seal and re-seal was completed during 2007.

Requests for Proposals (RFP's) will be mailed to nine different contractors and bids will be due prior to the September 10th meeting. The parking lot bid quotations will be compiled and summarized for discussion as an agenda item for the meeting.

Additional future work needed in the parking lot areas are:

- Completion of the sidewalk from Midland Road to the park entrance.
- Resurfacing of the entire rear parking area plus installation of sufficient drainage structures to accommodate the storm water runoff.
- Construction of restroom facilities in the DPW building.

5. Water Rate Increase

As discussed at the August 1, 2013 Bay Area Water Treatment Advisory Committee meeting, a recommendation has been made to increase township water rates:

- \$.05 per hundred cubic feet (CCF) to keep pace with the Bay City 2013/2014 Out City Water Rate Proforma.
- \$.050 per hundred cubic feet (CCF) to accumulate funds for the Township to pay its share of estimated 2014 debt service interest payments for the new Bay Area Water Treatment Plant, set to begin construction in late September or early October of this year.

This equals a total recommended rate increase of \$.55 per CCF, bringing the Township's customer water rate to \$3.68 per CCF, effective with the 4th quarter 2013 billings.

James Hammond or Bill Darbee will be asked to prepare Williams Township Ordinance No. 36-Q to reflect the rate change.

6. DWS Late Billing Fee

David Kurtansky, 2798 W. N. Union Road, is requesting a credit of \$12.03 on the next water and sewer billing from Bay County DWS. The actual bill for the 2/20/2013 through 5/22/2013 service period was not received until 7/16/2013, and was past due. A late fee of \$12.03 was paid. The account has always been paid on time.

08-13-040-B/F A motion was made by Putt and seconded by Plant to authorize
===== Bay County DWS to credit David Kurtansky, DWS Account No.
75470-078804, \$12.03 late payment fee, since the billing was not received prior to the
due date.

7 Ayes 0 Nays Motion carried.

7. Fireworks Permit Request

On August 6, 2013, the township received a Request for Fireworks Permit from Matt Burk on behalf of Trinity Monitor Church, 20 E. Salzburg Road. The church is located in Monitor Township; the fireworks display was across the street, adjacent to Eight Mile Road, Hotchkiss Road and Salzburg Road, in Williams Township and in a large farm field.

The church anniversary celebration was held on August 10, 2013 and Mr. Burk was able to comply with the following requirements:

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.

Since the monthly township Board of Trustees meeting was not scheduled until August 13th and the paperwork was not submitted in a timely manner, P. Wasek was forced to contact each member of the Board and ask if any had objections to the issuance of a Fireworks Permit. No one had objections and the fireworks display was conducted on August 10th as planned.

8. Vacant Lot Cleanup

The township owned parcel at 1100 W. Midland Road (adjacent to the fire department) has numerous small stumps, a concrete pad, and footings from an old building that need to be removed for easier maintenance.

Proposals were received from three area contractors:

- Billy's Contracting, Saginaw, MI \$2,100.00
- Rich Putt & Son Excavating, Auburn, MI \$1,900.00
- J.M. Hollenbeck Excavating, Auburn, MI \$ 700.00

P. Wasek spoke with all of the contractors, and all indicated they would remove the concrete, cement blocks, and stumps. The dirt will be leveled so our DPW personnel can seed and subsequently maintain the property.

08-13-041-B A motion was made by Putt and seconded by Gower to award the bid ===== for removing concrete, stumps, and other debris at 1100 W. Midland Road to J.M. Hollenbeck Excavating. A certificate of liability insurance naming the township as additional insured shall be received by the township prior to the start of any work.
7 Ayes 0 Nays Motion carried.

VIII. Unfinished Business

There was no unfinished business.

IX. New Business

The Water Supply Agreement will be signed on Wednesday, August 14th at 9:00 a.m. T. Paige had Agreements with him for P. Wasek and A. Charney to sign on this date.

X. Other Committee Reports

T. Putt provided a Fire Department update. The department now has an Honor Guard.

J. Plant stated the Recreation Association has a scheduled meeting on August 14th.

The new sidewalk has been installed on the east side of the township hall and offices.

XI. Adjournment

A motion was made by Plant and seconded by Hoverman to adjourn the meeting at 9:00 p.m.

7 Ayes 0 Nays Motion carried.

Williams Charter Township

Amy Charney, Clerk

Paul Wasek, Supervisor