

**WILLIAMS CHARTER TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting – December 23, 2014**

The Board of Trustees of Williams Charter Township held a regular meeting on Tuesday December 23, 2014 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 4:00 p.m. Present: Wasek (Supervisor), Hoverman (Treasurer), Charney (Clerk), Gower (Trustee), and Putt (Trustee).

Trustee Paige arrived at 4:10 p.m.

Trustee Plant arrived at 4:15 p.m.

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

No one was present other than members of the Board.

IV. Changes to Agenda

There were no changes to the agenda.

V. Consent Agenda

1. Approve the December 9, 2014 Board of Trustee Minutes as presented.
2. Approve the payment of bills as submitted and to authorize payment of monthly health insurance bill.

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

5 Ayes 0 Nays Excused: Paige and Plant. Motion carried.

VI. Regular Agenda

1. 2014 Budget Transfer Resolution No. 1

The budget adjustments were reviewed by A. Charney.

12-14-089-A/B/T A motion was made by Gower and seconded by Hoverman to
===== adopt Budget Transfer Resolution No. 001 for budget adjustments
to fiscal year 2014, attached Exhibit C.

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

Nays: None.

Excused: Paige and Plant. Motion carried.

Trustee Paige arrived at 4:10 p.m.

2. Dzurka PA 116 Application, Case No. 14-02-F

An application for enrollment of farmland into the State of Michigan Farmland and Open Space Preservation Program, PA116, was received from Nathan A. and Kari A. Dzurka. The parcel is located in Section 13 of the township and is 60 acres. The current General Development Plan designates the parcel as Agricultural.

The applicant is applying for the agreement to run for a time period of 90 years.

Positive comments were received from the Bay County Soil Conservation District. If approved by the township, all paperwork will be forwarded to Laura Ogar, Bay County Department of Environmental Affairs & Community Development for comments. The final step is to forward all comments and the application to Lansing.

12-14-090-F A motion was made by Putt and seconded by Hoverman to accept the
===== recommendation of the Bay County Soil Conservation District to approve the PA116 application of Nathan A. and Kari A. Dzurka for enrollment of 60 acres of land in Section 13 into the State of Michigan's Farmland and Open Space Preservation Program, attached Exhibit D.

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

Nays: None.

Excused: Plant. Motion carried.

3. Histed PA 116 Application, Case No. 14-03-F

An application for enrollment of farmland into the State of Michigan Farmland and Open Space Preservation Program, PA116, was received from Jeffrey W. and Sarah A. Histed. The parcel is located in Section 4 of the township and is 40.75 acres. The current General Development Plan designates the parcel as Agricultural.

The applicant is applying for the agreement to run for a time period of 30 years.

Positive comments were received from the Bay County Soil Conservation District. If approved by the township, all paperwork will be forwarded to Laura Ogar, Bay County Department of Environmental Affairs & Community Development for comments. The final step is to forward all comments and the application to Lansing.

12-14-091-F A motion was made by Putt and seconded by Hoverman to accept the
===== recommendation of the Bay County Soil Conservation District to approve the PA116 application of Jeffrey W. and Sarah A. Histed for enrollment of 40.75 acres of land in Section 4 into the State of Michigan's Farmland and Open Space Preservation Program, attached Exhibit E.

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

Nays: None. Excused: Plant. Motion carried.

4. Bay County Division on Aging Site Agreement

The Bay County Division on Aging rents the bar room and kitchen in the township hall for use as a dining center Monday through Thursday each week. Correspondence was received from Debra Russell, Bay County Administrative Services Director, indicating that the utility reimbursement amount will remain unchanged for 2015, \$395.00 per month. This is the sixth year at the same reimbursement rate. P. Wasek asked the County to increase the reimbursement rate but they declined at the present time. The Agreement is for the 2015 calendar year, January 1, through December 31.

12-14-092-B/F/S A motion was made by Putt and seconded by Gower to authorize
===== the Supervisor to sign the 2015 Senior Dining Center Agreement
and accept the reimbursement rate as proposed by Bay County Division on Aging.
6 Ayes 0 Nays Excused: Plant. Motion carried.

Trustee Plant arrived at 4:15 p.m.

5. Bay County Road Patrol Agreement

An updated agreement for Bay County Road Patrol services has been received from Shawna Walraven, Bay County Assistant Corporation Counsel. The County Commission approved the agreement on December 9, 2014. This Agreement is the same as the previous agreement that was reviewed by Jim Hammond, Township Attorney, and approved during July 2014. This Agreement is for the 2015 calendar year, January 1 through December 31. The amount for two deputies is actually less than 2014; \$179,030.00, or \$14,919.92 per month due to a county self insured health plan and no employee contributions to the county retirement plan.

12-14-093-A/B A motion was made by Gower and seconded by Hoverman to
===== to approve and authorize the Supervisor and Clerk to sign the
Agreement for Special Police Protection in Williams Township Through Additional Sheriff
Patrol Services.
7 Ayes 0 Nays Motion carried.

6. Bay County DWS

Correspondence was received from Bay County DWS after they received a request from Henry A. Rytlewski to discontinue billing for water debt on property owned by himself at 1491 W. Wilder Road in Williams Township. The house on the parcel burned during 2008 and water was shut off December 16, 2008. The house has since been demolished and the owner has no intention of rebuilding.

12-14-094-B/W A motion was made by Charney and seconded by Plant to
===== authorize Bay County DWS to discontinue water debt billing on the
service address of 1491 W. Wilder Road in Williams Township, effective with the 4th
quarter 2014 water billing.
7 Ayes 0 Nays Motion carried.

7. Township Hall Flooring

The tile flooring in the township hall, lobby, and restrooms was discussed at length during the December 9, 2014 Board of Trustees meeting. The current flooring contains asbestos and therefore will have to be removed and disposed of according to law.

Proposal requests were sent to five vendors; three responses were received. All vendors provided pricing for current floor removal, preparation of the existing floor, and cost of material and labor to install the new flooring. Proposals were received from J.E Ceramic located in Freeland, Valley Carpet located in Bay City, and Space Inc of Midland. Prices from all included materials and labor for luxury vinyl tile (never needs waxing) and vinyl composite tile (needs stripping and three coats of wax from time to time). Pricing for the luxury vinyl tile is double to triple the cost of vinyl composite tile, depending on the vendor.

Samples of both materials were provided but a decision on which type of flooring was not made during the December 9th meeting.

P. Wasek asked Board members to walk into the township hall area to view the existing tile floor. Many pieces are broken, lifted, and in extremely poor condition. The hall area can no longer be stripped and waxed due to loose tiles. The bar room area can still be maintained properly. All agreed that a decision must be made immediately as the flooring must be replaced prior to March when rentals are scheduled. The tables also need to be replaced with lighter SAMS Club tables similar to the tables at Kawkawlin Township.

J. Gower departed at 4:30 p.m.

Both types of floor tile were again discussed as was the possibility of installing porcelain tile in the front entrance, lobby area, and restrooms. The need to strip and wax the vinyl composite tile was again discussed as opposed to only mopping the luxury vinyl tile. Samples of all types of the flooring were displayed as well as the porcelain tile.

The meeting continued in the office board room. Discussion followed as to the type of flooring and proposals from each of the three vendors. J.E. Ceramic was the only vendor to provide samples of porcelain tile.

C. Hoverman departed at 5:20 p.m.

All cost proposals included tile removal and abatement, luxury vinyl tile labor, luxury vinyl material, vinyl composite labor, vinyl composite material, and preparation of the existing floor.

Members present agreed that luxury vinyl tile, although very costly, is the best way to proceed as it will never need to be stripped or waxed.

12-14-095-B/C/H A motion was made by Paige and seconded by Putt to request
===== a firm price from J.E. Ceramic to install luxury vinyl tile in the entire township hall with an alternate total price to install the 1 X 2 foot planks of porcelain tile in the hall entrance and lobby and perhaps 12 X 12 inch porcelain tiles in the restrooms. If the cost to install porcelain tile is excessive, the luxury vinyl tile shall be installed in the kitchen area, bar room, hall, lobby, and restrooms. A decision on the exact material shall be made during the January 13, 2015 meeting.
5 Ayes 0 Nays Excused: Gower and Hoverman. Motion carried.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

T. Putt inquired about installation of a street light on the corner of N. Union Road and Garfield Road.

P. Wasek gave a brief overview of the Garfield Road widening project scheduled for 2015. Garfield Road will have 3 lanes between the railroad tracks and Midland Road. Sidewalk installation was also discussed as the contractor will do all grading and preparation work. The township cost will be material only. Auburn will also be asked to consider replacing the current sidewalk on the east side of Garfield Road. The curb and gutter will be replaced on both sides of Garfield Road.

P. Wasek further indicated he would like to wait until the Garfield Road widening project is complete to discuss streetlight installation. Perhaps more than one light will need to be installed, but all agreed that a light at N. Union Road and Garfield Road is needed.

The curve on Garfield Road at Hotchkiss Road is scheduled to be straightened during 2015 as is replacement of the Nine Mile Road overpass.

IX. Adjournment

A motion was made by Charney and seconded by Paige to adjourn the meeting at 5:45 p.m.
5 Ayes 0 Nays Excused: Gower and Hoverman. Motion carried.

Williams Charter Township

Amy Charney, Clerk

Paul Wasek, Supervisor