

CHARTER TOWNSHIP OF WILLIAMS
BOARD OF TRUSTEES
Regular Meeting – December 9, 2014

The Board of Trustees of the Charter Township of Williams held a regular meeting on Tuesday December 9, 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 7:00 p.m. Present: Wasek (Supervisor), Hoverman (Treasurer), Charney (Clerk), Gower (Trustee), Paige (Trustee), and Plant (Trustee).

Excused: 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

John Charney, Vice-Chairman of the Auburn Williams Fire District Board, provided information and answered questions regarding a special meeting held on December 2, 2014 and again on this date at 6:30 p.m. After gathering additional information, the board voted to purchase a Demo HME 78 foot aerial fire truck for \$498,037.00. The truck was manufactured in Charlotte, MI and has approximately 10,000 miles. The apparatus will replace the 1992 engine. The 1992 engine, worth approximately \$20,000.00 may not be sold but could be used for training new members of the fire department.

IV. Changes to Agenda

There were no changes to the agenda.

V. Consent Agenda

1. Approve the November 12, 2014 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 November 2014 Financial (cash) Report as presented.
4. Receive the November 2014 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 Hoverman to approve all items as listed on the Consent Agenda and to include payment to Eric Construction, Inc. for the Garfield Subdivision Drainage Replacement.

6 Ayes 0 Nays Excused: Putt. Motion carried.

The total amount due is \$53,374.00. Eric Construction, Inc. completed the drainage tile installation just prior to our November meeting but an invoice was not submitted for payment until today.

VI. Regular Agenda

1. Planning Commission/Zoning Board of Appeals

The current term of Eugene Talaga as a member of the township Zoning Board of Appeals ends December 31, 2014. Douglas Putt's term as a member of the township Planning Commission ends December 31, 2016. D. Putt would like to continue serving the residents of Williams Township but is often out of town due to family commitments. He was aware that the term of Gene Talaga was ending and submitted a letter of resignation for the Planning Commission contingent upon being appointed to the township Zoning Board of Appeals. Gene Talaga is willing to serve as a member of the Planning Commission.

12-14-083-P A motion was made by Paige and seconded by Plant to accept the
===== resignation of Douglas Putt from the township Planning Commission, effective December 31, 2014.

6 Ayes 0 Nays Excused: Putt. Motion carried.

12-12-084-A/P A motion was made by Plant and seconded by Charney to accept
===== the Supervisor's recommendation to appoint Eugene Talaga as a member of the township Planning Commission for a partial term beginning January 1, 2015 and continuing through December 31, 2016. All appointees shall serve at the pleasure of the township board.

6 Ayes 0 Nays Excused: Putt. Motion carried.

12-12-085-A/Z A motion was made by Plant and seconded by Gower to accept
===== the Supervisor's recommendation to appoint Douglas Putt as a member of the township Zoning Board of Appeals for a three year term beginning January 1, 2015 and continuing through December 31, 2017. All appointees shall serve at the pleasure of the township board.

6 Ayes 0 Nays Excused: Putt. Motion carried.

2. Township Hall Tile Removal and Replacement

Previous discussions have occurred about potential 2015 Capital Improvement projects, including replacement of the township hall, lobby, and restroom flooring.

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 waxing from time to time). Pricing for the luxury vinyl tile is double to triple the cost of vinyl composite tile, depending on the vendor.

Discussion followed. Samples of both materials were provided but a decision on which type of flooring was not made. P. Wasek reminded the Board that a decision must be made this month if the work is to be completed during 2015 as the hall has scheduled rentals after mid February.

3. Special Consideration, Hall

Correspondence was received from Dale Gripenrog, Auburn Veterans Committee, requesting a reduced rental rate for use of the township hall on November 13, 2015 for a fundraising dance. The Veterans Committee is raising funds to construct a WWII Memorial in the Auburn Park adjacent to the current memorial honoring Veterans.

12-14-086-H A motion was made by Plant and seconded by Gower to rent the township hall to Dale Gripenrog, Auburn Veterans Committee, on November 13, 2015 for a dance fundraiser. The rental fee shall be \$200.00 with a breakage deposit of \$150.00 and \$150.00 for security.

6 Ayes 0 Nays Excused: Putt. Motion carried.

4. Township Hall/Office Exterior Door Replacement

Some of the exterior hall and office steel doors and frames are rusting and in need of replacement. Five companies were contacted and asked to submit price proposals for exterior door replacement. Price quotations were received from Ponder Industrial and Allen Supply. Although the bid from Allen Supply was significantly less than Ponder Industrial, it was not as detailed and some frame replacements were not included as their company does not actually complete the installation. A sub contractor is used and additional costs could be incurred during the installation process.

Ponder Industrial proposes prices for the following doors/and/or frames.

1. Front office door. 1 steel door with tempered low E IG full glass, steel frame with sidelight (same type glass), reuse existing lockset. **\$2,853.28**

2. Main hall entrance. 2 steel doors with low E IG half glass, 1 door frame, with 2 sidelights (same type glass), 1 exit panic device, to match our recently replaced exit device. **\$6,393.90**

3. West side office building door. 1 steel door and frame without glass, new lockset.
\$1,755.68

4. Kitchen door in hall. 1 steel door an frame without glass, installed with panic exit device. Storm door will be removed and not replaced upon the recommendation of Mike Snyder, Fire Marshall.
\$1,814.21

5. Rear hall door on north side of building. Install new hinges, replace weatherstrip and sweep.
\$217.65

The total cost, as proposed by Ponder Industrial is \$13,034.72.

12-14-087-C/D/H/P A motion was made by Paige and seconded by Hoverman to
===== accept the bid from Ponder Industrial for replacement of the township hall exterior doors as listed above. Copies of liability insurance and workers compensation insurance shall be provided prior to the start of any work.

6 Ayes 0 Nays Excused: Putt. Motion carried.

5. 2015 Township Budget

12-14-088-A/B A motion was made by Paige and seconded by Plant to receive
===== the 2015 Township Budget.

6 Ayes 0 Nays Excused: Putt. Motion carried.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

T. Paige provided an update on construction of the new water treatment plant. Progress is being made as the building is almost entirely closed in.

IX. Other Committee Reports

J. Plant asked if the township has an ordinance that requires homeowners to shovel sidewalks. P. Wasek responded that there is no ordinance.

X. Adjournment

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

6 Ayes 0 Nays Excused: Putt. Motion carried.

Williams Charter Township

Amy Charney, Clerk

Paul Wasek, Supervisor