

**CHARTER TOWNSHIP OF WILLIAMS
BOARD OF TRUSTEES
Regular Meeting – February 12, 2013**

The Board of Trustees of the Charter Township of Williams held a regular meeting on Tuesday February 12, 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), Paige (Trustee), Plant (Trustee), and Putt (Trustee).

Excused: Gower (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

No one was present other than members of the board.

IV. Changes to Agenda

P. Wasek asked that Agenda item no. 2 be switched to Agenda item no. 1.

V. Consent Agenda

1. Approve the January 8, 2013 Board of Trustee Minutes as presented.
2. Approve the January 29, 2013 Board of Trustees Minutes as presented.
3. Approve the payment of bills as submitted and to authorize payment of monthly health insurance bill.
4. Receive the December 2012 Financial (cash) Report as presented.
4. Receive the January 2013 Financial (cash) 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 Putt to approve all items as listed on the Consent Agenda.

6 Ayes 0 Nays Excused: Gower. Motion carried.

VI. Regular Agenda

1. Bay County DWS Annual REU Adjustment

The Bay County Department of Water and Sewer (DWS) has completed the annual analysis of non-residential sanitary sewer accounts based on actual water meter readings. This analysis is used to calculate the internal REU (Residential Equivalent Unit) charge to

Williams Township's Receiving Fund for processing wastewater at the West Bay County Wastewater Treatment Plant.

Customers are charged for sewer usage based on actual water meter readings.

This change will affect the internal charge for the treatment of sewage to Williams Township's Receiving Account and will not affect the amount a sewer customer is billed. Sewer customers are billed for their sewer usage per the township's Sewer Rate Ordinance at a rate of \$3.20 per CCF of water usage, therefore customer's bills take into account increases and decreases in use.

The overall affect of this REU adjustment will be to accurately allocate the cost of sewage treatment at the West Bay County Wastewater Treatment Plant to the individual units that send sewage to the plant. Williams Township's will be increased by 4.21 REU's in 2013, effective with the 2nd quarter billing. Previous year adjustments were an increase of 40.09 REU's for 2012, an increase of 31.50 REU's in 2011, and a decrease of 19.56 REU's in 2010.

02-13-004-B/F/S A motion was made by Charney and seconded by Plant to approve
===== the recommendation of Bay County Department of Water and
Sewer to increase the total REU's charged to Williams Township by 4.21, effective with
the 2nd quarter 2013 billing.

6 Ayes 0 Nays Excused: Gower. Motion carried.

2. Proposed 2013 Road Projects

The township has a budget of \$270,000.00 for local road improvement projects in 2013. Cost estimates were received from the Bay County Road Commission (BCRC) for possible 2013 improvements to local roads. All estimates include a 10% contingency and it is hopeful that actual costs to perform the work are less than the provided estimates.

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

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

Estimates for new projects:

| | |
|--------------------------------------|-------------|
| Seal blend, 275 tons at \$55.00/ton. | \$15,125.00 |
|--------------------------------------|-------------|

| | |
|--|--------------|
| Walkway project | \$20,000.00 |
| Road Striping | \$2,000.00 |
| Flajole Road , Fisher Road to Salzburg Road, crush, shape, add 5" aggregate, base stabilization, and double coat chip/seal. | \$150,000.00 |
| Wear coat/maintenance seal. Two miles per year. Cost estimate is \$18,500.00 per mile. | \$37,000.00 |

Final cost estimates have not yet been received from the Road Commission for Flajole Road. It is expected that final estimates will be received within the next month so a final determination can be made on 2013 projects during the March or April meeting.

3. Building Better Local Roads Program

The Bay County Road Commission has worked with the townships to assist with the ever increasing costs of improving local roads.

During 2013, \$20,000 will be made available to each of the townships provided the township matches the funding dollars one for one. Also, \$11,500 of discretionary funding will be made available to each township.

It is anticipated that Williams Township will use all of the BBLR funding to offset the costs for improvements to Flajole Road.

4. Special Consideration, Hall Bar Room

Correspondence was received from Russ Williams, asking for use of the township hall bar room on March 19, 2013. He would like to schedule a meeting and invite all Auburn area community and civic organizations in an effort to inform each other of community events that are either scheduled or in planning stages for the year. This will assist each organization when planning future projects or events.

It was stated by C. Hoverman that fees are normally not waived for hall rentals due to escalating utility costs and janitorial expenses.

P. Wasek urged the Board to consider waiving all fees this one time.

02-13-005-H A motion was made by Putt and seconded by Paige to allow Russ Williams
===== use of the township bar room on March 19, 2013 for an Auburn
Community Service Organization meeting at no cost. Organizers will be responsible for
clean up or any damage that may occur.

6 Ayes 0 Nays Excused: Gower. Motion carried.

5. Midland Road Sidewalks

A special assessment district was once again discussed for the purpose of installing sidewalks to the commercial area on Midland Road beginning at Independent Bank and continuing west through the township property at 1100 Midland Road. Bid proposals were opened on this date at 10:00 a.m. Three proposals were received by the deadline and are as follows.

| | |
|-----------|-------------|
| AJ Rehmus | \$28,200.00 |
| Wobig | \$31,413.00 |
| Pumford | \$38,930.00 |

AJ Rehmus was the apparent low bidder and indicated that Elmer's Contracting would supply the cement.

Paperwork for a special assessment district cannot be prepared by Jim Hammond, Township Attorney, until a final price is obtained for decorative street lighting. J. Ranck is attempting to obtain an acceptable light fixture with LED technology that will not require constant repair.

All agreed that the sidewalks must be installed during early summer and that a special assessment district should be initiated when a decision is made on whether or not to include the lighting. Six lights are proposed, beginning with one light on Independent Bank property and ending with one light on the fire department property.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

Consumer's Energy has been updating all unmetered streetlights in the township from the mercury vapor type to the high pressure sodium. Cost savings are expected to be approximately \$5,500 per year. The Consumer's street lighting contract will need to be updated and approved by the Board at a future meeting.

It was noted that LED lights cost \$6.00 per month to operate but the fixtures are between \$600 and \$1900 each.

Consumers Energy has asked to use our hall on February 19th for an informational meeting with residents from Salzburg Road living between Garfield Road and Eleven Mile Road. If 14 households are interested in paying a main extension fee, natural gas will be extended from the corner of Salzburg Road and Garfield Road during the summer months. They will be asking that residents sign a preliminary commitment letter by mid March in order to move forward with the project.

IX. Other Committee Reports

The Pathway Committee continues to meet monthly. J. Plant indicated they are still trying to schedule a meeting with Dow Chemical Company.

T. Putt gave a short report on the January Fire District Board meeting. It was suggested that the township and city representative become voting members. The green sheets will have to be amended but T. Paige also indicated that PA 33 of 1951, as amended, must also be reviewed.

T. Paige provided an update on the Water Treatment Plant. The supply Agreement is in the process of being adopted and County Commissioners have voted to begin the bonding process.

C. Hoverman reported that Jackie Van Guilder left employment with the township on January 25th. She has conducted several interviews and will be hiring Debbie Friebe as her new deputy. Her first day of employment will be February 19th.

P. Wasek will be the featured speaker on behalf of the Bay County townships at the Bay Area Chamber of Commerce Annual State of the Community luncheon on February 20th.

X. Adjournment

A motion was made by Plant and seconded by Hoverman to adjourn the meeting at 8:30 p.m.

6 Ayes 0 Nays Excused: Gower. Motion carried.

Williams Charter Township

Amy Charney, Clerk

Paul Wasek, Supervisor