

**CHARTER TOWNSHIP OF WILLIAMS
BOARD OF TRUSTEES
REGULAR MEETING – February 8, 2011**

The Board of Trustees of the Charter Township of Williams held a regular meeting on Tuesday February 8, 2011 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 7:01 p.m. Present: Wasek (Supervisor), Hoverman (Treasurer), Charney (Clerk), Paige (Trustee), Plant (Trustee), and Putt (Trustee).

Absent: Gower (Trustee),

Others present are indicated on the sign in sheet, attached Exhibit B.

Trustee Gower arrived at 7:02 p.m., immediately after the Pledge of Allegiance to the flag.

II. Pledge of Allegiance

The Pledge of Allegiance to the flag was said in unison.

III. Open to the Public

Brandon Krause, 2nd District County Commissioner, provided a short report on recent county commission meetings.

IV. Changes to Agenda

There were no changes to the agenda.

V. Consent Agenda

1. Approve the January 11, 2011 Board of Trustee Minutes as presented.
2. Approve the payment of bills as submitted.
3. Receive the December 2010 Financial (cash) Report as presented.
4. Receive the Supervisor's Update of Projects and Issues as presented.
5. Receive the List of Committee Reports, attached Exhibit C.
6. Approve the payment of expenses for appropriate township personnel to attend workshops within Michigan, listed in attached Exhibit D.
7. 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. Payment for the February health insurance billing shall be made after receipt, prior to the due date.

7 Ayes 0 Nays Motion carried.

VI. Regular Agenda

1. Water/Sanitary Sewer Information, Dow Corning Complex

John Billette, Civil Engineering Consultants Inc, completed and has distributed a detailed informational booklet regarding water and sanitary sewer long term growth availability to both Dow Corning facilities and the surrounding area of the township along Salzburg Road and Carter Road.

Members of the board along with various Dow Corning employees and Bay County DWS employees received the information that also includes preliminary estimated project costs to extend a 12 inch water main on Salzburg Road from Eleven Mile Road west and under M-47 to the existing water main and also a preliminary cost estimate to extend a 12 inch sanitary sewer from Midland Road south under US-10 to Salzburg Road. John Billette was present to answer questions regarding information included in the booklet. All estimates were prepared with the assumption that a proposed research and development facility will be constructed on the northeast corner of Carter Road and Salzburg Road. If federal funding is not allocated for the SVRE facility, the water main does not have to be installed at this time and the sanitary sewer project can proceed from Midland Road south under US-10 to Fisher Road to allow increased flow from the corporate site of Dow Corning.

This topic was discussed at length during the January 11, 2011 Board of Trustees meeting with members of the board in agreement that discussions with Dow Corning should continue in order to solve their long term utility needs.

Based on continuing discussions with Dow Corning Corporate Site, it is agreed that additional REU's will have to be purchased for them to divert all of their sewage to Bay County DWS. Also, funding equal to the cost of installing a private 8 inch sanitary sewer line shall be forwarded to and collected by the township if the entire 12 inch sanitary sewer extension project is bid.

2. Salzburg Road Water Main Extension

Civil Engineering Consultants has prepared a preliminary project cost estimate for installing a 12 inch water main extension on Salzburg Road beginning at Eleven Mile Road and continuing west under M-47 to the existing 12 inch line west of M-47. The project is 8,700 lineal feet and includes boring under M-47, with six fire hydrants, numerous culverts, design engineering, construction engineering, and final restoration. The total estimate is \$430,000.00 and also includes project contingencies of \$34,000.00. The design engineering, permitting and bidding phase to be provided by Civil Engineering Consultants is \$24,500.00. The construction engineering, inspection, and stake-out phase is \$34,000.00.

The preliminary project cost for installation of 12 inch sanitary sewer on Carter Road from Midland Road south under US-10 to Salzburg Road is estimated at \$835,000.00.

The project is 7,600 lineal feet and includes boring under US-10, numerous culverts and manhole approaches, design engineering, construction engineering and final restoration. It also includes construction contingencies of \$61,100.00.

The design engineering, permitting, and bidding phase to be provided by Civil Engineering Consultants is \$50,000.00. The construction engineering, inspection, and stake-out phase is \$75,000.00.

Contracts are ultimately approved by the Bay County Road Commission. The township must first recommend that the road commission approve the professional service agreement.

02-11-005-A/B/F/S/W A motion was made by Putt and seconded by Charney to recommend that the Bay County Road Commission approve a professional service agreement with Civil Engineering Consultants for preparation of design engineering, permitting, and bid phase documents for a 12 inch water main extension on Salzburg Road from Eleven Mile Road west under M-47 to the existing 12 inch water main and for a 12 inch sanitary sewer extension on Carter Road from Midland Road south under US-10 to Salzburg Road.
 7 Ayes 0 Nays Motion carried.

3. Water System Connection Fees

Williams Township Ordinance No. 36-N establishes rates to be charged for water service for each quarterly period as well as connection fees for the following meter sizes.

Meter Size	Connection Fee
5/8 " and 3/4"	\$2,800.00
1"	\$3,920.00
1 1/2"	\$5,040.00
2"	\$8,110.00

The connection fee for connections which are larger than 2" shall be set by resolution of the Board of Trustees.

John Billette was asked by P. Wasek to assist with determining water system connection rates for larger size water leads. The above water connection chart was used and formulas were determined to extrapolate the connection fees for 3 inch, 4 inch, and 6 inch diameter metered water lines.

Meter Size	Connection Fee
3"	\$17,000.00
4"	\$27,300.00
6"	\$54,700.00

The above fees are recommended for connection only. The cost of the meter and permit are paid to Bay County DWS. The installation of the lead is the responsibility of the customer.

02-11-006-E/F/W A motion was made by Plant and seconded by Putt to accept the
===== recommendation of John Billette, Civil Engineering Consultants, to adopt the proposed connection fees payable to Williams Township for water meter sizes larger than 2 inches. J. Billette shall provide the worksheet with formulas used to determine the connection fees.

7 Ayes 0 Nays Motion carried.

A short discussion followed regarding the existing water main leading into Dow Corning's AEM Site on Eleven Mile Road. J. Billette stated that they currently have two 2 inch meters and two 1 inch meters servicing the facility. Discussions with Dow Corning engineers and engineers representing Wade-Trim indicate that Dow Corning would like to provide another source of water to the facility, still on Eleven Mile, but farther to the south of the existing water main.

A meeting with representatives from Bay County DWS, Dow Corning, Wade-Trim, J. Billette, and P. Wasek is scheduled later this week to further discuss their potential water needs.

After continuing the discussion and viewing hand drawn illustrations by J. Billette, it was agreed that he will recommend that water meters be placed adjacent to the road, rather than on their private property. Also, it will be recommended that a 6 inch meter replace all of the current smaller meters with no fee to be collected by the township. If Dow Corning proceeds with installation of a new meter to enhance the current water source, a tap fee will be collected by the township, based on the size of the meter.

4. 2010 Investment Report

The annual investment report for 2010 was provided by C. Hoverman.

02-11-007-I A motion was made by Charney and seconded by Paige to receive the
===== Williams Township Annual Investment Report for 2010.

7 Ayes 0 Nays Motion carried.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

There was no new business.

IX. Other Committee Reports

T. Putt gave a brief synopsis of the Auburn Williams Fire District meeting.

T. Paige provided an update on the water source study.

J. Billette stated he provided P. Wasek an estimate to install a sidewalk/walking path from Flajole Road to Garfield Road. The information will be included in the March Board packet.

Bid documents are soon to be released for the MSP post. They would like to use the township hall for a pre-bid meeting.

X. Adjournment

A motion was made by Plant and seconded by Hoverman to adjourn the meeting at 8:50 p.m.

7 Ayes 0 Nays Motion carried.

Williams Charter Township

Amy Charney, Clerk

Paul Wasek, Supervisor