

**WILLIAMS CHARTER TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting – February 9, 2016**

The Board of Trustees of Williams Charter Township held a regular meeting on Tuesday February 9, 2016 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

There were no comments.

IV. Changes to Agenda

There were no changes to the agenda.

V. Consent Agenda

1. Approve the January 12, 2016 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 January, 2016 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 Putt to approve all items as listed on the Consent Agenda.

7 Ayes 0 Nays Motion carried.

VI. Regular Agenda

1. 2015 Investment Report

C. Hoverman provided a listing of 2015 Township Investments and their corresponding financial institutions.

02-16-007-I/T A motion was made by Charney and seconded by Plant to receive the
===== 2015 Annual Investment Report.
7 Ayes 0 Nays Motion carried.

2. 2015 Audit Correspondence

Correspondence was received from Abraham & Gaffney, P.C., regarding their engagement with the township to complete the year end 2015 financial statements. Professional standards require them to provide information related to the audit, i.e. their responsibilities, and planned scope and timing of the audit.

02-16-008-A/A A motion was made by Paige and seconded by Plant to receive
===== the correspondence from Abraham & Gaffney, P.C., as it relates to completion of the 2015 township audit.
7 Ayes 0 Nays Motion carried.

3. Agreement for Special Police Protection

An Agreement was received from Bay County for Special Police Protection in Williams Township through Additional Sheriff Patrol Services.

The Agreement continues to provide for two additional deputies assigned to the township in addition to existing patrols within the jurisdiction and is for the calendar year 2016. The city of Auburn also contracts for one deputy and they reimburse the township for the cost of one half of one deputy contracted by the township (25% of the total bill, billed quarterly by the township). The deputies begin and end their shift at the township, and are not employees of the township.

The Agreement has been reviewed twice by Jim Hammond, Township Attorney.

02-16-009-A/B/P A motion was made by Plant and seconded by Charney to accept
===== the recommendation of the township attorney to authorize the Supervisor and Clerk to sign the Agreement for Special Police Protection in Williams Township Through Additional Sheriff Patrol Services for calendar year 2016.
7 Ayes 0 Nays Motion carried.

4. 2016 Local Road Projects

P. Wasek distributed a proposed schedule for 2016 local road projects. The Bay County Road Commission contribution for the Building Better Local Roads will be decreased to \$15,000 for 2016. There will be less money to work with for local road improvements. The spreadsheet was for informational purposes and will be further discussed in future months.

5. Assessor's Annual Report

Paul Arnold, Township Assessor, distributed his annual Assessor's Report and provided information for board members.

The Consumers Price Index (CPI) is .003 or 3/10 of 1%. The township taxable value is adjusted by new construction and the CPI.

The township wide re-evaluation will be complete by the end of 2016. Two persons are assisting P. Arnold with onsite visits. If no one is home or the door is not answered, a short form is left on the door knob for the homeowner to complete and return.

6. Other

The furnace that heats the Treasurer's office and front lobby has been malfunctioning on and off for the last month or so. Reliable Plumbing and Heating has been here several times and they have provided a cost estimate to replace the furnace, if necessary. It is currently working properly but is 20 years old and is located above the ceiling in the front janitor's closet, so it is rather hard to work on. The estimate is \$3,800 for a 97% efficient furnace.

LaCross Glass, Inc., Saginaw, has been contacted and is working on an estimate to replace the windows in the Treasurer's office and the glass in windows on the west side of the offices.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

Spicer is progressing with paperwork for administration of the park grants.

The B.C.T.O.A. dinner is scheduled for April 20th in our hall. We still need a caterer, and door prize ideas.

IX. Other Committee Reports

T. Putt provided a Fire District Board meeting update. The Assistant Chief position continues to be vacant. The department has 35 members.

T. Paige provided a Water Plant update. The plant continues to put out a great product. There are no lead service leads in Williams Township.

J. Plant reminded those present that a grant was submitted in December to the Great Lakes Loons for financial assistance to construct two t ball fields.

Grant funding was received from the Michigan DNR to expand the Bay Regional Trail system between Bay City and Midland.

P. Wasek stated he will be on vacation beginning Monday February 15th for three weeks.

X. Adjournment

A motion was made by Hoverman and seconded by Putt to adjourn the meeting at 8:40 p.m.

7 Ayes 0 Nays Motion carried.

Williams Charter Township

Amy Charney, Clerk

Paul Wasek, Supervisor