

**CHARTER TOWNSHIP OF WILLIAMS
BOARD OF TRUSTEES
REGULAR MEETING – January 11, 2011**

The Board of Trustees of the Charter Township of Williams held a regular meeting on Tuesday January 11, 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 7:00 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

Brandon Krause, newly elected 2nd District County Commissioner, was present to introduce himself and provide contact information. He urged all members to call or email him with any questions or concerns.

IV. Changes to Agenda

There were no changes to the agenda.

V. Consent Agenda

1. Approve the December 28, 2010 Board of Trustee Minutes as presented.
2. Approve the payment of bills as submitted.
3. Receive the Supervisor's Update of Projects and Issues as presented.
4. Receive the List of Committee Reports, attached Exhibit C.
5. Approve the payment of expenses for appropriate township personnel to attend workshops within Michigan, listed in attached Exhibit D.
6. Receive the Miscellaneous Correspondence and Communication List, attached Exhibits E and F, respectively.

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

7 Ayes 0 Nays Motion carried.

VI. Regular Agenda

1. Water/Sanitary Sewer, Dow Corning Facilities

John Billette, Civil Engineering Consultants, assisted P. Wasek with providing detailed information on Dow Corning's potential future water and sanitary sewer needs.

Both J. Billette and P. Wasek have met numerous times within the past several months with various representatives from Dow Corning's Corporate Site and AEM Site, sometimes with representation from both facilities, but most often with Chuck Chakraborty, Senior Engineering Specialist/Global Capital Engineering, AEM Site.

The Corporate site, located on Carter Road, employs approximately 2000 people and has multiple buildings. Water to this site is provided by a 10 inch diameter private water line that travels east from their site along Fisher Road to Eleven Mile Road. The sewage generated is mainly treated by an on-site sewage treatment facility, with some peak sewage being pumped via a municipally owned and operated sewage pump station, and municipal 4 inch force main that travels from the north end of their corporate site east to Carter Road into a 10 inch gravity sanitary sewer south of US-10. The Corporate site contacted the township several months ago and indicated they may want to totally eliminate the on site treatment facility in the very near future and begin discharging all of their sewage into the township's public system.

The AEM site, located on Eleven Mile Road north of Salzburg Road is provided water through a recently replaced (November 2010) private 12 inch water lead from a public municipal water main on Eleven Mile Road across from the north end of their current building. The sanitary sewage is discharged from a privately owned and operated 150 gpm pump station and private 6 inch force main that extends from the plant to the north, then west to the municipal sanitary sewer system along Carter Road, south of US-10.

It is our understanding that a new research and development facility, Saginaw Valley Research Enterprise (SVRE) may be constructed on the northeast corner of Salzburg Road and Carter Road. The research and development facility may be around 36,000 square feet initially, with room to expand more than twice that size. The facility will need public water and public sanitary sewer service from the township.

The Corporate site and also the AEM site have expressed interest in internal water main looping, and second feeds to their respective facilities. J. Billette stressed the importance of township involvement in the decision making process in determining the proper size, and location of any improvements for current demands plus future township needs, both residential and commercial.

Discussion took place during the December 14, 2010 meeting on extending a 12 inch water main on Salzburg Road from Eleven Mile Road west under M-47, approximately ¼ mile east of Flajole Road that provides a loop in the current system. This will allow future growth to the adjacent area and the area south of Salzburg Road to Hotchkiss Road. It allows for future connections by other customers and provides adequate fire flows and pressures to the Dow Corning sites.

There are three municipal sanitary sewer pipes in the study area; Salzburg Road/Flajole Road west of M-47, Carter Road and Eleven Mile Road, both south of US-10.

The Salzburg Road and Flajole Road system was sized for future growth along Flajole Road and all sections west of Flajole Road and south of Salzburg Road and to accommodate future growth west of M-47. The pump station was not designed or sized to service the Dow Corning area east of M-47.

The availability of the other two sanitary sewer pipe systems for this area have many issues with capacity, expansion volume, pumping rates and future township growth.

Based on the data obtained through discussions with Dow Corning, and potential future growth, J. Billette stated that the best alternative is to construct a municipal gravity 12 inch sanitary sewer along Carter Road from the intersection of Salzburg Road north to Midland Road. This would require the township to add a new 12 inch line from south of US-10 to Midland Road where the sanitary sewer line hooks into Midland Road. The existing municipal 10 inch gravity sewer from Midland Road to south of US-10 could remain and continue to serve the residents between US-10 and Midland Road. This allows for future gravity connections of future Dow Corning expansions along Carter Road, and provides a municipal 12 inch outlet for a future municipal pump station to serve the area south of Salzburg Road.

The existing municipal pump station and force main at the corporate site will need improvements to allow the additional flows from the site when the on-site treatment process is eliminated, as well as to allow for future growth.

According to township ordinances, any connections made to the sanitary sewer system are assessed a connection charge that is based on the projected REU's from the facility. An REU is a "residential equivalent unit" and one unit is an average amount of sewage a typical residence generates. It appears Dow Corning Corporate and the AEM Site together have purchased 223 REU's to date. A determination will have to be made of how many additional REU's will have to be purchased by Dow Corning when they proceed with abandoning their treatment facility. Water tap fees are calculated by meter size. Ordinance 36-N provides a fee structure for meter sizes up to and including two inch. Larger meter tap fees are set by resolution of the Township Board. These charges will need to be investigated further with the assistance of J. Billette as the required water and sewage usage is determined.

Preliminary project cost estimates were provided by J. Billette for both private and public sanitary sewer extensions. Discussion followed with a consensus reached that any extensions of water and/or sanitary sewer shall be public lines.

A 10 inch public sanitary sewer extension estimate was provided by J. Billette from US-10 south on Carter Road to Salzburg Road. However, after the lengthy discussion, it was agreed that he will provide an estimate for a 12 inch line.

01-11-001-D/E/S/W A motion was made by Paige and seconded by Putt to authorize the
===== Supervisor and the Township Engineer to continue negotiations with
Dow Corning Corporation in order to pursue a long range plan for public water and
sanitary sewer needs for their Corporate Site, AEM Site and other properties as they
become developed.

7 Ayes 0 Nays Motion carried.

2. 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 31.50 REU's for
2011. Previous year adjustments were an increase of 42.60 REU's in 2008, and an
increase of 10.61 REU's in 2009, a decrease of 19.56 REU's in 2010.

01-11-002-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 31.50, effective with
the 2nd quarter 2011 billing.

7 Ayes 0 Nays Motion carried.

3. 2011/2012 Health Insurance Renewal Rates

The rates for group health insurance were received from Michigan Municipal League for
the year beginning March 1, 2011 and ending February 28, 2012. The overall rate
increase ranges from 9% to 15% for current plan enrollees. The Plan is a Blue Cross/Blue
Shield PPO #3.

PLAN TYPE	2008/2009	2009/2010	2010/2011	2011/2012	CHG IN RATE
TWO PERSON	\$1215.06	\$1210.99	\$1267.92	\$1404.29	\$136.37
2 PER/MEDICARE		\$1110.92	\$1154.60	\$1262.08	\$107.48
FAMILY	\$1458.01	\$1453.18	\$1532.07	\$1755.37	\$223.30
FAMILY CONTIN	\$269.96	\$269.11	\$264.15		

Plan includes \$20.00 office visit co-pay
 Plan includes \$10.00/\$40.00 prescription drug card
 \$250/\$500 yearly deductible
 Plan includes \$500 of wellness examinations
 Employee pays 15% of monthly premium

John Marcou, Michigan Insurance Associates, provided a quote to change the prescription option of PPO #3 to a three tier program rather than the current two. The generic prescriptions remain at \$10, \$40 for a formulary brand, and \$80 for a nonformulary brand. The yearly deductible and office co-pays remain the same. The rates still increase but substantially less than the current plan.

PLAN TYPE	CURRENT RATE	3 TIER DRUG CARD
TWO PERSON	\$1267.92	\$1310.14
2 PER/MEDICARE	\$1154.60	\$1156.14
FAMILY	\$1532.07	\$1637.68

The monthly bill will increase from \$7909.18 to \$8207.92 or \$298.74 if the drug card portion of the insurance is changed. The employee will continue to pay 15% of the monthly premium. A short discussion followed.

01-11-003-I/P A motion was made by Gower and seconded by Plant to adopt the
 ===== 2011/2012 Blue Cross Renewal Rates as provided by Michigan
 Municipal League with implementation of a three tier price level for the prescription drug card.
 7 Ayes 0 Nays Motion carried.

4. Special Consideration, Hall

Received correspondence from Kelly Krueger, Auburn Area Relay for Life Chairperson, requesting use of the township hall on Wednesday March 16th for a Auburn Area Relay for Life Kickoff Event. They are asking for a reduced rental rate and need the kitchen and large area of the hall.

01-11-004-H A motion was made by Gower and seconded by Putt to rent the township
 ===== hall to Kelly Krueger, Auburn Area Relay for Life Chairperson, on March
 16, 2011 for a rental rate of \$100.00.
 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

There were no other committee reports.

X. Adjournment

A motion was made by Hoverman and seconded by Plant to adjourn the meeting at 9:05 p.m.

7 Ayes 0 Nays Motion carried.

Williams Charter Township

Amy Charney, Clerk

Paul Wasek, Supervisor