

CHARTER TOWNSHIP OF WILLIAMS
BOARD OF TRUSTEES
Regular Meeting – June 12, 2012

The Board of Trustees of the Charter Township of Williams held a regular meeting on Tuesday June 12, 2012 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

Those present did not address the Board.

IV. Changes to Agenda

One additional agenda item was added.

V. Consent Agenda

1. Approve the May 8, 2012 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 May 2012 Financial (cash) Report as presented.
4. Receive the May 2012 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 D.
7. Approve the payment of expenses for appropriate township personnel to attend workshops within Michigan, listed in attached Exhibit E.
8. Receive the Miscellaneous Correspondence and Communication List, attached Exhibits F and G, 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. Auburn Cornfest Fireworks Permit

Wolverine Fireworks Display has requested a Fireworks Permit for the annual fireworks display at the Auburn Cornfest on July 12, 2012 (rain date July 13, 2012). The township has approved this permit in the past.

The following are requirements that Wolverine Fireworks, Inc. must meet:

1. Submit a BFS-48 (revised 03/17/2012) *Application for Fireworks Display Other than Consumer or Low Impact Permit* form (per MSP Fire Marshall Division).
2. Fireworks activities will comply with NFPA Standards 1123, 1124, and 1126.
3. Provide a valid *Certificate of Insurance* naming the *Charter Township of Williams* and the *Auburn Williams Fire Department* as Additional Insureds.
4. Arrange for an ambulance and the Auburn Williams Fire Department to be on site.

Wolverine Fireworks have complied with items 1, 2, and 3.

06-12-036-A/F A motion was made by Putt and seconded by Gower to
===== authorize the Supervisor to sign and issue the Permit for Fireworks
Display to Wolverine Fireworks Display, Inc. for the Auburn Cornfest on July 12, 2012,
with a rain date of July 13, 2012. Arrangements must be made for an ambulance and the
Auburn Williams Fire Department to be on site.
7 Ayes 0 Nays Motion carried.

2. N. Union Road Sanitary Sewer Project

John Billette, Township Engineer, was present to further discuss options for providing sanitary sewer to the area of the Perry Creek development and Oakside Mobile Home Park on N. Union Road. He provided cost estimates, and answered questions.

Based on information acquired from Oakside Mobile Home Park, their pumps discharge approximately 400 gpm, with one pump running into an 8 inch gravity sanitary sewer. This flow has caused the 8 inch gravity sewer along N. Union to be close to capacity. This means the remainder of the Perry Creek development cannot discharge into a gravity sewer without pumping, and the current 8 inch gravity sewer is not capable of accepting this sewage.

Preliminary project construction cost estimates to construct a relief sanitary sewer system pump station and a force main to an adequate outlet, includes 4,000 feet of open cut 6 inch force main, 2000 feet of bored 6 inch force main, numerous 10 inch sanitary sewer stubs, and a 300 GPM Pumping station. With miscellaneous items the project is estimated at \$272,000.00.

Design engineering, bid phase construction stake-out, and contract administration is a lump sum of \$50,000.00. Project contingencies are estimated at \$28,000.00. The total estimated cost is \$350,000.00.

A lengthy discussion followed on possible potential population growth to the northwest area of the township. Also on whether or not project costs could be less if easements are obtained to install cross country as opposed to Flajole Road.

An estimate was also provided to construct an open cut 8 inch water main from the Perry Creek Drain to Rockwell Road (approximately 1700 feet) to loop the system. The total estimated project cost is \$90,000 and includes \$6,000 for design engineering, \$8,000 for construction engineering, and \$4,600 for project contingencies.

06-12-037-A/B/F/S 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 6 inch force main sanitary sewer extension and pump station beginning at Oakside Mobile Home Park on N. Union Road east to Flajole Road and south to Midland Road.
7 Ayes 0 Nays Motion carried.

06-12-038-A/B/F/W A motion was made by Gower and seconded by Plant 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 an 8 inch water main extension on N. Union Road from the Perry Creek west to Rockwell Road to loop the system.
7 Ayes 0 Nays Motion carried.

3. Shared Police Protection

The city of Auburn and Williams Township continue to work towards an equitable solution for providing shared police services to both communities at an affordable cost to all residents. On May 21, 2012, the Auburn City Commission voted to give their City Administrator, JoElla Krantz, the opportunity to talk with our Township Supervisor to further pursue the sharing of all three deputies and to work towards a schedule that will provide the most coverage for both communities.

P. Wasek asked the Board members how they felt on sharing all three deputies and further stated that the deputies have been pondering twelve hour shifts. Four sample schedules were provided for members of the board to peruse.

After a brief discussion, members of the board were in agreement that P. Wasek should meet with the Auburn City Administrator to slowly work through the process that will provide the best shared services to the residents of Williams Township and Auburn. Proper chain of command, costs to both communities, schedules, and a written agreement must be discussed and agreed upon by both communities.

06-12-039-A/A/B/P A motion was made by Plant and seconded by Paige to authorize
===== the Township Supervisor to begin discussions with the Auburn City Administrator regarding shared Bay County Sheriff Department services for both communities. Written Agreements must be approved, schedules determined, and cost sharing issues must be resolved.
7 Ayes 0 Nays Motion carried.

4. Ameritas Dental Insurance Rates, 2012-2013

Received correspondence from Ameritas Life Insurance Corp. regarding a premium increase, effective July 1st, for township employees enrolled in the dental insurance plan. The employee pays 15% of the premium. The current and new quarterly rates are as follows:

<u>From</u>		<u>To</u>
Employee	\$149.40	\$156.90
Dependent	\$235.20	\$247.50

A second quotation was obtained by Michigan Insurance Associates from Blue Dental PPO Plus, administered by Blue Cross Blue Shield. The rates are significantly lower, partly because they are the current township health insurance provider. The plan has a \$50.00 deductible and a maximum per person amount of \$1500 per year, the same as Ameritas.

None of the current enrollee's have dentists that participate. However, some will bill on behalf of the employee. Therefore, there is a good chance that the employees of Williams Township could be balanced billed.

The Blue Dental rates are structured similar to the health insurance and are as follows:

2 Person coverage	\$75.89/month
Family coverage	\$94.86/month
Comp/Medicare	\$63.24/month

After a brief discussion, board members were in agreement that the plan offers significant cost savings to the township. It was stated that employees pay 15% of the premium and the township pays the remaining 85%.

06-12-040-I/P A motion was made by Plant and seconded by Gower to change
===== the township Dental Insurance plan to Blue Dental PPO Plus.
Michigan Insurance Associates will be notified of the change immediately so the change in plans can be initiated as soon as possible. The employee shall continue to pay 15% of the monthly premium.
7 Ayes 0 Nays Motion carried.

5. PA 116 Agreement, Section 2, Case No 12-03-F

An application for enrollment of farmland into the State of Michigan Farmland and Open Space Preservation Program, PA116, was received from William and Peggy Meylan. The parcel is located in Section 2 of the township and is 13.9 acres. The current General Development Plan designates the parcel as Agricultural.

The applicant is applying for the agreement to run the maximum allowable time period of 90 years.

Positive comments were received from the Bay County Soil Conservation District and Bay County Department of Environmental Affairs & Community Development. The parcel is located within three miles of Auburn so paperwork was forwarded to them for comments. None have been received.

06-12-041-F A motion was made by Paige and seconded by Putt to accept the
===== recommendation of the Bay County Soil Conservation District and Bay County Department of Environmental Affairs & Community Development to approve the PA116 application of William and Peggy Meylan for enrollment of 13.9 acres of land in Section 2 into the State of Michigan's Farmland and Open Space Preservation Program, attached Exhibit C.

Ayes: Wasek, Plant, Hoverman, Charney, Paige, Putt, and Gower.

Nays: None. Motion carried.

6. 2011 Township Audit

P. Wasek asked if Trustees had questions regarding the 2011 audit. Several comments were made.

06-12-042-A A motion was made by Gower and seconded by Paige to receive the
===== 2011 Audit as provided by Abraham & Gaffney, P.C.

7 Ayes 0 Nays Motion carried.

7. Water Service Debt Fee

John Billette, Billette Building & Contracting, purchased the former Auburn Auto Wash property at 1042 W. Midland Road in February 2012. He was unaware that the building was serviced by a 1 1/2 inch water meter until he received his first water and sewer billing from Bay County Department of Water and Sewer. The quarterly water debt fee was \$244.61. A 5/8 inch water meter was installed on this date. A quarterly capital service charge for a 5/8 inch meter is \$9.00. A full quarterly capital service charge on a 1 1/2 inch meter is \$259.00 as referenced in Williams Township Ordinance No. 36-N.

J. Billette was present and asked if the Board would consider the removal of the difference between the amount charged for a 1 1/2 inch meter and a 5/8 inch meter or \$235.61.

06-12-043-B/F/W A motion was made by Putt and seconded by Plant to recommend
===== that Bay County DWS adjust the 2/27/12-5/22/12 quarterly water and sewer billing for the service address of 1042 W. Midland Road. \$9.00 shall be charged for the water debt fee portion of the bill since a 5/8 inch meter has replaced the 1 1/2 inch meter.

7 Ayes 0 Nays Motion carried.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

The Pro Forma water rate that becomes effective July 1, 2012 was recently received from Bay City. The rate will be reduced from \$2.38 to \$2.20. The retail rate will remain the same due to construction plans for a new water filtration plant.

Water governance meetings are progressing positively. It is hopeful bonds to construct the filtration plant will carry an interest rate of around 4%.

IX. Committee Reports

T. Paige stated the township Planning Commission approved a Site Plan in June for Dow Corning, Advanced Engineering Materials Site on Eleven Mile Road. A 10 year plan was approved. Of course, if changes occur, a new site plan must be submitted and approved, prior to any new construction.

140 responses were received from the Pathway Committee Survey. Some of the results will be posted on the township website.

X. Adjournment

A motion was made by Hoverman and seconded by Plant to adjourn the meeting at 9:30 p.m.

7 Ayes 0 Nays Motion carried.

Williams Charter Township

Amy Charney, Clerk

Paul Wasek, Supervisor