

**WILLIAMS CHARTER TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting – March 15, 2016**

The Board of Trustees of Williams Charter Township held a regular meeting on Tuesday March 15, 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

Bill Zimmerman and Randy Peters, Court Street residents, were present to discuss the poor condition of their street. They are especially concerned about children riding bikes and playing when trash trucks and snow plows have to back down the road as there is no cul de sac. The road has been in terrible condition for numerous years and they are wondering when it will be re paved with construction of a cul de sac.

P. Wasek stated that since the end of the road has a large open area, a cul de sac is planned when paving takes place, hopefully during 2018. The road was scheduled to be improved sooner, however, two projects require immediate attention due to their current condition.

He then provided information on two unexpected projects that have to be completed during 2016. The Bay County Road Commission has determined that the Hoppler Creek culvert at the intersection of N. Union Road and Carter Road must be replaced during 2016. The township cost for this project is \$50,000.00. The Road Commission will pay the remainder. The intersection will be enlarged and the project also requires moving and adjusting the waterline location.

The second project involves funding from Midland County, Midland Township, City of Midland, Williams Township, and Bay County. Rockwell Road, (shared road with the City of Midland and Midland Township) between Wilder Road and Wheeler Road is scheduled to be resurfaced with a one inch overlay using a fabric stabilizer. Our township is scheduled to pay 25% of the \$139,160.45 estimated construction cost to complete the project. Midland Township and the City of Midland will pay 25% together, Midland County and Bay County will each pay 25%.

He further explained that the Road Commission is receiving the same amount of revenue as they did in 1990 even though material costs continue to escalate. The township received \$31,500.00 in past years from the Road Commission to offset costs for improving local roads. This year funding assistance will decrease to \$17,000.00.

A brief discussion followed.

P. Wasek will contact Jim Hammond, Township Attorney, to determine if costs to move the waterline on Carter Road can be paid from the Waterline Fund. If so, an estimate will be obtained to construct the cul de sac on Court Street and further discussions can determine if perhaps the cul de sac can be constructed sooner than 2018.

IV. Changes to Agenda

Additional items will be discussed after the listed agenda items.

V. Consent Agenda

1. Approve the February 9, 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 February 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. 2016 Local Road Improvements

The township has a 2016 budget of \$285,000.00 for local road improvement projects. Projects that need to be completed or are proposed to begin this year are:

Seal Blend (200 tons @ \$67.00/ton)	\$ 13,400.00
Road Striping (8 miles ± @ \$122.50/mile)	\$ 1,000.00
Midland Road Sidewalk	\$ 25,000.00
Eight Mile Road, Wheeler Road to Townline Road	\$ 10,000.00
Wear coat/maintenance seal	
Costs shared equally with Monitor Township	

Townline Road, Garfield Road to Eleven Mile Road Finish coat chip/seal Costs shared equally with Beaver Township	\$ 10,000.00
N. Union Road, Nine Mile Road to Garfield Road Wear coat/maintenance seal	\$ 20,000.00
Eleven Mile Road, Wheeler Road to Townline Road Finish coat chip/seal	\$ 20,000.00
Eleven Mile Road, Wilder Road to Wheeler Road Double coat chip/seal	\$ 47,000.00
Eleven Mile Road, N. Union Road to Wilder Road Crush, shape, add aggregate, ditching	\$ 75,000.00
Rockwell Drive, Wilder Road to Wheeler Road Ultra thin overlay, share costs with Midland Township, Midland, Midland County, Bay County	\$ 35,000.00
N. Union Road and Carter Road Culvert replacement Move waterline, Share costs with Bay County	\$ 50,000.00
Total for all above projects	\$306,400.00
Less BBLR Funding	<u>15,000.00</u>
Total Projected 2016 Costs	\$291,400.00

After a brief discussion regarding the estimated costs exceeding the budgeted amount, P. Wasek asked the Board to approve the above listed projects for 2016. He will contact Jim Hammond to inquire as to whether the waterline fund can legally pay for costs associated with moving the waterline adjacent to the Hoppler Creek at the intersection of N. Union Road and Carter Road in order to save the general fund money. He will also obtain an estimate from the Road Commission to construct a cul de sac on Court Street.

03-16-010-A/B/R A motion was made by Plant and seconded by Putt to authorize
 ===== the Clerk and Supervisor to sign Agreements with the Bay County
 Road Commission for the above listed 2016 local road improvements.
 7 Ayes 0 Nays Motion carried.

2. 2016 Local Roadside Mowing

The township contracted with Floyd Fischer during 2015 to mow the local road shoulders. They were mowed two times for a total fee of \$8,350.00.

He is requesting a two year extension utilizing the Consumer Price Index to determine the yearly fee. The Consumer Price Index rose 0.3% (.003) for 2016, amounting to a \$25.00 increase for this year.

03-16-011-A/R A motion was made by Gower and seconded by Hoverman to
===== contract with Floyd Fischer during 2016 and 2017 to mow the
secondary road shoulders in Williams Township two times each year. The total fee for
2016 shall be \$8,375.00. The total fee for 2017 shall be adjusted by the 2016 Consumer
Price Index. Copies of liability insurance naming the township as additional insured shall
be provided prior to the start of any work.
7 Ayes 0 Nays Motion carried.

3. Bay County Division on Aging Agreement

The Bay County Division on Aging rents the bar room and kitchen in the township hall for use as a dining center Monday through Thursday each week. Correspondence and the 2016 Amendment to the Site Agreement was received from Shawna Walraven, Assistant Corporation Counsel, indicating that the utility reimbursement amount will increase \$25.00 per month for 2016, from \$395.00 per month to \$420.00 per month. The Site Agreement was approved by the Bay County Board of Commissioners on February 9, 2016 and is for the 2016 calendar year, January 1 through December 31.

03-16-012-B/F/S A motion was made by Plant and seconded by Putt to authorize
===== the Supervisor to sign the 2016 Senior Dining Center Agreement
and accept the reimbursement rate as proposed by Bay County Division on Aging.
7 Ayes 0 Nays Motion carried.

4. 2015 Property Tax Collection

C. Hoverman provided a 2015 Property Tax Collection Report and stated that 97% of the winter taxes were collected prior to the delinquent date.

03-16-013-P/T/T A motion was made by Paige and seconded by Charney to receive
===== the 2015 Winter Property Tax Collection Report as prepared by the
Treasurer.
7 Ayes 0 Nays Motion carried.

5. 2016 Weed Control

Reder Landscaping has applied fertilizer/weed control to the township park and various other township owned properties since 2013. Two applications of the fertilizer/weed control are applied late spring and early fall to the following township properties using a liquid weed killer and a granular fertilizer:

- Township park, hall and fire department lawn areas
- Garfield Subdivision lots (4)
- Water tower on Eleven Mile Road

Zielinski Retention Pond
1100 W. Midland Road

During 2014 a three year agreement was signed for the calendar years 2014, 2015, and 2016. The fee remained the same as 2013; \$1,247.00 per application.

P. Wasek indicated that the pump station on the corner of Nine Mile Road and Salzburg Road should be added to the list of properties as it was previously not included and the area is mostly unsightly weeds. Reder Landscaping is proposing an extra fee of \$55.25 per application to include the parcel.

P. Wasek then stated the park had an over abundance of crab grass during 2015 so an additional estimate was obtained from Reder Landscaping to apply crab grass pre emergent in early April. The fee to apply the granular pre emergent one time per year is an additional \$1,341.00 plus an additional \$55.25 if we wish to include the Nine Mile Road pump station.

Discussion followed. All agreed this is a large expenditure when combined with fertilizer and weed control, but in order to properly maintain our park, it is necessary.

03-16-014-A/P/R A motion was made by Charney and seconded by Paige to sign
===== an Agreement with Reder Landscaping to apply crab grass pre
emergent to the above listed township properties during 2016 for a fee of \$1,341.00. In
addition, crab grass pre emergent shall be applied once at the Nine Mile Road pump
station and fertilizer/weed control shall be applied two times for the additional cost of
\$55.25 per application. Certificates of Liability and Workers Compensation shall be
provided to the township prior to the start of work.
7 Ayes 0 Nays Motion carried.

6. **Pine Grove Cemetery Transfer of Burial Rights**

Betty Scaggs purchased 6 spaces for burial rights in Pine Grove Cemetery back in 1990. She would like to transfer the burial rights of 4 spaces to two of her children and retain burial rights for 2 spaces. She has signed release form 22 and new deeds 39 and 40 have been prepared by A. Charney for each of the 2 children. All forms were also notarized.

03-16-015-B/P A motion was made by Hoverman and seconded by Paige to
===== approve the transfer of burial rights in Pine Grove Cemetery from
Betty Scaggs to Rheta DuFresne and Michael and Barbara Wizner.
7 Ayes 0 Nays Motion carried.

7. **Legal Publications**

Due to the recent death of the owner, the last issue of The Bay City Democrat was published Thursday March 10th.

Jim Hammond, Township Attorney, is recommending that we use The Valley Farmer located on Henry Street in Bay City for future legal publications.

03-16-016-L/V A motion was made by Putt and seconded by Hoverman to use
===== The Valley Farmer newspaper, effective immediately, for township
legal publications due to the closing of The Bay City Democrat.
7 Ayes 0 Nays Motion carried.

8. Waterline Request

P. Wasek received correspondence from Laura McDaniel, 3874 Carter Road, requesting the township provide city water on Carter Road between Wilder Road and Wheeler Road.

A short discussion followed. Installing water to this mile as well as the small stretch between Midland Road and the railroad tracks would create another loop to the public water system. P. Wasek agreed to contact the residents in both areas to see if there is additional interest in connecting to city water. He agreed to also contact John Billette, Township Engineer for a preliminary cost estimate.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

The B.C.T.O.A. quarterly meeting will be hosted by our township on April 20th. A. Charney contacted Pat Schnell, Rosie's Pies, and they will be catering.

IX. Other Committee Reports

T. Putt encouraged everyone to attend the Fire Department dinner on April 2nd.

The Planning Commission has not met yet this year but will be meeting in April to discuss a Sidewalk Ordinance.

Baseball signup was held in late February and again in early March.

Information should be received soon on the Great Lakes Loon grant proposal submitted by the Recreation Association last fall.

J. Plant then distributed a Pathway Committee preliminary proposal that would require easements from property owners for a pathway connection that would begin adjacent to the City of Midland where Patrick Road turns into N. Union Road. The present Midland pathway would continue into our township on N. Union Road, south through Consumer's property to the south side of the railroad property, and then east.

The pathway committee will continue to discuss possible alternatives to complete a connecting pathway between Midland and Bay City.

X. Adjournment

A motion was made by Hoverman and seconded by Gower to adjourn the meeting at 9:10 p.m.

7 Ayes 0 Nays Motion carried.

Williams Charter Township

Amy Charney, Clerk

Paul Wasek, Supervisor