

**CHARTER TOWNSHIP OF WILLIAMS
BOARD OF TRUSTEES
Regular Meeting – November 12, 2014**

The Board of Trustees of the Charter Township of Williams held a regular meeting on Wednesday November 12, 2014 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), Paige (Trustee), Plant (Trustee), and Putt (Trustee).

Absent: Gower (Trustee).

Also present: Rob Eggers, Senior Planner/Principal, Spicer Group.

II. Pledge of Allegiance

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

III. Open to the Public

There was no public comment.

IV. Changes to Agenda

Agenda item number 7 and 8 will be moved to the beginning of the regular agenda as Rob Eggers has another township meeting to attend.

V. Consent Agenda

1. Approve the October 21, 2014 and October 28, 2014 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 October 2014 Financial (cash) Report as presented.
4. Receive the October 2014 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 Hoverman to approve all items as listed on the Consent Agenda.

6 Ayes 0 Nays Absent: Gower. Motion carried.

VI. Regular Agenda

1. Proposal Acceptance, Land Acquisition Grant

Rob Eggers, Spicer Group, provided information about the various types of grant funding available through the State of Michigan that can be used for park land purchase and for improvements to the park. All grants require an in kind or monetary funding match and must be applied for by April 1 of a calendar year.

Spicer Group has successfully assisted many other townships and communities receive grants through the Michigan Department of Natural Resources (MDNR) Trust Fund. There is currently \$500,000,000.00 in the Trust Fund, with the bulk of money earmarked to assist with land purchase.

The proposed fee for Spicer Group to complete and submit the grant application to the DNR is \$3,800.00 plus additional authorized services and any reimbursable expenses.

11-14-071-A/L/M/P A motion was made by Paige and seconded by Plant to authorize
===== the Supervisor to sign a letter of Agreement with Spicer Group to submit a Michigan Natural Resources Trust Fund (MNRTF) grant application to the MI Department of Natural Resources (MDNR) to assist with purchasing additional property for the township park. The grant paperwork shall be completed by the due date of April 1, 2015.

6 Ayes 0 Nays Absent: Gower. Motion carried.

2. Proposal Acceptance, Park Improvement Grant

Numerous improvements to the township park have been discussed; i.e., dugouts, fencing around the ball diamonds, additional playground equipment with soft surface rather than mulch, pathway resurfacing, and possible restroom improvements. The minimum match is 25%, however, projects with higher dollar commitments receive higher points when being scored by the State.

The proposed fee for Spicer Group to complete and submit the MNRTF grant application is \$4,000.00 plus additional services that are agreed to and rendered.

11-14-072-A/M/P A motion was made by Plant and seconded by Putt to authorize
===== the Supervisor to sign a letter of Agreement with Spicer Group to submit a Michigan Natural Resources Trust Fund (MNRTF) grant application to the MI Department of Natural Resources (MDNR) for improvements to the township park. The grant paperwork shall be completed by the due date of April 1, 2015.

6 Ayes 0 Nays Absent: Gower. Motion carried.

3. Board of Review Appointments

Williams Township Board of Review members are appointed to two year terms, with the term beginning on January 1 of odd numbered years.

The terms of current Board of Review members expire on December 31, 2014. The current members are Jerry Andrus, Norm Adams, and Don Rueger. In addition, Bill Kuehne serves as an alternate member. All have served the residents of Williams Township well. J. Andrus, N. Adams and D. Rueger have indicated they will continue to serve on the Board of Review, if re appointed. B. Kuehne has also agreed to serve another term as an alternate member.

11-14-073-A/B A motion was made by Putt and seconded by Plant to accept the
===== Supervisor's recommendation to appoint Jerry Andrus as a member of the township Board of Review for a two year term beginning January 1, 2015 and ending December 31, 2016. All appointees shall serve at the pleasure of the township board.
6 Ayes 0 Nays Absent: Gower. Motion carried.

11-14-074-A/B A motion was made by Putt and seconded by Hoverman to accept
===== the Supervisor's recommendation to appoint Don Rueger as a member of the township Board of Review for a two year term beginning January 1, 2015 and ending December 31, 2016. All appointees shall serve at the pleasure of the township board.
6 Ayes 0 Nays Absent: Gower. Motion carried.

11-14-075-A/B A motion was made by Paige and seconded by Charney to accept
===== the Supervisor's recommendation to appoint Norm Adams as a member of the township Board of Review for a two year term beginning January 1, 2015 and ending December 31, 2016. All appointees shall serve at the pleasure of the township board.
6 Ayes 0 Nays Absent: Gower. Motion carried.

11-14-076-A/B A motion was made by Plant and seconded by Hoverman to accept
===== the Supervisor's recommendation to appoint Bill Kuehne as an alternate member of the township Board of Review for a two year term beginning January 1, 2015 and ending December 31, 2016. All appointees shall serve at the pleasure of the township board.
6 Ayes 0 Nays Absent: Gower. Motion carried.

4. Planning Commission Appointment

The recent resignation of Chad Adams from the township planning commission becomes effective December 31, 2014. P. Wasek received an application from Robert Tonkavich, semi-retired with a construction management/electrical engineering background. He met with him and is recommending that he be appointed to fill the one year remaining on C. Adams appointment.

11-14-077-A/P A motion was made by Paige and seconded by Putt to accept the
===== Supervisor's recommendation to appoint Robert Tonkavich as a
member of the township Planning Commission for a partial term beginning January 1,
2015 and ending December 31, 2015. All appointees shall serve at the pleasure of the
township board.

6 Ayes 0 Nays Absent: Gower. Motion carried.

5. Ash Tree Removal, Garfield Subdivision

There are 12 dead ash trees 1 very large dead maple tree on the 4 contiguous parcels owned by the township and located in the Garfield Subdivision. They are too tall, large, and close to neighboring property to be safely removed by township personnel. Bids for their removal were solicited from three companies, Jack's Tree Service, Heinz Tree Service and Top Priority Tree Service. Top Priority can only remove 3 trees because the maximum height of their equipment is 53 feet.

Heinz Tree Service	\$7,490.00
Jack's Tree Service	\$7,850.00 (10 trees)

The successful bidder shall cut the trees, grind brush, move the logs to the edge of the road, and grind the stumps. Our DPW crew will chip the smaller brush and clean up the chips that remain after the stumps are ground.

11-14-078-B/G/T A motion was made by Putt and seconded by Plant to award the
===== bid for removing 13 trees on the four township owned parcels in
Garfield Subdivision to Heinz Tree Service and Landscaping. Certificates of liability
insurance naming the township as additional insured and workers compensation
insurance shall be submitted to the township prior to the start of any work.

6 Ayes 0 Nays Absent: Gower. Motion carried.

6. Critical Incident Management Training

Critical Incident Management Training is being offered and paid for by the Bay County Township Officers Association and will be conducted by the company's owner, Thomas Mynsberge, Retired, Michigan State Police. Two different dates and locations are offered during January 2015 with different times on each of the dates.

P. Wasek strongly encouraged all members of the board to attend and stated that the office will not close as numerous training times are scheduled.

11-14-079-B/C A motion was made by Putt and seconded by Plant to encourage
===== all township employees and elected officials to attend the Critical
Incident Management training in January 2015 at no cost to the township.

6 Ayes 0 Nays Absent: Gower. Motion carried.

7. Blight Authorization

Blight continues to be a problem at 909 W. Wheeler Road. A Consent Judgment was signed by Judge Schmidt on November 18, 2009.

Deputy Wolpert recently inspected the property, attempted to contact the property owner, and took numerous pictures of junk cars, car parts and accumulated junk articles. With the continual problems associated with the property, P. Wasek asked the board to authorize Jim Hammond, Township Attorney, to file paperwork that will force the property owner to clean up the parcel.

11-14-080-A/B A motion was made by Paige and seconded by Putt to authorize
===== the township attorney to file paperwork with Bay County Circuit Court that will force the owner of 909 W. Wheeler Road to remove all blight from the property.

6 Ayes 0 Nays Absent: Gower. Motion carried.

8. 2015 Appropriations Resolution

11-14-081-A/B A motion was made by Paige and seconded by Hoverman
===== to adopt the 2015 Appropriations Resolution, attached Exhibit C.

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

Nays: None.

Absent: Gower. Motion carried.

9. Division on Aging Reimbursement

P. Wasek was contacted by Bay County Division on Aging requesting their continued use of the township hall bar room as a Senior Citizen meal site Monday through Thursday of each week. The current monthly utility reimbursement rate is \$395.00 and Bay County is not planning to increase the rate.

A short discussion followed.

The reimbursement rate has not increased in numerous years and trustees agreed that P. Wasek should ask for a monthly increase to cover increased utility costs.

11-14-082-A/B A motion was made by Plant and seconded by Putt to authorize
===== the Supervisor to send correspondence to Bay County requesting that Bay County increase the Senior Citizen Dining Center reimbursement rate \$25.00 per month, effective when the Agreement is signed.

6 Ayes 0 Nays Absent: Gower. Motion carried.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

The 5 year Capital Improvement Plan was briefly discussed. The following items are in extremely poor condition and P. Wasek explained that he is in the process of obtaining estimates.

1. The township hall and office exterior doors, but most especially the hall entry doors. They are rusting badly and one of the interior opening bars was recently replaced due to poor working condition.

2. The hall, lobby, and restroom flooring. It has been determined that the current flooring and adhesive has asbestos and will need to be removed and disposed of properly by a qualified company. Estimates to remove are between \$10,000.00 and \$15,000.00. Several samples were provided and all agreed that we need to proceed with the flooring replacement. More samples and price quotations will be provided for the luxury vinyl tile that resembles wood and only requires mopping with no wax.

IX. Other Committee Reports

The next Pathway Committee meeting is November 18th. P. Wasek thanked J. Plant for attending the MATS meeting as pathways were discussed and members appreciated J. Plant's comments and suggestions.

T. Putt remarked that he is receiving many positive comments about our sidewalk extension.

X. Adjournment

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

6 Ayes 0 Nays Absent: Gower. Motion carried.

Williams Charter Township

Amy Charney, Clerk

Paul Wasek, Supervisor