

**CHARTER TOWNSHIP OF WILLIAMS  
BOARD OF TRUSTEES  
REGULAR MEETING – September 9, 2008**

The Board of Trustees of the Charter Township of Williams held a regular meeting on Tuesday September 9, 2008 at the Township Hall. The agenda is attached Exhibit A.

**I. Call to Order & Roll Call**

The meeting was called to order by Tom Paige, Supervisor at 7:00 p.m. Present: Paige (Supervisor), Hoverman (Treasurer), Charney (Clerk), Plant (Trustee), Putt (Trustee), Schrott (Trustee) and Wasek (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 was no public comment.

**IV. Changes to Agenda**

There were no changes to the agenda.

**V. Consent Agenda**

1. Approve the August 12, 2008 Board of Trustee Minutes as presented.
2. Approve the payment of bills as submitted.
3. Receive the August 2008 Financial (cash) Report as presented.
4. Receive the August 2008 Revenue Report and August 2008 Expense Report as presented.
5. Receive the Supervisor's Update of Projects and Issues as presented.
6. Receive the List of Committee Reports, attached Exhibit C.
7. Approve the payment of expenses for appropriate township personnel to attend workshops within Michigan, listed in attached Exhibit D.
8. 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. Abraham & Gaffney, P.C. Audit Proposal**

A proposed engagement letter was received from Aaron Stevens, Abraham & Gaffney, P.C. that provides the fees for completing the township audit for year end 2008, 2009 and 2010.

Their gross fee, including expenses will not exceed the following amounts:

December 31, 2008	\$ 9,800
December 31, 2009	10,100
December 31, 2010	10,400

**09-08-050-A/A/F** A motion was made by Wasek and seconded by Putt to authorize  
===== the Clerk to sign the engagement letter from Abraham & Gaffney,  
P.C. to provide services for completing the township audit for the year end 2008, 2009,  
and 2010.

7 Ayes 0 Nays Motion carried.

**2. METRO Act Right of Way Permit Extension**

A letter agreement was received from A T&T requesting a two year extension of the existing METRO Act Permit issued by Williams Township to Michigan Bell Telephone Company formerly d/b/a SBC Michigan, now d/b/a AT&T Michigan. The current agreement expires on November 18, 2008. The 2008 year to date revenue generated from the METRO Act is \$8,762.13.

**09-08-051-A/A/F/M** A motion was made by Hoverman and seconded by Plant to  
===== authorize the Clerk to sign the agreement for a two year extension  
of the existing METRO Act Permit issued by Williams Township to AT&T for a term to  
end on December 31, 2010.

7 Ayes 0 Nays Motion carried.

**3. Planning Commission Letter of Resignation**

A letter of resignation from the township Planning Commission was received from Bethany Plant on August 18, 2008 and became effective immediately, due to employment relocation.

**09-08-052-A/P** A motion was made by Plant and seconded by Wasek to accept the  
===== resignation of Bethany Plant from the Williams Township Planning  
Commission, effective immediately.

7 Ayes 0 Nays Motion carried.

**4. Auburn/Williams Recreation Association**

Due to the resignation of Dennis Ouillette, there is a township representative vacancy on the Auburn/Williams Recreation Association Board.

William Warren, 1311 Wheeler Road has submitted an application to become a member of the Board and has attended several recent Recreation Association meetings.

**09-08-053-A/A** A motion was made by Plant and seconded by Hoverman to appoint  
===== William Warren to the vacant position on the Auburn/Williams  
Recreation Association board, effective immediately. All appointees shall serve at the  
pleasure of the township board.  
7 Ayes 0 Nays Motion carried.

**5. Bay County DWS Fifth Amendment**

The Bay County West Side Regional Wastewater Sewage Disposal System currently consists of the townships of Bangor, Monitor, Kawkawlin, Frankenlust, Williams, and the City of Auburn. Each own various percentages of the Wastewater Treatment Plant, depending on the number of Residential Equivalent Units (R.E.U.'s) purchased when the plant was constructed. Hampton Township and the City of Essexville have contacted the Bay County Department of Water and Sewer (DWS) indicating that they would like to join the Bay County West Side Regional Wastewater Sewage Disposal System as an owner if it is financially feasible and redirect their sewage to the Westside Wastewater Treatment Plant (WWTP).

A Resolution and Fifth Amendment to Bay County West Side Regional Sewage Disposal System has been drafted by Bill Darbee and provided for each of the municipalities to review and, if passed by all of the municipalities, will grant Hampton and/or Essexville the option to join the WWTP until December 30, 2009. If the amendment is approved, Hampton and Essexville will hire the necessary professional consultants to determine the full cost to direct their sewage to the WWTP. With this information, Hampton and/or Essexville can then make a business decision on how best to serve their sewer customers.

A lengthy discussion followed with T. Paige providing information gathered by Bay County DWS regarding current plant capacity and allocations, and projected costs if Hampton and/or Essexville were to join the Bay County DWS.

Williams Township currently owns 10.035% of the WWTP capacity, and would own 8.563% after the proportionate sale as projected in one of the handouts. It is estimated that the township would receive a one time payment of \$114,755 as compensation for the sale of 629 REU's. We are currently utilizing about 25% of our REU capacity. Dow Corning uses about 89 REU's at the Auburn Site on 11 Mile Road, and about 55 REU's at the corporate site on Carter Road. Oakside Mobile Home Park uses about 63 REU's, and Victoria Woods Mobile Home Park uses about 25 REU's. Williams Township will retain 3,659 REU's of capacity (2,571 unused) after a proportional sale as projected.

DWS recently had a needs analysis completed by Tetra-Tech for the regional WWTP system. It appears that a Capital Improvement Plan is necessary and will require about \$1,000,000 of capital per year for the next 25 to 30 years. The costs would be allocated on an "REU's Billed" (rather than REU's Owned) basis for a \$1,000,000 per year plan. A chart projects that Williams Township's share of the Capital Improvement Plan is reduced by \$15,000 per year with Hampton and Essexville joining the system.

To summarize, a proportional sale of capacity to Hampton and Essexville as projected will have the following effect on Williams Township's Sewer System:

1. Result in a one time buy-in fee of \$114,755.
2. Lower the township's share of the future Capital Improvement Plan by about \$15,000 per year.
3. Significantly lower the regional REU charge to the township (example: \$135.70/REU in 2008 reduced to \$111.00/REU).
4. Reduce the township's ownership by 629 REU's to 3,659 REU's (2,571 unused).

**09-08-054-A/B/E/H** A motion was made by Plant and seconded by Putt to authorize  
===== the Clerk and Supervisor to sign the Resolution and Fifth Amendment to Bay County West Side Regional Sewage Disposal System.

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

Nays: None. Motion carried.

#### **6. Western High School Student Council Bonfire**

Western High School has held their Homecoming Bonfire at the Williams Township Park for the past several years. Chelsea Leitner and Carly Shann, Student Council Representatives, sent correspondence regarding this years Homecoming Bonfire; the Homecoming game is scheduled for Friday, October 10, 2008, and the bonfire will be held on Thursday, October 9, 2008.

They are requesting use of the ballfield and park from 6:30 p.m. to 10:30 p.m. The bonfire takes place from 8:00 pm until 10:00 pm. Cleanup is started that evening, and finished on Friday morning by the student council. Western High School needs to provide a Certificate of Insurance to Williams Township, arrange for the Auburn/Williams Fire Department to be on standby, and to assure the bonfire is completely extinguished when done.

**09-08-055-B/P/W** A motion was made by Plant and seconded Wasek to allow  
===== Western High School use of the township park and a softball diamond on Thursday October 9, 2008 for their homecoming bonfire. Adult supervision shall be provided, and a current certificate of insurance from the Bay City Public Schools naming the township as additional insured must be received from the school district prior to October 9<sup>th</sup>. The fire must be completely extinguished immediately following the bonfire and no vehicles shall be allowed in the park. The school district shall be charged if the park and/or restrooms are not left in satisfactory condition.

7 Ayes 0 Nays Motion carried.

#### **VII. Unfinished Business**

There was no unfinished business.

**VIII. New Business**

The October quarterly meeting of the Bay County Township Officers Association will be held at Mt. Forest Township Hall on October 15, 2008. Reservations are due October 7, 2008.

P. Wasek gave a brief synopsis of what transpired at the Planning Commission meeting on September 8, 2008.

**IX. Adjournment**

A motion was made by Wasek and seconded by Plant to adjourn the meeting at 8:30 p.m.  
7 Ayes 0 Nays Motion carried.

**Williams Charter Township**

Amy Charney, Clerk

Tom Paige, Supervisor