

WILLIAMS CHARTER TOWNSHIP  
BOARD OF TRUSTEES  
Regular Meeting – Tuesday, March 14, 2017

The Board of Trustees of Williams Charter Township held a regular meeting on Tuesday, March 14, 2017 at the Township Hall. The agenda is attached Exhibit A.

I. Call to Order & Roll Call

The meeting was called to order by P. Wasek, Supervisor, at 7:00 p.m. Present: Wasek (Supervisor), Hoverman (Treasurer), J. Putt (Clerk), T. Putt (Trustee), Paige (Trustee), Jean (Trustee).

Excused: Gower (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

Mr. Ron Gromaski was in attendance. The rezoning of his property was to be discussed at this meeting, but is not on the agenda. Explained it will be discussed at the next meeting.

Dale Dzurka was in attendance to discuss the shirts that are provided by the township. He returned 2-XL shirts to K. Wackerle. The township is paying Cintas monthly rental on the shirts that he doesn't wear.

Larry Lijewski was in attendance to discuss the storm waters that drain onto his property. He has lived on that property for 33 years and the water has never been able to get to the ditch. He also requested time at the end of the meeting to have public input.

C. Hoverman explained that we received a check for \$166,025.70 from the Local Community Stabilization Tax Share. The money is 4 years ~~worth of refunds~~ of reimbursements *for revenue lost due to Small Business Personal Property Tax exemptions (2012-2016)*.

~~T. Paige discussed the Unpaid Bills list, indicating discrepancies in the GL Codes for the Supervisor's travel, Voting Machines and Civil Engineering~~ *questioned the Revenue and Expense Report for the period ending 2/28/2017 and indicated that it appears charges have been made in the General Fund to the Supervisor Other, Voting Equipment Maintenance, and Water Engineering accounts that may not be correct.* J. Putt indicated he will follow up and correct.

IV. Changes to Agenda

V. Consent Agenda  
3-14-17-108 C/A

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B. Jean moved to accept the consent agenda as presented, with support from T. Paige.

Ayes: 6

Nays: 0

Excused: Gower

Motion carried.

VI. Regular Agenda

1. Changes to the February 14, 2017 meeting minutes as follows:

- Per T. Putt, indicate length of contract with Duke Fischer, as well as rate per cutting of roadside ditches.
- Annual Investment Report
- QVF File – indicate who we are paying and how much for the upgraded QVF File.
- Verify 53.5 cents rate per mile is an IRS rate.
- SAW Grant needs amounts in minutes.

3-14-17-109 RMM

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T. Paige moved to accept minutes as submitted with above changes, with support from T. Putt.

Ayes: 6

Nays: 0

Excused: Gower

Motion Carried.

2. Approve March’s Unpaid Bills List

- T. Paige indicated we need to change the GL Code on the Valley Farmer.
- P. Wasek indicated ~~they are changing to~~ a smaller meter *is being installed in the park building*, reducing our monthly costs.

3-14-110 UBL

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T. Putt moved to approve the bill list as amended, with support from B. Jean

Ayes: 6

Nays: 0

Excused: Gower

Motion Carried.

3. Resolution for Voting Equipment Grant

There was a large turnout for the Voting Equipment demonstration. The money has been approved and all of the signatures are gathered for ~~Cindy’s~~ C. Luczak’s approval. Need clarification if this is a state or federal “Help America Vote” grant and what the deadline is. ~~Per C. Luczak, it is a Federal grant.~~

3-14-17-111 HAV

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T. Putt moved to table and complete resolution, with support from B. Jean.

Ayes: 6

Nays: 0

Excused: Gower

Motion Carried.

4. Repair/Replace Copier

Clerk's Office currently has 20 year old copier. The cost to repair, with Laser Connection, is \$146.00 or \$399.00 to replace, with \$80.00 to install.

3-14-17-112-COPIER

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T. Putt moved to purchase new copier, up to \$500, with support from B. Jean and T. Paige.

Ayes: 6

Nays: 0

Excused: Gower

Motion Carried.

5. Main Hall 3-way switch

With safety being the main issue, 3 quotes are required for 2 switches to be added to the Main Hall. Norm Bamberger, with Duclos Insurance Agency, ~~will be~~ *suggested* ~~having an~~ ~~doing an~~ assessment of the hall. At the time the hall was built, it met all safety requirements. As discussed, switches, lighting and ceiling panels need to be replaced/updated and should consider doing all of it at the same time.  
No action taken.

6. Pine Grove Cemetery

There was discussion on the cemetery and possibly getting an understudy for Don. Don does keep good records, however someone needs to learn the process of selling lots and knowing the availability of the lots.

7. 2017 Administrative Assistant Wages – effective 1/1/2017 – end of discussion.

8. DPW Bathroom

There were 2 bids that were considered. One option was SMH Home Improvements for \$9,100, with the other option being Bieszke at \$9,700 and will be able to start within 2 weeks. It was agreed that Bieszke would be awarded the contract which would include an eye wash station, slop sink and removal of the drinking fountain as quoted in the specifications. Paul Wasek/Brian Wegener will be the project managers for the DPW Restroom Improvement and get a commitment from Bieszke, with an understanding that this project is not to exceed \$9,700.00.

3-14-17-113-DPW

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T. Putt moved to move forward with the DPW Bathrooms, awarded to Bieszke, with removal of drinking fountain, cost not to exceed \$9,700.00, with T. Paige support.

Ayes: 5

Nays: 1

Excused: Gower

Motion Carried.

9. ~~DCDWS~~-BCDWS

Vonda Duponse requested *we waive* a late fee charge reversal on her water bill. The request was sent 12/9/16 for \$10.70 past due .

3-14-17-114-BCDWS

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B. Jean moved ~~for reimbursement for~~ *to authorize the BCDWS to remove the late fee for from Vonda Douponce's account*, with T. Putt support.

Ayes: 6

Nays: 0

Excused: Gower

Motion Carried.

10. Dulcos Insurance/Bamberger Policy updates.

C. Hoverman and J. Putt had meeting with Norm Bamberger, Duclos Insurance Agency. Our rate is locked in at \$28,455.00 for 3 years, and is due 4/1/2017. ~~He will return to hall to take inventory of all assets.~~ *Mr. Bamberger recommended that we take an inventory of all of our equipment and furnishings in our office.* (He will reassess liability coverage when sidewalks go in *if requested*). Felt it was a very good meeting. One thing to consider, when the sidewalks go in, is to contact Scott Eckerd, an underwriter for Risk Management with Atlas Risk, to look at our liability.  
No action necessary.

11. Miscellaneous

- Special Meeting regarding health insurance. Per Tom Putt, no special meeting needed, issue has been resolved.
- Pensions – No changes. *As a year-end requirement, we will* ~~it was decided to~~ reconcile difference at the end of the year.
- Phone calls – Will not tolerate irate phone calls.
- Volunteer Help – Volunteers cannot assist *in elected officials' state controlled* positions. Parks only.

VII. Unfinished Business

VIII. Any Other Business

- The MTA Convention will be held April 10-13, 2017.

3-14-17-115 BOT

T. Paige moved to have the April 11, 2017 Board of Trustees Meeting changed to April 4, 2017 at 7:00 p.m. T. Putt supported this motion.

Ayes: 6

Nays: 0

Excused: Gower

Motion Carried.

- Mr. Ramie Storey, 909 Wheeler Road, still has 4-1/2 cars outside and is in violation of Blight ordinance #136. He has until March 24 to remove the cars/debris from yard.

3-14-17-116 STOREY

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T. Paige *moved to authorize* the Supervisor and Township Attorney to proceed with legal action against *Ramie Storey at 909 Wheeler Road*, with support from T. Putt. Roll Call Vote.

Ayes: Wasek, Hoverman, J. Putt, T. Putt, T. Paige

Nays: Jean

Excused: Gower

Motion carried.

- Parkland Purchase – the Spicer Group will provide the appraisal. Will move forward.
- April 1 – Fire Department Dinner.
- *Some residents* would like to add a “Public Comment” time at the end of the Board of Trustees so they can comment on the Board Meeting. There is currently an “Open to the Public” time slot at the beginning of the meeting.
- Planning Commission has been working on the Gromaski rezoning, as well as the sidewall height for accessory buildings issue. Both will be spelled out in the new ordinances.
- Jerry will be attending 2 basic Accounting Classes at BS&A in Lansing on March 15 & 16, 2017.

T. Putt moved to adjourn the meeting at 9:15 p.m., with support from T. Paige.

Respectfully Submitted:

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Jerome E. Putt, Clerk

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Paul Wasek, Supervisor

