

Williamstown Township Board of Trustees Meeting Minutes December 9, 2015

Call to Order

The Williamstown Township Board of Trustees convened at 6:06 p.m. at the Williamstown Township Hall located at 4990 Zimmer Rd., Williamston, Michigan. Supervisor Bloomquist called the meeting to order and led the Pledge of Allegiance. Supervisor Bloomquist reviewed the Agenda.

Roll Call

Present: Trustee Imhoff, Trustee Williams, Supervisor Bloomquist, Treasurer Fielek, Clerk Gaffner, Trustee Eyster, Trustee Hayes

Also present: Susan Cockerill - representing the Senior Center
Annette Davis – representing the Planning Commission
Tracy Wallace – Go Mini Rental
Thomas Reder – Harns – Williamston Compassionate Care
Nancy Harns – Harns – Williamston Compassionate Care

Public Comment

Kurt Guter, 4045 Cygnet Court, Williamston – addressed the Board regarding maintaining subdivision roads within the Township. He has researched other municipalities and shared some financing options for the Township Board to consider in maintaining subdivision roads.

Supervisor Bloomquist closed public comment at 6:12 p.m.

Consent Agenda

Trustee Williams moved to approve the consent agenda.

Minutes of 11/11/2015 Township Board meeting

General Fund Account Payable paid, checks 21311 through 21324 for a total of \$8,571.69

Payroll Checks paid 43360 through 43392 and EFT 342 through EFT 345 for a total of \$22,015.14

General Fund Account Payable checks to approve 21325 through 21337 for a total of \$4,733.67

Revenue and expenditure report 11/30/2015

Treasurer's Report, November 2015

Building Inspector's Report

Police Report

Litigation Report

Trustee Hayes seconded.

Motion approved

Senior Center Annual Report

Susan Cockerill addressed the Board with the Annual Senior Center Report. Key points include:

- New/additional fitness classes have been added and are well attended
- Grant money was received from the Arts Council of Greater Lansing for art classes
- A grant was received from Graf Chevrolet
- Budget for 2016 will remain close to previous year (2016 budget was not ready for review)
- Susan is looking at ways to help finance the Senior Center as many centers are funded by a local millage and Williamston's is not

- One idea is each Township pay \$10.00 for each senior resident. Ms. Cockerill will be addressing the participating Townships along with the City of Williamston with this idea
- Ms. Cockerill appreciates any and all feedback on ways to help fund the Center

Planning Commission

Commissioner Annette Davis presented the Planning Commission report.

- Commission recommends approval of the Go-Mini application for special land use and site plan
- Commission recommends approval of the SUP & site plan for Williamston Compassionate Care
- Commission recommends the Township Board update the Subdivision Control Ordinance
- Brookstone Estates preliminary Plat Approval is tabled until the January meeting
- Officers for 2015/2016 were re-elected to serve for 2016/2017

Wallace-Special Use Permit Go-Mini Rentals

Trustee Williams moved the Williamstown Township Board approve the Special Use Permit for the Go-Mini Storage system. The approval will help serve a growing need for temporary service at a location that is already providing on site storage. Approval is subject to the following conditions:

- 1. No more than 104 Go-Mini Storage Units will be stored on site**
- 2. Go-Mini Storage Units will be locked at all times**
- 3. Rented Go-Mini Storage Units will not be stored on site**
- 4. Go-Mini Storage Units will not be stacked on site**

Seconded by Trustee Eyster.

Discussion:

- Concerns were expressed relative to the motion and the possibility of adding some additional conditions to the approval of a special use permit
- Concerns about the height of trees being purchased by the owner to comply with the site plan.

Since the motion was not ready to be approved, Trustee Eyster withdrew her second and Trustee Williams withdrew his motion. It was the consensus of the Board that a new motion be drafted to include Board member concerns and brought back for discussion at the January 2016 meeting.

Harns – Williamston Compassionate Care Special Use Permit

Trustee Williams moved the Township Board approve the Williamston Compassionate Care special land use application, calling for expansion to accommodate up to 12 residents, based on the following findings:

- 1. By virtue of having obtained lot coverage and set back variances, the building is in compliance with zoning ordinance requirements.**
- 2. Measures have been implemented by the applicants to address neighbors' concerns and achieve compatibility with adjacent uses.**
- 3. A need for a facility of this nature exists in the area.**
- 4. The facility will have no greater impact on public services and traffic and roads than a typical single family home.**

This recommendation of approval is subject to the following conditions:

- 1. An affidavit, in a form suitable to the Township, shall be recorded by the applicant confirming that the basement shall not be used as living quarters.**
- 2. An additional two parking spaces shall be constructed by May 1, 2016, as proposed on the site plan.**
- 3. A copy of the adult foster care license from the State of Michigan shall be submitted to the Township, including a copy of all renewal licenses.**

Seconded by Trustee Eyster.

Discussion:

- Once the special use permit is approved by the Board, Harns can then submit the license
- With the addition of beds, the code went from residential to commercial
- As part of the licensing process with the State, a final check will be made by the fire marshal
- Initial license is for six months, then renewal is every other year

Motion approved

NEW BUSINESS

Trustee Hayes moved the Williamstown Township Board approve recommending the Planning Commission review the Township subdivision ordinance and the Township zoning ordinance pertaining to signs and make any necessary recommendations to the Township Board with the cost not to exceed \$10,460.

Seconded by Trustee Eyster.

Discussion:

- Cost of planning consultant not to exceed \$10,460
- Review of the sign regulation is due to a Supreme Court ruling regarding signage
- Subdivision ordinance has not been updated since 1996

Motion approved

OLD BUSINESS

Budget

Supervisor Bloomquist has met with Trustee Imhoff, Trustee Eyster with a future meeting planned with Clerk Gaffner. The goal is to bring the numbers closer together, reviewing the last 3 – 4 year's budgets so as to not lose anything that should be included

Assessing

Clerk Gaffner moved to approve the transfer of \$2,178.00 from Contingency Fund 101-890-965.000 to the Reassessment Fund 101-209-702.002.

Seconded by Treasurer Fielek.

Discussion: This line item has been increased for the 2016-17 fiscal year to accommodate reassessments.

Motion approved

Assessing Duties

- Supervisor Bloomquist compiled a list of assessing duties as Supervisor of Williamstown Township as well as budget history
- She attempted to make contact with many area Townships and Williamston City for assessing duties and payment for duties as assessor for comparison

REPORTS

Departments & Committees

NIESA

Trustee Hayes provided the Board with the NIESA report.

- NIESA is changing their meeting date to the 2nd Thursday of the month
- There is an alternate at large position open on the NIESA Board

Siren

A maintenance program has been purchased for the warning siren at the Township at a cost of \$400.00

Planning Assistant

Rhea Johnson has been hired to fill the planning assistant position

Board of review

December Board of Review is scheduled for Tuesday, Dec. 15, 2015, at 6:00 p.m.

Joint Committee – City of Williamston/Williamstown Township

The first meeting of the joint committee was held and Supervisor Bloomquist said it went well. Some of the items discussed were: trails, 425 agreements, streets, and zoning. The committee reviewed the 425's and feels it is important to become more familiar and knowledgeable about them. The next meeting is scheduled for January with the City of Williamston as host with the "Island 425" agreement set to be discussed. The committee plans to meet quarterly.

Trails

Supervisor Bloomquist is attending the trail meetings and will report back to the Board with any information.

Tax Bills

The tax bills were sent out December 1st.

Public Comment

There was no public comment

Trustee Hayes made a motion to adjourn the meeting.

Seconded by Treasurer Fielek.

Motion approved.

Meeting adjourned at 8:00

Clerk Ernie Gaffner

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