

**Williamstown Township
Board of Trustees Meeting Minutes
March 8, 2017**

Call to Order

The Williamstown Township Board of Trustees convened at 7:03 p.m. at the Williamstown Township Hall located at 4990 Zimmer Rd., Williamston, Michigan. Supervisor Bloomquist called the meeting to order and reviewed the Agenda. Supervisor Bloomquist led the Pledge of Allegiance.

Roll Call

Present: Supervisor Bloomquist, Trustee Kane, Trustee Duffy, Treasurer Cutshaw, Clerk Steinberg and Trustee Williams and Trustee Eyster.

Absent: None

Also Present: Jill Fewer of 2190 Haslett Rd, Robin Cleveland 5221 Zimmer Rd, Lisa Dalton 710 N Putnam and Carolyn Burt/ Deputy Clerk.

Public Comment for agenda and non agenda items

None Closed at 7:08

Consent Agenda

Trustee Williams moved to approve the consent agenda

Approve the Minutes of 2/08/17 and 02/28/17 Township board meeting

General Fund Accounts Payable paid, checks 21880 to 21893 for a total of \$4,613.73

Payroll Checks paid checks 43949 through 43972 and EFT 441-444 for a total of \$25,691.84

General Account Payable checks to approve 21894 through 21902 for a total of \$4,293.35

Revenue and expenditure report 2/28/2017

Treasurer's Report, February 2017

Building Inspector's Report

Litigation

Police Report

Seconded by Treasurer Cutshaw

- Discussion: Minutes of 02/08,2017 to be pulled to clarify and highlight the items discussed and change order of Seconds, and to be included in the packet for the April 5 Board meeting
- Corrected Treasurer's report to be included in April 5 Board packet

Roll Call Vote: Ayes: Trustee Williams, Treasurer Cutshaw, Trustee Eyster, Clerk Steinberg and Supervisor Bloomquist

Nays: Trustee Kane, and Trustee Duffy

Motion passed

OLD BUSINESS

Compensation Commission Recommendations

- Commission Chair Jim Conroy reported on the process used by the Commission to make their recommendations.
- The process was bound by the 45 days it is authorized by law to operate (mid January- March 1)
- The members voted unanimously to recommend approval of the recommendation

Trustee Williams moved the Board approve the Williamstown Township Resolution 114-2017 refusing the Compensation Commission recommended Board compensation for the 2017-2018 and 2018-2019 budgets.

Seconded by Clerk Steinberg

Discussion

- Board member salaries will be unchanged for the next two years
- The Board has declined to accept salary increases in response to Compensation Commission recommendations on three of the last six occasions

Roll Call Vote: Ayes: Trustee Duffy, Supervisor Bloomquist, Trustee Kane, Trustee Williams, Clerk Steinberg

Nays: Treasurer Cutshaw, Trustee Eyster

Police Assessment Roll

Treasurer Cutshaw moved that the Williamstown Township Board Approve Resolution 2017-98, confirming the 2017 Special Assessment Roll for Police Protection within the Township with Special Assessment Roll total of \$208,150,

Seconded by Trustee Eyster

Discussion:

- Question whether the assessment may still be too high given a large fund balance
- The assessment was lowered to try to achieve a balance between revenue and expenditures
- The current amount collected may need to be increased after 3 years..

Roll Call Vote: Ayes: Trustee Duffy, Trustee Eyster, Supervisor Bloomquist, Treasurer Cutshaw, Trustee Williams and Clerk Steinberg

Nays: Trustee Kane

Motion Passed

2017-2018 Budget

Trustee Eyster moved that the Williamstown Township Board approve the 2017-2018 Township Budget with a beginning Township Total Fund Equity of \$2,147,727 as of March 31, 2016 with department appropriations as outlined:

| | |
|--|--------------------|
| Dept 101- Township Board | \$208,096 |
| Dept 171- Supervisor | \$44,448 |
| Dept 191- Elections | \$23,641 |
| Dept 209-Assessor | \$47,663 |
| Dept 215- Clerk | \$46,772 |
| Dept 247- Board of Review | \$ 2,673 |
| Dept 253- Treasurer | \$53,578 |
| Dept 265- Building and Grounds | \$67,102 |
| Dept 276- Cemetery | \$26,000 |
| Dept 294-Township Office | \$60,282 |
| Dept 371-Buliding Inspector | \$ 20,583 |
| Dept 400- Planning Commission | \$ 61,869 |
| Dept 411- Zoning Administrator | \$ 326 |
| Dept 420- Zoning Board of appeals | \$ 3031 |
| Dept 441- Public Works | \$396,761 |
| Dept 751-Recreation | \$ 62,688 |
| Dept 851- Other expenses | \$ 500 |
| Dept 890-Contingency | \$40,000 |
| Total general fund appropriations | \$1,166,013 |
| Dept 301-Police Fund | \$324,373 |
| Dept 276- Cemetery | \$ 96,246 |

Total Fund Appropriations

\$1,586,632

The following provisions to apply:

1. No money may be spent from infrastructure 101-101-982 or roads 101-441-814 without Board approval.
2. Items with estimated total cost over \$1000 must be approved by the Board.
3. Contributions over \$1000 must be approved by the Board.
4. Salary appropriated for each position may not be changed without a vote of the Williamstown Township Board with the exceptions provided in the Board Policy 008.
5. Salary for the Supervisor, Treasurer and Clerk to remain at \$ 28,500.

Seconded by Trustee Williams

Discussion:

- Consider a separate fund for dedicated funds with a rollover. Would include Roads and Art Tour funds This would separate out capital improvements from operating fund
- Policy on fund allocations for roads to be reviewed at the June 21 special meeting on policy

Roll Call Vote: Ayes: Treasurer Cutshaw, Supervisor Bloomquist, Trustee Williams, Trustee Eyster, Trustee Duffy, Clerk Steinberg and Trustee Kane

Nays: none

Motion passed

Medical Marijuana

Clerk Steinberg moved the Township Board direct the Planning Commission to update the definitions in the Zoning Ordinance that apply due to the recently adopted PA 281, the Medical Marijuana Facilities Licensing Act, MCL 333.27101.

Seconded by Trustee Williams

Discussion:

- Prohibit expansion at this time. Can further review in the future.

Motion Passed

Sign Ordinance

Trustee Williams moved the Williamstown Township Board table action on the proposed sign regulations to the April 5, 2017 meeting

Trustee Duffy seconded

Discussion:

- Revisions can be made later
- Get clarification from Planning Commission
- Have a screen available at next meeting for further discussion

Motion Passed

Park Drive

Supervisor Bloomquist noted that the Township continues to spend monies on needed grading and is suggesting that additional work be done to the access drive and parking area to negate some of this expense. Will bring estimates to a future board meeting for consideration.

Park Ecological Burn

Clerk Steinberg moved the Williamstown Township Board approve the Parks and Recreation Committee's recommendation for an Ecological Burn at the Township Park on Grand River Road. The burn is to be completed during the Spring or Fall of 2017 for a contract cost to the Township of up to \$7,785. The Burn includes 53 acres of prairie and 7 acres of woods. The Township will contact NIESA to determine whether they are interested in doing the work and qualified to conduct an ecological burn. If not, a private contractor may be selected. Final decision to be determined by the 3 Township officers.

Seconded by Trustee Eyster

Discussion:

- Need a certified Ecological Burn and a definition of same
- NIESA could possibly use this as a training exercise
- Good to keep money in the Township

Roll Call Vote: Ayes: Trustee Eyster, Treasurer Cutshaw, Trustee Duffy, Supervisor Bloomquist, Trustee Kane, Clerk Steinberg and Trustee Williams

Nays: none

Motion passed

Park Design

Trustee Williams moved that the Williamstown Township Board approve the expenditure of a maximum of \$1500.00 to create preliminary drawings and plan for the 507 E Grand River for the purposed of the grant application with cost of the construction drawings to be a part of the grant application.

Seconded by Trustee Eyster

Discussion:

- Specific plans for Park House use yet to be determined

Motion Withdrawn by Trustee Williams

Firearms

Trustee Williams moved that the Township sell the four rifles and ammunition from 507 E. Grand River, granting permission to the Supervisor, Clerk, and Treasurer to determine the best method to carry out the sale.

Seconded by Trustee Eyster

Motion passed

CATA Resolution

Trustee Duffy moved The Williamstown Township Board adopt Resolution 113-2017 regarding CATA's reduction of services to the residents of Williamstown Township, with the resolution revised to read: Between 2012 and 2020 Williamstown Township residents will pay at least \$1,170,000 for CATA Services

Seconded by Clerk Steinberg

Discussion:

- Payments estimates above are tied to the 2012-2020 millage
- These are not "Contributions", but rather taxes

Roll Call Vote: Ayes: Trustee Kane, Trustee Duffy, Trustee Williams, Treasurer Cutshaw, Clerk Steinberg, Trustee Eyster and Supervisor Bloomquist

Nays: none

Motion passed

NEW BUSINESS

Board Meeting Schedule

Clerk Steinberg moved that the Williamstown Township Board approve the scheduled meeting dates, as presented, for fiscal year 2017-2018 with the exception of June 28th Policy workshop changed to June 21st.

Seconded by Trustee Eyster

Discussion: None

Motion Passed

Grant Application to MDNR

Reports

Roads

- Supervisor Bloomquist reported on a meeting of County Road Department representatives with Township residents concerned about planned tree removal
- About ½ of the trees originally planned to be removed are now to be saved
- The project west on Sherwood between Zimmer and Meridian does not include widening of the road, it will be chip sealed
- Suggestion that this information be added to the Website

NIESA

- At the last meeting , the first female was promoted to the rank of lieutenant
- Webberville will be acquiring a new ambulance
- Self-contained O2 masks have been acquired for all Firefighters

Parks and Recreation Committee

The Committee discussed potential uses of the 507 E. Grand River house, the ecological burn, and passed a resolution supporting a passport grant application for renovations to the house at 507 E. Grand River

There was a Board discussion about applying for a DNR Passport grant for the 507 E. Grand River house.

The Board concluded that more information is needed before moving ahead.

Public Comment

- Robin Cleveland, 5221 Zimmer Rd, commented that she was pleased to hear the positive remarks regarding tree removal as she lost trees when Zimmer Road project was done
- Jill Fewer, 2190 Haslett Road, enjoys learning more about the Township and is pleased with the discussions

Public comment closed at 9:43 PM

Trustee Williams moved that the Board Meeting adjourn

Clerk Steinberg seconded

Supervisor Bloomquist adjourned at 9:45 PM

Minutes approved by:

Wanda Bloomquist, Township Supervisor Date

Mark Steinberg, Township Clerk Date

Carolyn Burt Recording Secretary