

**Williamstown Township  
Board of Trustees Meeting Minutes  
October 11, 2017**

**Call to Order**

The Williamstown Township Board of Trustees convened at 7:00 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, Clerk Steinberg, Trustee Eyster, Trustee Duffy and Trustee Williams

**Absent:** Treasurer Cutshaw

Also Present: Carolyn Burt/ Deputy Clerk/ recording secretary.

It was noted that Food Purchase Policy and Time Study will be on the November meeting agenda.

**Public Comment for agenda and non- agenda items**

Opened at 7:02 PM.

- Chad Walter, 40 Monarch Lane, re: the Baan.Gan.Aka rezoning request.
- Bob Barkham, 89 Granite Rd, re the Zoning Board of Appeals recommendation to the Board.

Closed at 7:06

**Consent Agenda**

**Trustee Williams moved to approve the consent agenda**

**Approve the Minutes of September 13 & 20, 2017 Township Board meeting.**

**General Fund Accounts Payable paid, check numbers 22156-22174 for a total of \$20,956.32.**

**Police AP paid check number 1084 for \$56,989.25**

**Payroll paid check numbers 44193 to 44226 and EFTS 488-491 for a total of \$33,438.73.**

**General Fund Accounts Payable for approval, check numbers 22175-22186 and 22187-22192 for a total of \$18,037.50.**

**Police Account for Approval check number 1085 for \$1,233.33.**

**Revenue and expenditure report ending September 30, 2017.**

**Building Inspector's Report**

**Police Report**

**Litigation Report**

**Acknowledge receipt of Treasurer's Report and August Revenue Report**

**Seconded by Clerk Steinberg**

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

**Nays: Trustee Kane**

**Absent: Treasurer Cutshaw**

**Motion Passed**

**Audit Report**

Brenda Seelman of Layton & Richardson, P.C. stated that the FY 2016-2017 Audit Report included an “unmodified opinion,” the highest commendation. There were only two prior year recommendations that carried over, regarding cash receipting and segregation of duties. Given the Township’s small staff these can be difficult to achieve. There were no current year recommendations.

**Police Report**

Assistant Chief Ken Plaga of the Meridian Police Department spoke:

- Halloween Open House is October 28th
- Currently interviewing for 2 new police openings and a crime property management opening.
- Current Resident Academy is about half way through
- November meeting with Neighborhood Watch groups will be November 1 at the new Fire Station on Okemos Rd.

**Ballot Proposal**

Information on the November 7 general election is available on the Township website and at the Township Hall.

**Planning Commission**

Gerald Eidt, Chair, spoke re: the Planning Commission’s recommendation regarding Baan.Gan.Aka, a 140 acre planned community. He noted that the PC will conduct a public hearing on the proposed telecommunication ordinance and will prepare a recommendation for regulations regarding solar farms.

**Trustee Duffy moved the Williamstown Township Board approve the Amendment to the Development Agreement for Baan.Gan.Aka with inconsistencies and details clarified before recording with the Ingham County Register of Deeds.**

**Seconded by Clerk Steinberg**

Discussion: Mr. Walter was commended for his foresight as an innovator in developing this project.

**Motion Approved**

## **UNFINISHED BUSINESS**

### **Hall Rental**

**Trustee Duffy moved that the Williamstown Township Board approve the recommended revisions to the Hall Rental Agreement pending approval of legal counsel.**

**Seconded by Trustee Eyster**

Discussion: It was clarified that organizations, not individuals, must be certified not-for-profit to be eligible for lower rental rates.

**Motion passed**

## **NEW BUSINESS**

Gerald Eidt, chair of the Zoning Board of Appeals, spoke re: the ZBA's recommendation concerning Barkum Creek Farms business on Haslett Rd.

**Clerk Steinberg moved the Williamstown Township Board approve the recommendation of the Zoning Board of Appeals and waive the Special Use Permit and Site Plan application escrow and fees for Barkham Creek Farms, 181 Haslett Rd. provided a complete application is submitted by January 11<sup>th</sup>, 2018 as outlined in the Williamstown Township Zoning Ordinance.**

**Seconded by Trustee Williams**

Discussion: The parties were commended for reaching a mutually agreeable recommendation.

**Motion passed**

### **Cemetery**

**Clerk Steinberg moved the Williamstown Township Board approve the recommendation of the Cemetery Committee for installation of an alarm system not to exceed \$750.00 with funds to be split equally between the Township Hall, Parks and Cemetery.**

**Seconded by Trustee Eyster**

**Discussion:**

- Recent break-in at the Summit cemetery storage building triggered this need.
- The building houses election equipment and Park supplies as well as cemetery equipment.

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

**Nays: none**

**Absent: Treasurer Cutshaw**

**Motion Passed**

**Trustee Williams moved the Williamstown Township Board approve the recommendation of the Cemetery Committee to move forward on the purchase and installation of fencing on the south property line at Summit Cemetery. Not to exceed \$6000.00 from Department 209-276-980-000 based on the solicitation of two bids, minimum.**

**Seconded by Clerk Steinberg**

Discussion: none.

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

**Nays: none**

**Absent: Treasurer Cutshaw**

**Motion passed**

**Budget**

Supervisor Bloomquist presented a copy of the Township Revenue and Expenditures for this year to date for consideration by the Board and to facilitate suggestions re: the 2017-2018 budget. She will present a draft to the Board in November.

**Strategic Planning Committees**

Following the Strategic Planning Meeting, Supervisor Bloomquist will be soliciting help on various committees. She asked Board Members to consider and get back to her on how each may contribute.

**Distilleries, Hard Cider**

**Trustee Williams moved the Williamstown Township Board ask the Planning Commission to review and make recommendation to the Board on regulations for Distilleries and Hard Cider manufacturing.**

**Seconded by Clerk Steinberg**

Discussion:

- Currently not allowed within the Township
- This issue would amend the zoning ordinance

**Motion Passed**

### **Reports**

- Meadowdale Subdivision will meet next week re: Possible Special Assessment on Subdivision Roads.
- Niesa sold a 1966 Fire Truck, The Board is also discussing options re : investments, and the need to recruit volunteers
- History Tour: more than 200 people attended last weekend, special mention on the tour of former business people in the community, The Eysters have been generous contributors to Branch school.

### **Public comment for agenda and non-agenda items**

#### **Opened at 8:32 PM**

- Jonathan Brandt, 4725 N Branch Rd, re school policy development on transgender students
- Dick Horton, 5632 Shoeman Rd., re the ZBA recommendation on Barkam Creek Farms
- Bob Barkham, 89 Granite Rd., thanked the Board for their support

Closed at: 8:41pm

**Trustee Duffy moved the Williamstown Township Board adjourn.**

**Trustee Eyster seconded**

**Supervisor Bloomquist Adjourned the Meeting at 8:44 PM**

**Minutes approved by:**

**Wanda Bloomquist, Township Supervisor**

**Date**

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**Mark Steinberg, Township Clerk**

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**Date**

**DRAFT**