

**Williamstown Township  
Board of Trustees Meeting Minutes  
May 10, 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, Treasurer Cutshaw, Clerk Steinberg, Trustee Williams, Trustee Eyster, and Trustee Duffy.

**Also Present:** Rod Imhoff 2380 Wilgus Rd, Julie Chrisinski CADL Director Williamston, Jonathan Brandt 475 N Branch Rd, Michele Brussow 4015 Capitol, Lansing, Aaron Vanderurst 3840 Vanetter, Chris Thelen Consumers Energy, and Carolyn Burt/ Deputy Clerk.

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

- Rod Imhoff, 2380 Wilgus, spoke re: Gulick Rd repairs/maintenance.
- John Brandt 475 N Branch re: Fee schedule for building permits.

Public comment closed at 7:06

**Consent Agenda**

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

**Approve the Minutes of April 5, 2017 Township Board meeting**

**General Fund Accounts Payable paid, checks 21945 through 21967 for a total of \$12,511.78.**

**Payroll paid check numbers 44015-44044 and EFTs 451-463 for a total of \$28,470.13.**

**General Account Payable checks to approve 21968 through 21986 for a total of \$9,017.77.**

**Revenue and expenditure report 4/30/2017**

**Treasurer's Report, April 2017**

**Building Inspector's Report**

**Litigation**

**Police Report**

**Seconded by Trustee Eyster**

Discussion: Treasurer's report shows actual interest income as of 3/31/17, the end of fiscal year and 4/1/17 investment principal.

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

Nays: Trustee Kane

**Motion passed**

**CADL Annual Report**

Julie Chrisinski, director, presented highlights of 2016 including the fact that Williamston was awarded a Celebration Cinema Service award. She described the new "Library of Things" which allows people to borrow items such as cameras and sewing machines, and the extensive digital services that are offered.

**NEW BUSINESS**

**Trustee Eyster moved the Township Board approve Ordinance No 30-CP-2017, Consumers Energy Company Gas Franchise Ordinance.**

**Seconded by Clerk Steinberg**

Discussion: none

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

Nays: None

**Motion passed**

**Spring Cleanup**

To be held Saturday May 13 at the Township Hall. The Township is accepting more items this year including all batteries, latex paint, tires, and electronics. The hours are 9 am to 3 pm.

**Policy Workshop**

Supervisor Bloomquist distributed a list of suggested topics for the Board policy workshop to be held on June 21st at 6:00pm. She invited Board members to suggest additional topics.

**Sign Ordinance**

**Trustee Kane moved the Board table the revisions to Article 7 of the Sign Ordinance to clarify or revise the following sections:**

- Page 7-11, B:3
- Page 7-12, C
- Page 7-21, Temporary and Temporary promotional sign standards (section 7.05, sub-section C)

**Seconded by Trustee Eyster**

Discussion:

- Clarification and/or revisions are needed before adoption. Board members are to be prepared to adopt a sign ordinance at the June Board meeting.

**Motion passed**

**Park House Discussion**

- Preliminary cost analysis discussed to ready house for residential rental
- Other options discussed included leaving vacant, selling structure only and other rental uses.
- Grant process would take approximately 2 years.

**Fireworks Ordinance Discussion**

- On the May 24 Planning Commission meeting agenda
- Scheduled for June 14 Board meeting as an action item.

**NEW BUSINESS**

**Roads**

Trustee Eyster moved the Williamstown Township Board approve the Ingham County Road Department estimates for 2017 to include:

1. Repair Zimmer South- bound, South of Barry
2. Barry from Shoeman to Lounsbury
3. Barry from Zimmer to Lounsbury
4. Milton from Zimmer to Bentley
5. Lounsbury from Barry to Milton

Estimated cost: \$226,000.00

**Seconded by Treasurer Cutshaw**

Discussion: Cost breakdown = \$196,000 from the Township and \$30,000 from the County for materials. The Township does not pay labor costs.

**Roll Call Vote:**

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

Nays: None

**Motion Passed**

**Parking Lot**

Treasurer Cutshaw moved the Township Board approve the crack filling, surfacing and striping of the Township parking lot at a cost not to exceed \$3,600 with expenditure under GL#101-101-982 (Infrastructure)

**Seconded by Clerk Steinberg**

Discussion: None

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

Nays: None

**Motion Passed**

**Budget Amendments**

Trustee Eyster moved that the Williamstown Township Board establish a separate fund for special projects. To do this the following income and expenditure budget account lines will be amended as follows:

101-000-668.000 (Art Tour Tickets) reduced from \$2,000.00 to \$0.00,

101-101-982.000 (Infrastructure) reduced from \$117,358.00 to \$0.00,

101-441-814.000 (Road improvement) reduced from \$364,406.00 to \$0.00 and

101-751-884.000 (Art Tour Playground) reduced from \$8,419.00 to \$0.00.

New accounts to be established are as follows:

___-000-668.000 (Art Tour Tickets)	\$ 2,000.00
___-101-982.000 (Infrastructure)	\$ 117,358.00

___-441-814.000 (Road improvements)	\$ 195,228.00
___-441-814.001 (Road improvements encumbered)	\$ 169,178.00 and
___-751-884.001 (Art Tour Playground)	\$ 8,419.00

The final new account numbers are to be established by the Supervisor. The Clerk will move any FY 18 income and expenditures in the original account lines listed above to the new account lines.

Seconded by Trustee Duffy

Discussion:

- All are still part of the General Fund.
- This will improve transparency and understanding for residents.

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

Nays: None

**Motion Passed**

**Maintenance Services Discussion**

Costs and benefits of current staff model compared to contract model.

- One verbal estimate for mowing and trimming all Township properties except Summit and Foote Cemeteries was \$13,000.00 for 26 mows per season.
- More information needs to be provided.
- Staff will track mowing and trimming hours by Park, Township Hall and Branch School.

**Cell Towers Discussion**

Clerk Steinberg moved the Township Board request the Planning Commission review and recommend revisions to regulations for wireless communications facilities in Section 8.02 (V) to incorporate additional requirements for approval.

Seconded by Trustee Williams

Discussion:

- More data needs to be provided with the application for Planning Commission and Board to have adequate information for review.

**Motion Passed**

**Hall Rental Refund request**

**Trustee Kane moved the Williamstown Township Board approve the full refund of the deposit for Hall Rental to Jann Nestell.**

**Seconded by Clerk Steinberg**

Discussion: Unable to comply with cancellation policy on a timely basis.

**Motion Passed**

**Public Comment for Agenda & non-agenda items**

- John Brandt 475 N Branch Rd, remarked about Sign Ordinance and possibility of a survey for clarification.
- Aaron Vanderurst 3840 Vanneter, spoke in favor of permitting professional firework displays.

**Reports**

**NIESA:** Eco burn was done last Sunday in the Township Park. Regular meeting on May 11.

**CATA:** Supervisor to follow up on status of proposed service to Township

**Trustee Eyster moved to Adjourn**

**Seconded by Trustee Cutshaw**

**Supervisor Bloomquist adjourned meeting at 10:17**

**Minutes approved by:**

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**Wanda Bloomquist, Township Supervisor      Date**

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**Mark Steinberg, Township Clerk      Date**

**Carolyn Burt Recording Secretary**