

Williamstown Township
Board of Trustees
Regular meeting

Wednesday, July 13, 2022
7:00 PM
4990 Zimmer Rd. Williamston

- *7:00 Call the Meeting to Order
Pledge
Roll Call
Agenda Approval
- 7:05 **Public Comment for agenda & non-agenda items****
- 7:15 Consent Agenda
Minutes of June 8, 2022
Reports: Accounts Payable – Paid
Payroll – Paid June
Accounts Payable – Approval
Revenue/Expenditure
GL Activity Report
Building report
Police Report
Treasurer’s Report –June
- 7:20 CADL Report- Julie Chrisinski
- 7:30 Chief Plaga
- ACTION ITEMS**
- 7:40 Odd Fellows Site Plan
- 7:50 Purchase of Burial Plots
- 7:55 Zoning Ordinance Amendment
Storm Water Management
- 7:55 507 E. Grand River House
Roof Estimates
- 8:00 MTA Educational Options
- 8:05 Security System Upgrades
- 8:10 Budget Amendments
- DISCUSSION**
- 8:15 RFP’s
- 8:20 Strategic Planning
- 8:25 Reports:
Departments & Committees
NIESA Parks Forestry Grant Elections
- 8:35 **Public Comment for agenda & non-agenda items****
- 8:45 Review
- 8:50 Adjourn

All times are subject to change 3 minute time limit**

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount	Aprv
Bank GEN I GENERAL FUND CASH							
07/13/2022	GEN I	31006	ADMIRAL	ADMIRAL	# 9051 FUEL	1,146.03	_____
07/13/2022	GEN I	31007	CEN TEC	CEN TEC CAST METAL PRODUCTS	# 9035 CEMETERY MARKER	482.67	_____
07/13/2022	GEN I	31008	DTE	DTE ENERGY	# 9014 ELECTRICITY - 993 E SHERWOOD	34.91	_____
					# 9043 ELECTRICITY FOR 4990 ZIMMER RD	277.67	_____
						<u>312.58</u>	
07/13/2022	GEN I	31009	GRANGER	GRANGER	# 9049 TRASH REMOVAL	59.40	_____
					# 9048 RECYCLING	504.19	_____
						<u>563.59</u>	
07/13/2022	GEN I	31010	GREAT DAY	GREAT DAY IMPROVEMENTS	# 9038 PERMIT # PB22-0006 REFUND	140.00	_____
07/13/2022	GEN I	31011	ST. MARTHA	ST. MARTHA'S PARISH & SCHOOL	# 9053 PAVILION RENTAL REFUND	50.00	_____
07/13/2022	GEN I	31012	IN CO ROAD	INGHAM COUNTY ROAD DEPARTMENT	REPLACEMENT CHECK TO REPLACE TWO VOIDED	900.00	_____
GEN I TOTALS:							
Total of 7 Checks:						3,594.87	
Less 0 Void Checks:						0.00	
Total of 7 Disbursements:						<u>3,594.87</u>	

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07/13/2022	GEN I	31012	IN CO ROAD	INGHAM COUNTY ROAD DEPARTMENT	REPLACEMENT CHECK TO REPLACE TWO VOIDED	900.00	_____
07/14/2022	GEN I	31013	AMERICANLG	AMERICAN LEGAL	# 9050 PUBLISHING MINUTES - PER CONTRAC	50.00	_____
07/14/2022	GEN I	31014	BSA	BS&A SOFTWARE	# 9046 BUILDING ONLINE SETUP & TRAINING	1,000.00	_____
07/14/2022	GEN I	31015	HIGH GRADE	HIGH GRADE MATERIALS CO.	# 9052 SUMMIT CEMETERY - SUPPLIES	917.50	_____
07/14/2022	GEN I	31016	JIM MILLER	JIM MILLER	# 9036 EXPENSES - TOP SOIL FROM MID-MI	184.00	_____
07/14/2022	GEN I	31017	JULIE BELL	JULIE BELLINGER	# 9040 EXPENSES	55.59	_____
07/14/2022	GEN I	31018	MID-MI LAN	MID-MICHIGAN LANDSCAPE SUPPLIES LLC	# 9042 MULCH	235.50	_____
07/14/2022	GEN I	31019	MPC	MPC CASHWAY LUMBER	# 9041 LUMBER - FORESTRY GRANT	27.52	_____
07/14/2022	GEN I	31020	MURPH-SPAG	MURPHY & SPAGNUOLO, P.C.	# 9054 PROFESSIONAL SERVICES	506.00	_____
07/14/2022	GEN I	31021	CLEVELAND	ROBIN CLEVELAND	# 9039 EXPENSES	208.13	_____
07/14/2022	GEN I	31022	USA TODAY	USA TODAY NETWORK	# 9045 NOTICES	150.00	_____
07/14/2022	GEN I	31023	WBLOOM	WANDA BLOOMQUIST	# 9037 EXPENSES	148.64	_____

GEN I TOTALS:

Total of 12 Checks:

4,382.88

Less 0 Void Checks:

0.00

Total of 12 Disbursements:

4,382.88



Project address:
507 Grand River Rd E
Williamston, MI 48895

Date: 7/12/2022
Salesperson: Andy Palmer
ID: 8217

This Agreement (Agreement) is entered into this day _____, between Palmer Construction Services, LLC, a Michigan Limited Liability Company, of 3120 Pine Tree Road, Lansing MI 48911, Michigan (Builder), and Wanda Bloomquist, of 507 Grand River Rd E, Williamston, Michigan (Client), on the terms and conditions set forth below.

Builder hereby proposes to provide all materials and labor necessary for the roofing system installation work to be done for Client on the house structure at 507 Grand River Rd E, Williamston, Michigan.

The roofing system scope of work will include the following:

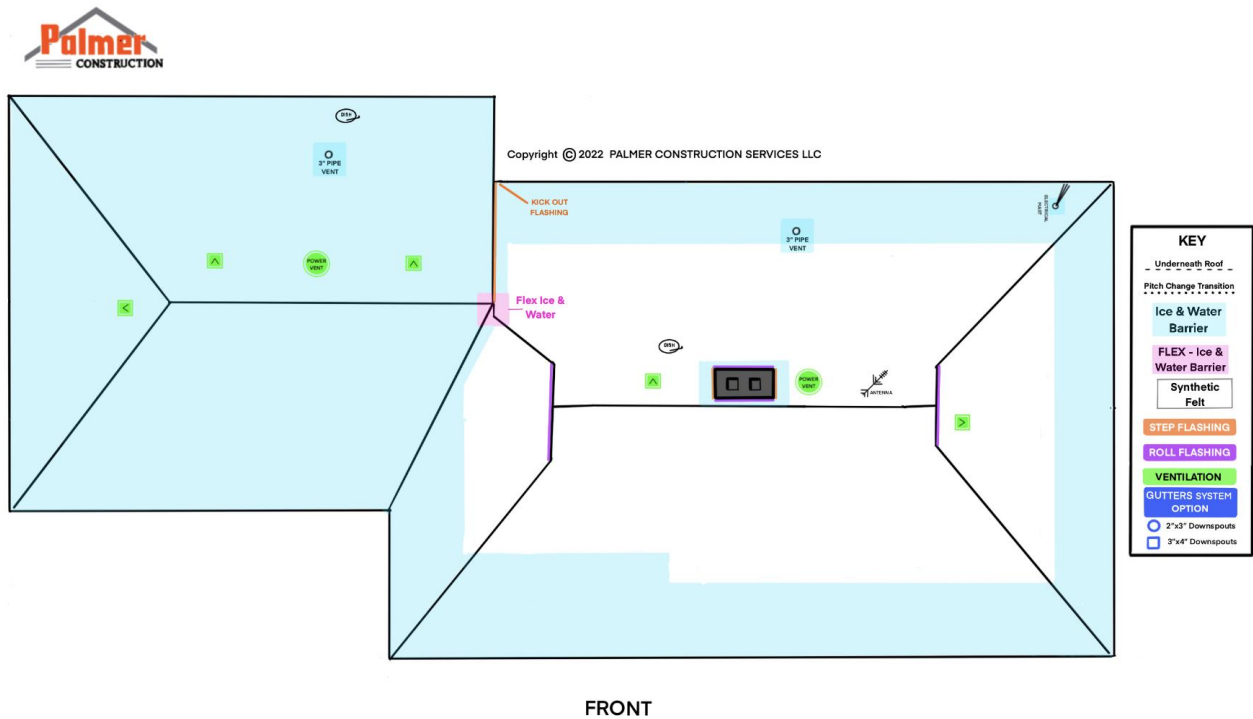
- Pulling a permit for the work as needed
- Preparing and protecting the exterior of the structure and landscaping with tarps and plywood
- Removing the old roofing shingles, nails, tar paper, and drip edge
- Inspecting all sheathing boards and re-nailed as needed (Please note: Labor and material to replace decking at \$65 per 4' x 8' sheet or \$5.00 per board foot)
- Installing Ice and Water Barrier ; around all eaves at least 2 courses (approx 6') or additional if 6' is not sufficient to achieve 2' past the heated walls, along and up the walls, slope areas less than 4/12
- Installing synthetic felt for underlayment where ice and water shield is not present
- **FLEX - Ice & Water Barrier in the Ice & Water Barrier and Flashing System areas**
- Installing synthetic felt for underlayment where ice and water shield is not present
- Installing new 1½" T style aluminum **drip edge**
 - > **COLOR:** [_____]
- Installing new Owens Corning starter shingles
- Re-roof house and/or garage with Owens Corning dimensional **shingles**, fastened with nails
 - > **COLOR:** [_____]
- Installing new aluminum flashing where shingles meet the walls
- **Replacing existing metal step flashing and counter flashing on chimney**
- **Installing 1x4 PVC trim board with Z flashing where step flashing is being replaced**
- **Installing new kick out flashing where eaves run into walls and gutters**
- **Installing new pipe flashing with cover (to protect the flashing gasket)**
- **Install electrical mast flashing**
- **Reinstall satellite dish in same area at home owner request (No realignment included) please circle: [YES or NO]**
- **Reinstall Antenna in same area at home owner request (No realignment included) please circle: [YES or NO]**
- Installing [5] new 12" aluminum 60 CFM slant back [BLACK] static vent
- **Installing [2] Power Vent (Air Exhaust Vent)**
- **Install dead valley Ice & water barrier and flashing system**
- Removing tree limb lying on roof
- Installing new Owens Corning accessory Cap shingles, that match choose shingles along ridges



and hips

- Cleaning the work area and keeping it free of debris on a daily basis
- Cleaning gutters and downspouts of debris
- Running a magnet around the perimeter of the work area and cleaning up and hauling away all construction debris
- Disposing of all debris in an approved landfill

Roof Plan





ROOFING SHINGLE OPTIONS

- Owens Corning Oakridge Shingles: **\$13,680.00**
- Owens Corning Duration DESIGNER or STANDARD Shingles: **\$13,940.00**

All shingle options include:

- The roofing scope of work
- Multi-point inspection by Project Manager after roof is completed
- Includes 30-year steep asphalt roof Palmer Construction workmanship warranty
- Owens Corning standard Lifetime Limited Warranty

*This proposal may be withdrawn by Palmer Construction Services LLC if not accepted within **30 days**.*

PALMER CONSTRUCTION guarantees all shingle roof workmanship for 30 years from the time of completion. All work will be fully insured with \$2,000,000.00 Liability and Worker’s Compensation.

_____ _____
Palmer Construction *Date*

The above proposed agreement is hereby accepted in the amount of \$_____.

We the undersigned also agree to pay for the work as follows:

25% at signing

25% before work starts

Balance on completion

_____ _____
Client *Date*

_____ _____
Client *Date*



Client Awareness:

In the effort of attempting to give the best value to our customers here are some items that may cause additional cost and significant delays in your project:

1. Client should ensure that **electrical power** is provided to the work area. Electrical, telephone, security and air conditioning lines should not be run directly beneath the roof deck
2. Client must be prepared for **noise**. Removing, installing, and moderate music noise should be expected.
3. Discovery of **unforeseen damage (Example: rot behind walls), obstacles (Example: existing flooring that cannot be removed without damaging subfloor) and code upgrades enforced** by building inspectors, may result in additional time and cost to complete the project
4. Materials and dumpster is delivered directly from the supplier. Client must notify us immediately if the color is not what was specified. We will need access to the driveway of the property to load materials and to clean the work area. We advise Client to keep the **driveway clear of vehicles**. If the structural integrity of the driveway is in question, let Builder know before work starts. Materials can be hand delivered for an additional labor cost.
5. Ordered materials/items may arrive broken, of unacceptable quality, without all necessary accessories, or require additional assembly and therefore cause delays or a halt in the work process.
6. Client understands and agrees that the trees, bushes, vegetation, or other natural growth may be destroyed, removed, or cut in the course of construction and that any remaining after construction is completed may have been damaged during construction.
7. Despite our best effort to discover and document all areas of concern, additional issues that should be addressed may be revealed during the work process in addition to the original scope.
8. Interior Design Services are available upon request and subject to availability.
9. Architectural or Engineering services may be required for permitting and other approve processes
10. We accept Visa and MasterCard without surcharge for payment up to \$2,500.00 per project. Balances over \$2,500.00 will be subject to a 3.5% charge for only the balance above \$2,500.00

Workmanship Warranty Information:

1. Palmer Construction Services, LLC guarantees all workmanship for **30 years** from the time of completion. All work will be fully insured with \$2,000,000.00 Liability and Worker's Compensation.
2. "Right to Cure": Palmer Construction Services, LLC promises to provide the highest quality of services, if for any reason you are unhappy with our work, please contact Palmer Construction Services, LLC **immediately** to have the issue resolved.
3. Any alteration or deviation from specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the proposal. All agreements are contingent upon strike, accidents or delays beyond our control. Owner will carry fire, tornado and other necessary insurance on above work. Workman's Compensation and General Liability to be carried by Palmer Construction Services, LLC with The Mardigian Agency and State of Michigan.
4. Palmer Construction Services, LLC will honor the workmanship warranty only on work that was done negligently.
5. Should a workmanship issue arise, Palmer Construction Services, LLC has the right to cure any issue. The amount to correct an issue shall not exceed the contract price.
6. Palmer Construction Services, LLC is not responsible for manufacturers' warranties.
7. To obtain the warranty, Owner must call Palmer Construction Services, LLC and send a written complaint. Palmer Construction Services, LLC has 15 days to respond to the claim and up to 60 days to begin the repair or to make a temporary repair and set a date when repairs can reasonably and safely begin.
8. **Limitation of Warranty:** All warranties for workmanship are void if the Owner, or an agent, employee, or independent contractor of the Owner, make any substantial or material changes or modifications to the work done by Palmer Construction Services, LLC; including but not limited to adding weight or load bearing stress to the work, or removing or altering the substructure supporting the work that was completed. Furthermore, the following will void the



workmanship warranty: Owner attempting to complete a repair himself or hiring someone else to complete a repair without first contacting Palmer Construction Services, LLC; Owner or an agent of the Owner performing an act that disrupts the substructure of the work that Palmer Construction Services, LLC has completed. Palmer Construction Services, LLC MAKES NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, OTHER THAN AS EXPRESSLY SET FORTH IN THIS PARAGRAPH, AND ALL IMPLIED WARRANTIES OF ANY KIND, WHETHER OF MERCHANTABILITY, FITNESS FOR THE PARTICULAR PURPOSE, HABITATION, OR OTHERWISE, ARE EXPRESSLY DISCLAIMED BY BUILDER AND EXCLUDED FROM THIS AGREEMENT.

- A. Exclusions to the warranty include acts of God, certain severe weather, ice dams and any other unforeseen event or vandalism.

Please Note the Following:

Construction Schedule: Builder to perform work as quickly, professionally and safely as possible. Following the commencement of the project, Builder agrees to pursue completion of the project with due diligence. The date on which construction may commence may be reasonably advanced or delayed due to scheduling by Builder. Builder shall not be liable for any delay or failure to perform all or any part of this agreement; or any damage, loss, cost, or expense that results from a delay, failure, damage, loss cost, or expense that is the proximate result of any fire, flood, act of God, revolution, riot, civil disorder, vandalism, act of enemies, terrorism, pandemic or labor dispute, including disputes among or between unions or any sovereign nation or political subdivision, including all agencies, bureaus, departments, and representatives; acts or omissions of Client; or any other cause not within Builder's control, whether or not the cause is enumerated above.

Copyright of plans: All copyright to the design drawings and Plans and Specifications prepared by Builder vest in Builder. If any copyright rights for the design drawings and Plans and Specifications are construed to vest in Client in accordance with U.S. copyright laws, Client assigns all of its copyright rights for the design drawings and Plans and Specifications prepared by or for Builder to Builder for the project and agrees, on request, to sign any documents necessary to perfect the assignment.

Any exterior or interior **wall fixtures** (frames, TV's, lights, shelves, etc.) hanging on the walls close to or in the pathway of the work area need to be removed while work is in process. Client should remove all loose items from walls and shelves, such as pictures, plates, figurines, etc. The constant hammering may cause enough vibration to shake these items from walls/shelves and may cause stress cracks in the drywall and/or plaster. Construction traffic over **landscaping and floor** may cause wear. Builder will not be liable for any damage to personal property or interior walls caused by necessary stresses of the construction process

Client should remove all items from around the work area or in the pathway/driveway of the work area, such as furniture, potted plants, décor, vehicles etc. Builder will not be liable for any damage to personal property not removed by Client prior to the start of work. Any locked gates should be unlocked by Client. Installers must have **clear access around** the work area.

Materials and dumpster deliveries are made from supplier. Heavy equipment usage may be present. Client must notify us immediately if the color is not what was specified. We will need access to driveway of the property to load materials and to clean the work area. We advise Client to keep the driveway clear of vehicles. If the structural integrity of the driveway is in question, let Builder know before work starts. Materials can be hand delivered for an additional labor cost. The client agrees to hold Palmer Construction Services, LLC harmless against claims of property damage, damage to the



driveway, entryway, or other access servicing the Client property that arises from delivering materials/supplies and dumpsters.

Builder will make every effort to remove and/or secure all **equipment and debris** from the worksite each day and on completion of the job. Until job is complete, Client is warned that the entire worksite may be hazardous or unsafe for Client, Family, Guests, and Invitees. Builder will not be liable for any personal injuries arising from entry onto the worksite.

Late Payments and Fees: A one and a half percent (1.5%) per month finance charge will be assessed for all accounts not paid within 30(days) from the invoice. A fee of \$25.00 will be charged for any dishonored checks, EFTs, or Credit Cards. If collection action is needed, Client agrees to pay Contractor for any costs or fees, including reasonable attorney fees, related to such collection efforts.

Arbitration: Any dispute between Builder and Client regarding this Agreement, including its interpretation or the adequacy of any performance under it, shall be resolved exclusively by arbitration under the Commercial Arbitration Rules of the American Arbitration Association. The decision of the arbitrator regarding any dispute shall be final and binding on the parties and enforceable in any court of appropriate jurisdiction. The expenses of the arbitrator, if any, shall be shared equally by the parties.

Jurisdiction and venue: This Agreement shall be governed and controlled in all respects by the laws of the state of Michigan, including for interpretation, enforceability, validity, and construction, without regard to its conflicts of laws principles. Litigation of any disputes arising out of or relating to this Agreement shall be conducted solely and exclusively in Ingham County, and the parties consent to this jurisdiction and venue

Severability: In any term, or condition of this Agreement or the application of any term, covenant, or condition of this Agreement to any party or circumstance is, or to any extent, invalid or unenforceable, the remainder of this Agreement or the application of the term, covenant, or condition to persons or circumstances other than those to which it is held invalid or unenforceable shall be effective, and each term, covenant, or condition of this Agreement shall be valid and enforced to the fullest extent permitted by law.

Entire Agreement: This Agreement contains the entire agreement of the parties regarding its subject matter. All prior and contemporaneous negotiations are merged into the terms of this agreement. This Agreement may be modified only by a written document signed by the parties to this Agreement.

Binding effect: This Agreement shall be binding on and inure to the benefit of the parties and their respective heirs, representatives, successors, or assigns.

Acceptance and signing: Concurrently with the signing of this Agreement, Client acknowledges receipt of a copy of this Agreement signed by Builder.

Contractor's licenses: All contractors performing construction work on the project shall be licensed as required by state law. Copies of the licenses will be provided to Client on request. A residential Builder or residential maintenance and alteration contractor is required to be licensed under MCL 339.2401–.2412. An electrician is required to be licensed under MCL 338.881–.892. A plumber is to be licensed under MCL 338.3525. Builder is properly licensed in the state of Michigan as a **Residential Builder Company**, whose license number is **2102194985**.



Wanda Bloomquist <bloomquistw@williamstowntownship.com>

Cellular Radio Replacement

garyc@csamonitoring.com <garyc@csamonitoring.com>
To: bloomquistw@williamstowntownship.com

Wed, Jul 13, 2022 at 12:40 PM

Wanda,

Due to the 3G sunset of cellular communications the radio units at the Pole Barn and Schoolhouse will need to be replaced.

The cost of the unit for Pole Barn is \$265, it is a stand alone unit. Cost for the Schoolhouse is \$695, it is a built in communicator and the entire alarm unit needs to be replaced.

Payment in advance is required for equipment purchases.

Feel free to contact me with any questions or if you wish to proceed.

Thanks,

Gary Casteel

General Manager
Central Security Alarm, Inc
2102 Depot St.
Holt, MI 48842
(517) 268-3200 x 101
garyc@centralsecurity.net
<https://www.centralsecurity.net/>

I, _____, move the Board approve the following budget amendments for the 2022-2023 budget.

Seconded by _____

Budget amendments			
General Ledger	amount change	Amount	
401-751-881.000 Parklands	\$ 6,000.00	\$ 14,480.00	to adjust for restricted donation of \$6000.00
401-752-728.000 Forestry Grant Supplies	\$8,262	\$ 8,262.00	to adjust for carryover
	\$ 14,262.00		

