

WILLIAMS CHARTER TOWNSHIP
BOARD OF TRUSTEES
December 10, 2024

The Board of Trustees of Williams Charter Township held a Regular Meeting at Williams Township Hall on Tuesday, December 10, 2024. The agenda is attached as Exhibit A.

I. Call to Order & Roll Call

The meeting was called to order by Jerome Putt, Supervisor, at 7:00 p.m.

Present: Jerome Putt (Supervisor), Terri Charbonneau (Treasurer), Kellie Andrus (Clerk), Doug Behmlander (Trustee), Tom Paige (Trustee), Jason Gower (Trustee), Jim Plant (Trustee).

II. Pledge of Allegiance to the Flag

The Pledge of Allegiance to the Flag was said in unison.

III. Public Input

- Angela Dotty- commented on the Econo Lodge in the city of Auburn.
- Brad Eddy- commented on having a Deputy Supervisor.
- Derek LeCronier- commented on Kalin Construction.
- Steve Gray- commented on having a Deputy Supervisor.
- Les Luptowski- commented on his job duties for the Township
- Brandy Martin- commented on having a Deputy Supervisor

IV. Changes to the Agenda

Tom Paige requested to add an Agenda Item D3-2: Status of Townships Records.

Tom Paige also requested, due to length of agenda, a request to re-order the Regular Agenda to move the Treasurer (D2), Clerk (D3), and Appropriations Resolutions (D4) proposals forward and place the Supervisor (D1) proposals after D4.

Tom Paige moved to change the order of Regular Agenda items and add item, with support from Jason Gower.

Aye: 7 Nays: 0

Motion carried.

V. Consent Agenda

Tom Paige moved to accept the Consent Agenda with changes as follows:

1. Approval of Minutes (A1)-
 - a. Delete "and Election Commission Minutes, November 12, 2024".
 - b. BOT Minutes, pg. 2- Police Protection typo change dollar amount to \$150,000/year
 - c. BOT Minutes, pg. 3- Approve Planning Commission Appointments recommended by the Supervisor appointing Steve VanTol as member, and Doug Behmlander as the Township Board Representative effective Nov. 20, 2024 through December 31, 2024.

Tom Paige made a motion to accept Consent Agenda with changes with support from Jason Gower.

Aye: 7 Nays: 0

Motion carried.

VI. Regular Agenda

1. Water Rate Increase/Capital Decrease- (Resolution #36-2024-02)

Jason Gower moved to accept the water rate change to lower Capital Improvement to \$5 per quarter and raise the commodity rate to \$0.27/ccf. Residents will not notice much of a difference since this is a reallocation of rates. Jim Plant supports.

Aye: Tom Paige, Jim Plant, Doug Behmlander, Jason Gower, Kellie Andrus, Terri Charbonneau, Jerome Putt

Nays: None

Motion carried.

2. Hall Storage Room, Department on Aging

Jason Gower moved to permit the Treasurer to reach out to the director at Bay County Department on Aging to clean up the back storage space. Jim Plant supports.

Aye: 7 Nays: 0

Motion carried.

3. Payroll Schedule

Tom Paige moved to change the pay date effective January 1, 2025 to Thursdays by recommendation of the Clerk. Jim Plant Supports.

Aye: 7 Nays: 0

Motion carried.

4. Status of Townships Records

Tom Paige moved that Administration contact the IT Professional to immediately transfer all Township Clerk digital files, including emails and passwords, from the former Clerk's computer to the new Clerk. In addition, the former Clerk shall within 2 days turn over all paper records, keys, equipment, and supplies held during his time as Williams Township Clerk to the current Williams Township Clerk. Terri Charbonneau supports.

Aye: 7 Nays: 0

Motion carried.

5. Budget Appropriations Resolutions Proposal- (Resolution # 12-18-070-A/B)

Jerome Putt tabled. No action taken.

6. Introduced New Board Members and Staff

Jerome Putt, Supervisor, introduced all board members and Administrative Assistant Stacie Maxson.

7. Front Parking Lot

Jerome Putt stated that Brad Shaw emailed and said the asphalt plant re-opens in April or May. Terri Charbonneau asked if the price provided for 2024 will be the same for 2025. Supervisor will clarify with Brad Shaw. No action taken.

8. Old Blue Ford Pick-up

Jerome Putt moved to have Dan, the DPW Foreman, find out an accurate value of the truck for a starting point to sell the truck as is. Jason Gower supports.

Aye: 7 Nays: 0

Motion carried.

9. Clean Brush on Lots

Jerome Putt tabled. No action taken.

10. Install New Furnace in Hall/Offices

Jerome Putt tabled. No action taken.

11. Install Heat to DPW Office

Jerome Putt tabled. No action taken.

12. Pickleball Courts Update

Dan Doran gave an update on the pickleball courts. No action taken.

13. Riemold Printing

Jerome Putt tabled. No action taken.

14. Spending Limit for Board Members

Discussion was had to increase or lower the spending limit for Township Board members. Terri Charbonneau (Treasurer) will put together a Purchasing Policy. No action taken.

15. Board of Review Appointments

A motion was made by Tom Paige and supported by Doug Behmlander to accept the Supervisor's recommendation to re-appoint Don Rueger, Norman Adams, and Jerry Andrus as members of the township Board of Review for a two-year term beginning January 1, 2025 and continuing through December 31, 2026. All appointees shall serve at the pleasure of the township board.

Aye: 7 Nays: 0

Motion carried.

A motion was made by Tom Paige and supported by Jason Gower to accept the Supervisor's recommendation to re-appoint Eric Zielinski to be an alternate for the Board of Review for a two-year term beginning January 1, 2025 and continuing through December 31, 2026. All appointees serve at the pleasure of the township board.

Aye: 7 Nays: 0

Motion carried.

16. Planning Commission Appointments

A motion was made by Tom Paige and supported by Doug Behmlander to accept the Supervisor's recommendation to appoint Jeremy Rosenbrock and Terry Hus as a member of the township Planning Commission for a three-year term beginning January 1, 2025 and continuing through December 31, 2027. All appointees shall serve at the pleasure of the township board.

Aye: 7 Nays: 0

Motion carried.

A motion was made by Jim Plant and supported by Terri Charbonneau to accept the Supervisor's recommendation to appoint Steve VanTol to finish Doug Behmlander's term through December 31, 2026 and appoint Doug Behmlander the township representative for the Planning Commission. All appointees shall serve at the pleasure of the township board.

Aye: 7 Nays: 0

Motion carried.

17. Deputy Supervisor Hours and Wages

Jerome Putt tabled. No action taken.

18. Move Supervisor's Office

A motion was made by Jerome Putt and supported by Jason Gower to move the Supervisor's office to the back building department offices.

Aye: Jerome Putt

Nays: Terri Charbonneau, Kellie Andrus, Jason Gower, Doug Behmlander, Jim Plant, and Tom Paige

Motion failed.

19. Change Layout of Supervisors Office

Jerome Putt wants to do some remodeling in the Supervisors office: sound proofing and change location of the door. Jerome Putt made a motion to go with the Serenus Johnson Construction bid. No support. No action taken.

20. Appointments to Township Committees

Jerome Putt tabled. No action taken.

21. Board Meeting Starting Time

A motion was made by Kellie Andrus and supported by Terri Charbonneau to change the Board of Trustees meeting time to start at 5:00 pm.

Aye: Terri Charbonneau, Kellie Andrus, Jason Gower

Nays: Doug Behmlander, Jim Plant, Tom Paige, Jerome Putt

Motion failed.

VII. Miscellaneous Talking Points

- a. Supervisor commented on township truck in the parade and thanked Dan Doran.
- b. Holiday luncheon for employees will be planned by Clerk
- c. Supervisor asked Stacie Maxson to comment on a call she took from a resident that could not find a ride to a meeting.

VIII. Unfinished Business- None

Committee Reports- None

IX. Public Comment

- Terri Hus- inquired about the trash transition of switching to GFL and timing of last recycle/trash pick-ups.
- Brandy Martin thanked the board members for requesting multiple bids and considering dollar amounts and doing their due diligence and not favoring one contractor in particular to make it fair.
- Jeremy Rosenbrock- commented on planning commission recovering fees from applicants. Also gave quick update on renewable energy and creating an overlay district.

X. Adjournment

Jerome Putt moved to adjourn at 8:44 p.m. with support from Terri Charbonneau.

Aye 7 Nays 0

Motion carried.



Kellie Andrus, Clerk



Jerome Putt, Supervisor

Exhibit A



CHARTER TOWNSHIP OF WILLIAMS- AGENDA
Regular Meeting- December 10th, 2024

- I. Call to Order/Roll Call**
- II. Pledge of Allegiance**
- III. Public Input**
- IV. Changes to Agenda**
- V. Consent Agenda (A1-A5, B, C)**

- 1. Approval of Regular Meeting Minutes- November 12th, 2024 and Election Commission Minutes, November 12th, 2024 (A1)
- 2. Authorize Monthly Payments- Republic Waste, Consumers Energy, Health Insurance, BC Road Patrol, and Spectrum
- 3. Receive Monthly Financial Statement (A2)
- 4. Receive Revenue and Expenditure Report for November, 2024 (A3)
- 5. Approve Unpaid Bills List (A4)
- 6. Approve List of Available Workshops in Michigan (A5)
- 7. Receive Committee Reports List Attached (B)
- 8. Receive Miscellaneous Communications and Correspondence (C)

All items listed under "Consent Agenda" are considered to be routine and non-controversial by the Township Board and will be approved by one motion; there will be no separate discussion. If discussion is desired, that item will be removed from the Consent Agenda and placed on the Regular Agenda for discussion and action.

VI. Regular Agenda (D1 - D4)

D1 – Supervisor Proposals

- 1. Introduce new board members and staff
- 2. Pick date to do front parking lot
- 3. Old Blue Ford Pickup / Rust proof new trucks
- 4. Clean Brush on lots
- 5. Install new furnace to Township Hall/ Offices
- 6. Install heat to DPW offices
- 7. Dan Pickle Ball Court Update
- 8. Reimold Printing
- 9. Look at spending limit for Board Members



D1- Supervisor Proposals Continued:

10. Board of Review Re-Appointments
11. Appointments to Planning Commission
12. Deputy Supervisor/Hours and Wages
13. Move Supervisor office
14. Change layout of Supervisor Office
15. Appointments to Township Committees – Various
16. Board Meeting Starting time

D2- Treasurer Proposals:

1. Water Rate Increases/ Capital Decrease
2. Hall Storage Room, Division on Aging

D3- Clerk Proposals:

1. Payroll Schedule for 2025

D4- Budget Appropriations Resolution Proposal (Supervisor)

VII. Miscellaneous Talking Points (Supervisor)

1. Light Parade City of Auburn
2. Holiday meal planning

VIII. Unfinished Business

IX. Committee Reports

X. Public Input

1. Ms. Louise Bittler (unable to attend meeting) Would like to suggest a service such as Bay County Dail -A- Ride. Their services do not cover all of Williams Township.
– Possible solution to work with Bay County and/or Midland County to expand their ride services.

XI. Adjournment