

**Watertown Charter Township  
12803 S. Wacousta Road  
Grand Ledge, MI 48837**

**Board of Trustees Regular Meeting  
May 18, 2009 – 7:00pm**

**CALL TO ORDER:** The meeting was called to order at 7:00pm by Supervisor Adams with the Pledge of Allegiance.

**BOARD MEMBERS PRESENT:** Supervisor Deborah Adams, Clerk Melissa Freeman, Treasurer Janice Thelen, Trustees John Maahs, Ken Mitchell, George Weitzel and Dale Westrick.

**STAFF PRESENT:** Township Manager Jennifer Tubbs and Planning Director Andrea Polverento.

**PUBLIC COMMENT:**

**Jack Enderle**, Clinton County Commissioner, discussed the Clinton Area Transit System millage proposal, Motz Park and reported that the Board of Commissioners approved the airport incinerator after a revised application was reviewed at their special meeting which was held on May 7.

**Kyle Knight**, Clinton County Sheriff's Department, reported on an increasing number of Flying J drive offs, property checks and the seatbelt enforcement campaign.

**Nasrat Al-Ashari**, asked about a subdivision sign on Grand River and whether it was approved by the Township. **Polverento** stated that it is nothing that has been approved by the Township and she will investigate the matter.

**CONSENT AGENDA:**

**Adams** stated that she would like to remove both of the Treasurer's Reports from the Consent Agenda (Board Reports #2 & #6). **Weitzel** stated that he would like the Township Manager's Report removed from the Consent Agenda (Board Report #3). Motion by **Thelen** and seconded by **Mitchell** to approve the Consent Agenda as amended. **Motion carried.**

**AGENDA APPROVAL:**

**Weitzel** asked that the Building Inspector Contract be added to the Agenda. **Westrick** passed out a memo regarding a Parks & Recreation Presentation and asked that it be added to the Agenda. The Treasurer's Reports (Board Reports #2 & #6) become New Business item #8. The Township Manager's Report (Board Report #3) becomes New Business item #9. The Building Inspector Contract becomes New Business item #10. The Parks & Recreation Presentation memo becomes New Business item #11. Motion by **Mitchell** and seconded by **Thelen** to approve the Agenda as amended. **Motion carried.**

**APPROVAL OF MINUTES:**

**April 20, 2009, Regular Meeting:** Motion by Weitzel and seconded by Maahs that the minutes be approved as presented. Motion carried.

**APPROVAL OF BILLS:**

Motion by Thelen and seconded by Mitchell to approve the Special Bill List dated May 18, 2009 as presented. Motion carried.

**PENDING BUSINESS:**

**1. Ordinance No. 32, Second Reading**

**Freeman** presented Ordinance No. 32 for its second reading. It is an ordinance to correct various errors and omissions in Chapter 28 – Zoning that occurred during the codification process, as well as to define private and commercial kennels, strike language regarding the VSC Zoning District from the Grand River Overlay District, restrict the use of temporary storage containers, and permit the raising of large animals in accordance with state law.

Motion by Weitzel and seconded by Maahs that the Watertown Charter Township Board of Trustees adopts, upon second reading, Ordinance No. 32, with an effective date of May 31, 2009, which is seven days following the publication date of May 24, 2009 and to approve the summary for publication as presented this day by the Township Clerk.

A roll call vote was recorded as follows:

Yes: Mitchell, Adams, Thelen, Westrick, Weitzel, Maahs, Freeman

No: None

Motion carried, Ordinance adopted.

**NEW BUSINESS:**

**1. Appointments**

**A. Zoning Board of Appeals**

Motion by Weitzel and seconded by Maahs that Thomas Hine line be appointed to the Zoning Board of Appeals for a term to expire June 9, 2012. Motion carried.

**B. Watertown Parkway Property Ad Hoc Committee**

Motion by Maahs and seconded by Weitzel to concur with the Supervisor and appoint Jack Huntoon and Andy Case to the Watertown Parkway Property Ad Hoc Committee. Motion Carried.

### C. Parks & Recreation 5 Year Plan Ad Hoc Committee

Motion by Weitzel and seconded by Maahs that Deb Plichta and Troy Font be appointed to the Parks & Recreation 5 Year Plan Ad Hoc Committee. Motion carried.

#### 2. 2008 Audit – Dave Fisher, Rehmann Robson

Dave Fisher presented the highlights of the 2008 Township Audit and pointed out that unlike several of the audits for other municipalities and non-profits he has presented recently, Watertown Township is in good shape due to its sound and conservative fiscal management.

Motion by Weitzel and seconded by Maahs to receive and place on file the 2008 Audit by Rehmann Robson. Motion carried.

#### 3. NATaT Conference: Attendance Request

Motion by Weitzel and seconded by Adams that the request of the Township Treasurer to attend a three day conference of the National Association of Towns and Townships in Washington, D.C., with expenses in excess of \$1,000.00 be denied.

A roll call vote was recorded as follows:

Yes: Freeman, Mitchell, Maahs, Weitzel, Adams

No: Westrick, Thelen

Motion carried.

#### 4. Capitol Area Emergency Services Consortium

Motion by Mitchell and seconded by Maahs for approval of the Letter of Agreement to join the Capitol Area Emergency Services Consortium and that the Township Manager be appointed as the Executive Committee member from Watertown Township. Motion carried.

Motion by Mitchell and seconded by Maahs that the Letter of Agreement be forwarded to the Looking Glass Regional Fire Authority and Eagle Township as an invitation to join the consortium in the event they have not already received a copy. Motion carried.

#### 5. SCCMUA Fund Balance Letter

Motion by Weitzel and seconded by Maahs that Watertown Charter Township concurs with the recommendation of the Township Manager and directs SCCMUA to return the fund balance of \$30,484.00 to Watertown Charter Township and that the funds be placed in the Sewer Fund account number 590-697.001. Motion carried.

6. **Additional 2009 Road Projects**

Motion by Maahs and seconded by Thelen for approval of the road contracts as presented with the following project numbers and costs:

497.015.157901 for \$85,650 for chloriding,

497.015.157907 for \$28,370 and 497.015.157908 for \$15,520 for micro surfacing. **Motion carried.**

7. **Non-Motorized Plan & Crosswalk**

**Polverento** explained that she has contacted the residents who own the property across the road from the Township Hall regarding the crosswalk; they are in support of the project and have given permission for the installation of a small area of concrete to comply with Road Commission regulations. She further explained that she applied for the permit from the Road Commission and it was approved and returned.

**Polverento** requested that a Public Hearing be held at the June Board of Trustees meeting with regard to the Non-Motorized Plan so that steps can be taken to adopt the plan.

Motion by Maahs and seconded by Thelen that the Board of Trustees approve the installation of concrete by the Maintenance Supervisor in the road right-of-way to create the required transition from the existing sidewalk to the road, for a materials cost not to exceed \$400.00 and that a letter be sent to the Clinton County Road Commission with confirmation that we support the crosswalk striping across Wacousta Road from the concrete transition to the south park access on the Township property. **Motion carried.**

8. **Treasurer's Reports**

**Adams** expressed her concerns with regard to the percentage of funds that are not protected by the FDIC and referenced the auditor's comments with regard to this matter on the 2008 audit. **Thelen** explained that she feels the funds are safe and pointed out the difference between the investments and deposits on her report.

Motion by Adams and seconded by Maahs to refer the question of custodial credit risk to the Policy & Personnel Committee so that the Township can create a policy. **Motion carried.**

9. **Township Manager's Report**

The Board and the Township Manager discussed various items on her report. No action taken.

10. **Building Inspector's Contract**

**Weitzel** stated that the Building Inspector's Contract expires on June 30, 2009.

Motion by Weitzel and seconded by Mitchell that the Township Manager prepare RFP's for the contract of inspection services. **Motion carried.**

**11. Trustee Westrick's Memo Regarding a Parks & Recreation Presentation**

**Westrick** explained his desire to hold an informational meeting for residents regarding parks and recreation which would include a dedication of Looking Glass Valley Park and guest speakers.

Motion by **Adams** and seconded by **Thelen** to refer the Parks & Recreation proposal to the Parks & Recreation Committee for their input and recommendation to the Township Board. **Motion carried.**

**DISCUSSION AND PUBLIC COMMENT:**

**Maahs** shared favorable comments he received from Gloria Miller with regard to her appreciation of **Trustee Westrick** for preparing the lunch that followed the recent canoe trip sponsored by Friends of The Looking Glass.

**ADJOURNMENT:**

The meeting was adjourned at 9:14pm.

**Date approved:** June 15, 2009

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Deborah Adams, Supervisor

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Melissa Freeman, Clerk