

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

**Board of Trustees Regular Meeting Minutes
January 18, 2010 – 7:00pm**

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

BOARD MEMBERS PRESENT: Supervisor Deborah Adams, Clerk Melissa Freeman, Treasurer Janice Thelen, Trustee John Maahs, Trustee George Weitzel and Trustee Dale Westrick

BOARD MEMBERS ABSENT: Trustee Ken Mitchell, ABSENT WITH NOTICE

STAFF PRESENT: Township Manager Jennifer Tubbs

PUBLIC COMMENT:

Kyle Knight, Clinton County Sheriff's Department, commented on the monthly report that he provided to the board.

Jack Enderle, Clinton County Board of Commissioners, commented on the aerial survey, the county commissioners' organizational meeting and the re-organization of the MSU Extension.

Joe Pulver, Clinton County Road Commission, provided an update on the new Weighmaster and the upcoming Herbison Road bridge replacement.

CONSENT AGENDA:

Supervisor Adams noted the additional bill list and email correspondence on the table. Motion by Treasurer Thelen, seconded by Trustee Maahs to approve the Consent Agenda as presented. Motion carried.

AGENDA APPROVAL:

"Transfer Funds" was added to the Agenda. Motion by Treasurer Thelen, seconded by Trustee Maahs to approve the January 18, 2010 Agenda as amended. Motion carried.

APPROVAL OF MINUTES:

Treasurer Thelen requested three changes where her name appeared as "Trustee Thelen" rather than "Treasurer Thelen." Motion by Trustee Weitzel, seconded by Trustee Maahs, that the December 21, 2009 regular meeting minutes be approved as corrected. Motion carried.

APPROVAL OF BILLS:

Motion by Trustee Weitzel, seconded by Treasurer Thelen, to approve the bill list for January 18, 2010.

A roll call vote was recorded as follows:

Yes: Trustee Weitzel, Trustee Maahs, Clerk Freeman, Supervisor Adams, Treasurer Thelen

No: Trustee Westrick

Absent: Trustee Mitchell

Motion carried.

NEW BUSINESS:

1. Compensation Commission Appointment Application – Dan Zay

Motion by Trustee Weitzel, seconded by Trustee Maahs, to concur with the Supervisor's recommendation and appoint Dan Zay to the Compensation Commission with a term to expire January 1, 2015. Motion carried.

**2. Parks & Recreation Committee Appointment Applications –
Jerry Monroe, Troy Font, Amanda Taelman & Chad Cooley**

Four applications were received and presented for the two vacancies on the Parks & Recreation Committee. Three of the four applicants were in attendance of the meeting: Mr. Monroe, Ms. Taelman and Mr. Cooley introduced themselves to the board. The board determined that it would name two of the applicants to the committee at a later date. No action taken.

3. "Greening Mid-Michigan" Presentation

Harmony Gmazel, AICP, Land Use Planner for the Tri-County Regional Planning Commission, provided a presentation entitled "Greening Mid-Michigan" and information regarding a regional visioning workshop. No action taken.

4. Resident Inquiry Regarding Watertown Parkway Property

No action taken.

5. Capital Improvements Yearly Review

Motion by Trustee Maahs, seconded by Trustee Weitzel, that the Watertown Charter Township Board of Trustees accepts and places on file the Planning Commission's 2009 review of the Capital Improvements Plan. Motion carried.

6. Planning Commission Annual Report

Motion by Trustee Maahs, seconded by Treasurer Thelen, that the Watertown Charter Township Board of Trustees accepts and places on file the 2009 Annual Report of the Planning Commission. Motion carried.

7. Gym Eaves Troughs

Manager Tubbs provided three bids for installing new eaves troughs on the township gym.

Motion by Trustee Weitzel, seconded by Trustee Maahs, to approve the quote from Excel Eavestroughing in an amount not to exceed \$700.00 to be paid from account number 265-931.001, Building Maintenance and Repair. Motion carried.

8. Township Manager's Report

Motion by Treasurer Thelen, seconded by Trustee Maahs, to receive and place on file, the Township Manager's Report dated December 15, 2009 to January 13, 2010. Motion carried.

9. Township Mower

Motion by Trustee Weitzel, seconded by Trustee Maahs to place Trustee Westrick's memo dated January 12, 2010 in the correspondence file. Motion carried.

10. December 21, 2009 Board of Trustees Meeting, Public Comment Questions

No action taken.

11. Resolution No. 1-18-2010-1, Authorizing Amendment & Restatement of Retirement Plan Via Adoption of VALIC Retirement Services Company Governmental Volume Submitter Plan

Clerk Freeman provided a memo explaining that at the December 21, 2009 Board of Trustees meeting, the board approved an expenditure to be paid to VALIC for the purpose of updating, amending and restating the pension plan documents to comply with new IRS guidelines and that Resolution No. 1-18-2010-1 is necessary to complete the amendment process.

Motion by Clerk Freeman, seconded by Trustee Maahs to waive the reading of the resolution. Motion carried.

Motion by Clerk Freeman, seconded by Treasurer Thelen to adopt Resolution No. 1-18-2010-1, a resolution authorizing amendment and restatement of retirement plan via adoption of VALIC Retirement Services Company Governmental Volume Submitter Plan.

A roll call vote was recorded as follows:

Yes: Clerk Freeman, Trustee Westrick, Treasurer Thelen, Supervisor Adams, Trustee Weitzel, Trustee Maahs

No: None

Absent: Trustee Mitchell

Motion carried, resolution adopted.

12. Transfer Funds

Motion by Treasurer Thelen, seconded by Trustee Maahs, to transfer \$1,000.00 from account number 69-425-7, Water Improvement, to Stoll Road Water, account number 452-974-1938, for the purpose of covering the spring bond payment. Motion carried.

PENDING BUSINESS:

1. Ordinance Codification

Manager Tubbs provided a memo to the board explaining that the corrected codified ordinance has been received from the publisher and that the committee assigned to oversee the process is reviewing the changes to make sure that it is correct.

Motion by Trustee Maahs, seconded by Treasurer Thelen, that after the final review by the Codified Ordinance Committee, the Township Clerk be directed to begin the formal adoption process of the codified ordinance. Motion carried.

2. Survey of Watertown Parkway Property

Motion by Treasurer Thelen, seconded by Trustee Maahs, to approve the proposal with C2AE for a topographic survey and boundary survey including a metes and bounds description of the Watertown Parkway Property in an amount not to exceed \$12,000.00, to be paid from accounts 975.000, Buildings and Grounds Reserves, with remaining funds from 732.000, Special Events Reserves.

A roll call vote was recorded as follows:

Yes: Supervisor Adams, Treasurer Thelen, Trustee Weitzel, Clerk Freeman, Trustee Maahs

No: Trustee Westrick

Absent: Trustee Mitchell

Motion carried.

3. Donated Artwork

The board discussed further options for framing and preserving the historical artwork that has been offered to the township.

DISCUSSION AND PUBLIC COMMENT:

Richard Turcotte, 6980 Eaton Highway, questioned a trustee's vote with regard to the survey of the Watertown Parkway Property.

ADJOURNMENT: The meeting was adjourned at 8:35pm.

Date approved: February 16, 2010

Deborah Adams, Supervisor

Melissa Freeman, Clerk