

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

**Board of Trustees Regular Meeting Minutes  
April 19, 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 Ken Mitchell, Trustee George Weitzel and Trustee Dale Westrick

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

**PUBLIC COMMENT:**

Sgt. Kyle Knight, Clinton County Sheriff's Office, provided a monthly report and updates on I-96 construction, neighborhood watch and area break-ins.

Jack Enderle, Clinton County Commissioner, informed the board that the grand opening of Motz Park will take place on June 12 at 10:00am.

Gardner & Bonnie Hager, 12900 S. Wacousta Road, presented photos and a letter to the board describing flooding issues they and their neighbors are experiencing. The flooding issues were discussed and the matter will be handled by the Township Manager.

**CONSENT AGENDA:**

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

A roll call vote was recorded as follows:

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

No: Trustee Westrick

Motion carried.

**AGENDA APPROVAL:**

Motion by Trustee Weitzel, seconded by Trustee Maahs, to approve the Agenda as presented. Motion carried.

**APPROVAL OF MINUTES:**

Motion by Treasurer Thelen, seconded by Trustee Mitchell, to approve the Board of Trustees regular meeting minutes dated March 15, 2010 as presented. Motion carried.

**APPROVAL OF BILLS:**

Motion by Treasurer Thelen, seconded by Trustee Mitchell, to approve the special bill list dated April 19, 2010 as presented. Motion carried.

**PENDING BUSINESS:**

**1. Providence Consulting Contract**

Motion by Trustee Maahs, seconded by Treasurer Thelen, to approve the Tech Services Agreement with Providence for a period of three years with the reduced maintenance rate of \$24 per computer for the first year and \$39 per computer for years two and three as presented. Motion carried.

**NEW BUSINESS:**

**1. Construction Board of Appeals – Gregory Minshall, Re-Appointment Application**

Motion by Trustee Weitzel, seconded by Trustee Maahs, that Gregory Minshall be appointed to the Construction Board of Appeals for a term of three years, from May 1, 2010 to April 30, 2013. Motion carried.

**2. Deer Creek Request**

Motion by Trustee Weitzel, seconded by Trustee Maahs, to apply the Deer Creek final plat fee of \$700.00 toward the Special Land Use Permit with Site Plan Review fee of \$850.00. Motion carried.

**3. Request from Ronald Overton – Gateway Committee**

Motion by Trustee Weitzel, seconded by Trustee Maahs, that the Gateway Committee request be referred to the Township Manager for review and plan of action. Motion carried.

**4. Budget Adjustment**

Clerk Freeman provided a memo to the board outlining the following budget adjustment:

\$15,300.00      From: Account 101-000.001-699.000, General Fund, Fund Balance Transfer  
                    To: Account 101-445.000-807.000, General Fund, Drains at Large  
                    For: Watertown Township share of Stoll/Grove Drain

Motion by Clerk Freeman, seconded by Trustee Maahs, to approve the budget adjustment dated April 19, 2010 as presented. Motion carried.

**5. Resolution No. 4-19-2010-1 – Bank Signature Authority**

Motion by Treasurer Thelen, seconded by Trustee Weitzel, to waive the reading of resolution number 4-19-2010-1, Bank Signature Authority. Motion carried.

Motion by Treasurer Thelen, seconded by Trustee Maahs, to adopt resolution number 4-19-2010-1, a resolution authorizing bank signatures on township drafts to be: Melissa Freeman, Clerk; Christy Sochay, Deputy Clerk; Janice Thelen, Treasurer; and Amy Kinney, Deputy Treasurer.

A roll call vote was recorded as follows:

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

No: None

Motion carried, resolution adopted.

**6. Resolution No. 4-19-2010-2 – Authorization of Investing Institutions**

Motion by Treasurer Thelen, seconded by Trustee Maahs, to waive the reading of resolution number 4-19-2010-2, as resolution to authorize investing institutions. Motion carried.

Motion by Treasurer Thelen, seconded by Trustee Maahs, to adopt resolution number 4-19-2010-2, a resolution to authorize financial institutions in which the Treasurer of Watertown Charter Township may invest township funds, in accordance with the approved Investment Policy as amended.

A roll call vote was recorded as follows:

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

No: None

Motion carried, resolution adopted.

**7. Resolution No. 4-19-2010-3 – Amend DeWitt Library Organizational Plan/Change Library Name**

No action taken.

**8. Planning Commission Representative to Zoning Board of Appeals**

Motion by Trustee Maahs, seconded by Trustee Weitzel, that the Board of Trustees concur with the recommendation of the Planning Commission and appoint Ronald Overton to serve as the Planning Commission Representative to the Zoning Board of Appeals, for a one-year term to expire March 31, 2011. Motion carried.

**9. Township Manager's Report**

No action taken.

**10. Chloriding Contract**

Motion by Trustee Maahs, seconded by Treasurer Thelen, to approve the chloriding contract as presented with the following project number and cost: 497.015.157001 in the amount of \$84,820.00. Motion carried.

**11. Referral to Policy & Personnel Committee**

No action taken.

**DISCUSSION AND PUBLIC COMMENT:** None.

**ADJOURNMENT:** The meeting was adjourned at 8:18pm.

Date approved: May 17, 2010

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Deborah Adams, Supervisor

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Melissa Freeman, Clerk