

# Watertown Charter Township

12803 S. Wacousta Road, Grand Ledge MI 48837 | (517) 626-6593

July 19, 2010 Board of Trustees Regular Meeting Minutes – DRAFT

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**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:**

Ronald Overton, 9657 Looking Glass Brook, commented on the new pavement on Wacousta Road between Grand River and Clark Road, and stated that he would like the shoulder to be wider.

Jack Enderle, Clinton County Commissioner, commented on the Tri-County Office on Aging, Motz Park, committee vacancies, and the County's energy grant.

Sgt. Kyle Knight, Clinton County Sheriff's Office, provided his monthly report to the board.

## **CONSENT AGENDA:**

Motion by Treasurer Thelen, 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:**

The following items were added to the Agenda:

- Pending Business #2, Road Commission Contracts
- New Business #6, Planning Director's Report
- New Business #7, Cleaning Contract
- New Business #8, Looking Glass Regional Fire Authority 2009 Annual Report

Motion by Treasurer Thelen, seconded by Trustee Mitchell to approve the Agenda as amended. Motion carried.

## **APPROVAL OF MINUTES:**

Motion by Trustee Weitzel, seconded by Trustee Maahs, to approve the meeting minutes of June 21, 2010 as presented. Motion carried.

## **APPROVAL OF BILLS:**

Motion by Trustee Maahs, seconded by Treasurer Thelen, to approve the bill list dated July 19, 2010 as presented. Motion carried.

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## PENDING BUSINESS:

### 1. Case No. 10-04 SLU/SPR – Deer Creek

Motion by Trustee Weitzel, seconded by Trustee Maahs, to concur with the recommendation of the Planning Commission and approve Case #10-04SLU/SPR for TerraTrust Earth, LLC, of the Final Site Plan for Phase I of the Site Condominium Subdivision known as “Deer Creek,” provided that conformance to conditions 1-13, as noted, are achieved to the satisfaction of the Township Zoning Administrator as being in accordance with the requirements of the Watertown Charter Township Zoning Ordinance.

#### Conditions:

1. *The final plan shall depict a total number of units of 40.*
2. *A revised overall site plan including notations for the conservation easement as requested by the Department of Natural Resources and Environment shall be provided, and shall serve as the final overall site plan.*
3. *The applicant shall comply with the requirements of the Department of Natural Resources and Environment and submit written approval. The applicant will provide copies of the annual wetland monitoring reports to the Township.*
4. *The applicant shall comply with requirements of Clinton County Drain Commissioner and submit written approval.*
5. *The applicant shall comply with requirements of Clinton County Road Commission and submit written approval.*
6. *The applicant shall comply with requirements of the Township Engineer to the satisfaction of the Township Zoning Administrator.*
7. *The applicant shall comply with the requirements of the Southern Clinton County Municipal Utilities Authority and submit written approval.*
8. *Any future entrance signs along Watertown Parkway shall be subject to the review and approval of the Zoning Administrator in accordance with Section 21.8 of the Watertown Charter Township Zoning Ordinance. A Sign and Building Permit will be required to be submitted.*
9. *The applicant shall comply with the requirements of the Looking Glass Regional Fire Authority.*
10. *The applicant shall comply with the requirements of the Lansing Board of Water and Light and submit written approval.*
11. *The applicant shall comply with the applicable requirements of the State of Michigan Building Codes to the satisfaction of the Township Building Inspector, Municipal Inspection Services, LLC.*
12. *The applicant must submit a copy of the recorded Master Deed, Bylaws, and Rules & Regulations.*
13. *The applicant must comply with all applicable State, Federal and Township laws.*

Motion carried.

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*(Pending Business No. 1 Continued)*

Motion by Trustee Maahs, seconded by Trustee Weitzel, to concur with the recommendation of the Planning Commission and approve Case #10-04SLU/SPR for TerraTrust Earth, LLC, for Special Land Use Permit 10-04, a Site Condominium Subdivision known as “Deer Creek,” provided that conformance to the conditions 1-12, as noted, are achieved to the satisfaction of the Township Zoning Administrator as being in accordance with the requirements of the Watertown Charter Township Zoning Ordinance.

Conditions:

1. *Applicant must receive Final Site Plan approval.*
2. *The applicant must comply with the requirements of the Department of Natural Resources and Environment and submit written approval.*
3. *The applicant must comply with requirements of Clinton County Drain Commissioner and submit written approval.*
4. *The applicant must comply with requirements of Clinton County Road Commission and submit written approval.*
5. *The applicant shall comply with requirements of the Township Engineer to the satisfaction of the Township Zoning Administrator.*
6. *The applicant shall comply with the requirements of the Southern Clinton County Municipal Utilities Authority and submit written approval.*
7. *Any future entrance signs along Watertown Parkway shall be subject to the review and approval of the Zoning Administrator in accordance with Section 21.8 of the Watertown Charter Township Zoning Ordinance. A Sign and Building Permit will be required to be submitted.*
8. *The applicant shall comply with the requirements of the Looking Glass Regional Fire Authority.*
9. *The applicant shall comply with the requirements of the Lansing Board of Water and Light and submit written approval.*
10. *The applicant shall comply with the applicable requirements of the State of Michigan Building Codes to the satisfaction of the Township Building Inspector, Municipal Inspection Services, LLC.*
11. *The applicant must submit a copy of the recorded Master Deed, Bylaws, and Rules & Regulations.*
12. *The applicant must comply with all applicable State, Federal and Township laws.*

A roll call vote was recorded as follows:

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

No: None

Motion carried.

## **2. Road Contracts**

Clinton County Road Commission Managing Director, Joseph Pulver, was in attendance and answered questions regarding the road projects and contracts.

Motion by Treasurer Thelen, seconded by Trustee Mitchell, to approve the following road contract project numbers and costs: project 497.015.157002 in the amount of \$20,000.00, and project 497.015.157005 in the amount of \$49,900.00 with a total amount not to exceed \$69,900.00, to be paid from account number 801.008.

A roll call vote was recorded as follows:

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

No: Trustee Weitzel

Motion carried.

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## NEW BUSINESS:

### 1. Resolutions – Establish Fire Hydrant Districts – Nottingham Fields & The Links at Royal Scot

Resolutions were presented to begin the process of establishing fire hydrant assessment districts for Nottingham Fields and The Links at Royal Scot subdivisions.

Motion by Treasurer Thelen, seconded by Trustee Mitchell, to waive the reading of resolution number 7-19-2010-1. Motion carried.

Motion by Treasurer Thelen, seconded by Trustee Mitchell, to adopt resolution number 7-19-2010-1, the first resolution to establish a fire hydrant district in Nottingham Fields.

A roll call vote was recorded as follows:

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

No: None

Motion carried, resolution adopted.

Motion by Treasurer Thelen, seconded by Clerk Freeman, to waive the reading of resolution number 7-19-2010-2. Motion carried.

Motion by Treasurer Thelen, seconded by Trustee Maahs, to adopt resolution number 7-19-2010-2, the second resolution to establish a fire hydrant district in Nottingham Fields.

A roll call vote was recorded as follows:

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

No: None

Motion carried, resolution adopted.

Motion by Trustee Maahs, seconded by Treasurer Thelen, to waive the reading of resolution number 7-19-2010-3. Motion carried.

Motion by Trustee Maahs, seconded by Treasurer Thelen, to adopt resolution number 7-19-2010-3, the first resolution to establish a fire hydrant district in The Links at Royal Scot.

A roll call vote was recorded as follows:

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

No: None

Motion carried, resolution adopted.

Motion by Trustee Maahs, seconded by Treasurer Thelen, to waive the reading of resolution number 7-19-2010-4. Motion carried.

Motion by Trustee Maahs, seconded by Treasurer Thelen, to adopt resolution number 7-19-2010-4, the second resolution to establish a fire hydrant district in The Links at Royal Scot.

A roll call vote was recorded as follows:

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

No: None

Motion carried, resolution adopted.

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## 2. Proposed Zoning Amendments – Ordinance 32.1 First Reading

Proposed Ordinance number 32.1 was introduced, per recommendation from the Township Planning Commission. Ordinance 32.1 would allow the construction/installation of energy generating wind turbines up to 50 feet in zoning districts R1, R2, R3, VSC and MHP. Wind turbines up to 80 feet in height would be permitted in zoning districts AP, AG, RR, B1, B2 and LI. This ordinance would also increase the threshold for accessory buildings to be aesthetically compatible with the main building.

Motion by Trustee Maahs, seconded by Trustee Mitchell, that the first reading of Ordinance 32.1 be considered completed, and that Ordinance 32.1 be placed on the agenda for the August regular meeting for final reading and vote. Motion carried.

## 3. Township Manager's Report

Motion by Trustee Weitzel, seconded by Trustee Maahs, to direct the Township Manager to review Michigan Public Act 118 of 2010 for recommendation to the Township Board at the August, 2010 regular meeting. Motion carried.

## 4. Budget Adjustment

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

\$1,807.00	From: Account 591-000.001-699.000, Water Fund, Fund Balance
	To: Account 591-545.004-995.000, Water Fund, Grand River Ext03-Bond Interest
	For: Bond Interest Payment
\$15,299.04	From: Account 590-000.000-393.041, Sewer Fund, Fund Balance Reserve
	To: Account 590-527.001-996.002, Sewer Fund
	For: Future Bond Payments

Motion by Clerk Freeman, seconded by Treasurer Thelen, to approve the budget adjustments dated July 19, 2010 as presented. Motion carried.

## 5. Reimbursement for APT US&C Conference

Treasurer Thelen presented a request for approval of travel expenses for the APT US&C Conference.

Motion by Trustee Weitzel, seconded by Trustee Maahs, to authorize the Treasurer in-state travel expense and meal expenditure for the Association of Public Treasurers, United States & Canada, annual conference, not to exceed \$250.00, with expenses covered by the Treasurer's education budget, 101.253.000.957.00. Motion carried.

## 6. Planning Director's Report

No action taken.

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### 7. Cleaning Contract

No action taken.

### 8. Looking Glass Regional Fire Authority – 2009 Annual Report

Motion by Trustee Weitzel, seconded by Trustee Maahs, to accept the Looking Glass Regional Fire Authority 2009 Annual Report and place on file. Motion carried.

**PUBLIC COMMENT:** None.

**ADJOURNMENT:** The meeting was adjourned at 8:46pm.

Date approved: \_\_\_\_\_

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Deborah Adams, Supervisor

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Melissa Freeman, Clerk

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