

**BRIDGEWATER TOWNSHIP
BOARD OF TRUSTEES MEETING
MINUTES OF MEETING
THURSDAY, MAY 1, 2014**

I. CALL TO ORDER

The regular monthly meeting of the Bridgewater Township Board of Trustees was called to order by Supervisor Smith at 7:00 p.m. followed by the pledge of allegiance to the flag at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Supervisor Ronald Smith, Clerk Laurie Fromhart, Treasurer Michelle McQueer and Trustees David Faust and Wes Cowden.

Also Present: WCRC Managing Director Roy Townsend, Road Commissioners Bill McFarland and Barb Fuller, Township Planner Rodney Nanney, Planning Commission Chair Dave Horney, Commissioner Cal Messing and Deputy Clerk Judy Klager.

II. CITIZEN PARTICIPATION

There were no public comments.

III. APPROVAL OF MINUTES

Smith moved to approve the April 3, 2014 meeting minutes as drafted. Cowden seconded the motion which was adopted unanimously.

IV. REVIEW AND APPROVE AGENDA

Smith moved to approve the agenda as amended with the addition of items #4 Mowing Bid and #5 Town hall railing bid. McQueer seconded the motion which was adopted unanimously.

WASHTENAW COUNTY ROAD COMMISSION PRESENTATION

Managing Director Roy Townsend presented the 2014 annual report. Townsend reported the majority of the road commission revenue comes from the Michigan Transportation Fund in the amount of 17 million per year which is based on gas, diesel, and weight taxes that haven't changed since 1984 and 1997. Townsend noted total projected revenues for 2014 are \$38,009,000 with total projected expenditures at \$39,681,000 leaving a budget deficit of 1.6 million. Townsend reported the matching fund program is the same as last year with the Township share of \$11,719 for conventional local road match and \$11,481 for drainage match. Townsend reported May 23rd is the deadline for the letter of intent for road projects and highlighted the Township's 2013 activities for routine maintenance and local road projects. Townsend presented the proposed 2014 local road projects consisting of township wide limestone, gravel, ditching, and dust control material options. Townsend also reported on the status of planned capital investments and provided a summary of gravel and paved road needs for the township and a summary of revenue generated if a township-wide special assessment were imposed. Townsend updated the Board on the status of safety improvement projects at the intersection of Austin and Eisman Roads and on Austin Road between Clinton Road and M-52. Townsend also explained the 2013 pavement surface evaluations and ratings for paved primary roads eligible for federal aid and paved local roads that are non-eligible for federal aid.

Public Safety Report – No report.

V. REPORTS AND CORRESPONDANCE

A. Treasurer's Report

McQueer noted she hadn't prepared a written report for this month because she was out of the office but

~~reported Ronald Finkbeiner's check in the amount of \$69,600 for the 4 sewer connection tap fees was returned by the bank as non-sufficient funds. McQueer asked for the Board's guidance as whether to return the check to Finkbeiner and request a cashier's check or re-deposit the check. McQueer reported the Supervisor contacted Finkbeiner who assured him the funds were available. The Board briefly discussed the matter and directed McQueer to re-deposit the check at Key Bank. The Board also discussed the status of Henes old grinder pump and tub and directed Faust to obtain an appraisal on the value of the old pump and tub so the Board could approve a credit memo. It was also noted Henes easement had not yet been finalized.~~

B. Clerk's Report

Fromhart reported she attended election training on April 7th and postcard notices were mailed to Clinton Community School District voters regarding consolidation with Clinton Township for the May 6th special election. Fromhart reported ballot boxes were certified by the Washtenaw County Board of Canvassers on April 15th and election inspectors are scheduled for training on July 21st. Fromhart also reported she created the new budget for this fiscal year in QuickBooks and entered final budget amendments for last fiscal year. Fromhart also noted she attended the WCPARC draft master plan meeting on April 24th and the meeting with Tetra Tech on April 29th. Fromhart also provided the Board with a copy of WCPARC Director Robert Tetens' letter regarding receipt of the Supervisors' March 26th letter and an email from Catherine Mullhaupt of MTA regarding the duty of legal agent.

C. Supervisor's Report

Smith reported on the meeting with Tetra Tech held on April 29th and provided the Board with a copy of minutes of the meeting prepared by Tetra Tech. Smith reported modifications to the WWTP and testing of Xela Pack and the WWTP's influent are scheduled to begin on May 5th. Smith requested Board approval for the cost of testing per the terms of the settlement agreement. **McQueer moved to authorize the Supervisor to spend up to \$1500 for testing at the WWTP and Xela Pack. Cowden seconded the motion. Roll Call Vote: Cowden yes, Faust yes, Fromhart yes, McQueer yes, Smith yes. Motion passed.** Smith also reported he met with WCWRC Director William Pratt to tour the WWTP and that Pratt provided him with information on the WWTP's estimated annual budget for operation, maintenance and replacement costs as prepared by OHM in 2005. Smith also reported the town hall is scheduled to be rented for a small christening party on May 4th.

D. Trustees' Report

No report.

E. Written Reports

Board packets included reports from the Assessor, Zoning Administrator, and Planning Commission. Horney reported on the April 28th Planning Commission meeting and advised the Board that the Township must participate in Miss Digg if it has underground utilities.

VI. PRIORITY BUSINESS

A. Approve Disbursements from April 4, 2014 – May 1, 2014

Smith moved to approve the monthly disbursements from the general and sewer funds in the amount of \$81,629.37. Faust seconded the motion. Roll Call Vote: Cowden yes, Faust yes, Fromhart yes, McQueer yes, Smith yes. Motion passed.

B. Draft Master Plan

Nanney provided the Board with hard copies of the draft master plan and referenced his memo dated April 30th regarding the update on the master plan project and summary of key changes. Nanney reported the Planning Commission has completed their preparation and review of the draft master plan document and is requesting Board authorization to distribute the draft master plan to adjoining local governments and other outside

agencies for review and comment per the requirements of the Michigan Planning Enabling Act. Nanney noted this is the first step in the adoption process and starts the 63 day waiting period for the other entities to make any comments on the plan. **Fromhart moved to authorize the distribution of the draft master plan to surrounding communities and other required entities for review and comment. Smith seconded the motion which was adopted unanimously.**

C. Sewer Ordinance Discussion

The Board discussed the proposed amendments to the sewer use and rate ordinance and how the ordinance conflicts with procedures. The Board agreed to schedule a working session on May 22nd at 7:00 p.m. to finalize any amendments to the ordinance and formalize sewer connection procedures.

D. Mowing Bid

The Board reviewed and discussed three bids for mowing services received from Jon Way, Elite Yard Services, Inc., and Conscientious Cutter, LLC. **Fromhart moved to approve Jon Way's 2014 Mowing Bid for the town hall, cemeteries and WWTP. Faust seconded the motion which was adopted unanimously.**

E. Town Hall Railing Bid

The Board reviewed and discussed Jon Estes Carpentry bid for the town hall railing. **Cowden moved to approve the bid from Jon Estes Carpentry for the town hall railing. Fromhart seconded the motion. Roll Call Vote: Cowden yes, Faust yes, Fromhart yes, McQueer yes, Smith yes. Motion passed.**

VII. CITIZEN PARTICIPATION

Klager reported she received 4 phone calls from residents complaining about junk piling up on property located on Michigan Avenue.

VIII. ADJOURNMENT

Smith moved to adjourn the meeting 10:08 p.m.

Respectfully submitted,
Laurie Fromhart
Bridgewater Township Clerk