

**BRIDGEWATER TOWNSHIP
BOARD OF TRUSTEES MEETING
THURSDAY, JANUARY 4, 2017
7:00 P.M.**

AGENDA

- I. CALL TO ORDER / PLEDGE ALLEGIANCE
- II. CITIZEN PARTICIPATION
- III. APPROVAL OF BOARD MEETING MINUTES – DECEMBER 7, 2017
- IV. REVIEW AND APPROVE AGENDA
- V. UNFINISHED BUSINESS
 - A. Amendment to Mineral Extraction Ordinance No. 59 – Approve by Roll Call Vote
 - B. Board Appointments
- VI. NEW BUSINESS
 - A. Financials, Approve Disbursements from December 1, 2017 through December 31, 2017
 - B. Board of Review Guidelines for Poverty/Hardship Exemptions Resolution
 - C. Hunting on Township Property
- VII. REPORTS & CORRESPONDANCE
 - A. Public Safety Report – Written report from Sheriff’s Department
 - B. Supervisor’s Report
 - C. Assessor’s Report
 - D. Clerk’s Report
 - E. Treasurer’s Report
 - F. Trustees’ Report
 - G. Zoning Administrator’s Report – Written report from Rodney Nanney
 - H. Planning Commission Report – Minutes included in Board packet
 - I. Farmland Preservation Board Report – No meeting in December
- VIII. CITIZEN PARTICIPATION
- IX. ADJOURNMENT

Bridgewater Township Board of Trustees Minutes

I. CALL TO ORDER

17-Oct-17 meeting called to order by Supervisor Fromhart at 7:0800 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Trustee Faust; Trustee Fromhart; Trustee McQueer; Trustee Oliver; Trustee Wharam
Citizen attendance: ~50

- The purpose of the meeting is to host a informational meeting on the licensing of medical marijuana facilities and to gather input from residents on whether the Township should opt-in or opt-out of permitting medical marijuana facilities.

II. INTRODUCTIONS

- The board introduced themselves along with Mr. Nanney and Mr. Lucas

III. MEDICAL MARIJUANA RESOURCES MATERIAL

- Motion to approve the agenda as presented – Mr. Oliver; support – Ms. McQueer; Vote – unanimous

IV. GUEST SPEAKERS

- Fred Lucas – Township Attorney
- Rodney Nanney – Township Planner & Zoning Administrator
- Paula Givens – Medical Marijuana Attorney & Counselor
-
- 5 types of license – can decide how many licenses of each type and what class
 - Grower
 - Class A – 500 plants
 - Class B – 1000 plants
 - Class C – 1500 plants
 - Processor
 - Secure Transporter
 - Provisioning Center
 - Safety Compliance Facility
- Can go two ways – must opt in in order to allow
 - Opt in – Allow one or more types of medical marijuana facilities
 - Opt out – Decline to authorize any type of medical marijuana facilities
- Financials
 - Can charge up to \$5000/yr. for each license
 - State collects 3% of all money of provisioning centers
- Have control over:
 - Where to have the facilities
 - How many licenses
 - Which license

V. QUESTIONS & ANSWER PERIOD

- Number of townships that have accepted – many
- Taxes - 30% to county; 25% to municipality; tax on provisioning center but split among all licenses; will not be a big revenue
- Patient/Caregivers – will stay in place
- What about policing – 5% goes to county police
- If opt out, what happens – rush for real estate will be gone, opportunity will be gone

Bridgewater Township Board of Trustees Minutes

- Can change mind latter on
- Timing – be deliberative
- License renewable – annual renewal; if follow law, cannot refuse to renew; will be inspected
- Can township be sued for not accepting – no
- Could file a referendum petition; must pass ordinance first; because a zoning change; Mr. Lucas suggest a separate district
- Not considered an agricultural product
- Property can be zoned ag but assessed as commercial
- Can license be transferred – change of ownership and change of address; authorized by township

VI. ADJOURNMENT

Ms. Fromhart adjourned the meeting at 8:57 p.m.

APPROVED

Bridgewater Township Board of Trustees Minutes

I. CALL TO ORDER

2-Nov-17 meeting called to order by Supervisor Fromhart at 7:00 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Trustee Faust; Trustee Fromhart; Trustee McQueer; Trustee Oliver; Trustee Wharam
Citizen attendance: 7

II. CITIZEN PARTICIPATION

- A pro-marijuana Canton resident introduced himself

III. APPROVAL OF MINUTES

- Motion to approve the 5-Oct-17 meeting minutes as amended – Mr. Faust; support – Mr. Oliver;
Vote – unanimous

IV. REVIEW AND APPROVE AGENDA

- Motion to approve the agenda as amended – Mr. Oliver; support – Ms. McQueer; Vote – unanimous

V. UNFINISHED BUSINESS

A. Bridgeway Cummins Planned Equipment Maintenance Proposal 3-Year Term

- Mr. Faust talked to Jim Truesdale; does not want to take on work
- Mr. Oliver talked to Trever Buter; should be able to provide services for \$600 - \$650 / year
- The Cummins is a 3-year contract for \$2985.31; \$995.10 / year
- Motion to table until December meeting to hear from Mr. Buter -Mr. Wharam; Support – Mr. Oliver;
vote unanimous

VI. NEW BUSINESS

A. Financials, Approve Disbursements from 1-Oct-17 through 31-Oct-17

- Motion to approve disbursements of \$16,275.88 for general operations and \$12,814.56 for sewer operations and for a total of \$29,090.44 – Mr. Faust; support – Mr. Oliver; Vote – unanimous

B. Formal Request for Revised Approval Letter of Ball Land Division

- Mr. Howard talked about the history of the land division
- Ms. McQueer pointed out that the deed does not have a restriction
- Motion to reissue letter with second restriction removed– Ms. McQueer; support – Ms. Fromhart;
Vote – unanimous
- Ms. McQueer will give Ms. Rider an example of the desired updated letter

C. Medical Marijuana Licensing Facilities Act -Discussion to Opt-in or Opt-out

- There was discussion of what residents want; most residents attending the meeting do not want
- Decided as a board to do nothing which means the township will opt-out

D. Switch informational meeting to special meeting

- Mr. Wharam brought up that the supervisor did not notified the board properly
- Ms. Fromhart wants the meeting minutes
- Board says an informational meeting is a special meeting

VII. REPORTS AND CORRESPONDENCE

A. Public Safety Report

Bridgewater Township Board of Trustees Minutes

- The sheriff's office report was received and is on record

B. Supervisor's Report

- Bemis Rd is opened
- Bridgewater master deed; board discussed plan
- GS Materials annual report has previously been at year end; asked for on 1-Nov-17
- Annual inspection will be 1-Dec-17, annual report needed before inspection
- Report of trucks driving on Hogan Road; this is a local contractor

C. Assessor's Report

- The Ms. Rider submitted a written report to the board and it is on record

D. Clerk's Report

- Election 7-Nov-17

E. Treasurer's Report

- The Ms. McQueer submitted a written report to the board and it is on record
- Will use sample survey to send out in the tax bill

F. Trustees' Report

- Trustee Faust:
 - Nothing
- Trustee Oliver:
 - Nothing

G. Zoning Administrator's Report

- Mr. Nanney submitted a written report to the board and it is on record

H. Planning Commission

- No October meeting

I. Farmland Preservation Board Report

- The Farmland Preservation Board submitted a written report to the board and it is on record
- They want to send out a newsletter

VIII. CITIZEN PARTICIPATION

- None

IX. ADJOURNMENT

Ms. Fromhart adjourned the meeting at 9:07 p.m.

Bridgewater Township Board of Trustees Minutes

I. CALL TO ORDER

7-Dec-17 meeting called to order by Supervisor Fromhart at 7:02 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Trustee Faust; Trustee Fromhart; Trustee Oliver; Trustee Wharam

Absent: Trustee McQueer

Citizen attendance: 5

II. CITIZEN PARTICIPATION

- Aaron Enzer – thanked board for internet survey; wants to be on agenda; wants consent judgement off of the township website; does not feel need to pay escrow on building on Burmeister property

III. APPROVAL OF MINUTES

- Motion to approve the 17-Oct-17 special meeting minutes as presented – Mr. Oliver; Support – Mr. Faust; Vote – unanimous
- Motion to approve the 2-Nov-17 meeting minutes as amended – Mr. Oliver; Support – Mr. Faust; Vote – unanimous

IV. REVIEW AND APPROVE AGENDA

- Motion to approve the agenda as presented – Mr. Oliver; Support – Mr. Faust; Vote – unanimous

V. UNFINISHED BUSINESS

A. Planned Equipment Maintenance Proposal for WWTP Generator

- New quote with 5% reduction
- Mr. Buter; will not put in a quote due to lack of insurance
- Motion to approve the new 3-year quote for \$2,836.02 – Mr. Oliver; Support – Mr. Faust; Vote – unanimous

VI. NEW BUSINESS

A. Financials, Approve Disbursements from 1-Nov-17 through 30-Nov-17

- Motion to approve disbursements of \$16,074.04 for general operations and \$5,009.92 for sewer operations and for a total of \$21,083.96 – Mr. Oliver; Support – Mr. Faust; Vote – unanimous

B. Proposed Amendment to Mineral Extraction Ordinance No. 59

- Discussed the best timing for annual report and annual inspection; Mr. Chip Tokar, Mr. Kristofer Enlow of Becker & Raeder and the board agreed to
 - Set annual report due date for 15-Feb of year following closing
 - Set annual inspection before 15-Mar of year following closing
- Mr. Tokar will send Ms. Fromhart a copy of the mineral extraction license dated Mar-17
- Motion to approve amendment to Ordinance 59 as amended – Mr. Oliver; Support – Mr. Faust; Vote – unanimous

C. Request for 1 Year Deferral of Payment for Sewer Connection Fees

- The board discussed the deferral of payment by Bridgewater Commons
- Money due upon request for grinder pump or maximum 1 year
- Motion to allow deferral of payment for sewer connection fees for Bridgewater Commons until installation of the grinder pump up to 1 year – Mr. Wharam; Support – Mr. Faust; Vote – unanimous

Bridgewater Township Board of Trustees Minutes

D. Follow up on Auditor's Comments

- Motion to approve purchase of and payment for phones for the clerk and treasurer – Ms. Fromhart; Support – Mr. Oliver; Vote – unanimous

E. Board Appointments

- Supervisor nominates Mr. Dave Horney to PC to fill the remainder of his appointed term ending 31-Dec-17– Mr. Oliver; Support – Mr. Faust; Vote – unanimous
- Supervisor recommends the re-appointment of Ms. Marcie Scaturro to the Farmland Preservation Board for a 2-year term ending 31-Dec-19– Mr. Oliver; Support – Mr. Faust; Vote – unanimous
- Supervisor recommends the re-appointment of Mr. Dave Faust to the Farmland Preservation Board for a 2-year term ending 31-Dec-19– Mr. Oliver; Support – Ms. Fromhart; Vote – unanimous

VII. REPORTS AND CORRESPONDENCE

A. Public Safety Report

- The sheriff's office report was received and is on record

B. Supervisor's Report

- Will remove consent judgement from township web site
- Update on soil erosion
- Included MTA comments of cancelling a meeting
- Ms. Fromhart commented that she believes that Mr. Nanney is having a hard time performing the duties of planner, zoning administrator and ordinance enforcement officer
- Internet surveys coming in
- Board of Review 7-Dec-17

C. Assessor's Report

- The Ms. Rider submitted a written report to the board and it is on record

D. Clerk's Report

- River Raisin Watershed Council support - no

E. Treasurer's Report

- The Ms. McQueer submitted a written report to the board and it is on record

F. Trustees' Report

- Trustee Faust:
 - Asked about hunting on township property
 - Asked about WCRC not completing tasks
- Trustee Oliver:
 - Nothing

G. Zoning Administrator's Report

- Mr. Nanney submitted a written report to the board and it is on record

H. Planning Commission

- Meeting minutes are on record

Bridgewater Township Board of Trustees Minutes

I. Farmland Preservation Board Report

- The Farmland Preservation Board submitted a written report to the board and it is on record

VIII. CITIZEN PARTICIPATION

- Aaron Enzer – asked about escrow
- Motion to amend agenda item for Enzer / ACE Pyro site plan escrow – Mr. Oliver; Support – Mr. Faust; vote - unanimous
- Motion to amend the required escrow amount for the Enzer / ACE Pyro site plan for township planner review from \$5500 to \$2000 – Ms. Fromhart; Support – Mr. Faust; Vote - unanimous

IX. ADJOURNMENT

Ms. Fromhart adjourned the meeting at 9:40 p.m.

DRAFT

Amendment to Ordinance 59

An ordinance to amend Section 13.1 of Ordinance 59 which regulates the extraction of sand, gravel and other earthen materials.

The Township of Bridgewater, Washtenaw County, Michigan ordains:

Section 1. Amendment to Section 13.1.

The first sentence of Section 13.1 is amended to read as follows:

13.1 Annual Report. The operator shall submit an annual report to the Township Supervisor on or before February 15th of each year for the previous year’s operation.

Section 2. Saving Provisions.

All provisions of Ordinance 59 not amended by this ordinance shall remain in full force and effect.

Section 3. Effective Date.

This ordinance shall take effect upon publication.

- AYES:
- NAYS:
- ABSENT:

Ordinance declared adopted on January 4, 2017.

Laurie Fromhart, Supervisor
Township of Bridgewater

CERTIFICATE OF ADOPTION AND PUBLICATION

I, Thomas Wharam, the duly elected Clerk of the Township of Bridgewater certify that the foregoing ordinance is a true and correct copy of the ordinance enacted by the Township Board of the Township of Bridgewater on January 4, 2017 and published in the Manchester Mirror, a newspaper, circulated in the Township of Bridgewater on January __, 2017.

Thomas Wharam, Clerk
Township of Bridgewater

Bridgewater Township Monthly Expenses

December 2017					
Type	Date	Check #	Name		Amount
Dec 17					
Bill	12/20/2017	EFT	Cardmember Service	2050 · Comerica - Clerk/Treasurer	730.51
Bill	12/12/2017	EFT	Consumers Energy	5265728 · Maintenance & Utilities	49.46
Bill	12/28/2017	EFT	Detroit Edison Company	5265728 · Maintenance & Utilities	51.49
Bill	12/11/2017	EFT	Detroit Edison Company - 67-069A	5440852 · Street lighting	321.08
Bill	12/22/2017	9530	Donald N. Pennington	-SPLIT-	1,287.50
Bill	12/14/2017	EFT	Frontier	5265728 · Maintenance & Utilities	98.31
Bill	12/19/2017	9531	Green Meadows Lawncare	5265000 · Building & Grounds:5265728 ·	243.00
Bill	12/10/2017	9523	Lucus Law, PC	-SPLIT-	2,347.50
Bill	12/22/2017	9529	Mary Rider	-SPLIT-	1,847.50
Bill	12/21/2017	EFT	Paychex	-SPLIT-	6,690.66
Bill	12/22/2017	EFT	Paychex_fees	5215727 · Clerk supplies & expense	96.93
Bill	12/14/2017	9524	Reau & Associates, P.C.	5215727 · Clerk supplies & expense	180.00
Bill	12/01/2017	9525	RG Wahl-Roehm	5265728 · Maintenance & Utilities	85.00
Bill	12/01/2017	9526	Stantec Consulting Michigan Inc.	-SPLIT-	906.50
Bill	12/18/2017	9527	The Manchester Mirror, LLC	5173900 · Printing & publishing	24.64
Bill	12/05/2017	9528	Tom Wharam	5215727 · Clerk supplies & expense	25.68
Dec 17					<u>14,985.76</u>

Clerk: _____

Treasurer: _____

Bridgewater Township
Profit & Loss Budget vs. Actual
April 2017 through March 2018

	Apr '17 - Mar 18	Budget	\$ Over Budget
Income			
Clean-up Day Grant	3,000		
4402 · Property tax - operation	0	71,443	-71,443
4447 · Tax administration fee	14,165	28,354	-14,189
4448 · Tax collection fees	150	3,670	-3,520
4460 · Township permits	150	1,000	-850
4465 · Land division fees	175	500	-325
4574 · Revenue sharing	92,033	128,498	-36,465
4600 · Collection Fee-Sewer Fund	0	1,600	-1,600
4601 · Fire charge collection	0	1,000	-1,000
4665 · Interest Income	84	1,600	-1,516
4672 · Other Income	13	1,500	-1,487
4675 · Metro Auth.-restricted to roads	3,217	3,500	-283
4700 · Election Reimbursement	206	0	206
Total Income	113,193	242,665	-129,472
Gross Profit	113,193	242,665	-129,472
Expense			
5101000 · Township Board			
5101703 · Trustee salary	3,600	4,800	-1,200
5101727 · Township supplies & expenses	603	500	103
5101770 · Conferences & Training	215	1,000	-786
Total 5101000 · Township Board	4,418	6,300	-1,882
5171000 · Supervisor			
5171703 · Supervisor Salary	11,705	15,607	-3,902
5171727 · Supervisor Expense	693	1,000	-306
5209000 · Assessor			
5209705 · Board of Review expenses	1,087	1,500	-413
5209805 · Assessor Wages	15,525	20,700	-5,175
5209810 · Assessor Expense	1,752	2,500	-748
Total 5209000 · Assessor	18,364	24,700	-6,336
Total 5171000 · Supervisor	30,762	41,307	-10,545
5173000 · Other General Government			
5173715 · Social Security	3,545	5,000	-1,455
5173801 · Attorney & Consulting Expenses	4,505	5,000	-495
5173802 · Audit fees	3,100	3,500	-400
5173811 · Membership fees & dues	1,546	2,000	-454
5173895 · Website Administrator	925	1,300	-375
5173912 · Insurance & Bonds	4,977	5,500	-523
Total 5173000 · Other General Government	18,599	22,300	-3,701
5215700 · Clerk			
5173900 · Printing & publishing	372	1,000	-628
5174810 · Deputy Clerk	1,100	1,000	100
5191727 · Election expense	1,772	1,000	772
5215703 · Clerk salary	12,160	16,214	-4,054
5215727 · Clerk supplies & expense	2,594	3,200	-606
Total 5215700 · Clerk	17,999	22,414	-4,415
5253700 · Treasurer			
5253701 · Tax Collection Expense	1,844	2,500	-656
5253703 · Treasurer salary	13,212	17,615	-4,403
5253704 · Deputy Treasurer Wages	684	1,000	-316
5253727 · Treasurer supplies & expenses	896	2,000	-1,104
Total 5253700 · Treasurer	16,636	23,115	-6,479

Bridgewater Township
Profit & Loss Budget vs. Actual
April 2017 through March 2018

	Apr '17 - Mar 18	Budget	\$ Over Budget
5265000 · Building & Grounds			
5265728 · Maintenance & Utilities	4,759	6,000	-1,241
5265925 · Cemetery care	2,350	2,000	350
5265980 · Building improvement & equipmen	308	1,000	-692
5265000 · Building & Grounds - Other	128		
Total 5265000 · Building & Grounds	7,546	9,000	-1,454
5301800 · Public Safety			
5339727 · Fire protection billing expense	32,571	55,000	-22,429
Total 5301800 · Public Safety	32,571	55,000	-22,429
5400700 · Planning & zoning			
5400701 · Planning			
5400727 · Planning comm. wage & expense	2,746	4,200	-1,454
5400803 · Planning consultant - on-going	5,097	10,000	-4,904
5400806 · FPB Consultant	0	500	-500
Total 5400701 · Planning	7,843	14,700	-6,857
5410726 · Zoning			
5410704 · Land Division Processing Fees	1,050	1,700	-650
5410727 · Zoning ad.wage & expense	5,175	7,500	-2,325
5411727 · Zon Bd of Appeals Expense	375	325	50
Total 5410726 · Zoning	6,600	9,525	-2,925
5400700 · Planning & zoning - Other	16		
Total 5400700 · Planning & zoning	14,459	24,225	-9,766
5440000 · Public works			
5440846 · Road Improvements	54,442	50,500	3,942
5440847 · Drains at large	4,171	5,000	-829
5440849 · Clean-up Day	3,206	5,000	-1,794
5440852 · Street lighting	2,498	3,500	-1,002
Total 5440000 · Public works	64,316	64,000	316
5500000 · Contingencies	0	504	-504
66900 · Reconciliation Discrepancies	-0		
Total Expense	207,306	268,165	-60,859
Net Income	-94,113	-25,500	-68,613

Bridgewater Township
Balance Sheet
 As of December 31, 2017

	Dec 31, 17
ASSETS	
Current Assets	
Checking/Savings	
1002 · General Checking-Key Bank	-8,795.13
1010 · General Savings-Key Bank	154,375.48
1016 · Bank of Ann Arbor 5yr	101,178.20
1017 · Old National 2 yr	107,937.21
Total Checking/Savings	354,695.76
Accounts Receivable	
1200 · Accounts Receivable	8,537.00
Total Accounts Receivable	8,537.00
Other Current Assets	
Prepaid Insurance	-455.67
1034 · Tax Receivable-PPT	53.53
1081 · Due from Sewer Operations	-538.75
1085 · Due From Tax Fund	2,285.00
1201 · Accounts Receivable 2	23,262.00
Total Other Current Assets	24,606.11
Total Current Assets	387,838.87
Fixed Assets	
1600 · Buildings	98,329.35
1610 · Equipment	28,244.21
1620 · Land	70,863.09
1630 · Siding & Windows	17,049.00
1640 · Township Hall Improvements	54,079.30
1650 · Accumulated Depreciation	-91,492.66
Total Fixed Assets	177,072.29
TOTAL ASSETS	564,911.16
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	-3.16
Total Accounts Payable	-3.16
Credit Cards	
2050 · Comerica - Clerk/Treasurer	81.46
Total Credit Cards	81.46
Other Current Liabilities	
2217 · Escrow Deposits Payable	
2220 · Due to SMR-Elliott parcel	2,500.00
2233 · Due to SMR-Crego/Peltcs	4,395.25
2239 · Due to GS Materials MEL Exp App	-405.00
2251 · Due to Bridgewater Bank	4,114.78
2252 · Due Metro General Contractors	1,000.00
2253 · Due to Bridgewater Commons	40,000.00
2254 · Due to Ace Pyro LLC.	681.00
Total 2217 · Escrow Deposits Payable	52,286.03
2295 · Deferred Revenue	53.53
Total Other Current Liabilities	52,339.56
Total Current Liabilities	52,417.86
Total Liabilities	52,417.86

2:38 PM
12/28/17
Accrual Basis

Bridgewater Township
Balance Sheet
As of December 31, 2017

	<u>Dec 31, 17</u>
Equity	
3900 · Fund Balance	425,027.42
3940 · Invested in Capital Assets, Net	177,073.03
Net Income	-89,607.15
	<hr/>
Total Equity	512,493.30
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TOTAL LIABILITIES & EQUITY	564,911.16
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Bridgewater Township Sewer Operation Monthly Expenses

Type	Date	Check #	Name	December 2017	Amount	
Dec 17	Bill	12/27/2017	EFT	DTE Energy	Electricity	1,368.51
	Bill	12/11/2017	EFT	Frontier	Phone Service	41.98
	Bill	11/20/2017	1276	Faust Sand & Gravel , INC.	Grinder Pump repairs	217.50
	Bill	12/01/2017	1277	MDEQ-NP1	NPDES Permit	1,950.00
	Bill	12/04/2017	1278	Michigan AgriBusiness Solutions	Treatment Plant	2,640.00
	Bill	11/21/2017	1279	MISS SIG System, Inc.	Miss Dig Locator Service	395.74
	Bill	12/01/2017	1280	Village of Manchester	Plant Operator	2,600.00
	Bill	12/06/2017	1011	Washtenaw County Treasurer	Interest	176.25
Dec 17						<u>9,389.98</u>

Clerk: _____

Treasurer: _____

Bridgewater Township Sewer Operation
Profit & Loss Budget vs. Actual
 April 1 through December 23, 2017

	Apr 1 - Dec 23, 17	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Comerica Funds Transfer	0.00	0.00	0.00
Connection Fees			
Easement Fee	250.00	0.00	250.00
Grinder Pump Reimb + 10%	8,189.20	0.00	8,189.20
Inspection Fee	150.00	0.00	150.00
Permit Fee	0.00	0.00	0.00
Tap Fee	44,029.90	0.00	44,029.90
Connection Fees - Other	0.00	0.00	0.00
Total Connection Fees	52,619.10	0.00	52,619.10
County Reimbursement	0.00	0.00	0.00
Customer Finance Charge	0.00	728.51	-728.51
Insurance Proceeds	0.00	0.00	0.00
Interest Income Master Account			
Interest Income Checking	37.04	100.00	-62.96
Interest Income Master Account - Other	0.00	0.00	0.00
Total Interest Income Master Account	37.04	100.00	-62.96
Miscellaneous Income			
Debt Retirement - Interest	0.00	0.00	0.00
Debt Retirement - Principal	0.00	0.00	0.00
Repayment of O & M Fund	0.00	0.00	0.00
Miscellaneous Income - Other	0.00	0.00	0.00
Total Miscellaneous Income	0.00	0.00	0.00
Operating Expense Reimbursement	0.00	0.00	0.00
Operation Maintenance Income	75,700.00	72,922.30	2,777.70
Other Int Income - UBT Debt	0.00	0.00	0.00
Reimbursement from Contractors	0.00	0.00	0.00
Special Assessment Payoff	0.00	0.00	0.00
Special Assessment Revenue	6,133.29	48,627.61	-42,494.32
Uncategorized Income	0.00	0.00	0.00
Total Income	134,489.43	122,378.42	12,111.01
Cost of Goods Sold			
Cost of Goods Sold	0.00	0.00	0.00
Total COGS	0.00	0.00	0.00
Gross Profit	134,489.43	122,378.42	12,111.01
Expense			
Bank Service Charges	0.00	0.00	0.00
Bond Payment	0.00	0.00	0.00
Collection System			
Billing			
Billing Clerk	660.00	874.19	-214.19
Billing Other	0.00	0.00	0.00
Office Supplies	0.00	145.69	-145.69
Billing - Other	0.00	0.00	0.00
Total Billing	660.00	1,019.88	-359.88
Collection System Equip Repairs	0.00	0.00	0.00
Depreciation	0.00	0.00	0.00
Forcemains -Flushing & Disposal	0.00	728.51	-728.51
Grinder Pump repairs	1,277.50	7,284.96	-6,007.46
Miss Dig Locator Service	1,054.94	1,456.98	-402.04
New Equipment	0.00	0.00	0.00
New Grinders	0.00	0.00	0.00
WWTP Operations Committee	0.00	874.19	-874.19
Collection System - Other	0.00	0.00	0.00
Total Collection System	2,992.44	11,364.52	-8,372.08

Bridgewater Township Sewer Operation

Profit & Loss Budget vs. Actual

April 1 through December 23, 2017

	Apr 1 - Dec 23, 17	Budget	\$ Over Budget
Drain Assessments	0.00	0.00	0.00
Due to Washtenaw County	0.00	0.00	0.00
Insurance	0.00	1,092.74	-1,092.74
Legal & Professional			
Accounting	0.00	0.00	0.00
Audit	1,500.00	1,092.74	407.26
Engineer	280.00	1,821.25	-1,541.25
Legal Fees	0.00	364.24	-364.24
Legal & Professional - Other	0.00	0.00	0.00
Total Legal & Professional	1,780.00	3,278.23	-1,498.23
Loan Payment	0.00	0.00	0.00
Miscellaneous Expense	0.00	18.22	-18.22
Miss Dig Locator SVS	0.00	0.00	0.00
New Equipment	7,618.00	7,284.96	333.04
NSF Check	0.00	0.00	0.00
Payroll Expenses	0.00	0.00	0.00
Reconciliation Discrepancies	-0.48	0.00	-0.48
Treatment Plant			
Building & Grounds Maintenance	3,635.00	1,456.98	2,178.02
Chemicals	2,586.10	4,370.97	-1,784.87
Depreciation	0.00	0.00	0.00
Diesel Fuel/Propane	1,900.00	728.51	1,171.49
Electricity	9,402.19	11,291.66	-1,889.47
Equipment Repairs	14,027.62	3,642.46	10,385.16
Generator Maintenance Contract	0.00	801.33	-801.33
NPDES Permit	1,950.00	1,456.98	493.02
Out of Scope Changes for Operat	0.00	0.00	0.00
Phone Service	372.10	327.82	44.28
Plant Operator	23,400.00	22,729.03	670.97
Sludge Handling & Disposal	0.00	2,549.72	-2,549.72
Supplies	111.92	218.55	-106.63
Treatment Plant - Other	3,373.13	0.00	3,373.13
Total Treatment Plant	60,758.06	49,574.01	11,184.05
Total Expense	73,148.02	72,612.68	535.34
Net Ordinary Income	61,341.41	49,765.74	11,575.67
Other Income/Expense			
Other Income			
Debt Retirement Fund Transfer	0.00	0.00	0.00
Debt Retirement Income			
Connection fees (new tap fees)	0.00	0.00	0.00
Interest	0.00	0.00	0.00
Special Assessment Installments			
Interest	0.00	0.00	0.00
Other	0.00	0.00	0.00
Principal	0.00	0.00	0.00
Special Assessment Installments - Other	0.00	0.00	0.00
Total Special Assessment Installments	0.00	0.00	0.00
Debt Retirement Income - Other	0.00	0.00	0.00
Total Debt Retirement Income	0.00	0.00	0.00
Grinder Pump Repair Reimb	0.00	0.00	0.00
Interest Income from Spec Asses	0.00	0.00	0.00
Total Other Income	0.00	0.00	0.00
Other Expense			
Contingencies/Reserves	0.00	4,089.83	-4,089.83

8:47 AM

12/23/17

Accrual Basis

Bridgewater Township Sewer Operation
Profit & Loss Budget vs. Actual
April 1 through December 23, 2017

	<u>Apr 1 - Dec 23, 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Washtenaw Cty Debt Svc			
Accounting Charges	0.00	0.00	0.00
Agent Fees	0.00	0.00	0.00
Interest	3,877.50	4,582.50	-705.00
Principal	35,250.00	41,066.25	-5,816.25
Washtenaw Cty Debt Svc - Other	0.00	0.00	0.00
Washtenaw Cty Debt Svc - Other	0.00	0.00	0.00
Total Washtenaw Cty Debt Svc	<u>39,127.50</u>	<u>45,648.75</u>	<u>-6,521.25</u>
Total Other Expense	<u>39,127.50</u>	<u>49,738.58</u>	<u>-10,611.08</u>
Net Other Income	<u>-39,127.50</u>	<u>-49,738.58</u>	<u>10,611.08</u>
Net Income	<u><u>22,213.91</u></u>	<u><u>27.16</u></u>	<u><u>22,186.75</u></u>

Bridgewater Township Sewer Operation Balance Sheet As of December 31, 2017

	Dec 31, 17
ASSETS	
Current Assets	
Checking/Savings	
Key-Sewer O/M	
Capital Improvements Reserve	6,000.00
Key-Sewer O/M - Other	10,049.21
Total Key-Sewer O/M	16,049.21
Key Sewer O/M Saving	85,194.09
Key Sewer Retirement Checking	59,484.64
Total Checking/Savings	160,727.94
Accounts Receivable	
Accounts receivable	53,512.93
Total Accounts Receivable	53,512.93
Other Current Assets	
Due From Tax	2,970.00
Prepaid Expenses	1,716.67
Prepaid Insurance	-108.33
Taxes Receivable Special Asst	3,103.87
Total Other Current Assets	7,682.21
Total Current Assets	221,923.08
Fixed Assets	
Accessory Building	53,320.02
Accumulated Depr - Access Bldg	-7,938.72
Accumulated Depr - Equipment	-18,994.02
Accumulated Depr - Sewer System	-581,739.68
Equipment	63,004.77
Land	55,355.06
Sewer System Plant	1,966,444.05
Total Fixed Assets	1,529,451.48
Other Assets	
Special Assessment Receivable	148,275.00
Total Other Assets	148,275.00
TOTAL ASSETS	1,899,649.56
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accounts Payable	2,600.00
Due to General Fund	2,326.59
Total Other Current Liabilities	4,926.59
Total Current Liabilities	4,926.59
Long Term Liabilities	
2004 Bonds Wastewater Expansion	211,500.00
Total Long Term Liabilities	211,500.00
Total Liabilities	216,426.59
Equity	
Invested in capital assets, net	1,317,951.48
Restricted for Debt Service	240,753.85
Unrestricted Funds (QB RE acct)	103,672.24
Net Income	20,845.40
Total Equity	1,683,222.97
TOTAL LIABILITIES & EQUITY	1,899,649.56

Poverty Exemption Information: MCL 211.7u (1) The principal residence of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation under this act. [Excerpt]

	Test 1: Poverty Income Guidelines	Test 2: Asset Test (if the applicant meets the poverty income guidelines)																					
What's involved:	“Table 1” How Much <u>Income</u> a Person Can Receive Per Year and Be Eligible for the Poverty Exemption	“Table 2” <u>Things of Value</u> That a Person Can Own and Still Be Granted a Poverty Exemption	“Table 3” <u>Things of Value</u> That the BOR Can Consider to Decide What Percent Exemption to Grant																				
What the Law Says:	<p style="text-align: center;">2017 Federal Poverty Income Guidelines</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Size of Family/ Household</th> <th style="text-align: center;">Maximum Total Income</th> </tr> </thead> <tbody> <tr><td style="text-align: center;">1</td><td style="text-align: center;">\$11,880</td></tr> <tr><td style="text-align: center;">2</td><td style="text-align: center;">\$16,020</td></tr> <tr><td style="text-align: center;">3</td><td style="text-align: center;">\$20,160</td></tr> <tr><td style="text-align: center;">4</td><td style="text-align: center;">\$24,300</td></tr> <tr><td style="text-align: center;">5</td><td style="text-align: center;">\$28,440</td></tr> <tr><td style="text-align: center;">6</td><td style="text-align: center;">\$32,580</td></tr> <tr><td style="text-align: center;">7</td><td style="text-align: center;">\$36,730</td></tr> <tr><td style="text-align: center;">8</td><td style="text-align: center;">\$40,890</td></tr> <tr> <td style="text-align: center;">Additional person</td> <td style="text-align: center;">\$4,160</td> </tr> </tbody> </table> <p>Note: The township board can adopt maximum income levels <u>higher</u> than the federal poverty guidelines. A township board can make it <u>easier</u> for a person to be eligible for the poverty exemption, but it <u>cannot make it harder</u> (by adopting lower income levels).</p> <p>For example, a township board could say that a one-person household could have a total annual income of \$15,000 and still be eligible for a poverty exemption. Or, for example, the board could establish its levels at 1.35 (or other number) times the federal levels.</p>	Size of Family/ Household	Maximum Total Income	1	\$11,880	2	\$16,020	3	\$20,160	4	\$24,300	5	\$28,440	6	\$32,580	7	\$36,730	8	\$40,890	Additional person	\$4,160	<p>The law protects the applicant's residence. Townships cannot use the equity of an applicant's home as part of the asset test.</p> <p>The Michigan Tax Tribunal in <i>Robert Taylor v Sherman Twp.</i> (MTT Small Claims Division, Docket No. 236230, August 13, 1997), the Tax Tribunal views the 'asset test' to be an indication of funds available which might be used to pay one's taxes.</p> <p>In <i>Taylor</i>, Tax Tribunal held, "If the equity of the homestead is included, it would require the Petitioner to sell his homestead or borrow against the equity to pay the taxes. The Tribunal finds that the inclusion of the value of the equity is inconsistent with the basic intent of the granting of poverty exemptions, that being to enable the petitioning party to maintain their homestead."</p> <p>However, a township can determine a "footprint" for the home and consider any additional land as an asset.</p> <p>For example, the applicant is allowed their home plus five acres around their home as a 'footprint.' Their home sits on 40 acres. Therefore, 35 acres can be considered as an asset towards the total assets.</p>	<p>Every township must adopt an asset test, but no specific test is mandated by law. The township board should set a <u>maximum asset amount</u>—in other words, a total value of assets that will likely result in receiving a 0% exemption. This can be either a dollar amount or a percentage of total income.</p> <p>For example, a township board could decide that applicants with a total value of assets of \$15,000 or more will receive a 0% exemption, even though they meet the income guidelines in Step 1. Or, another township could decide that its maximum value of assets eligible for the exemption is \$150,000.</p> <p>Based on the assets listed on a poverty exemption application, the Board of Review may grant the applicant a 0% to 100% exemption.</p> <p>A township cannot consider the homestead property tax credit that the applicant is eligible for to calculate the percentage of poverty exemption to be granted.</p> <p>MCL 211.7u (5): "<u>The board of review shall follow the policy and guidelines of the local assessing unit in granting or denying an exemption under this section unless the board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and guidelines and the substantial and compelling reasons are communicated in writing to the claimant.</u>"</p> <p>For example, a wife suffers a catastrophic illness, and the husband is forced to reduce his work hours to care for her. Their medical bills exceed their insurance coverage and they have used their savings, credit and income to pay those bills, leaving no funds to pay the taxes. Even if their assets exceed the township's maximum asset amount, a board of review might consider these substantial and compelling reasons to deviate from the guidelines.</p>
Size of Family/ Household	Maximum Total Income																						
1	\$11,880																						
2	\$16,020																						
3	\$20,160																						
4	\$24,300																						
5	\$28,440																						
6	\$32,580																						
7	\$36,730																						
8	\$40,890																						
Additional person	\$4,160																						

	Test 1: Poverty Income Guidelines	Test 2: Asset Test (if the applicant meets the poverty income guidelines)	
Examples:	<p>According to the U.S. Census Bureau, “income” includes:</p> <ul style="list-style-type: none"> • Money, wages and salaries before any deductions. • Net receipts from nonfarm self-employment. (These are receipts from a person’s own business, professional enterprise, or partnership, after deductions for business expenses.) • Net receipts from farm self employment. (With the same provisions as above for self-employment.) • Regular payments from social security, railroad retirement, unemployment, workers’ compensation, veterans’ payments, and public assistance. • Alimony, child support, and military family allotments. • Private pensions, government pensions, and regular insurance or annuity payments. • College or university scholarships, grants, fellowships, and assistantships. • Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings. 	<p>The township board has the option to allow a person to own other things, in addition to the house, and still receive a poverty exemption.</p> <p>Possible examples include:</p> <ul style="list-style-type: none"> • Additional vehicles • More land than a minimum “footprint” for the home • Equipment or other personal property of value, including recreational vehicles (campers, motor homes, boats, ATVs, etc.) • Bank account(s) up to a specified amount • Other ... 	<p>These are possible examples (not an exhaustive list). A township is not required to ask an applicant to list all of these types of assets to apply for a poverty exemption, but it may choose to do so:</p> <ul style="list-style-type: none"> • A second home • Land • Vehicles • Recreational vehicles (campers, motor homes, boats, ATVs, etc.) • Buildings other than the residence • Equity in the residence above a specified amount • Jewelry • Antiques • Artwork • Equipment • Other personal property of value • Bank accounts over a specified amount • Stocks • Money received from the sale of property such as stocks, bonds, a house, or a car unless a person is in the business of selling such property. • Withdrawals of bank deposits and borrowed money. • Tax refunds, gifts, loans, lump-sum inheritances, one-time insurance payments. • Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms. • Federal noncash benefits programs such as Medicare, Medicaid, food stamps, school lunches.

Notes: What the township board is really establishing is a definition of “poverty” in that township, based on the federal thresholds, plus a local determination of assets that a person can own and still be considered to be unable to contribute to the public charge—in that township.

One way to look at the asset test is that the township board is stating what property a person should “sell” to pay the taxes or be able to keep and still get the poverty exemption. A person is not required to actually sell assets to receive a poverty exemption—but the asset test is a list of things the board of review will consider to determine if it will be a full 100% exemption or less than 100%.

Remember, the idea is not to give everyone a break on their taxes. The state will look closely at overly generous definitions or boards of review that don’t follow the township’s guidelines and asset test.

Note that MCL 211.7u(5) does allow the board of review to deviate, for “substantial and compelling reasons,” from the township board’s guidelines and asset test: “(5) The board of review shall follow the policy and guidelines of the local assessing unit in granting or denying an exemption under this section unless the board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and guidelines and the substantial and compelling reasons are communicated in writing to the claimant.”

The asset test can be a list of the types of items, or a total value of the assets that the township will look at to determine if someone really is impoverished. This can vary from township to township. As applied, it will likely also vary on a case by case basis, depending on the applicant's circumstances.

For example, if an elderly widow has an annual household income of \$9,000 (less than the federal poverty guideline for one person) and lives alone in the home that she owns, she meets the poverty guidelines for income—and would likely be considered “impoverished” just about anywhere in Michigan.

But what if she also owns the 100 acres of land that her house sits on, plus a lakefront cottage up north, a pontoon boat, a Cadillac worth \$30,000, \$100,000 in antiques and art, and a condo in Florida? One township might consider her even more eligible for the poverty

exemption because her property taxes are higher than if she didn't own some of those things, but they would not expect her to give up things that were purchased years ago because her income has now been permanently reduced. But another township might determine that a person in her circumstances should be able to pay the taxes. The townships' asset tests can be designed to represent each township's perception of “poverty,” and the boards of review have the ability to deviate from the guidelines for substantial and compelling reasons.

Now substitute in the example above a 30-year-old person who recently acquired all of the same property, is still employed as a real estate agent, reports an annual income of \$9,000 due to income tax credits from business losses, and now claims that he or she is unable to pay the taxes.

	Township A	Township B	Township C	Township D
Guidelines & Asset Test	The township board has established higher income levels for its poverty guidelines, so an individual could have an income of \$12,000 and still qualify. This township also considers how long the applicant has owned the property.	The township board has taken a very strict approach to poverty exemptions, and has adopted the federal income guidelines and an asset test that limits an applicant's eligible assets to the house and one car with a value of \$15,000 or less.	The township's asset test says that, in addition to being at or below the federal poverty guideline for income, an applicant can own up to \$100,000 in real and personal property.	The township has adopted the federal income guidelines, and an applicant can own one car, but must list any additional vehicles, any boats, any real estate not included in the homestead, etc.
Example A: Widow	The widow could be granted up to a 100% exemption.	In this township, the widow might not receive a poverty exemption, or might receive a small percentage of a total exemption, such as a 10% exemption because she owns far more than the asset test would allow. But the board of review might decide there are substantial and compelling reasons to deviate from the guidelines.	In this township the widow might not receive a poverty exemption or might receive a percentage of a total exemption, such as a 10% exemption because she owns far more than the asset test would allow. But the board of review might decide there are substantial and compelling reasons to deviate from the guidelines.	Here, the widow could be eligible for an exemption based on her income, but might receive a percentage of a full exemption.
Example B: Real Estate Agent	You decide ... !	You decide ... !	You decide ... !	You decide ... !

**THE GENERAL PROPERTY TAX ACT (EXCERPT—As Amended by PA 135 of 2012)
Act 206 of 1893**

211.7u Principal residence of persons in poverty; exemption from taxation; applicability of section to property of corporation; eligibility for exemption; application; policy and guidelines to be used by local assessing unit; duties of board of review; appeal of property assessment; "principal residence" defined.

Sec. 7u.

- (1) The principal residence of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation under this act. This section does not apply to the property of a corporation.
- (2) To be eligible for exemption under this section, a person shall do all of the following on an annual basis:
 - (a) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
 - (b) File a claim with the supervisor or board of review on a form provided by the local assessing unit, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year. If a person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year, an affidavit in a form prescribed by the state tax commission may be accepted in place of the federal or state income tax return. The filing of a claim under this subsection constitutes an appearance before the board of review for the purpose of preserving the claimant's right to appeal the decision of the board of review regarding the claim.
 - (c) Produce a valid driver's license or other form of identification if requested by the supervisor or board of review.
 - (d) Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if required by the supervisor or board of review.
 - (e) Meet the federal poverty guidelines updated annually in the federal register by the United States department of health and human services under authority of section 673 of subtitle B of title VI of the omnibus budget reconciliation act of 1981, Public Law 97-35, 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit provided the alternative guidelines do not provide income eligibility requirements less than the federal guidelines.
- (3) The application for an exemption under this section shall be filed after January 1 but before the day prior to the last day of the board of review.
- (4) The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines the local assessing unit uses for the granting of exemptions under this section. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and total household income and assets.
- (5) The board of review shall follow the policy and guidelines of the local assessing unit in granting or denying an exemption under this section unless the board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and guidelines and the substantial and compelling reasons are communicated in writing to the claimant.
- (6) A person who files a claim under this section is not prohibited from also appealing the assessment on the property for which that claim is made before the board of review in the same year.
- (7) As used in this section, "principal residence" means principal residence or qualified agricultural property as those terms are defined in section 7dd.

History: Add. 1980, Act 142, Imd. Eff. June 2, 1980 ;-- Am. 1993, Act 313, Eff. Mar. 15, 1994 ;-- Am. 1994, Act 390, Imd. Eff. Dec. 29, 1994 ;-- Am. 2002, Act 620, Imd. Eff. Dec. 23, 2002 ;-- Am. 2003, Act 140, Eff. Jan. 1, 2004 ;-- Am. 2012, Act 135, Imd. Eff. May 16, 2012. **[Current as of 2/20/2017]**

**BRIDGEWATER TOWNSHIP
BOARD OF REVIEW
GUIDELINES FOR POVERTY/HARDSHIP EXEMPTIONS
RESOLUTION NUMBER 01-04-2018**

WHEREAS, the adoption of guidelines for poverty exemptions is within the purview of the Township Board: and

WHEREAS, the homestead of persons who, in the judgment of the Township Supervisor and the Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under Public Act 290, 1994 (MCL 211.7u); and

WHEREAS, Pursuant to PA 390, 1994 Bridgewater Township, Washtenaw County adopt the following guidelines for the Township Supervisor and Board of Review to implement. The Guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all of the following on an annual basis:

1. Be an owner of and occupy as a principal residence the property for which an exemption is requested.
2. The applicant can appeal personally by appointment, in writing, or through an agent authorized in writing by the property owner.
3. The application for an exemption shall be filed after January 1, but before the day prior to the last day of Board of Review.
4. In advance of the hearing, the applicant shall complete a Board of Review petition and hardship exemption application form accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns (Michigan 1040 CR), filed in the immediately preceding year or in the current year. In the event, federal and/or state tax returns are not filed, the applicant shall submit 1099 forms and any W-2 forms for the preceding year.
5. An explanation will be required for all household members over 18 years of age who are not cited as contributing to the household income.
6. Produce a valid driver's license or other form of identification if requested.
7. Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested, if requested.
8. A hardship situation does not exist when property taxes do not exceed 5% of the household adjusted income.
9. Meet the federal poverty income guidelines as defined and determined annually by the United States Office of Management and Budget.

The federal poverty guidelines as of 12-31-2017:

Size of Family Unit	Poverty Guidelines
1	\$12,060
2	\$16,240
3	\$20,420
4	\$24,600
5	\$28,780
6	\$32,960
7	\$37,140
8	\$41,320
For each additional person	\$4,180

10. Meet additional eligibility requirements as determined by the township board, including: ***[insert maximum asset value level/amount and asset test policies here]***;
11. For any deviation from the above guidelines the applicant must provide additional written documentation requested by the Township Supervisor or Board of Review.

NOW THEREFORE, WE RESOLVE that the Board of Review must follow the above-stated policy and federal guidelines when it decides to grant or deny an exemption unless the Board of Review finds substantial and compelling reasons to deviate from the policy and federal guidelines, and these reasons are communicated in writing to the applicant.

The above resolution offered by Trustee _____ and supported by Trustee _____.

Upon roll-call vote, the following members voted:

AYE:
NAY:

ABSTAIN:
ABSENT:

The Supervisor declared the motion passed and the resolution duly adopted.

Certification:

I, Tom Wharam, the undersigned Clerk of the Township of Bridgewater, hereby certify that the foregoing resolution is a true and complete copy of a resolution adopted at a regular meeting of the Board of Trustees of the Township of Bridgewater, held on January 4, 2018 the original of which is on file in my office, and that notice of such meeting was given, and the meeting was conducted, pursuant to and in compliance with Act No. 267, Michigan Public acts of 1976, as amended.

Tom Wharam
Bridgewater Township Clerk

Subject: RE: Hunting on Township Property

From: catherine@michigantownships.org
To: bridgewaterwpsupervisor@yahoo.com
Cc: cindy@michigantownships.org; michael@michigantownships.org
Date: Friday, December 8, 2017, 3:53:52 PM EST

Laurie:

Assuming that we are talking about property owned by the township, yes, like any other property owner, the board may choose to permit hunting on township property, but is not required to do so. Just because it is publicly owned does not make it automatically open to the public. You may want to talk to your attorney and liability insurance carrier (Par Plan, MMRMA, etc.) for their input on the pros and cons or any policies you might want to have in place, like knowing who is on the property (requiring them to ask permission or check in while hunting) to avoid confusion or accidents, as well as any recommended insurance premiums or policies.

Note that a township cannot prohibit hunting in the township, but the township board has the same options as any property owner to control access to and use of their property.

Catherine A. Mullhaupt, Staff Attorney
Member Information Services
Michigan Townships Association
(517) 321-6467 Fax: (517) 321-8908
Email: catherine@michigantownships.org
Twitter: @Mltownships

MTA Member Information Services staff are regularly available Monday through Friday, 8 a.m. to 5 p.m., to answer your questions.

The information contained in this email is provided solely for a general informational purpose and should not be interpreted as legal advice. MTA encourages township officials to consult with their legal counsel on questions of law. MTA reserves the right to distribute this information.

MTA Mission: *The Michigan Townships Association advances local democracy by fostering township leadership and public policy essential for a strong and vibrant Michigan.*

From: Laurie Fromhart [mailto:bridgewaterwpsupervisor@yahoo.com]
Sent: Friday, December 08, 2017 3:38 PM
To: Catherine Mullhaupt <catherine@michigantownships.org>
Subject: Hunting on Township Property

Hi Catherine,



WASHTENAW COUNTY OFFICE OF THE SHERIFF



2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL sheriff@ewashtenaw.org

JERRY L. CLAYTON
SHERIFF

MARK A. PTASZEK
UNDERSHERIFF

December 6, 2017

Laurie Fromhart
Bridgewater Township Supervisor
10990 Clinton Rd
Manchester, MI 48158

Dear Ms. Fromhart,

Attached you will find the November report for service provided by the Washtenaw County Sheriff's Office to Bridgewater Township. The report shows specific information, with comparison to previous years, for time spent by position, traffic enforcement, total calls for service (including MSP), and deputies under contract from other jurisdictions responding into Bridgewater Township.

In Summary, Bridgewater Township had 27 calls for service for the month of November. Of the 27 calls the Michigan State Police responded to 14. The Sheriff Office responded to 3 calls, 10 calls were administratively cleared this month with no police response. In general these calls are typically: BOL's (Be on the Lookout), ambulance requests transferred to Huron Valley Ambulance, cancelation of call due to other resolution, example, alarm company cancels due to home owner request.

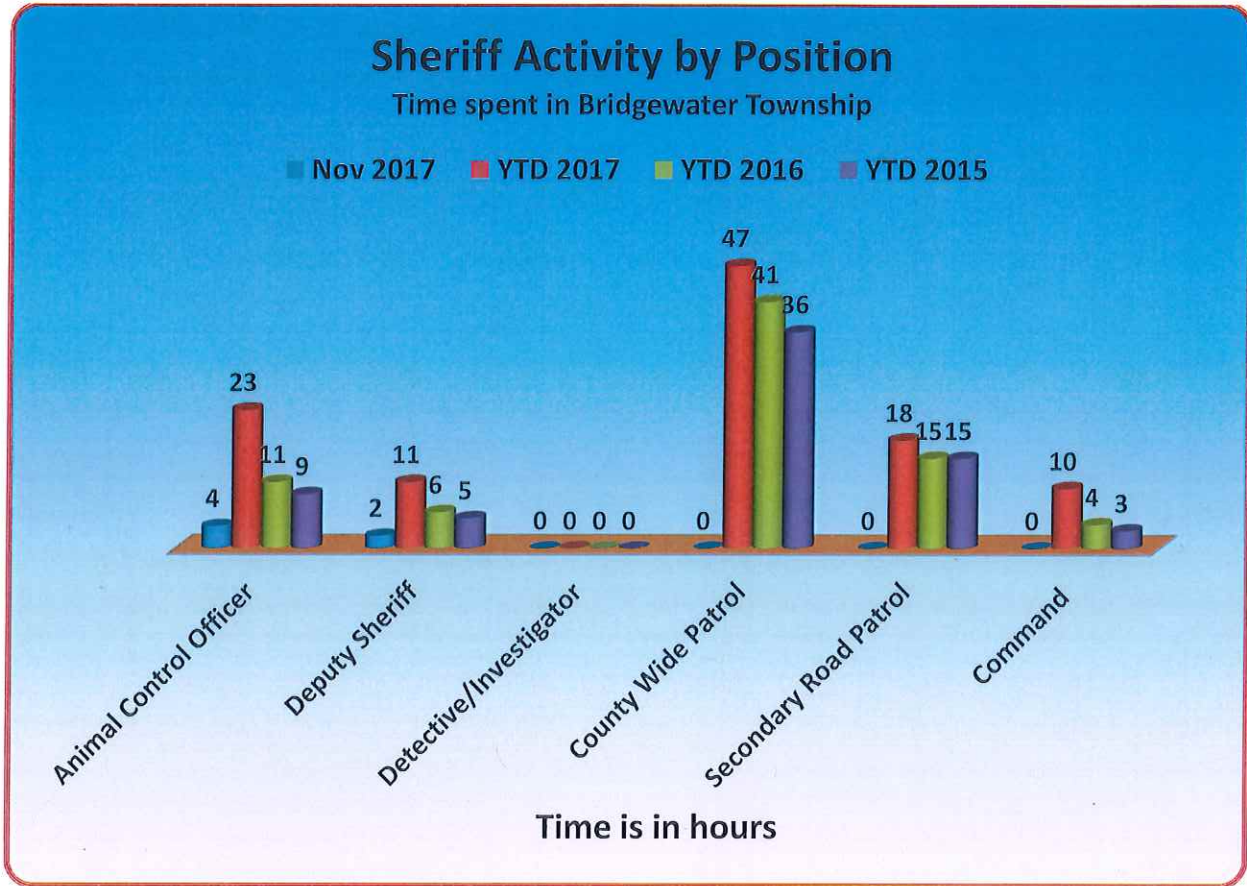
Please contact me at kingl@ewashtenaw.org or 734-994-8104 if you should need further information or clarification or wish to have this information in electronic form.

Respectfully,

Lisa King
Lieutenant Western Operations



Washtenaw County Sheriff's Office
 Bridgewater Township Services—November 2017



Animal Control Officer: County funded animal control officer responding to complaints involving domestic animals or wild animals that have been domesticated.

Deputy Sheriff: Deputies under contract by another jurisdiction who perform law enforcement duties in non-contract areas.

Detective/Investigator: County Funded detectives/investigators who have additional training, experience, and equipment to perform higher level law enforcement duties.

County Wide Patrol: County funded county wide road patrol deputies who primarily perform law enforcement duties in non-contracting areas.

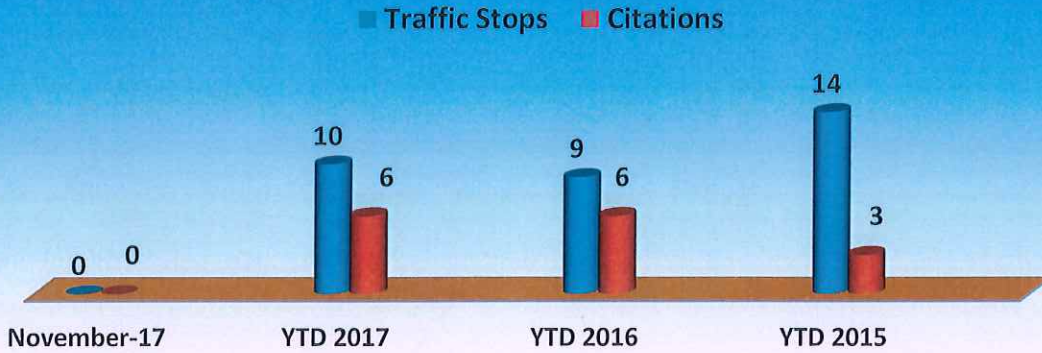
Secondary Road Patrol: A partially funded grant to provide traffic enforcement on secondary roads throughout the County. Respond to and investigate traffic related incidents on secondary roads. On call investigators for serious injury and fatal motor vehicle crashes.

Command: Road patrol sergeants who supervise the above staff. Manages on duty staffing and coordinated on scene police response.



Washtenaw County Sheriff's Office
 Bridgewater Township Services—November 2017

Traffic Enforcement--Bridgewater Township



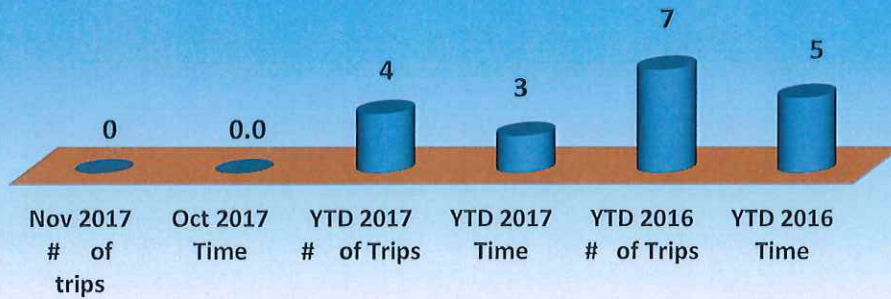
Bridgewater Township Calls for Service

Includes WCSO & MSP



Contract Deputies into Bridgewater Township

■ Manchester-Lodi Deputies



Time is in hours

Bridgewater Township

Zoning Administrator Report

Year End Summary for 2017

The following is a summary of zoning administration and enforcement activities conducted during the 2017 calendar year:

Zoning Administration Activity	Approved or Resolved in 2017
Certificate of zoning compliance applications	26 applications approved for zoning compliance , including three new single-family dwellings.
Addressing applications	Six (6) new addresses for vacant parcels were issued.
Closed ordinance enforcement cases	Ordinance violations on 12 separate parcels were resolved through corrective actions by the resident or property owner in response to written notices and follow up contacts.
Open ordinance enforcement cases	12460 E. Michigan Ave. (Samuels) – outdoor storage of junk is still slowly being cleaned-up – next steps are a follow up site inspection on 1/2/2018 to confirm that the clean-up has not been completed, with issuance of a municipal civil infraction violation notice to follow per Ord. No. 69, directing Dr. Samuels to appear at Township’s Municipal Ordinance Violations Bureau and to pay the fine and costs prescribed for the violation by the schedule of civil fines adopted by the Township.
	13997 E. Michigan Ave. – The illegal signage for the massage therapy business in the upper level of the dwelling has been removed. The business still appears to be operating at some level in the structure, which was illegally converted into a two-unit building at some point in the past by a previous owner. Follow up telephone contacts with the property owner to resolve the remaining issues of concern are in process.
	11840 Hogan Rd. (Hebb) – Unlawful outdoor storage of large piles of boxes blocking the front porch and spilling out over the front yard. Final notices of violation were sent on 12/27/2017 via USPS Priority Mail (for a record of delivery) to the resident and to the non-resident property owner. The resident has confirmed that the boxes will be removed. Next steps are a follow up site inspection on 1/8/2018, and potential issuance of separate municipal civil infraction violation notices per Ord. No. 69 to the resident and to the property owner.

December 2017

During this month, the following applications were received, reviewed, and acted upon, in addition to the ordinance enforcement activity noted above in the year-end report:

Zoning Compliance Certificates and Addressing Approvals:

1. **Zoning Compliance Certificate – Niethammer (8710 Kaiser Rd., Saline).** Application for zoning approval for construction of a new single-family dwelling in the Bridgewater Hamlet sewer district. Approved for zoning compliance per revised plans. The Building Official has been made aware of the Township Board’s adopted policy (Ord. 54-1) requiring payment of all sewer fees prior to issuance of a building permit.
2. **New Address – Abbatiello (8159 Boettner Rd., Saline).** Application for an address for parcel Q-17-01-100-038 on the east side of Boettner Rd. north of the Hamlet area. Approved.

Other Zoning Ordinance Administrative Actions:

During a telephone call from the Supervisor in early December, I was informed that questions were being asked about whether or not I had overstepped my authority as Zoning Administrator with regards to some actions taken during the month of November. I would respectfully offer the following comments for Board consideration:

- 3. Interactions with the Twp. Engineer.** In response to the accusation that I improperly directed the work of the Twp. Engineer with regards to the disposition of Mr. Aaron Enzer's applications for site plan approval of his proposed warehouse building on Burmeister Rd., I would offer the following comments:

The Twp. Engineer and I consulted informally regarding the timing needed for reviews of Mr. Enzer's plans. This type of coordination is common between planning and engineering consultants working on reviewing the same application, and is intended to help make the most efficient use of resources and avoid unnecessary overlap or duplication of effort in the review process. With regards to Mr. Enzer's final site plan application, the Twp. Engineer and I discussed the minimum necessary timing for submittal with Mr. Enzer and the Planning Commission during their November meeting.

Mr. Enzer's application was submitted a day after the agreed upon timing, and resolution of the issue of his escrow deposit took another day. When I was informed by the Clerk that the escrow deposit had been received, I forwarded that information and a digital set of the final site plan application materials I had received to the Twp. Engineer and to the planning commissioners. This action is entirely consistent with the direction I had previously received from the Clerk regarding this type of routine administrative activity.

The following is the text of the email I sent to the Twp. Engineer:

On Thu, Dec 7, 2017 at 9:56 PM, Rodney Nanney <rodney@buildingplace.net> wrote:

Eric,

Here are the updated "final site plans" for the ACE Pyro project. There was a last-minute argument over the escrow deposit, which apparently was settled this evening by an action of the Twp. Board. We are now cleared to go ahead a review the plans. Unfortunately, the meeting is Monday evening so our time is very short. Please plan, if at all possible, to email your review to everyone copied in on this email when it is complete.

Regards, Rodney C. Nanney, AICP

- 4. Final extension of clean-up deadline at 12460 E. Michigan Ave.** In response to the accusation that I improperly extended the deadline for Dr. Samuels to complete his clean-up work from 11/15/2017 to 12/31/2017, I would offer the following comments: First, I would note that Dr. Samuels voluntarily offered the 11/15/2017 deadline during a Twp. Board meeting, which was informally noted by the Board in the meeting minutes. I observed during site visits since that meeting that he has made steady, if very slow, progress. A key to success in resolving ordinance violations is to support positive action. In this case, as noted in my November report, I found that Dr. Samuels' increased pace of activity over the three months prior to my 11/19/2017 inspection warranted one final extension prior to issuing citations. This type of administrative action is commonly taken by ordinance enforcement officials during the normal course of activities, and is entirely consistent with Township ordinances and the Board's ordinance enforcement policies.

Respectfully submitted,

Rodney C. Nanney
Zoning Administrator

Subject: **Re: 12460 Michigan Ave.**

From: rodney@buildingplace.net

To: bridgewaterwpsupervisor@yahoo.com

Date: Tuesday, December 1, 2015, 11:08:50 PM EST

Ron,

We should talk about this one. We haven't yet really "passed the torch" on trying to help this guy be successful, but I'm not sure that I can be any more successful than you have been. In the end, this is probably going to require court action to compel the cleaning up of the property - and probably more than once.

If you would, please call me when you have a chance this week - or we could plan to meet for a few minutes before the Planning Commission meeting on the 14th, if that would work better for you.

Regards,

Rodney C. Nanney
Zoning Administrator

On Tuesday, December 1, 2015, Laurie Fromhart <lfromhart@hotmail.com> wrote:

Hi Rodney,

Can you please be sure to cc me when sending out your monthly reports. I keep the electronic copy on file for my records and I can't separate it when I receive it as part of the Board packet. You usually send to all Board members so don't know why that didn't happen this month.

Also why hasn't there been any follow up on the 12460 Michigan Ave property? I have 14 complaints on file. I would think that we would need to be consistent with our enforcement as this property is clearly in violation of our junk ordinance.

Thanks,

Laurie Fromhart
Bridgewater Township Clerk
10990 Clinton Rd
Manchester, MI 48158
Home Office (517) 456-6725

Ordinance 37
Township of Bridgewater
Storage and Disposal of Junk

An ordinance to regulate the storage and disposal of junk.

THE TOWNSHIP OF BRIDGEWATER ORDAINS:

Section 1. Purpose. This ordinance regulates the storage and disposal of waste materials, junk, inoperable appliances and vehicles. It does not apply to lawfully operated junk yards, vehicle repair facilities, equipment repair facilities or licensed refuse disposal facilities.

Section 2. Prohibited storage. No person, firm or corporation shall store or maintain refuse, waste, junk, demolition materials, waste building materials, inoperable vehicle(s), inoperable equipment, non-functional house trailer(s), non-functional motor trailer(s) or parts from such vehicles, equipment or trailers on any area of public or private property that is not fully enclosed by a building or refuse container.

Section 3. Prohibited disposal. Materials described in section 2 shall only be disposed of by delivery to a licensed junk yard or disposal facility or by burning if permitted by ordinance number 36 (Open Burning). Materials described in section 2 shall not be buried.

Section 4. Exceptions. Section 2 shall not apply to vehicles or trailers that are temporarily inoperable, because of minor mechanical failure, but which are not, in any manner, dismantled and have substantially all main component parts attached, when kept upon private property for not to exceed 14 days. Section 2 shall not apply to farming equipment if kept on property actively used for farming and if kept at least 150 feet from all property lines and road right-of-way lines.

Section 5. Penalty. Violations of this ordinance shall be punishable by a fine of up to \$500, by imprisonment for up to 90 days or both. Each day of violation constitutes a separate offense.

Section 6. Repeal. This ordinance supercedes and replaces Township Ordinance Number 9. That ordinance is repealed.

Section 7. Effective Date. This ordinance shall take effect upon publication.

Published in Manchester Enterprise October 11, 2001.

Certification of Township Clerk

I, Karen Weidmayer, Bridgewater Township Clerk, hereby certify that the foregoing is a true copy of the Bridgewater Township Ordinance to regulate the storage and disposal of Junk Number 37 adopted by the Township Board at a special meeting October 4, 2001 by the following vote:

Motion: Parr

Supported by Weidmayer.

Ayes: 5

Nays: 0

Absent: 0

Motion Passed

Karen Weidmayer
Township Clerk

BRIDGEWATER TOWNSHIP

**Municipal Civil Infractions and
Municipal Civil Infractions Bureau**

An ordinance providing for municipal civil infractions of certain Township ordinances and penalties pursuant thereto; establishing procedures relating thereto; authorization of which Township officials can issue civil infraction tickets and appearance tickets; penalties; and procedures relating to such matters and to establish a municipal civil infractions ordinance violations bureau for the purpose of accepting admissions of responsibility for ordinance violations designated as municipal civil infractions for which municipal ordinance violation notices have been issued and served by authorized officials; to collect and retain civil fines and costs for such violations as prescribed herein; and to repeal all conflicting ordinances or parts of ordinances.

THE TOWNSHIP OF BRIDGEWATER, COUNTY OF WASHTENAW, STATE OF MICHIGAN, ORDAINS:

Section 1. Definitions.

For purposes of their use in this Ordinance, the following words and terms are herein defined. Any word or term not herein defined shall be considered to be defined in accordance with its common or standard definitions.

- 1.1 "Act" means Act No. 236 of the Public Acts of 1961, as amended.
- 1.2 "*Authorized Township Official*" means a police officer or other personnel of the Township authorized by Township Ordinance to issue municipal civil infraction citations or municipal civil infraction violation notices.
- 1.3 "*Bureau*" means Bridgewater Township Municipal Ordinance Violations Bureau as established by this Ordinance.
- 1.4 "*Municipal civil infraction*" means an act or omission that is prohibited by Ordinance of the Township, but which is not a crime under this Ordinance or other Ordinances of the Township, and for which civil sanctions, including without limitation, fines, damages, expenses and costs, may be ordered, as authorized by Chapter 87 of Act No. 236 of the Public Acts of 1961, as amended. A municipal civil infraction is not a lesser included offense of any violation of the Ordinances of the Township, which is a criminal offense.
- 1.5 "*Municipal civil infraction action*" means a civil action in which the defendant is alleged to be responsible for a municipal civil infraction.

- 1.6 "Municipal civil infraction citation" means a written complaint or notice prepared by an authorized Township official, directing a person to appear at the Bridgewater Township Municipal Ordinance Violations Bureau or a court of law regarding the occurrence or existence of a municipal civil infraction violation by the person cited.
- 1.7 "Municipal civil infraction determination" means a determination that a defendant is responsible for a municipal civil infraction by one of the following: (1) An admission of responsibility for the municipal civil infraction, (ii) An admission of responsibility for the municipal civil infraction "with explanation, " (iii) A preponderance of the evidence at an informal hearing or formal hearing, or (iv) A default judgment for failing to appear as directed by citation or other notice.
- 1.8 "Municipal civil infraction violation notice" means a written notice prepared by an authorized Township official, directing a person to appear at Bridgewater Township Municipal Ordinance Violations Bureau and to pay the fine and costs, if any, prescribed for the violation by the schedule of civil fines adopted by the Township, as authorized under Sections 8396 and 8707(6) of the Act.
- 1.9 "Township" means Bridgewater Township.

Section 2. Municipal Civil Infraction Action; Commencement.

A municipal civil infraction may be commenced upon the issuance by an authorized Township official of (1) a municipal civil infraction citation directing the alleged violator to appear in court; or (2) a municipal civil infraction violation notice directing the alleged violator to appear at Bridgewater Township Municipal Ordinance Violations Bureau.

Section 3. Municipal Civil Infraction Citations; Issuance and Service.

Municipal civil infraction citations shall be issued and served by authorized Township officials as follows:

- 3.1 The time for appearance specified on a citation shall be within a reasonable time after the citation is issued.
- 3.2 The place for appearance specified on a citation shall be the 14A-4 District Court unless the person cited for a municipal civil infraction is under the age of 17 at the time of the occurrence of the violation, in which case the matter shall be referred to the Washtenaw County Probate Court.
- 3.3 Each citation shall be numbered consecutively, shall be in the form approved by the state court administrator and shall consist of the following parts:
- A. The original, which is a complaint and notice to appear, shall be filed with the 14A-4 District Court;
 - B. The first copy shall be retained by the Township and/or the ordinance

enforcing agency;

- C. The second copy shall be issued to the alleged violator if the violation is a municipal civil infraction;
 - D. The third copy shall be issued to the alleged violator if the violation is a misdemeanor.
- 3.4 A citation for a municipal civil infraction signed by an authorized Township official shall be treated as made under oath if the violation alleged in the citation occurred in the presence of the official signing the complaint and if the citation contains the following statement immediately above the date and signature of the official: "I declare under the penalties of perjury that the statements above are true to the best of my information, knowledge, and belief."
- 3.5 An authorized Township official who witnesses a person commit a municipal civil infraction shall prepare and subscribe, as soon as possible and as completely as possible, an original and required copies of a citation.
- 3.6 An authorized Township official may issue a citation to a person if:
- A. Based upon investigation, the official has reasonable cause to believe that the person is responsible for a municipal civil infraction; or
 - B. Based upon investigation of a complaint by someone who allegedly witnessed the person commit a municipal civil infraction, the official has reasonable cause to believe that the person is responsible for an infraction and if the Township attorney approves in writing the issuance of the citation.
- 3.7 Municipal civil infraction citations shall be served by an authorized Township official as follows:
- A. Except as provided below, an authorized Township official shall personally serve a copy of the citation upon the alleged violator.
 - B. If the municipal civil infraction action involves the use or occupancy of land, a building or other structure, a copy of the municipal civil infraction citation does not need to be personally served upon the alleged violator, but may be served upon an owner or occupant of the land, building or structure by posting the copy on the land or attaching the copy to the building or structure. In addition, a copy of the citation shall be sent by first-class mail to the owner of the land, building, or structure at the owner's last known address. A citation served in accordance with this subsection for a violation involving the use or occupancy of land or a building or other structure shall be processed in the same manner as a citation served personally upon a defendant.

Section 4. Municipal Civil Infraction Citations; Contents.

- 4.1 A municipal civil infraction citation shall contain the name of the Township and the name and the address of the alleged violator, the municipal civil infraction alleged, the place where the alleged violator shall appear in court, the telephone number of the court, and the time at or by which the appearance shall be made.
- 4.2 A municipal civil infraction citation shall inform the alleged violator that he or she may do one of the following:
- A. Admit responsibility for the municipal civil infraction by mail, in person, or by representation, at or by the time specified for appearance.
 - B. Admit responsibility for the municipal civil infraction "with explanation" by mail by the time specified for appearance, in person or by representation.
 - C. Deny responsibility for the municipal civil infraction by doing either of the following:
 - i. Appearing in person for an informal hearing before a judge or district court magistrate, without the opportunity of being represented by an attorney, unless a formal hearing before a judge is requested by the Township.
 - ii. Appearing in court for a formal hearing before a judge, with the opportunity of being represented by an attorney.
- 4.3 The citation shall also inform the alleged violator of all of the following:
- A. That if the alleged violator desires to admit responsibility "with explanation" in person or by representation, the alleged violator must apply to the court in person, by mail, by telephone, or by representation within the time specified for appearance and obtain a scheduled date and time for an appearance.
 - B. That if the alleged violator desires to deny responsibility, the alleged violator must apply to the court in person, by mail, by telephone, or by representation within the time specified to appear for a hearing, unless a hearing date is specified on the citation.
 - A. That a hearing shall be an informal hearing unless a formal hearing is requested by the alleged violator or the Township.
 - C. That at an informal hearing the alleged violator must appear in person before a judge or district court magistrate, without the opportunity of being represented by an attorney.
 - D. That at a formal hearing the alleged violator must appear in person before

a judge with the opportunity of being represented by an attorney.

- 4.4 The citation shall contain a notice in boldfaced type that the failure of the alleged violator to appear within the time specified in the citation or at the time scheduled for a hearing or appearance is a misdemeanor and will result in entry of a default judgment against the alleged violator on the municipal civil infraction.

Section 5. Municipal Ordinance Violations Bureau.

- 5.1 The Township hereby establishes a Municipal Ordinance Violations Bureau (the "Bureau") as authorized under Section 8396 of the Act to accept admissions of responsibility for municipal civil infractions in response to municipal civil infraction violation notices issued and served by authorized Township officials, and to collect and retain civil fines and costs as prescribed by Ordinance. The expenses of operating the Bureau shall be borne by the Township, and the personnel of the Bureau shall be Township employees.
- 5.2 The Bureau shall be located at the Bridgewater Township Hall, and shall be under the supervision and control of the Township Treasurer. The Township Treasurer, subject to the approval of the Township Board, shall adopt rules and regulations for the operation of the Bureau and appoint any necessary qualified Township employees to administer the Bureau.
- 5.3 The Bureau may dispose only of municipal civil infraction violations for which a fine has been scheduled and for which a municipal civil infraction violation notice (as compared with a citation) has been issued. The fact that a fine has been scheduled for a particular violation shall not entitle any person to dispose of the violation at the Bureau if a citation has been issued for the violation by the Authorized Township Official. Nothing in this Chapter shall prevent or restrict the Township from issuing a municipal civil infraction citation for any violation or from prosecuting any violation in a court of competent jurisdiction. No person shall be required to dispose of a municipal civil infraction violation at the Bureau and may have the violation processed before a court of appropriate jurisdiction. The unwillingness of any person to dispose of any violation at the Bureau shall not prejudice the person or in any way diminish the person's right, privileges and protection accorded by law.
- 5.4 The scope of the Bureau's authority shall be limited to accepting admissions of responsibility for municipal civil infractions and collecting and retaining civil fines and costs as a result of those admissions. The Bureau shall not accept payment of a fine from any person who denies having committed the offense or who admits responsibility only with explanation, and in no event shall the Bureau determine, or attempt to determine, the truth or falsity of any fact or matter relating to an alleged violation.

Section 6. Municipal Civil Infraction Notices; Contents, Issuance and Service.

- 6.1 An authorized Township official may issue and serve a municipal civil infraction

violation notice instead of a citation under the same circumstances and upon the same persons as provided for service of municipal civil infraction citations. In addition to any other information required by this Ordinance or other Ordinances, the violation notice shall indicate the time by which the alleged violator must appear at the Bureau, the methods by which an appearance may be made, the address and telephone number of the Bureau, the hours during which the Bureau is open, the amount of the fine scheduled for the alleged violation, and the consequences for failure to appear and pay the required fine within the required time.

- 6.2 An alleged violator receiving a municipal civil infraction violation notice shall appear at the Bureau and pay the specified fine and costs, if any, at or by the time specified for appearance in the municipal civil infraction violation notice. An appearance may be made by mail, in person, or by representation.
- 6.3 If an authorized Township official issues and serves a municipal ordinance violation notice and if an admission of responsibility is not made and the civil fine and costs, if any, prescribed by the schedule of fines for the violation are not paid at the Bureau, a municipal civil infraction citation may be filed with the Washtenaw County District Court and a copy of the citation may be served by first-class mail upon the alleged violator at the alleged violator's last known address. The citation filed with the court does not need to comply in all particulars with the requirements for citations as provided by Sections 8705 and 8709 of the Act, but shall consist of a sworn complaint containing the allegations stated in the municipal ordinance violation notice and shall fairly inform the alleged violator how to respond to the citation.

Section 7. Penalties and Sanctions for Violations of Township Ordinances; Continuing Violations, Injunctive Relief

- 7.1 Unless a violation of an ordinance of the Bridgewater Township is specifically designated in the ordinance as a misdemeanor, the violation shall be deemed to be a municipal civil infraction.
- 7.2 Unless a different schedule of civil fines is provided for by an applicable ordinance, the civil fines payable upon admissions of responsibility by persons served with municipal ordinance violation notices shall be determined pursuant to the following schedule and on the basis of the of the date of the violation(s):

First violation	\$100
Second violation within a 3-year period	\$250
Third or subsequent violation within a 3-year period.....	\$500

- 7.3 A "violation" includes any act which is prohibited or made or declared to be unlawful or an offense by an ordinance, and any omission or failure to act where the act is required by an ordinance.
- 7.4 Each day on which any violation of an ordinance continues constitutes a

separate offense and shall be subject to penalties or sanctions as a separate offense.

7.5 In addition to any remedies available at law, the Township may bring an action for an injunction or other process against a person to restrain, prevent or abate any violation of any Township ordinance.

Section 8. Authorized Persons-Civil Infractions Tickets

Unless prohibited by state law or unless otherwise provided by specific provisions of a particular Bridgewater Township ordinance to the contrary, the following officials are hereby designated as the authorized Township officials to issue and serve municipal civil infraction citations for violations of Township ordinances which provide for a municipal civil infraction for a violation thereof:

- The Township building inspector
- The Washtenaw County Sheriff and all other deputy county sheriffs of said county
- The Township supervisor
- The Township ordinance enforcement officer
- The Township zoning enforcement officer
- Any certified officers of a private company or companies contracted with the Township for enforcement purposes.

Section 9. Applicability of the Act

If this Ordinance is silent as to given procedural requirements or in any way conflicts with the Act, the Act shall govern.

Section 10. Severability and Captions.

This Ordinance and the various parts, sections, subsections, sentences, phrases and clauses thereof are hereby declared to be severable. If any part, section, subsection, sentence, phrase or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby. The captions included at the beginning of each Section are for convenience only and shall not be considered a part of this Ordinance.

Section 11. Administrative Liability.

No officer, agent, or employee of the Township or member of the Township Board shall render himself or herself personally liable for any damage which may occur to any person or entity as the result of any act or decision performed in the discharge of his or her duties and responsibilities pursuant to this Ordinance.

Section 12. Effective Date

This ordinance shall take effect 30 days after the publication of this ordinance. All ordinances or parts of ordinances in conflict with any of the provisions of this ordinance are hereby repealed.

YEAS: Faust, Fromhart, Smith.
NAYS: None.
ABSENT: McQueer, Oliver.

Ordinance declared adopted on August 6, 2015.

Ronald Smith
Bridgewater Township Supervisor

CERTIFICATION OF ADOPTION AND PUBLICATION

I, Laurie Fromhart, the duly elected Township Clerk, certify that the foregoing ordinance was properly enacted by the Township board of the Township of Bridgewater, Washtenaw County, Michigan on August 6, 2015 and that it was published in the Sun Times News on August 12, 2015.

Laurie Fromhart
Bridgewater Township Clerk

WASHTENAW COUNTY ROAD COMMISSION

TO: Washtenaw County Board of Road Commissioners
FROM: Roy D. Townsend, P.E.
Managing Director
SUBJECT: Staff Report – 11-27-17 to 12-10-17
DATE: December 19, 2017

TOWNSHIP REPORT

OPERATIONS REPORT

A. Maintenance

Scraping of gravel roads and patching of paved roads were performed throughout the county. In addition the following maintenance activities were performed in individual townships:

ANN ARBOR TOWNSHIP

- Limestone Patch Shoulder – N Dixboro Road
- Repair Guardrail – Maple Road
- Roadside Trash Removal – E Huron River Drive

AUGUSTA TOWNSHIP

- Culvert Replacement – Talladay Road, Tuttle Hill Road
- Drainage and Backslopes – Talladay Road, Tuttle Hill Road
- Limestone Patch – Butler Road, Macey Road, Rosbolt Road, Talladay Road, Tuttle Hill Road: 220 tons

BRIDGEWATER TOWNSHIP

- Boom Mow – Schneider Road
- Drainage and Backslope – McCollum Road
- Fallen Trees – Allen Road
- Gravel Patch – Bowens Road, Eisman Road: 13 tons
- Limestone Patch – Austin Road, Eisman Road, Ernst Road, Hogan Road, Lima Center Road, Logan Road, Wilbur Road: 101 tons
- Limestone Patch Shoulders – W Austin Road: 20 tons
- Roadside – Sheridan Road

DEXTER TOWNSHIP

- Limestone Patch – Madden Road: 10 tons
- Sweeping and Flushing – Dancer Road

FREEDOM TOWNSHIP

- Boom Mow – Schneider Road
- Gravel Patch – Saline Waterworks Road: 8 tons
- Roadside – Pleasant Lake Road

LODI TOWNSHIP

- Boom Mow – Pleasant Lake Road
- Limestone Patch – Gensley Road, Grass Road, Noble Road, Tessmer Road, Waters Road, Weber Road: 30 tons
- Limestone Patch Shoulders – Ann Arbor-Saline Road, Pleasant Lake Road, Wagner Road: 15 tons

LYNDON TOWNSHIP

- Culvert Replacement – Guinan Drive
- Drainage and Backslopes – Guinan Drive
- Gravel Patch – Bartell Road, Goodband Road, Osius Road: 13 tons

MANCHESTER TOWNSHIP

- Boom Mow – Sharon Hollow Road
- Gravel Patch – Bowens Road, Burtless Road, Henzie Road, Lemm Road, Noggles Road: 56 tons
- Limestone Patch – Grossman Road, Lehman Road, Sylvan Road, Wingate Road: 13 tons
- Limestone Patch Shoulders – E Shore Drive: 14 tons
- Roadside – Henzie Road

NORTHFIELD TOWNSHIP

- Berming – Earhart Road, N Maple Road
- Culvert Replacement – Earhart Road, N Maple Road
- Cut Trees – Sutton Road
- Drainage and Backslopes – Earhart Road, Five Mile Road, Rushton Road
- Fallen Trees – Sutton Road
- Limestone Patch – Hellner Road, E Joy Road, N Maple Road, Six Mile Road, Spencer Road: 61 tons

PITTSFIELD TOWNSHIP

- Boom Mow – Maple Road, Morgan Road, Textile Road, Thomas Road
- Checked Drains – Ann Arbor-Saline Road, Lohr Road, Oak Valley Drive, W Ellsworth Road, W Lohr Road, W Waters Road
- Cut Trees – Aspen Ridge Drive
- Fallen Trees – Aspen Ridge Drive
- Grind Stumps – Golfside Drive
- Limestone Patch – Marton Road, Morgan Road, Stone School Road, W Textile Road, Thomas Road: 126 tons
- Limestone Patch Shoulders – State Road: 30 tons
- Roadside – E Bemis Road, Ellsworth Road, Merritt Road, Munger Road, Wildwood Drive

SALEM TOWNSHIP

- Culvert Repair – Dixboro Road
- Drainage and Backslopes – Brookville Road
- Limestone Patch – Chubb Road, Dixboro Road, Joy Road, Six Mile Road: 89 tons
- Roadside – N Dixboro Road

SALINE TOWNSHIP

- Boom Mow – Abel Road, Arkona Road, Avedon Lane, Baron Way, Berger Drive, Hack Road, Judd Road, Lindsley Road, Londonderry Drive, Sizemore Drive, Stony Creek Road
- Drainage and Backslopes – Arkona Road
- Fallen Trees – Austin Road
- Limestone Patch – Arkona Road, Case Road, Dell Road, Lindsley Road, Willow Road: 100 tons

SCIO TOWNSHIP

- Boom Mow – Knight Road
- Drainage and Backslopes – E Pine View Drive
- Gravel Patch – Park Road, Pheasant Drive: 15 tons
- Limestone Patch – Cottontail Lane, Huron River Drive, Miller Road, Parkridge Drive, Robinwood Drive, Wagner Road: 15 tons
- Limestone Patch Shoulders – Coventry Square Drive, Deerfield Place, Metty Drive, Pheasant Drive, Scio Church Road: 33 tons

SHARON TOWNSHIP

- Boom Mow – Sharon Hollow Road, Sharon Valley Road
- Cut Trees – Lehman Road
- Drainage and Backslopes – Sharon Hollow Road
- Gravel Patch – Easudes Road, Sharon Hollow Road: 23 tons

SUPERIOR TOWNSHIP

- Cleaned Pipes – Cherry Hill Road
- Limestone Patch – Frains Lake Road, Gotfredson Road, Warren Road: 42 tons
- Repair Washout – Gotfredson Road
- Roadside – Superior Road

SYLVAN TOWNSHIP

- Gravel Patch – Loveland Road: 8 tons

WEBSTER TOWNSHIP

- Limestone Patch – McClatchey Road, Merkel Road, Pellett Drive, Hamburg Road, Walsh Road: 15 tons
- Limestone Patch Shoulders – Mast Road: 5 tons

YORK TOWNSHIP

- Cleaned Pipes – Crane Road, Jewell Road
- Drainage and Backslopes – Arkona Road, Hack Road, Moon Road
- Grind Stumps – Jewell Road
- Limestone Patch – Crane Road, Judd Road, Warner Road: 36 tons

YPSILANTI TOWNSHIP

- Boom Mow – Merritt Rod, Munger Road
- Checked Drains – E Cross Street, E Forest Avenue, Grove Road, N Harris Road, Rawsonville Road, S Harris Road
- Cut Trees – E Bemis Road, Chevrolet Street, Tyler Road
- Drainage and Backslopes – Bunton Road, Cary Drive, Martz Road, McKean Road, Oakland Hills Drive
- Fallen Trees – E Forest Avenue, Tyler Road
- Grind Stumps – Burns Street, Calder Street, Chevrolet Street, Desoto Avenue, Eileen Street, Edison Street, Huntington Drive, Onandago Street, E Raintree Court, Raintree Drive, Zephyr Street
- Limestone Patch Shoulders – E Clark Road, E Forest Avenue, Merritt Road, S Huron River Drive, Stony Creek Road, Whittaker Road, Merritt Road, Midway Street, Ridge Road: 54 tons
- Repaired Drain – Oakland Hills Drive
- Roadside – E Bemis Road, Calder Street, Commonwealth Avenue, Crestwood Avenue, Desoto Avenue, Tuttle Hill Road

WINTER MAINTENANCE

- Crews Responded – 3 times
- Total Salt Used – 1,454 tons
- Total Abrasives Used – 44 tons
- Total Brine Used – 2,949 gallons

NORTHEAST SERVICE CENTER UPDATE

The exterior and interior siding work is complete. The fire protection equipment continues to be installed. The interior installation of electrical and mechanical work continues. Interior painting of the walls continues as areas are available. The HMA for the season has been completed. The entrance along N. Territorial has been completed and 95% of the base coarse is completed and 80% of the wearing coarse has been placed. The remaining utilities are complete. The heating and cooling has been turned on and balancing of the system is currently ongoing. The finishes of paint, tile and fixtures are being installed.

SHOP REPORT

Shop Repairs

- Tires Repaired – 3 tires
- New Tire Installation – 57
- Vehicles Serviced – 9
- Vehicles Serviced by Suburban Chevrolet – 7
- Work Orders Completed – 23

Equipment Repair

Note: Repaired multiple salter electrical issues

- Truck 320 – A new dump box was installed
- Truck 333 – A new dump box was installed
- Truck 351 – Replaced the transmission radiator, water pump, exhaust pipe and an air tank
- Truck 354 – Installed the dump box and subframe
- Truck 366 – Installed the dump box and subframe
- Truck 373 – Replaced the heater blend door

BUILDING & GROUNDS REPORT

Yard One

- Installed new panels on fuel canopy
- Installed new belts on shop rapid unit
- Painted in shop break room
- Repaired drywall and paint in office bathroom
- Relocated Wi-Fi in assembly Room
- Plumbing repairs
- Repaired and Cleaned gutters
- Yard clean up
- Janitorial
- Recycling

Yard Two

- Repaired garage doors
- Repaired furnace

Yard Four

- Repaired brine pump

NORTHEAST SERVICE CENTER

- Worked on overhead brine loading bar
- Supplies for janitorial

MEETINGS ATTENDED:

- 11/28 J. Harmon attended the regular meeting of the Washtenaw County Homeland Security Task Force
- 11/29 Staff participated in a Ford Lake Dam Emergency Action Plan telephone exercise alarm test
- 12/5 J. Harmon and S. Siddall met with York Township officials to discuss potential road improvements and funding opportunities
- 12/6 J. Harmon attended a Superintendents Association of Michigan Board of Directors meeting held at the Clinton County Road Commission

WASHTENAW COUNTY ROAD COMMISSION

TO: Washtenaw County Board of Road Commissioners
FROM: Roy D. Townsend, P.E.
Managing Director
SUBJECT: Staff Report – 12-11-17 to 12-24-17
DATE: January 3, 2018

TOWNSHIP REPORT

OPERATIONS REPORT

MAINTENANCE

The following maintenance activities were performed in individual townships:

AUGUSTA TOWNSHIP

- Drainage and Backslopes – Hitchingham Road

DEXTER TOWNSHIP

- Brush Removal – Dexter Pinckney Road

FREEDOM TOWNSHIP

- Boom Mow – Fletcher Road, Pleasant Lake Road

LODI TOWNSHIP

- Drainage and Backslopes – Diuble Road

NORTHFIELD TOWNSHIP

- Canopy Cutting – Sutton Road
- Cut Trees – Sutton Road

PITTSFIELD TOWNSHIP

- Closed Culvert – Bemis Road
- Cut Asphalt – Bemis Road
- Roadside – Carpenter Road
- Structure Maintenance – Bemis Road

SALEM TOWNSHIP

- Fallen Trees – Seven Mile Road

SALINE TOWNSHIP

- Boom Mow – Arkona Road, Macon Road

SCIO TOWNSHIP

- Bump Grinding – Baker Road

SHARON TOWNSHIP

- Boom Mow – Pleasant Lake Road

SYLVAN TOWNSHIP

- Brush Removal – Ivey Road, Sibley Road

YORK TOWNSHIP

- Drainage and Backslopes – Mooreville Road

YPSILANTI TOWNSHIP

- Boom Mow – Ellis Road, Merritt Road
- Limestone Patch – E Bemis Road, Munger Road: 36 tons

WINTER MAINTENANCE

- Crews Responded – 11 times
- Total Salt Used – 6,507 tons
- Total Abrasives Used – 250 tons
- Total Brine Used – 14,065 gallons

NESC Updates

The fire protection equipment continues to be installed. Electrical and mechanical inspections are being completed. Interior paint touch-ups of the walls continue. Testing and inspections of the water system are on-going and the driveway gate has been installed.

SHOP REPORT

Shop Repairs

- Tires Repaired – 4 tires
- New Tire Installation – 10
- Vehicles Serviced – 2
- Vehicles Serviced by Suburban Chevrolet – 3
- Work Orders Completed – 19

Equipment Repair

Note: Repaired multiple salter electrical issues and hydraulic leaks.

- Truck 326 – Replaced the worn scraper with a good used one
- Truck 358 – Replaced the turn signal switch
- Mower 889 – Welded and reinforced the boom support

BUILDING & GROUNDS REPORT

Yard One

- Replaced brine transfer pump
- Made brine hoses
- Winter maintenance on sidewalk and parking lot
- Electrical repairs
- Plumbing repairs
- Janitorial
- Recycling

Yard Three

- Pump oil separators

Yard Four

- Replaced brine nozzle
- Cleaned drains
- Pump oil separator

NESC

- Work on brine system
- Purchased facilities supplies