

**BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES MEETING  
THURSDAY, FEBRUARY 3, 2022, 7:00 P.M.  
BRIDGEWATER TOWNSHIP HALL  
10990 CLINTON RD, MANCHESTER, MI 48158**

**AGENDA**

- I. CALL TO ORDER / ESTABLISH QUORUM / PLEDGE ALLEGIANCE
- II. CITIZEN PARTICIPATION
- III. APPROVAL OF BOARD MEETING MINUTES – JANUARY 6, 2022
- IV. REVIEW AND APPROVE AGENDA
- V. NEW BUSINESS
  - A. Zoning Administration and Ordinance Enforcement Services Discussion
  - B. WCRC Final Billing
  - C. Approval of Claims Listing for January 1, 2022 through January 31, 2022
  - D. Resolution Honoring Cal Messing
  - E. 2022 Run Manchester Proposal
  - F. MMLLPP 2022 Renewal – 3/1/2022
  - G. Sewer Connection Application Procedures Discussion
  - H. 2022-2023 FY General Fund Budget Review – Set Public Hearing
- VI. 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
  - I. Broadband Task Force Report
  - J. Farmland Preservation Board Report
- VII. CITIZEN PARTICIPATION
- VIII. ADJOURNMENT

## Bridgewater Township Board of Trustees Minutes

### I. CALL TO ORDER

6-Jan-22 meeting called to order by Supervisor Fromhart at 7:23 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 Ahrens

Absent: Trustee Oliver.

Citizen attendance: 0

### II. CITIZEN PARTICIPATION

- None

### III. APPROVAL OF MINUTES

- Motion to approve the meeting minutes as amended of 2-Dec-22– Mr. Fromhart; support – Ms. Ahrens; vote – unanimous.

### IV. REVIEW AND APPROVE AGENDA

- Motion to approve the agenda as amended, removing item VI. -C – Ms. Fromhart; support – Ms. Ahrens; vote – unanimous

### V. UNFINISHED BUSINESS

#### A. WCCD PILOT PROGRAM – Follow-Up Discussion

- Motion to approve participation in the Pilot project and accept the Bridgewater Community Survey as presented. – Mr. Fromhart; support – Ms. McQueer; vote – unanimous.

### VI. NEW BUSINESS

#### A. River Raisin Watershed Council 2022 Membership dues

- Motion to approve \$167.00 for RRWC FY 2022 Membership Dues – Ms. McQueer; support – Ms. Ahrens; vote – unanimous

#### B. Approval of Claims Listing

- Motion to approve disbursements of \$19,147.73 for general operations and \$10,978.59 for sewer operations; total expenditure of \$30,126.32 for the month of December – Mr. Fromhart; support – Mr. Faust; vote – unanimous

#### C. Board of Review Poverty/Hardship Exemptions Resolution

- Motion to approve 2022 Poverty/Hardship Exemption Resolution as presented – Ms. McQueer; support – Ms. Ahrens; vote – roll call - YES; Ahrens, Faust, Fromhart and McQueer.

#### D. Conversion of Street Lights to LED – DTE Budget Letter

- Motion to accept the proposal to replace 18 streetlights with new LED bulbs, at a cost of \$4,379.00 – Ms. Fromhart; support Ms. Ahrens; vote – unanimous

#### E. Township Photos/Maps – Harry Cross

- Motion to accept donation of photo from Harry Cross – Ms. Fromhart; support Ms. Ahrens; vote - unanimous

## Bridgewater Township Board of Trustees Minutes

### VII. REPORTS AND CORRESPONDENCE

#### A. Public Safety Report

- A written report from the sheriff is included in the board packet

#### B. Supervisor's Report

- See board packet
- No signed contract from Hanson Trust

#### C. Assessor's Report

- None

#### D. Clerk's Report

- Still working to clean up QVF voter rolls.
- We received \$2,500 grant from County for Cleanup day 2021.

#### E. Treasurer's Report

- Reported on Winter 2021 tax collection.

#### F. Trustees' Report

- Trustee Faust
  - Reported on new building at Bridgewater Commons.
- Trustee Oliver
- Absent

#### G. Zoning Administrator's Report

- A written report from Mr. Nanney is included in the board packet

#### H. Broadband Task Force Report

- None

#### I. Planning Commission

- A written report from Mr. Nanney is included in the board packet

#### J. Farmland Preservation Board Report

- None

### VIII. CITIZEN PARTICIPATION

- None

### IX. ADJOURNMENT

- Ms. Fromhart adjourned the meeting at 9:05p.m.

## Bridgewater Township Board of Trustees Minutes

### CALL TO ORDER

2-Dec-21 meeting called to order by Clerk McQueer at 7:06 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Trustee Ahrens; Trustee Faust; Trustee Oliver; Trustee McQueer.

Absent: Trustee Fromhart.

Citizen attendance: 6

### I. Motion to appoint Clerk McQueer as board moderator in absence of Supervisor Fromhart.

- Moved by McQueer; support Mr. Oliver; vote – unanimous

### II. CITIZEN PARTICIPATION

- None.

### III. APPROVAL OF MINUTES

- Motion to approve the 4-Nov-21 meeting minutes as presented – Ms. Ahrens; support – Mr. Oliver; vote – unanimous

### IV. WCCD PILOT PROGRAM PRESENTATION- Summer Roberts, Community Forrester

- Summer gave a 15-minute presentation. She will follow up with individual board members and the Farmland Preservation Board.

### V. REVIEW AND APPROVE AGENDA

Motion to approve the amended agenda as follows, remove E AND F, add *T and N/ Snow Removal service* contract and Board dates for 2022, resolution 2021-15 – Ms. Ahrens; support – Mr. Oliver; vote – unanimous

### VI. NEW BUSINESS

#### A. Financials & Approve Disbursements

- Motion to approve disbursements of \$12,113.29 for general operations and \$14,018.18 for sewer operations; total expenditure of \$26,131.47 for the month of December – Mr. Oliver; support – Mr. Faust; vote – unanimous

#### B. Motion to nominate Gretchen Barr to the Planning Commission *to fill Calvin Messing remaining/* for a 3-year term ending 31-Dec-24. – Mr. Oliver; support – Mr. Faust; vote – unanimous

Motion to reappointment of Mark Iwanicki to the Planning Commission for a 3-year term ending 31-Dec-24 – Ms. McQueer; support – Mr. Oliver; vote – unanimous

Motion to reappointment of Marcie Scaturro to the Farmland Perseveration Board for a 2-year term ending 31-Dec-23 - Ms. McQueer; support – Mr. Faust; vote – unanimous

#### C. Zoning Administration and ordinance Enforcement Service Discussion.

- Board agreed to table item until January meeting when the Supervisor can be present to lead discussion.

#### D. Board of Trustees 2022 meeting dates, resolution 2021-15

## Bridgewater Township Board of Trustees Minutes

• Motion to approve 2022 Board of Trustees Regular Meeting Dates Resolution – Mr. Oliver.  
support – Mr. Faust.

Roll call vote: Trustee Faust – yes; Trustee Fromhart – absent; Trustee Oliver - yes  
Trustee McQueer – yes; Trustee Ahrens – yes

E. Townhall Side Door – MBS Proposal

- Motion to approve Proposal as presented from MBS for replacement of basement door. – Mr. Oliver.  
support – Ms. McQueer. vote – unanimous

*F. Snow removal Bids –*

- *Motion to approve Proposal as presented from Neff Trucking for 2021-2022 snow removal – Mr. Oliver.  
support – Ms. Ahrens. vote – unanimous*

### VII. REPORTS AND CORRESPONDENCE

A. Public Safety Report

- A written report from the sheriff's department is included in Board packet

B. Supervisor's Report

- See board packet plus

C. Assessor's Report

- No report.

D. Clerk's Report

- No Report.

E. Treasurer's Report

- Taxes were sent out Dec.1 and due Feb. 14
- Discussed Hamlet drain cost, will follow up.

F. Trustees' Report

- Trustee Faust
  - None
- Trustee Oliver
  - None
  -

G. Zoning Administrator's Report

- A written report from Mr. Nanney is included in Board packet

H. Planning Commission

- The meeting minutes are included in Board packet

I. Farmland Preservation Board Report

- No meeting

### VIII. CITIZEN PARTICIPATION

## Bridgewater Township Board of Trustees Minutes

- None

### IX. ADJOURNMENT

- Ms. McQueer adjourned the meeting at 8:02 p.m. Ms. McQueer opened meeting at 8:03 to add item D to amended agenda. Ms. McQueer adjourned meeting at 8:05.

APPROVED

## Kaiser Road Q-17-01-400-030

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From: Laurie Fromhart (bridgewaterwpsupervisor@yahoo.com)

To: rodney@buildingplace.net

Cc: bridgewaterwpclerk@yahoo.com; bridgewaterwptreasurer@yahoo.com; gm.lawncare@yahoo.com; faustsandandgravel@gmail.com

Date: Sunday, August 8, 2021, 04:44 PM EDT

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Rodney,

The Board discussed the final notice of ordinance violation for the subject property on Kaiser Road and voted to drop any further action.

I met onsite with the property owner Doug Frye on August 2nd and he informed me his hunting shack has been there for over 25 years, is less than 400 square feet, is on blocks and not a permanent structure. He said he was told by former Planning Commission Chair Jim Fish, back in 1996 when he constructed it, that as long as the shed was not more than 400 square feet and not a permanent structure than no permits were necessary.

I'm not sure what the zoning requirements were back then and perhaps Doug Frye's property is grandfathered, but in any event the Board doesn't feel it's a big enough issue worth enforcing.

Please don't hesitate to contact me if you have any questions regarding the Board's action.

Respectfully,

Laurie Fromhart  
Bridgewater Township Supervisor  
10990 Clinton Rd  
Manchester, MI 48158  
Cell: 734.223.2766  
Email: bridgewaterwpsupervisor@yahoo.com

**Re: Kaiser Road Q-17-01-400-030**

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From: Building Place (rodney@buildingplace.net)

To: bridgewaterwpsupervisor@yahoo.com

Cc: bridgewaterwpclerk@yahoo.com; bridgewaterwptreasurer@yahoo.com; gm.lawncare@yahoo.com; faustsandandgravel@gmail.com

Date: Sunday, August 8, 2021, 05:13 PM EDT

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Laurie,

I appreciate the update. The Planning Commission Chair had no authority under the ordinance in effect at the time to make that determination or to grant what would have been a use variance. If the owner is able to produce something in writing to that effect I would expect that it would need to be considered, but to-date he has not provided any permit or other documentation for this structure.

I will note that, at this point, I have not yet brought this matter to the Board for any determination related to legal action. Until that step is taken, there is no cause for a vote by the Board related to this violation.

My enforcement activity as Zoning Administrator related to this lot has not yet reached that stage. When it does, I will turn the matter over to the Board and follow whatever decision is made at that time. I will also plan to be in attendance at that meeting to answer questions that arise.

I would respectfully ask that you invite the owner to contact me as he should already have done.

Respectfully submitted,

Rodney Nanney  
Zoning Administrator

On Aug 8, 2021, at 4:45 PM, Laurie Fromhart <bridgewaterwpsupervisor@yahoo.com> wrote:

Rodney,

The Board discussed the final notice of ordinance violation for the subject property on Kaiser Road and voted to drop any further action.

I met onsite with the property owner Doug Frye on August 2nd and he informed me his hunting shack has been there for over 25 years, is less than 400 square feet, is on blocks and not a permanent structure. He said he was told by former Planning Commission Chair Jim Fish, back in 1996 when he constructed it, that as long as the shed was not more than 400 square feet and not a permanent structure than no permits were necessary.

I'm not sure what the zoning requirements were back then and perhaps Doug Frye's property is grandfathered, but in any event the Board doesn't feel it's a big enough issue worth enforcing.

Please don't hesitate to contact me if you have any questions regarding the Board's action.

Respectfully,



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**Re: Kaiser Road Q-17-01-400-030**

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From: Laurie Fromhart (bridgewaterwpsupervisor@yahoo.com)

To: rodney@buildingplace.net

Date: Sunday, August 29, 2021, 04:12 PM EDT

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Rodney,

It's my understanding that Doug Frye sold the subject property on August 27th to a young couple who intend to build a home on the site.

Doug initially contacted me to request an extension to allow time for the new owners to build a home. When I reported on the matter to the Board they were not interested in enforcing the violation thus the reason for Board action.

Laurie Fromhart  
Bridgewater Township Supervisor  
10990 Clinton Rd  
Manchester, MI 48158  
Cell: 734.223.2766  
Email: bridgewaterwpsupervisor@yahoo.com

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On Sunday, August 8, 2021, 05:13:33 PM EDT, Building Place <rodney@buildingplace.net> wrote:

Laurie,

I appreciate the update. The Planning Commission Chair had no authority under the ordinance in effect at the time to make that determination or to grant what would have been a use variance. If the owner is able to produce something in writing to that effect I would expect that it would need to be considered, but to-date he has not provided any permit or other documentation for this structure.

I will note that, at this point, I have not yet brought this matter to the Board for any determination related to legal action. Until that step is taken, there is no cause for a vote by the Board related to this violation.

My enforcement activity as Zoning Administrator related to this lot has not yet reached that stage. When it does, I will turn the matter over to the Board and follow whatever decision is made at that time. I will also plan to be in attendance at that meeting to answer questions that arise.

I would respectfully ask that you invite the owner to contact me as he should already have done.

Respectfully submitted,

Rodney Nanney  
Zoning Administrator

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On Aug 8, 2021, at 4:45 PM, Laurie Fromhart <bridgewaterwpsupervisor@yahoo.com> wrote:

## Shed and Address Issues on Kaiser Road

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From: Jonathan Wright (jwright292@outlook.com)

To: bridgewaterwpsupervisor@yahoo.com

Cc: aakwright@outlook.com

Date: Tuesday, October 26, 2021, 09:36 PM EDT

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Hi Laurie,

Please see the details of our two discussions with Rodney Nanney, Zoning Administrator, regarding the shed and address issue at our newly purchased property on Kaiser Rd.

9/17/21 – Received a call from Rodney Nanney, Zoning Administrator, from number 734-483-2271, 7:40pm

During this call with Rodney, he noted he received our application for an address for our newly purchased property on Kaiser Rd. Despite receiving the application and payment, he would not be issuing us an address due to a “legal ordinance” against our property, siting an illegal structure on the property put up by the previous property owner. Rodney was adamant that he would not issue an address until the shed was torn down, no exceptions, even though we were very clear about the future use of the shed for a tractor and weed whip to maintain the property until we start to build our home late 2023/2024. Rodney then proceeded to walk us through the process of getting a demolition permit through the Western Washtenaw Construction Authority which cost \$120, then once the structure was torn down and inspected he would then issue us an address.

10/25/21 – Received a call from Rodney Nanney, Zoning Administrator, from number 734-483-2271, 7:15pm

During this call with Rodney, he advised us he had just listened to a voicemail from Laurie Fromhart, Township Supervisor, from 3 weeks prior in regards to the “structure” on our property. We advised Rodney we spoke with Laurie who was working with the township board to help us keep the structure, with the intention to use it solely as a shed house lawn maintenance equipment to maintain the property as we will not be building a home until late 2023/2024. At this time, Rodney then stated “I thought you wanted to tear it down” to which we replied that he gave us no other choices or options during the first phone call and our only option was to tear it down or no address would be issued. We then advised Rodney of our discussion with Laurie on 10/21/2021, to which we discussed her raising the issue with the township board to help us keep the shed for the sole purpose of storing lawn maintenance equipment. Rodney then stated, she is not able to do that, she can only file a motion to amend the ordinance which could take several months to get updated. After we advised Rodney of this, he then changed his tone and asked us to email him a detailed description of the purpose in which we wanted to use the shed and he would see if he could find a “loop hole” to us keep the shed.

Both my wife Alexandra and myself, Jonathan, will be attending the townhall meeting on 11/4/2021 at 7pm to answer any question/comments/concerns the board may have about why we would like to keep the shed and why we would like an address issued. Please feel free to give us a call at any time to clarify any of the details noted above.

Thank you,

Jonathan and Alexandra Wright

# BRIDGEWATER TOWNSHIP

**Rodney C. Nanney**  
Zoning Administrator  
10990 Clinton Road  
Manchester, MI 48158

October 30, 2021

Alexandra and Jonathan Wright  
26830 Parkside Drive  
Taylor, MI 48180

VIA EMAIL

**Administrative Determination: Proposed uses of an existing structure at 8770 Kaiser Road, 10.01 acres of land on the west side of Kaiser Road south of Austin Road in the AG (General Agriculture) zoning district (parcel #Q-17-01-400-030).**

Dear Alexandra and Jonathan Wright:

I have prepared this administrative determination letter in response to your addressing application and a recent follow up telephone conversation. Please note that a typo in the address assignment has been corrected from “8775” to “8770.” Please disregard the earlier version of this letter dated 10/29/2021.

## **Summary of the circumstances**

Based on the documentation with your addressing application, which was received by the Township on September 16, 2021, you purchased the above-listed parcel from Douglas Frey in late August of this year. During our initial telephone conversation about your addressing application, I made you aware of the existing ordinance violation associated with the existing structure on this parcel. Mr. Frey built the structure years ago without permits and unlawfully occupied it for dwelling purposes (he referred to it as a cabin). I explained that I could not issue an address for an unlawful dwelling. You then confirmed your intention to remove the structure within the next 30 – 60 days. You also confirmed your longer-term plans (2-3years) to construct a new single-family dwelling on the parcel. When we closed this initial conversation, it was with the mutual understanding that you would contact me upon completion of the removal and that the address would then be issued.

I recently learned that you had changed your mind and had decided to keep the structure in place. During our telephone conversation earlier this week, you confirmed that use of the structure would be limited to storage of lawnmowers and other yard maintenance equipment to be used on-site to take care of the property. You also confirmed that the structure would no longer be used for any type of dwelling purposes.

## **Administrative determinations**

Section 1.06E.1. of the Zoning Ordinance establishes the duties and responsibilities of the Zoning Administrator, which include requirements related to interpretation of the Ordinance as applied to specific circumstances. This Section requires that I must *“interpret all provisions of this Ordinance in such a way as to preserve and promote the character of the zoning district in question (and to) carry out the intent and purposes of this Ordinance and the Township’s Master Plan.”*

After review of the circumstances and consideration of your current plans and intended use of this existing structure, I have made the following determinations consistent with Section 1.06E.1.:

1. It is my determination as Zoning Administrator that your conversion of the existing structure to storage of lawnmowers and other yard maintenance equipment to be used on-site to take care of the property eliminated the land use violation associated with the prior owner's unlawful use of the structure for dwelling purposes.
2. With this change of use, it is my determination that this structure will be regulated as a "*detached accessory structure*" subject to the requirements of Section 6.03 (Accessory Structures) of the Zoning Ordinance.
3. It is further my determination that this change of use caused the existing structure to now fall under the "*legal nonconforming structure*" protections found in Section 16.07 (Nonconforming Structures) of the Zoning Ordinance, because it is a detached accessory structure on a lot without a principal dwelling (see Section 6.03B.2. of the Ordinance). As a legal nonconforming structure, it can be used for the storage-related purposes described above, provided that the structure is not enlarged or altered in a manner that would increase the nonconformity.
4. Because this structure is now considered to be a legal nonconforming structure, no additional zoning permit approval is required at this time. Should you relocate or enlarge the structure in the future, please be aware that zoning permit approval would be required.
5. With the change of use and elimination of the previous owner's Ordinance violation, it is my determination that, from a land use perspective, the parcel is a vacant lot suitable for addressing. The completed addressing assignment is attached showing an address of 8770 Kaiser Rd.

Please call me with any questions about this information at (734) 483-2271. As your plans for your new home move forward, please feel free to contact me anytime with questions about the Zoning Ordinance requirements that apply to that project.

Respectfully submitted,

***Rodney C. Nanney***  
Zoning Administrator

# Bridgewater Township

## Zoning Administrator Report

### 2021 Summary of Activities

The following is a summary of permit, addressing, and ordinance enforcement activities during 2021. As I will not be able to attend the January 2022 Board meeting, I have also included some additional comments specifically about the enforcement case involving Doug Frey's use of an existing structure on parcel #Q-17-01-400-030 (now addressed as 8770 Kaiser Road).

#### 2021 Year in Review for Zoning Administrator Services

<b>Approved Zoning Permits</b>	New Dwellings	1
	Additions to Existing Dwellings	2
	Agricultural Buildings	3
	Swimming Pools	1
	Other Accessory Structures	6
	Other (deck, fence, solar, etc.)	4
<b>Addressing assignments</b>		3
<b>Ordinance enforcement issues or complaints investigated/resolved</b>		15

#### 8770 Kaiser Road - Additional Comments About Enforcement Activities

In previous zoning administration reports, I included updates regarding ordinance enforcement activity in response to unlawful use of an existing structure for dwelling purposes by the owner (Doug Frey) on parcel #Q-17-01-400-030, which is located on the west side of Kaiser Rd. south of Austin Rd. This issue was brought to my attention by the Twp. Assessor, who I understand became aware of the structure constructed on this parcel without permits in the course of her work.

As noted in those earlier reports, Mr. Frey responded to my initial notice of violation to confirm his intent to construct a new single-family dwelling on the property and to convert this structure to a storage shed. He asked for and was granted additional time (as allowed per Section 1.13.B.1.) to prepare the building plans and submit the required zoning/building permits. After Mr. Frey failed to take these actions, a second notice was sent to him on 7/26/2021.

Mr. Frey did not contact me in response to this second notice, but I understand that he did contact the Supervisor, which resulted in the 8/8/2021 and 8/29/2021 email exchange included in the November and December Board meeting packets.

"*Frey Zoning Issue*" was added to the August 2021 Board meeting agenda, but contrary to normal practice I was not asked to attend the meeting. This item was not on the copy of the agenda sent to me on 8/1/2021 with the Board packet. At that August meeting, the Board approved the following motion:

*"Motion to approve no action on zoning complaint."*

### **Ordinance Enforcement Process**

Before responding further to the specifics of this case, I would like to share a summary of the Zoning Ordinance enforcement process, which includes the following steps (please note that a violation may be resolved at any point in this process):

1. Possible ordinance violation observed or complaint received by my office.
2. Investigation by my office to determine whether an ordinance violation exists.
3. Informal communication with the property owner and/or occupant, if possible, to make them aware of the violation and to ask for corrective action.
4. Initial written notice of violation sent to the property owner and/or occupant with a request for corrective action within a specific period of time.
5. Second or final written notice of violation sent to the property owner and/or occupant with a request for immediate corrective action. This notice also includes notification of potential consequences of a failure to act to resolve the violation, which include issuance of civil infraction tickets and other potential legal remedies available to the Township [see Section 1.13 (Violations and Penalties)].
6. Issuance of an initial civil infraction notice (ticket) to the property owner or occupant, subject to a *first violation* fine of \$100.00 payable to the Township's Municipal Ordinance Violations Bureau in accordance with Ord. No. 69.
7. Issuance of a second civil infraction notice (ticket) to the property owner or occupant, subject to a *second violation* fine of \$250.00 payable to the Bureau per Ord. No. 69.
8. Issuance of a third civil infraction notice (ticket) to the property owner or occupant, subject to a *third or subsequent violation* fine of \$500.00 payable to the Bureau per Ord. No. 69.
9. If all of the above steps fail to result in resolution of the ordinance violation, then it is at this point that I would bring a request for further legal action by the Twp. Attorney to the Board for consideration.

This last step (step #9) effectively turns the ordinance enforcement case over to the Board for a decision about how the Township (including my office and potentially the Twp. Attorney) will proceed from this point forward. In Mr. Frey's case, this ordinance enforcement process had only reached step #5. The Board's 8/5/2021 action was premature, as emphasized in the following excerpt from my 8/8/2021 email response to the Supervisor (underlining added):

*I will note that, at this point, I have not yet brought this matter to the Board for any determination related to legal action. Until that step is taken, there is no cause for a vote by the Board related to this violation. My enforcement activity as Zoning Administrator related to this lot has not yet reached that stage. When it does, I will turn the matter over to the Board and follow whatever decision is made at that time. I will also plan to be in attendance at that meeting to answer questions that arise. I would respectfully ask that you invite the owner to contact me as he should already have done.*

### **Obligations of the Zoning Administrator**

As Zoning Administrator, I am obligated to “*administer and enforce this (Zoning) Ordinance precisely as written,*” which means I cannot act in an arbitrary or capricious manner. I cannot “*modify, vary or ignore the terms of this Ordinance nor grant exceptions to the actual meaning of (the Zoning Ordinance).*” I am also obligated to “*issue all necessary notices or orders to ensure compliance with these provisions*” (see section 1.06E), and as a professional land use planner to act at all times in accordance with the AICP Code of Ethics.

Because the Board's 8/5/2021 motion was premature, it would have required me to act in an arbitrary manner to ignore an identified ordinance violation, and to grant an unlawful exception to Mr. Frey. **I could not do that without violating my legal and ethical obligations.** It is for this reason that I continued to proceed with the ordinance enforcement process for this parcel, which was sold by Mr. Frey in late August to Alexandra and Jonathan Wright.

I would note at this point that Mr. Frey failed to notify the buyers of the ordinance enforcement activity. This oversight created additional delays and complications for the new owners when they contacted my office to request an address for the parcel in preparation for future construction of a new home on the property. In my September-October zoning administration report, I shared a copy of the administrative determination letter written for the new owners, which ultimately concluded the enforcement activity related to this parcel.

### **Final Thoughts**

As Zoning Administrator, I respond to all complaints by following the enforcement steps noted above. Where no violation is observed, the matter is closed at step #2. Although I am careful to follow the Board's direction to "not patrol the Township," I do also sometimes observe potential violations as I am out and about in the community in accordance with my duties. These matters are treated the same as a complaint in terms of following the enforcement process.

In all cases, I respect private property rights and the constitutional rights of citizens. I treat everyone with respect and dignity. My goal as an ordinance enforcement official is not to ticket people or take them to court, except as a last resort. I do all that I can within the bounds set by the Zoning Ordinance to work with property owners and occupants in a collaborate manner to solve the problem, and I strive to always keep the focus on bringing the property back into compliance with the applicable Township ordinance requirements.

## **December 2021 Zoning Administration Report**

During this period, the following applications were received, reviewed, and acted upon. Also included is a summary of ordinance enforcement and administration activities:

### **Zoning Compliance Certificates and Administrative Site Plan Approval:**

*None this month.*

### **Addressing Assignments and Administrative Determinations:**

1. **Addressing Assignment (Sandra Loring; parcel #Q-17-20-400-009).** Following receipt of an amended/corrected application, I took action to assign this parcel an address of 11767 Hogan Road, Clinton, MI 49236.

### **Ordinance Enforcement:**

2. **Gerken Materials, Inc. Gravel Pit. – Complaint received about excessive noise.** Complaint received about a high-pitched hum emanating from the pit area. Todd Crane from Gerken Materials responded promptly to an emailed notice of violation to confirm by letter that the company plans to add soundproofing insulation to the generator compartment on the

**BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES MEETING**  
**THURSDAY, AUGUST 5, 2021, 7:00 P.M.**  
**BRIDGEWATER TOWNSHIP HALL**  
**10990 CLINTON RD, MANCHESTER, MI 48158**

**AGENDA**

- I. CALL TO ORDER / ESTABLISH QUORUM / PLEDGE ALLEGIANCE
- II. CITIZEN PARTICIPATION
- III. APPROVAL OF BOARD MEETING MINUTES – JUNE 3, 2021
- IV. REVIEW AND APPROVE AGENDA
- V. UNFINISHED BUSINESS
  - A. WCRC Second Agreement – Hogan Road Improvements
- VI. NEW BUSINESS
  - A. Approval of Claims Listing for June 1, 2021 through July 31, 2021
  - B. PA 116 Application
  - C. Farmland Preservation Board Appointment
  - D. Federal Procurement Conflict of Interest Policy
  - E. Principles of Governance Policy
  - F. Washtenaw County Parks Resolution
  - G. Town Hall Water Heater Quote
  - H. Township Attorney Hourly Rate Increase
  - I. Compensation Commission Ordinance
- 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. Broadband Task Force Report – Minutes included in Board packet
  - J. Farmland Preservation Board Report – No meeting in July due to lack of quorum.
- VIII. CITIZEN PARTICIPATION
- IX. ADJOURNMENT



## Bridgewater Township Board of Trustees Minutes

Trustee Faust – yes  
Trustee Oliver - yes

Trustee Fromhart – yes  
Trustee Ahrens - yes

Trustee McQueer – absent

**G. Town Hall Water Heater Quote** - Motion to approve quote from RG-Wahl - Roehm Heating & Cooling for a new water heater for the hall.in the amount of \$489.99 - Mr. Oliver; support – Ms. Fromhart; vote – unanimous

**H. Township Attorney Hourly Rate Increase** - Motion to approve rate increase from \$150.00 to \$200.00 for township lawyer Lucas Law PC- Mr. Oliver; support – Mr. Faust; vote – unanimous

**I. Compensation Commission Ordinance** – discussion by board, decided to not do a commission-based ordinance but rather a 5-person ad hoc committee which will be appointed by the board. - Motion to approve compensation ad hac committee – Ms. Fromhart; support – Mr. Oliver; vote – unanimous

**J. Frey zoning issue - Motion to approve no action on zoning complaint.** – Mr. Oliver; support – Ms. Ahrens;  
vote – unanimous

### VII. REPORTS AND CORRESPONDENCE

#### A. Public Safety Report

- A written report from the sheriff is included in the board packet

#### B. Supervisor's Report

- See board packet

#### C. Assessor's Report

- No report was received from Ms. Rider

#### D. Clerk's Report

- No report, absent

#### E. Treasurer's Report

No report

#### F. Trustees' Report

- None

#### G. Zoning Administrator's Report

- A written report from Mr. Nanney is included in the board packet

#### H. Broadband Task Force Report

- The minutes are in the board packet

#### I. Planning Commission

- The minutes are in the board packet

#### J. Farmland Preservation Board Report

- There was no meeting

### VIII. CITIZEN PARTICIPATION

- None

### IX. ADJOURNMENT

- Ms. Fromhart adjourned the meeting at 8:45 p.m.

## Mr.Nanney

---

From: Brenda Marion (bj.marion@gmail.com)

To: bridgewaterwpsupervisor@yahoo.com

Date: Friday, November 19, 2021, 11:38 AM EST

---

I have complained over the years about Nancy Hebb's dogs constant barking. There have been times I've been uncomfortable outside in my yard which is 1700 ft off road and a ways away from her property. Over the years I have sent Mr. Nanney emails and he has replied with not much interest in taking my complaints seriously. He said he has stopped by and heard no barking. He said when he talked to Nancy in the past she said feral cats upset her dogs. All day? He has told me that I should go talk to her and that no one else has complained. I talked to some of my neighbors and they didn't know they could do anything. I gave Mr.Nanney's email and sheets to submit complaints to Township Hall. I have not seen any dogs on her property in many, many years. I'm not trying to be difficult but after all these years of barking I'm wondering about the care of these dogs and that my concerns are being disregarded by Mr.Nanney.

**\*\*2021 Invoice\*\***  
**Final Billing**

Washtenaw County Road Commission  
555 N. Zeeb Road  
Ann Arbor, MI 48103

Bridgewater Township  
10990 Clinton Road  
Manchester, MI 48158

[bridgewaterwpsupervisor@yahoo.com](mailto:bridgewaterwpsupervisor@yahoo.com)  
[bridgewaterwpclerk@yahoo.com](mailto:bridgewaterwpclerk@yahoo.com)  
[bridgewaterwptreasurer@yahoo.com](mailto:bridgewaterwptreasurer@yahoo.com)

**2020 & 2021 Conventional Match:**  
**\$36,812.07**

Invoice Date: 12/07/21

**2020 Drainage Match:**  
**\$3,850.00**

<b>Project No:</b>	<b>Description:</b>	<b>Contract Estimate:</b>	<b>Amount Due:</b>
497-017-108	Dust Control, (2) Solid Applications of Contract Brine.	32,402.16	29,616.30
489-17-1656	Hogan Road, Allen Road to old gravel pit entrance, 0.6 miles northerly	72,700.00	70,463.28
<b>Total Charges:</b>		105,102.16	<b>100,079.58</b>
Township Payments to Date:		38,876.34	
2020 & 2021 Conventional Match (100%):		36,812.07	
2020 Drainage Match (100%):		\$3,850.00	
<b>Total Credits:</b>			<b>79,538.41</b>
<b>TOTAL DUE THIS INVOICE:</b>			<b>20,541.17</b>

*Daniel D. Ackerman*

Dan Ackerman

If you have any questions regarding this invoice please contact me at (734) 327-6651 or [ackermamd@wroads.org](mailto:ackermamd@wroads.org).

Please remit payment within 30 days of invoice date.

\*\*Match limited to no more than 50% of total eligible expenditures.

\*In accordance with the Matching Program billing procedures, 40% of the estimated cost of construction and heavy maintenance projects are due in June, 40% in August, and the final billing will be sent once the project is complete. Other activities are billed at cost to date at the time of billing.

**Bridgewater Township General Fund**  
**Monthly Expenses**  
 January 2022

Type	Date	Name	Amount
Jan 22			
Bill	01/31/2022	Cardmember Service	-SPLIT- 87.15
Bill	01/31/2022	Clayton and Mary Rider Assessing Service	-SPLIT- 1,991.67
Bill	01/31/2022	Consumers Energy	5265728 · Maintenance & Utilities 99.16
Bill	01/31/2022	Detroit Edison Company - Hall	5265728 · Maintenance & Utilities 55.63
Bill	01/31/2022	Detroit Edison Company - Street Lights	5440852 · Street lighting 383.57
Bill	01/31/2022	Donald N. Pennington	-SPLIT- 1,363.75
Bill	01/31/2022	Frontier	5265728 · Maintenance & Utilities 190.19
Bill	01/31/2022	Konica Minolta	5265980 · Building improvement & equipmen 13.95
Bill	01/31/2022	Neff Trucking & Contracting Inc.	5265728 · Maintenance & Utilities 350.00
Bill	01/31/2022	Paychex - fees	5215727 · Clerk supplies & expense 221.80
Bill	01/31/2022	Paychex - payroll	-SPLIT- 5,856.70
Bill	01/31/2022	Village of Clinton	5339727 · Fire protection billing expense 7,166.00
Bill	01/31/2022	Washtenaw County Road Commission	5440846 · Road Improvements 20,541.27
Jan 22			<u><u>38,320.84</u></u>

## Bridgewater Township Profit & Loss Budget vs. Actual April 2021 through March 2022

	Apr '21 - Mar 22	Budget	\$ Over Budget
<b>Income</b>			
Clean-up Day Grant	2,500	2,500	0
Clean Up Donation	222	100	122
4402 · Property tax - operation	48,013	82,000	-33,987
4405 · Property tax - fire millage	26,080	50,763	-24,683
4447 · Tax administration fee	24,959	33,500	-8,541
4448 · Tax collection fees	200	3,500	-3,300
4460 · Township permits	150	500	-350
4465 · Land division fees	525	600	-75
4574 · Revenue sharing	112,678	151,577	-38,899
4600 · Collection Fee-Sewer Fund	0	1,000	-1,000
4665 · Interest Income	41	300	-259
4672 · Other Income	0	200	-200
4675 · Metro Auth.-restricted to roads	3,636	3,800	-164
4700 · Election Reimbursement	598		
<b>Total Income</b>	<b>219,602</b>	<b>330,340</b>	<b>-110,738</b>
<b>Gross Profit</b>	<b>219,602</b>	<b>330,340</b>	<b>-110,738</b>
<b>Expense</b>			
<b>5101000 · Township Board</b>			
5101703 · Trustee salary	4,000	4,896	-896
5101727 · Township supplies & expenses	264	684	-420
5101770 · Conferences & Training	0	500	-500
<b>Total 5101000 · Township Board</b>	<b>4,264</b>	<b>6,080</b>	<b>-1,816</b>
<b>5171000 · Supervisor</b>			
5171703 · Supervisor Salary	13,864	15,920	-2,056
5171727 · Supervisor Expense	444	1,000	-556
<b>5209000 · Assessor</b>			
5209705 · Board of Review expenses	1,000	1,700	-700
5209805 · Assessor Wages	18,683	22,800	-4,117
5209810 · Assessor Expense	2,239	2,800	-561
<b>Total 5209000 · Assessor</b>	<b>21,922</b>	<b>27,300</b>	<b>-5,378</b>
<b>Total 5171000 · Supervisor</b>	<b>36,230</b>	<b>44,220</b>	<b>-7,990</b>
<b>5173000 · Other General Government</b>			
5173715 · Social Security	4,165	5,000	-835
5173801 · Attorney & Consulting Expenses	1,255	2,000	-745
5173802 · Audit fees	5,000	5,000	0
5173811 · Membership fees & dues	2,180	2,100	80
5173895 · Website Administrator	500	500	0
5173912 · Insurance & Bonds	6,432	6,500	-68
5174800 · Bank Fees	0		
<b>Total 5173000 · Other General Government</b>	<b>19,532</b>	<b>21,100</b>	<b>-1,568</b>
<b>5215700 · Clerk</b>			
5173900 · Printing & publishing	333	400	-67
5174810 · Deputy Clerk	630	1,600	-970
5191727 · Election expense	208	2,000	-1,792
5215703 · Clerk salary	14,403	16,539	-2,136
5215727 · Clerk supplies & expense	3,319	3,200	119
<b>Total 5215700 · Clerk</b>	<b>18,892</b>	<b>23,739</b>	<b>-4,847</b>
<b>5253700 · Treasurer</b>			
5253701 · Tax Collection Expense	2,887	2,500	387
5253703 · Treasurer salary	15,646	17,967	-2,321
5253704 · Deputy Treasurer Wages	300	1,600	-1,300
5253727 · Treasurer supplies & expenses	1,860	2,000	-140
<b>Total 5253700 · Treasurer</b>	<b>20,693</b>	<b>24,067</b>	<b>-3,374</b>

**Bridgewater Township**  
**Profit & Loss Budget vs. Actual**  
 April 2021 through March 2022

	Apr '21 - Mar 22	Budget	\$ Over Budget
<b>5265000 · Building &amp; Grounds</b>			
5265728 · Maintenance & Utilities	5,890	7,000	-1,110
5265925 · Cemetery care	2,595	2,500	95
5265980 · Building improvement & equipmen	14	1,000	-986
<b>Total 5265000 · Building &amp; Grounds</b>	8,499	10,500	-2,001
<b>5301800 · Public Safety</b>			
5339727 · Fire protection billing expense	75,210	75,000	210
<b>Total 5301800 · Public Safety</b>	75,210	75,000	210
<b>5400700 · Planning &amp; zoning</b>			
<b>5400701 · Planning</b>			
5400727 · Planning comm. wage & expense	3,948	5,700	-1,752
5400803 · Planning consultant - on-going	5,079	7,000	-1,921
5411810 · Conferences & Training	0	1,000	-1,000
<b>Total 5400701 · Planning</b>	9,027	13,700	-4,673
<b>5410726 · Zoning</b>			
5410704 · Land Division Processing Fees	1,375	1,700	-325
5410727 · Zoning ad.wage & expense	6,264	7,500	-1,236
5411727 · Zon Bd of Appeals Expense	0	400	-400
<b>Total 5410726 · Zoning</b>	7,639	9,600	-1,961
<b>Total 5400700 · Planning &amp; zoning</b>	16,666	23,300	-6,634
<b>5440000 · Public works</b>			
5440846 · Road Improvements	59,708	40,000	19,708
5440847 · Drains at large	54,834	54,834	-0
5440849 · Clean-up Day	3,117	2,500	617
5440852 · Street lighting	3,624	4,500	-876
<b>Total 5440000 · Public works</b>	121,282	101,834	19,448
<b>5500000 · Contingencies</b>	0	500	-500
<b>Total Expense</b>	321,267	330,340	-9,073
<b>Net Income</b>	<b>-101,665</b>	<b>0</b>	<b>-101,665</b>

# Bridgewater Township General Fund

## Balance Sheet

As of January 31, 2022

Jan 29, 2022  
Accrual Basis

	Jan 31, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1002 · General Checking-Key Bank	95,999.72
1010 · General Savings-Key Bank	174,378.19
1016 · Bank of Ann Arbor 5yr	103,665.96
1017 · Old National 5 yr	113,811.78
<b>Total Checking/Savings</b>	487,855.65
<b>Accounts Receivable</b>	
1200 · Accounts Receivable	1,776.58
<b>Total Accounts Receivable</b>	1,776.58
<b>Other Current Assets</b>	
1081 · Due from Sewer Operations	-200.00
1085 · Due From Tax Fund	-2,210.00
1087 · Due from Dr. Samuels	-100.67
1201 · Accounts Receivable 2	1,590.00
<b>Total Other Current Assets</b>	-920.67
<b>Total Current Assets</b>	488,711.56
<b>Fixed Assets</b>	
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	-95,648.85
<b>Total Fixed Assets</b>	172,916.10
<b>TOTAL ASSETS</b>	<b>661,627.66</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	22,722.89
<b>Total Accounts Payable</b>	22,722.89
<b>Credit Cards</b>	
2050 · Comerica - Clerk/Treasurer	-2,498.36
<b>Total Credit Cards</b>	-2,498.36
<b>Other Current Liabilities</b>	
2100 · Payroll Liabilities	-755.58
2217 · Escrow Deposits Payable	
2220 · Due to SMR-Elliott parcel	2,500.00
2233 · Due to SMR-Crego/Peltcs	1,001.25
2252 · Due Metro General Contractors	1,000.00
2253-01 · Due to Bridgewater Commons	485.00
2259 · Rustic Glen Golf Club	2,622.50
<b>Total 2217 · Escrow Deposits Payable</b>	7,608.75
<b>Total Other Current Liabilities</b>	6,853.17
<b>Total Current Liabilities</b>	27,077.70

**Bridgewater Township General Fund**

**Balance Sheet**

**As of January 31, 2022**

Jan 29, 2022  
Accrual Basis

---

	<u>Jan 31, 22</u>
Long Term Liabilities	
2900 · Deferred revenue-ARPA	90,590.50
<b>Total Long Term Liabilities</b>	<u>90,590.50</u>
<b>Total Liabilities</b>	117,668.20
Equity	
3900 · Fund Balance	472,707.53
3940 · Invested in Capital Assets, Net	172,916.84
Net Income	<u>-101,664.91</u>
<b>Total Equity</b>	<u>543,959.46</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>661,627.66</u></u>



## Bridgewater Township Sewer Operation Monthly Expenses January 2022

Type	Date	Num	Name	Split	Amount
<b>Jan 22</b>					
Bill	01/11/2022		Bridgewater Township	Due to General Fund	1,320.00
Bill	01/31/2022		Chelsea Lumber Company	Building & Grounds Maintenance	14.53
Bill	01/31/2022		DTE Energy	Electricity	1,709.33
Bill	01/31/2022		Faust Sand & Gravel, Inc.	-SPLIT-	730
Bill	01/31/2022		Frontier	Phone Service	68.18
Bill	01/31/2022		Haviland	Chemicals	907.5
Bill	01/31/2022		R-L Tree Service	Building & Grounds Maintenance	450
Bill	01/31/2022		USIC Locating Services, LLC	Miss Dig Locator Service	115.95
Bill	01/31/2022		Village of Manchester	Plant Operator	2,911.28
<b>Jan 22</b>					<u><u>8226.77</u></u>

# Bridgewater Township Sewer Operation

## Balance Sheet

As of January 31, 2022

Jan 29, 2022  
Accrual Basis

	Jan 31, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Key-Sewer O/M	
Capital Improvements Reserve	36,000.00
Key-Sewer O/M - Other	48,511.36
<b>Total Key-Sewer O/M</b>	84,511.36
Key Sewer O/M Saving	180,117.42
<b>Total Checking/Savings</b>	264,628.78
Accounts Receivable	
Accounts receivable	-1,315.00
<b>Total Accounts Receivable</b>	-1,315.00
<b>Other Current Assets</b>	
Due From Tax	11,919.10
Taxes Receivable Special Asst	12,685.04
<b>Total Other Current Assets</b>	24,604.14
<b>Total Current Assets</b>	287,917.92
<b>Fixed Assets</b>	
Accessory Building	51,987.02
Accumulated Depr - Access Bldg	-10,693.65
Equipment	101,752.20
Accumulated Depr - Equipment	-70,599.44
Sewer System Plant	1,966,444.05
Accumulated Depr - Sewer System	-778,383.78
Land	55,355.06
<b>Total Fixed Assets</b>	1,315,861.46
<b>Other Assets</b>	
Special Assessment Receivable	8,331.24
<b>Total Other Assets</b>	8,331.24
<b>TOTAL ASSETS</b>	<b>1,612,110.62</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Due to General Fund	-1,320.00
<b>Total Other Current Liabilities</b>	-1,320.00
<b>Total Current Liabilities</b>	-1,320.00
<b>Total Liabilities</b>	-1,320.00
<b>Equity</b>	
Invested in capital assets, net	1,315,661.00
Unrestricted Funds (QB RE acct)	300,219.42
Net Income	-2,449.80
<b>Total Equity</b>	1,613,430.62
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,612,110.62</b>

**BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES  
TO RECOGNIZE AND HONOR CAL MESSING FOR HIS EXEMPLARY SERVICE  
AND CONTRIBUTIONS TO BRIDGEWATER TOWNSHIP  
RESOLUTION NUMBER 2022-02**

WHEREAS, Cal Messing has faithfully served Bridgewater Township as a member of the Bridgewater Township Planning Commission; and,

WHEREAS, Cal Messing's service record has served as a wealth of experience and insight into issues facing the Planning Commission; and,

WHEREAS, Cal Messing's experience and expertise in both the structure and function of the Planning Commission has provided exemplary service to the community as a whole; and,

WHEREAS, Cal Messing's contributions to the Planning Commission have remained consistent in pursuing and achieving the ultimate goals and direction of our rural community; and,

WHEREAS, Cal Messing's respect for his comrades among the members and guests of the Bridgewater Township Planning Commission has earned him their respect and confidence.

NOW, THEREFORE, WE RESOLVE that the Bridgewater Township Board of Trustees wish to extend to Cal Messing their gratitude and appreciation for all the hard work, dedication, and loyalty he has devoted to us, to our residents, and to our posterity;

Motion made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to adopt Resolution 2022-02 to recognize and honor Cal Messing for his exemplary service and contributions to Bridgewater Township.

Upon roll-call vote, the following members voted:

AYE:

ABSTAIN:

NAY:

ABSENT:

Supervisor Fromhart declared the resolution 2022-02 duly adopted.

Certification:

I, Michelle McQueer, the undersigned Clerk of Bridgewater Township, do certify that the above resolution is a true and complete copy of a resolution adopted at the regular meeting of the Bridgewater Township Board of Trustees held on February 3, 2022 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 Public Act 267 of 1976 as amended.

---

Michelle McQueer,  
Bridgewater Township Clerk

## 2022 Run Manchester Proposal

---

From: Caiden Kippnick (cwkipnick@mcs.k12.mi.us)

To: bridgewaterwpsupervisor@yahoo.com; bridgewaterwpclerk@yahoo.com

Cc: dkipnick@gmail.com; ammorsekoch@gmail.com; handerson@mcs.k12.mi.us; lcsomerville@mcs.k12.mi.us

Date: Saturday, January 15, 2022, 11:09 AM EST

---

Hello,

My name is Caiden Kippnick. I am representing the FIRST® Robotics Teams of Manchester (RTM). We are reaching out in hopes of gaining approval to host Run Manchester in 2022. Our proposed date for this year is **Saturday, August 6th**.

Attached below is our proposal for this year. We are wondering what the next steps are in order to obtain approval for another successful race. We would be happy to make arrangements to attend a meeting if you would like.

Thank you for your time.

--

Caiden Kippnick  
Manchester High School Class Of 2023

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2022 Run Manchester Proposal.pdf  
304.2kB

**Manchester FIRST Robotics  
RUN MANCHESTER 2022 Proposal**

**General Information:**

- Annual Summer Event (2021 was successful with appropriate COVID-19 protocols)
- Traditional First Saturday in August: Saturday, August 6, 2022

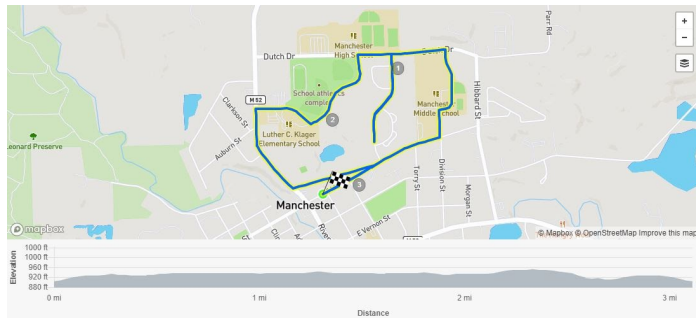
**Approval from Townships and Village:**

- Hosting
- Continuing With 2021 Course(s)

**2022 Plan: 5k/10k/10-Miler/Half-Marathon**

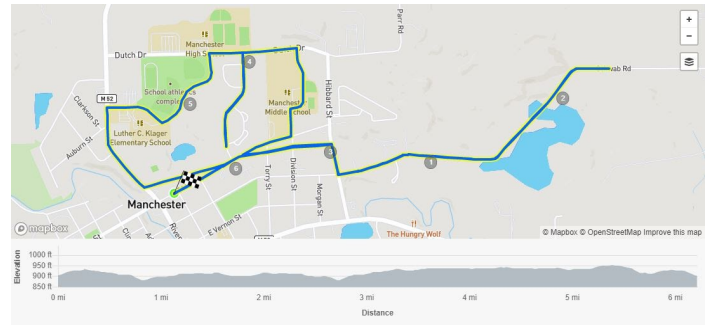
- 5k - Village
- 10k - Village, Manchester Township, Bridgewater Township
- 10-Miler - Village, Manchester Township, Bridgewater Township, FreedomTownship
- Half-Marathon - Village, Manchester Township, Bridgewater Township, FreedomTownship

## Maps For 5k/10k/10-Miler/Half-Marathon



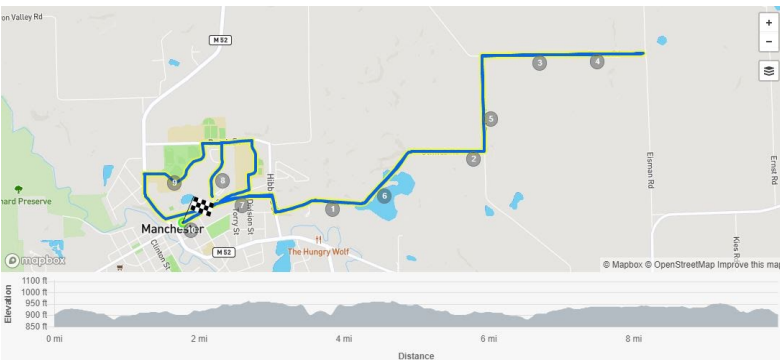
### **5k Route:**

Start in front of The Blacksmith Shop.



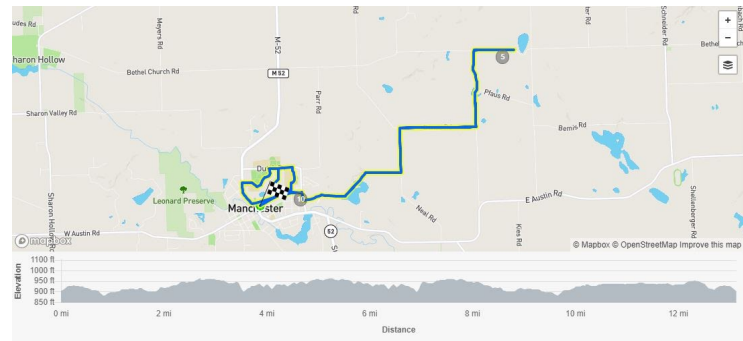
### **10k Route:**

Start in front of The Blacksmith Shop, take the new trail to Hibbard, follow Duncan to Schwab and turn back just before Neal. Finish with 5k.



### **10 Miler Route:**

Start in front of The Blacksmith Shop, take the new trail to Hibbard, follow Duncan to Schwab, then Neal to Bemis, turn onto Eisman and run a little ways before turning back. Finish with 5k.



### **Half-Marathon Route:**

Start in the front of The Blacksmith Shop, take the new trail to Hibbard, follow Duncan to Schwab, then Neal to Bemis. Run Eisman past the Apple Orchard and turn right onto a short section of Bethel Church, turning back near the lake. Finish with 5k.

## Notes for Village and Townships

### **General Information:**

- We are planning and seeking approval for the **Run Manchester** event hosted by the FIRST Robotics Teams of Manchester. Our goal is to host this event at 8:00 a.m. on August 6, 2022. For well over a decade, it has been an annual tradition to hold this race the first Saturday in August (exception years due to COVID-19 and bridge construction).
- We would like to keep the 2021 race routes. This will provide a wonderful experience for the runners as it highlights more of our communities beautiful country roads.

### **Village and Townships Approval:**

- We are seeking approval from the Village of Manchester, Manchester Township, Bridgewater Township, and Freedom Township to host this event.
- The team obtained approval from all four boards to host the 2021 event.
- In 2021, we provided proof of appropriate insurance for our team's fundraising race. We also obtained confirmation from the county commissioner and our insurance that we do not need sherriff support on the county back roads. We worked with the sheriff and Village and understood that there would be some sheriff support on the east side of the 4-way in the Village, this would be less than required in years prior to 2021 due to our modified and safer start line. We will provide the same information and hope for continued community support in 2022.
- We are happy to answer any questions and hope to obtain approval from all of the boards as soon as possible so we can start officially promoting the race, contacting businesses, finalizing details, and making the appropriate financial commitments.
- If safety concerns and timeline allows, we would also like to host a free kids mile run.

### **COVID-19 Safety and General Race Safety Precautions:**

- We plan to hold the event in person with a traditional start time. If COVID-19 safety protocols are deemed necessary, we will have a modified open start line, as we did in 2021.
- If required, we will ensure COVID-19 health screening forms are submitted by participants prior to packet pickup and race start.
- We will encourage runners to bring their own hydration. We will provide information in race communications about the various options available.
- Multiple water and Gatorade stations will be set up.
- Many race signs and volunteers will be on the course, especially at curves or turns on the road.
- Usage of new trails and the beautiful local back roads allow runners to spread out and maintain appropriate safe distances.

### **Changes from races prior to 2021:**

- We would like to keep the 2021 start/finish line at The Blacksmith Shop. It is a beautiful highlight of our town and will make the race safer and less of an inconvenience by keeping the 4-way stop open as well as easy access to Main St in front of the local businesses. We hope to have the registration and packet pick up at the gazebo, another beautiful highlight of our town.
- Our teams would like to collaborate with the local businesses in town soon to see how we can help promote them with this race. We would like to make the businesses aware of our race date and time in case they would like to have a sidewalk sale, or include items such as coupons or other promotionals in the race packet. We hope that some businesses will open early this year for spectators and participants.



### **Race Plan: 5k/10k/10-Miler/Half-Marathon**

- 5k: The 5k would run the town loop including Chi-Bro trail.
- 10k: The 10k will turn back just before Neal.
- 10-Miler: The 10-miler would turn back on Eisman.
- Half-Marathon: The half marathon would continue past the orchard, turn right on Bethel Church, and turn back near Silver Lake.
- All races will finish with the 5k loop. This is an absolutely beautiful running route.

## MML Liability & Property Pool Renewal Quote for the Township of Bridgewater (Response Required)

---

From: Judy Thomson-Torosian (judith.thomson-torosian@meadowbrook.com)

To: bridgewaterwpsupervisor@yahoo.com

Date: Wednesday, January 12, 2022, 01:35 PM EST

---

Laurie: The renewal premium for the Property and Liability insurance renewal for the Township of Bridgewater effective March 1, 2022 with the MML Liability & Property Pool is **\$9,578** (plus \$200 MML Annual Associate Member Fee) compared to the expiring premium of \$9,536 (plus \$200 MML Annual Associate Member Fee). This is a premium increase of \$42 or 0.44%.

There are a few reasons for the change in premium:

- Change in the following ratable exposures (see page 10 of proposal for details):

- ✓ Payroll ↑

- ✓ Property ↑

- There was a slight increase in the property and liability rates

Also, the Board of Directors of the MML Liability & Property Pool voted to return another dividend in 2022 to renewing Members. The Township's dividend return is estimated to be \$954. (The 2021 dividend was \$618.) The Township will receive this dividend after payment of your renewal premium.

The Cyber coverage as outlined on page 7 of the proposal, has a retention increase from \$2,500 to \$5,000 for both Cyber Extortion and First Party Data Protection. For all other coverages outlined on page 7, the retention remains at \$0.

***Please reply by E-mail or fax to advise if the Township of Bridgewater wants any additional limits and/or deductible options or if the policy should be***

***issued based on the quoted Cost & Coverage summary. (We will have your renewal documents issued after you let us know.)***

Please let me know if you have any questions or if you want to review this.

I hope that you are doing well and staying safe! Thank you, Laurie.

Judy

Judith A. Thomson-Torosian, CPCU, CIC, ARM

MML Service and Sales Manager

MML Liability & Property Pool

MML Workers' Compensation Fund

248-204-6137

[jthomson@meadowbrook.com](mailto:jthomson@meadowbrook.com)



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2022 Proposal--Bridgewater.pdf  
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michigan municipal league

# Liability & Property Pool

Proposal

for the

# **Township of Bridgewater**

Presented By:

Judith A. Thomson-Torosian, CPCU, CIC, ARM  
MML Liability & Property Pool  
(248) 204-6137

January 12, 2022

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***This proposal is intended to be only a summary of coverages and services. For specific details on coverage terms and conditions, please refer to the Michigan Municipal League Liability and Property Pool coverage document.***

# Executive Overview

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The Michigan Municipal League Liability and Property Pool has been a stable source of comprehensive municipal insurance and risk management services since 1982. It is financially secure and positioned for long-term stability.

The **Township of Bridgewater** has been a Pool member since **March 1, 1993**.

The Pool staff is made up of municipal insurance experts. Municipal risk management is our only business, and we're proud of it!

The Pool provides insurance coverage designed specifically for Michigan municipal exposures, combined with a package of loss control programs, claims administration, legal defense and membership services that you won't find anywhere else in Michigan.

This quotation is based on the limits of coverage requested by the **Township of Bridgewater**. Higher limits may be available, subject to underwriting review by Pool Management. Please submit requests for higher limits in writing to your Account Executive. Your request will be considered by Pool Management.

The insurance and related services described more fully in this proposal are being offered to the **Township of Bridgewater** for an annual premium of **\$9,578** (+ \$200 MML Associate Member Fee). When compared to last year's cost of \$9,536 (+ \$200 MML Associate Member Fee), it represents a premium increase of \$42, or 0.44%. (In addition, the MML Liability & Property Pool Board of Trustees voted to return another post-renewal dividend for Members renewing in 2022. The Township's portion of the dividend return is estimated to be \$954. (The Township's 2021 dividend was \$618.) The Township will receive this dividend in the month following payment of your 2022 renewal premium.)

We encourage you to compare the Pool with our competition. Compare us based on price, coverage, service, financial security, experience and commitment to municipal risk management. When you do, the advantages of Pool membership become clear.

Thank you for being a Pool member. We look forward to servicing your risk management program for many years to come.

## **Our Mission**

**To be a long-term, stable, cost-effective risk management alternative for members of the Michigan Municipal League Liability and Property Pool.**

# Introduction

---

## ***What You Can Expect Of Us***

- ✓ A commitment to learn, understand and respond to your insurance needs;
- ✓ Continuous planning and innovation in product development and service delivery;
- ✓ Products that meet your needs in terms of price, coverage and service;
- ✓ Prompt, accurate, and courteous response to your questions, problems and claims; and
- ✓ Knowledgeable and professional staff serving your needs consistently and with integrity.

## ***Your Pool Insures More Than . . .***

- |                                |                                  |
|--------------------------------|----------------------------------|
| ✓ 433 Public Entity Members    | ✓ 195 Water Utilities            |
| ✓ 139 Fire Departments         | ✓ 218 Sewer Utilities            |
| ✓ 170 Law Enforcement Agencies | ✓ 24 Municipal Marinas           |
| ✓ 2,195 Police Officers        | ✓ \$5 Billion of Property Values |
| ✓ 5,772 Miles of Streets/Roads | ✓ 206 Water Service Operations   |
| ✓ 6,950 Vehicles               | ✓ 17 Dams                        |
| ✓ 16 Electric Utilities        |                                  |



## Coverage and Cost Summary Township of Bridgewater

Effective 03-01-2022 to 03-01-2023

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Municipal General Liability (Coverage A)	\$5,000,000	N/A	\$0
Sewer Back-Up Sublimit	\$100,000	\$100,000	\$0
Personal Injury Liability (Coverage B)	\$5,000,000	N/A	\$0
Medical Payments (Coverage C)	\$10,000	N/A	N/A
Public Officials Liability (Coverage D)	\$5,000,000	N/A	\$0
Law Enforcement Liability (Coverages A, B, and D)	No Coverage	N/A	N/A
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$0
Fire Legal Liability	\$100,000	N/A	N/A
Cyber Liability & Data Breach Response	\$100,000	\$100,000	See Declaration
Dam Liability	No Coverage	N/A	N/A
Marina Operator Liability	No Coverage	N/A	N/A
Uninsured/Underinsured Motorists Coverage	\$100,000	N/A	\$0
Automobile Liability (Coverages A and B)	\$5,000,000	N/A	\$0
# Vehicles	Comp	Coll	
No Covered Vehicles			

*Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$5,000,000 regardless of the number of coverages involved in the occurrence.*

### Property

Property - Blanket Basis	\$2,711,180	N/A	\$250
Boiler and Machinery	Included	N/A	\$250
Building(s)	Included	N/A	\$250
Contents	Included	N/A	\$250
Property in the Open	Included	N/A	\$250
Protection & Preservation	Included	N/A	N/A
Property - Actual Cash Value	N/A	N/A	N/A
Property - Limited Replacement Cost	N/A	N/A	N/A
Property - No Coverage	N/A	N/A	N/A
Property - Replacement Cost	See Schedule	N/A	\$0
Accounts Receivable	\$100,000	N/A	\$250
Consequential Damage	\$100,000	N/A	N/A
Debris Removal - the lesser of 25% of physical damage loss or	\$5,000,000	\$5,000,000	N/A





## Coverage and Cost Summary Township of Bridgewater

Effective 03-01-2022 to 03-01-2023

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Demolition & Increased Costs of Construction Limit	\$100,000	N/A	N/A
Earth Movement	\$2,000,000	\$2,000,000	\$5,000
Electronic Data Processing Equip	\$25,000	\$25,000	\$250
Expediting Expense	\$100,000	N/A	N/A
Extra Expense	\$100,000	N/A	N/A
Fine Arts	\$100,000	N/A	\$250
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Fungal Pathogens	\$25,000	\$25,000	\$250
Loss of Income	\$100,000	N/A	N/A
Loss of Rents	\$100,000	N/A	N/A
Miscellaneous Equipment	\$5,520	N/A	\$250
Ornamental Trees, Shrubs, Plants or Lawn	\$5,000	\$10,000	\$250
Personal Effects & Property of Others	\$500	\$2,500	\$250
Valuable Papers	\$100,000	N/A	\$250
Voting Equipment	\$10,404	N/A	\$250
<u>Comprehensive Crime Coverage</u>			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A
Computer Fraud	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Funds Transfer Fraud	\$100,000	N/A	N/A
Impersonation Fraud	\$100,000	N/A	N/A
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
<u>Bonds</u>			
Bond #: A Treasurer	\$100,000	N/A	N/A
Bond #: B Deputy Treasurer	\$100,000	N/A	N/A
Bond #: C Clerk	\$100,000	N/A	N/A
Bond #: D Deputy Clerk	\$100,000	N/A	N/A

*Only one deductible applies to claims involving two or more property coverages.*

**The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$9,578.**

<b>TOWER 1 Limit</b>	<b>POLICY AGGREGATE LIMIT OF LIABILITY</b>	\$100,000	For all Damages, Claims Expenses, Penalties and PCI Fines, Expenses and Costs
	Information Security and Privacy Sublimit	\$100,000	each Claim and in the Aggregate
	Regulatory Defense and Penalties Aggregate Sublimit:	\$20,000	each Claim and in the Aggregate
	Website Media and Content Liability Aggregate Sublimit:	\$100,000	each Claim and in the Aggregate
	PCI Fines, Expenses and Costs Aggregate Sublimit:	\$10,000	each Claim and in the Aggregate
	Cyber Extortion Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate
	First Party Data Protection Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate
	First Party Network Business Interruption Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate

Note: The above Sublimits are part of, and not in addition to, the overall Policy Aggregate Limit of Liability

**Liability Retention Per Claim:**

<b>TOWER 1 Retention</b>	All other coverages Retention:	\$0	each Claim
	Cyber Extortion:	\$5,000	each Extortion Threat
	First Party Data Protection:	\$5,000	each Data Protection Loss
	First Party Network Business Interruption:	\$5,000	each Business Interruption Loss

**Limits of Coverage - Privacy Breach Response Services**

<b>TOWER 2 Limit</b>	Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Aggregate Sublimit:	\$50,000	per Incident and in the Aggregate
--------------------------	---	----------	-----------------------------------

<b>TOWER 3 Limit</b>	Notified Individuals:	10,000	Notified Individuals in the Aggregate
	A sublimit of up to 10% of Notified Individuals residing outside the United States, which is part of and not in addition to the Notified Individuals Aggregate Limit of Coverage		

Note: The Privacy Breach Response Services Limits of Coverage are separate from and in addition to the overall Policy Aggregate Limit of Liability

**Privacy Breach Response Services Threshold/Retention (Each Incident):**

<b>TOWER 2 Retention</b>	Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Retention:	\$0	each Incident
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<b>TOWER 3 Retention</b>	Notification Services/Call Center Services/Breach Resolution and Mitigation Services Threshold:	0	each Incident
------------------------------	---	---	---------------

The retention increased from \$2,500 to \$5,000.

# Your Team of Experts



Judy Thomson-Torosian  
Service and Sales Manager  
(248) 204-6137



Michael J. Forster  
Pool Administrator  
(734) 669-6340

Ellen Skender is retiring and 1-1-22, the new CSR is Katelyn Petracca



Katelyn Petracca  
248-204-6160  
(Le – Z)

Alpha Split:



Joan Opett  
248-204-8579  
(A – La)

## Customer Service Representatives



Tracy Mattiello  
Claims Manager  
(248) 204-8094



Rod Pearson  
Loss Control Manager  
(248) 204-8036

## ***Benefits of Pooling with the MML***

- ✓ Proven long-term availability and stability
- ✓ Broad coverage document written specifically for Michigan municipalities
- ✓ Services tailored to unique needs of Michigan municipalities
- ✓ Member assets controlled by an elected Board of municipal officials
- ✓ Equitable rating based on Pool experience in Michigan
- ✓ Aggressive defense strategy – positive impact on case law
- ✓ Professional, dedicated, and experienced local management, oversight and service
- ✓ Decisions made and problems resolved by a group of your peers
- ✓ Investment income and underwriting surplus used to benefit members
- ✓ Lower expenses through tax-exempt and non-profit status
- ✓ Special loss avoidance training sessions including:
  - ✓ Safety aspects of emergency vehicle operations
  - ✓ Accident investigation for supervisors
  - ✓ Confined spaces training

**The advantages of pooling can be summarized by:**

**Service + Control + Value**

### ***Township of Bridgewater Has . . .***

- ✓ \$74,957 Annual Payroll (was \$73,820 for 2021) ↑
- ✓ \$2,711,180 of total values for real and personal property (was \$2,664,485 for 2021) ↑
- ✓ 0 Law enforcement officers
- ✓ 0 Vehicles

### ***Increased Liability Limits***

We cannot guarantee the adequacy of any limit of liability. Due to the following factors, it may be prudent to consider higher limits:

- ✓ Increased jury awards in your jurisdiction
- ✓ Increased litigation trends
- ✓ Protection of tax base against judgments in excess of your policy limits

If you are interested in increasing your liability limits, please contact your Account Executive.

# Highlights of Coverages Provided

## Who Is Insured?

The Pool member entity, elected and appointed officials, employees and authorized volunteers, and any person officially appointed to a Board or Commission

## General Liability

In addition to standard liability coverages (bodily injury, property damage, products and completed operations) the Pool provides coverages that municipalities need on an **occurrence basis with no aggregate liability limits**:

- ✓ Liability resulting from mutual aid agreements
- ✓ Premises medical payments
- ✓ Host liquor liability
- ✓ Watercraft liability, owned less than 26' and non-owned less than 50'
- ✓ Special events **excluding** -
  - Fireworks (unless endorsed)
  - Liquor Liability
  - Mechanical Amusement Rides
- ✓ Fire legal liability for real property
- ✓ Ambulance and EMT malpractice

**Fireworks Coverage Options: (Fireworks application must be completed before coverage is endorsed)**

1. The MML Liability & Property Pool is primary (the Member is not added as an additional insured on a pyrotechnician's coverage):
 

Annual Aggregate Sublimit	Additional Premium
\$500,000	Yes
\$1,000,000	Yes
2. The MML Liability & Property Pool is excess (the Member is added as an additional insured on a pyrotechnician's coverage):  
**NO ADDITIONAL PREMIUM**

- ✓ Athletic participation liability
- ✓ Employee benefit liability
- ✓ Cemetery operations coverage
- ✓ Marina Operators coverage available
- ✓ Up to \$10 million in liability limits available
- ✓ Pollution coverage for Hazardous Response Teams
- ✓ Cyber Liability and Data Breach Response Coverage – as described on MMLCYD (09/17)

## General Liability Exclusions . . .

The following is a partial list of general liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution (except for Hazmat operations).
- ✓ Nuclear energy / nuclear material hazards
- ✓ Expected or intended injury
- ✓ Breach of contract
- ✓ Failure of dams (unless endorsed)
- ✓ Backup of Sewers and Drains (**exception -- \$100,000 Annual Aggregate Sublimit for Sewer and Drain Liability**)
- ✓ Aircraft Liability - (Unless Endorsed -- Limited Coverage for Unmanned Aircraft—MML236)
- ✓ Contractual Liability
- ✓ Failure to supply utilities
- ✓ Electromagnetic radiation
- ✓ Medical malpractice for doctors and physicians
- ✓ Criminal activity--Intentional acts w/knowledge of wrongdoing

## **Cyber Liability and Data Breach Response Coverage**

- ✓ Information Security and Privacy Liability
- ✓ Privacy Breach Response Services
- ✓ Regulatory Defense and Penalties
- ✓ Website Media Content Liability
- ✓ PCI Fines, Expenses and Costs
- ✓ Cyber Extortion
- ✓ First Party Data Protection
- ✓ First Party Business Interruption

## **Public Officials Liability Coverage**

“Wrongful Acts”, including intentional acts, defined as any actual or alleged error, misstatement, act of omission, neglect or breach of duty including:

- ✓ Neglect of duty
- ✓ Zoning defense and land use litigation
- ✓ Malfeasance
- ✓ Violation of civil rights
- ✓ Discrimination
- ✓ Employment practices
- ✓ Misfeasance
- ✓ Cable TV broadcasting

## **Public Officials Liability Exclusions**

The following is a partial list of public officials’ liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution and Nuclear Energy
- ✓ Fraud, dishonesty, intentional and criminal acts
- ✓ Failure to purchase coverage or adequate coverage
- ✓ Return of governmental grants or subsidies
- ✓ Intentional acts with knowledge of wrongdoing
- ✓ Eminent domain / takings
- ✓ Illegal profit
- ✓ Labor union actions
- ✓ ERISA violations
- ✓ Backup of Sewers and Drains

## **Personal Injury & Advertising / Broadcasters Liability Coverage**

- ✓ Mental anguish and stress
- ✓ Libel, slander or defamation of character; violation of an individual’s right of privacy
- ✓ Proactive services for non-monetary damage claims

## Property Coverage

In addition to covering buildings, contents and personal property, the Pool provides:

- ✓ Blanket coverage -- All member-owned property insured (unless specifically excluded)
- ✓ Coverage based on ownership rather than on a "schedule on file" avoids coverage gaps due to errors or oversight
- ✓ Property of others in custody of the Member for which the Member has an obligation to provide coverage
- ✓ Boiler & Machinery coverage, including Boiler certification inspections
- ✓ Replacement Cost or Actual Cash Value available
- ✓ Fungal Pathogens (Mold) Limited Coverage
- ✓ Demolition/increased cost of construction
- ✓ No coinsurance
- ✓ Valuable papers
- ✓ Loss of Rents
- ✓ Property in the open
- ✓ Extra expense
- ✓ Expediting expense

## Property Exclusions

The following is a partial list of property coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Nuclear reaction/ contamination
- ✓ War
- ✓ Cyber Risk
- ✓ Fungal Pathogens (Mold) excess of sub-limit
- ✓ Failure to supply utilities
- ✓ Transmission Lines and Poles
- ✓ Dishonest acts
- ✓ Acts of Terrorism excess of Pool's Aggregate Sublimit -- MMLC TR (9/1/10)
- ✓ Wear and tear
- ✓ Computer failures/ viruses

**Only one deductible applies to claims involving two or more property coverages.**



## **Comprehensive Crime Coverage**

- ✓ Employee Dishonesty/ Faithful Performance of Duty coverage provided on a blanket basis
- ✓ Loss Inside the Premises
- ✓ Loss Outside the Premises
- ✓ Money Orders/ Counterfeit Currency
- ✓ Depositors Forgery
- ✓ Position Fidelity Bonds
- ✓ Computer Fraud
- ✓ Funds Transfer Fraud

## **Automobile Coverage Highlights**

### **What Is Covered?**

Coverage is afforded while operating land motor vehicles, trailers or semi-trailers designed for travel on public roads.

### **Auto Coverages Provided**

- ✓ Michigan No-Fault Coverage, includes mini-tort coverage for no extra charge
- ✓ Excess protection for use of personal automobile for municipal business
- ✓ Uninsured motorist for municipally owned vehicles
- ✓ Underinsured motorists
- ✓ Non-owned and hired auto
- ✓ Comprehensive - actual cash value basis
- ✓ Collision - actual cash value basis
- ✓ Volunteer firefighter auto accident liability coverage
- ✓ Agreed value coverage for emergency vehicles is available
- ✓ Fire or Rescue Vehicle Rental Reimbursement Coverage

# Pool Risk Management Services

---

- ✓ Review and service of all municipal insurance matters
- ✓ Public entity experts address various liability issues
- ✓ Aggressive, member-oriented defense strategy
- ✓ Former police officials address law enforcement risks
- ✓ Physical inspection by municipal loss control consultants
- ✓ Law enforcement risk control programs (LEAF and LERC)
- ✓ Property appraisal services available

## **Online Services**

[www.mml.org](http://www.mml.org) (click on the *Insurance* button) – offers Pool members an outstanding resource for municipal risk management information and self-help tools in one attractive, simple-to-navigate location. File a claim on line. Download your renewal application. Request a loss control service visit. E-mail us a question. Other services available online:

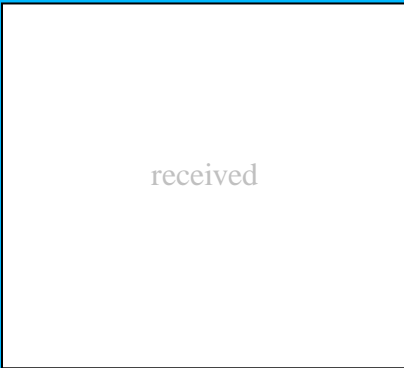
- ✓ Online Forms (including Sewer Backup Sample Documents)
- ✓ Risk Resources:
  - ✓ Risk Control Solutions
  - ✓ Safety & Health Manual
  - ✓ Risk Management is Good Management Program
  - ✓ Law Enforcement Newsletters
  - ✓ Access to Safetysurance website -- <http://www.safetysurance.com/>
- ✓ MML Pool Audited Financial Statements
- ✓ Intergovernmental Contract
- ✓ Board of Directors, Pool Administrator and Staff Profiles and Contact Information

# Membership Responsibilities

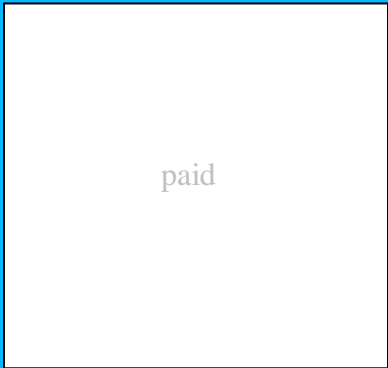
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Membership in the Michigan Municipal League Liability and Property Pool provides numerous benefits. Likewise, individual members have certain responsibilities to the other members, which are detailed in the Intergovernmental Contract. The following is a summary of the membership responsibilities. Please refer to the Intergovernmental Contract, Articles 5 and 6, for more information.

- ✓ If a Member intends to leave the Pool, the Member must send a written notice to the Pool at least 60 days prior to its next renewal date.
- ✓ A Member must pay its premium when due. The Pool must give each member 20 days written notice of intent to terminate membership for nonpayment of premium. Payment of premium before the 20 days notice is effective will entitle the Member to reinstatement.
- ✓ Members must maintain membership or associate membership status in the Michigan Municipal League.
- ✓ A Member will allow attorneys employed by the Pool to represent the Member in defense of any claim made against the Member within the scope of coverage provided by the Pool. A Member will cooperate with the assigned attorneys, claims adjusters, service company or other agents of the Pool relating to the defense of claims for which the Pool is providing coverage.
- ✓ A Member will follow loss reduction and prevention measures established by the Pool.
- ✓ A Member will report to the Pool as promptly as possible all incidents that the Member reasonably believes may result in a claim against the Member.



**Bridgewater Township  
10990 Clinton Road  
Manchester, MI 48158  
Phone: (517) 456-7728**



**Application for Sewer Connection**

Customer Name: \_\_\_\_\_

Installation Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Telephone: ( ) \_\_\_\_\_ Work Telephone: ( ) \_\_\_\_\_

*Customer is required to place **GREEN** wooden stake at the desired connection point.*

**CONSTRUCTION CONNECTION PER SERVICE:**

Sewer Connection Permit Application Fee: .....	\$	_____
Sewer Connection Tap Fee: .....	\$	_____
Grinder Pump Fee:.....	\$	_____
Grinder Pump Installation License Fee.....	\$	_____
<b>TOTAL FEES DUE.....</b>	<b>\$</b>	<b>_____</b>

**CONSTRUCTION INSPECTION FEE AND EASMENT FEE ESCROW DEPOSIT PER SERVICE:**

Please Note: Deposit is an estimate. Additional deposits may be required from the Customer. Overages will be refunded after successful installation and acceptance by Township.

**TOTAL ESCROW DUE: \$ \_\_\_\_\_**

**PAYMENT:** *Please make check or money order, payable to: Bridgewater Township.*

Check Number: \_\_\_\_\_ Money Order Number: \_\_\_\_\_ Cash: \_\_\_\_\_ Re'cd by: \_\_\_\_\_

*I (we) the undersigned owner(s) agree that the above statements are correct and agree to pay the above charges and any additional construction costs which may apply. Payment of such costs, fees, and debt service charges shall be a lien against the property serviced until paid. Bridgewater Township will rely upon the representation of the application in acting upon it.*

AUTHORIZED SIGNATURE(s): \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP USE ONLY:**

PLANS     EASEMENT     PLUMBING PERMIT     ROAD PERMIT

## **Section 10 Schedule of REU Unit Factors.**

- 10.1. All Connection, Usage and other fees and charges for the sewer system shall be based upon the number of REUs on each lot, parcel of land, or premises as set forth in the Schedule of REU Unit Factors (hereafter referred to as the "Schedule") as adopted by resolution of the Township Board or subsequent Schedule revisions adopted by resolution of the Township Board or subsequent REU redetermination by the Township. The Schedule may be enacted apart from the published Ordinance as necessary.
- 10.2. Classifications not specifically listed in the Schedule shall be assigned values as determined by the Township, but no facility shall be assigned less than one unit.
- 10.3. Where multiple businesses exist at one location (shopping centers, hotels with restaurant and or bar facilities, etc.) the various businesses will be combined for equivalents.
- 10.4. In cases of expansion or change of existing water/sewer uses, Connection Fees shall be levied in accordance with the current Connection Fee schedule based upon the difference in the current and expanded or changed use.

## **Section 11 Connection Fees**

- 11.1. The owner of all premises required to connect to the System shall pay the Township Connection Fees which shall comprised of the following components:
  - 11.1.1 A Tap Fee, which shall be a per REU rate established by resolution of the Township Board, which may be enacted apart from the published Ordinance as necessary;
  - 11.1.2 A Grinder Pump Fee which shall be established by resolution of the Township Board, which may be enacted apart from the published Ordinance as necessary. The fee for the grinder pump shall be equal to the purchase price by the Township, including shipping plus a ten (10) percent administrative charge for handling;
  - 11.1.3 An Inspection fee to cover the cost of having the Township's designated experts inspect and approve the connection to the System; and
  - 11.1.4 An Easement Fee which shall be the cost, as determined by the Township, for preparing and recording the easements required by this Ordinance.
- 11.2. In addition to the Connection Fees as defined above, the owner of the premises shall be liable for the costs and expenses of acquiring and installing the connection to the System pursuant to Township specifications on file at the Township and for the payment of any permits required by any other State, County or Local authorities.
- 11.3. A single family residential building shall constitute a Dwelling Unit and shall be charged a minimum Tap Fee of one Residential Equivalent Unit (REU). Premises other than a single family residential unit shall pay a Tap Fee based upon the number of units assigned to such premises by the Table of Unit Factors contained in the Bridgewater Township Sanitary Sewer System Policies or subsequent revisions adopted by the Township Board but in no case, shall it be less than 0.5 REU.
- 11.4. Upon any subsequent enlargement, addition, extension, or improvement to any structure, the Township shall review and redetermine the REUs for that structure. Upon finding by the Township after such REU review and redetermination that additional Tap Fees are required, the Owner shall immediately pay the required additional fees.

## **Section 6 Private Sewage Disposal**

- 6.1. Where a Public Sewer is not available, the Building Sewer shall be connected to an approved private sewage disposal system. Such system shall be constructed in accordance with procedures, rules and regulations established by the Washtenaw County Health Department.
- 6.2. The type, capacities, location, and layout of a private sewage disposal system shall comply with all recommendations of the Washtenaw County Health Department. No septic tank or cesspool shall be permitted to discharge to any Public Sewer or natural outlet.
- 6.3. At such time as a Public Sewer becomes available to a property served by a private sewage disposal system, a direct connection shall be made to the Public Sewer in compliance with this article, and any septic tanks, cesspools, and similar private sewage disposal facilities shall be abandoned for sanitary use and filled with a suitable material.
- 6.4. The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times at no expense to the Township.
- 6.5. No statement contained in this Section shall be construed to interfere with any additional requirements that may be imposed by any other agency having legal jurisdiction.
- 6.6. All private sewage systems shall be constructed in accordance with the latest edition of the "Ten State Standards."

## **Section 7 Public Sewer Connections**

- 7.1. All occupied structures serving residential and non-residential uses that are located within 200 feet of the public sanitary sewer system must connect their facilities internal sewage system to the public sanitary sewage system within ninety (90) days of receiving notice from the Township of the duty to connect. No person, other than the Operator, Supervisor, or authorized designee shall uncover, make any connections with or opening into, use, alter, or disturb any public Building Sewer, stub, or Public Sewer or appurtenance thereof, without first obtaining a written permit from the Township. The cost of the Service Connection Permit and Grinder Pump Installation License shall be stated in Bridgewater Township's Fee Schedule and shall be payable at the time that the permit is issued. The Service Connection Permit and Grinder Pump Installation License may be amended from time to time by Resolution of the Township Board to reflect changes in the actual cost of performing this service. Any person who shall uncover, make any connections with or opening into, use, alter, or disturb any Building Sewer, stub, or Public Sewer or appurtenance thereof shall be licensed in compliance with all applicable federal, state and local regulations. No Building Sewer, stub, or Public Sewer shall be covered until after it has been inspected and approved by the Operator, and/ or Building Department.
- 7.2. The owner or his agent shall complete an application for a sewer permit on a form furnished by the Township. The permit application shall be supplemented by any plans, specifications, or other information required by this Ordinance or considered pertinent in the judgment of the Township. Connection Fees and any other sewer fees in an amount established by resolution of the Township Board, shall be paid to the Township Treasurer at the time the application is filed. A plumbing permit is also required. If a street opening is required to make the lead connection, an additional attachment to the permit must be completed.
- 7.3. Prior to the approval and issuance of a Service Connection Permit, the applicant may be requested to have executed by the Owner(s) of record for the premises to be connected, an easement in a form provided by the Township granting permission to the Township to operate, maintain, repair, and replace the grinder pump and/or Service Connection installed on the premises.

## **New Sewer Tap Fee/monthly maintenance fee procedure**

This procedure is to ensure that the allocation policy has been reviewed and appropriate initial billings have been completed before new hook-ups are completed.

1. Taxpayer should obtain an “Application for Sewer Connection” at the same time he/she picks up a Zoning Application.
2. The Application for Sewer Connection should be completed by the Applicant. The sewer committee will complete the “connection fees” section for the service. They should order the grinder pump and charge the cost of the grinder pump + 10% in the connection fees section of the application. The grinder pump will be stored by the township until installation.

Furthermore, the sewer committee should confirm that the applicant is within the sewer district and review the tap fee allocation policy to confirm that a tap is available.

3. Upon approval that a tap is available and the costs have been determined, the applicant shall pay the tap fee to the Sewer billing clerk by cashiers check. The clerk will provide the applicant with a paid receipt.
4. Once the Zoning application has been completed and the sewer tap fees paid, the applicant will take it to WWCA to obtain the building permit. The building permit should not be issued unless there is a receipt of payment of tap fees.

### **2<sup>nd</sup> Phase: Certificate of Occupancy Issued:**

WWCA should have on their Certificate of Occupancy checklist to notify the Sewer billing Clerk that one has been issued in the sewer district. The billing clerk will begin monthly maintenance fee billing by prorating the number of days in the month that the applicant has had a certificate of occupancy.

# Sewer Procedures

## Billing Procedures

1. Procedure to notify the billing clerk to begin monthly usage charges on new connections:  
Our **grinder-pump installer** will send a signed and dated memo to our **billing clerk** that informs her that a new connection and grinder pump has been installed and that the system is ready to use.
2. Procedure to verify change of ownership on properties:  
Our **assessor** will send a signed and dated memo to our **billing clerk** when a change of ownership on any sewer-district property occurs.
3. According to Carol's summary, some of our property owners have asked our billing clerk to bill another person or entity. Our ordinance states that "any and all charges shall be a personal obligation of the owner of the premises and shall become a lien against the premises until paid." (See **Section 12.9** attached)

I agree with Carol's concern that billing to someone other than the owner could cause an unnecessary burden to the township by having to collect delinquent charges from renters. I would like our billing agent to notify the property owners that she will follow the procedure as described in our ordinance and bill all owners directly.

## Tap-In (Connection) Fee Procedures

1. Property owner intends to build and connect to the sewer system.
2. Property owner pays the tap-in (connection) fee to the billing agent.
3. Billing agent issues a signed and dated receipt to the property owner showing tap-in (connection) fee "Paid In Full."
4. Property owner submits a copy of the tap-in receipt to the Western Washtenaw Construction Authority.
5. The Western Washtenaw Construction Authority (WWCA) files the tap-in receipt.
6. The WWCA begins to properly process a building permit with the property owner.
7. The WWCA issues a building permit to the property owner.

\* Note: In the case where a building permit is not issued, the property owner may request and will be reimbursed the tap-in fee from the township.



**BRIDGEWATER TOWNSHIP  
BOARD OF TRUSTEES  
RESOLUTION TO ESTABLISH SEWER CONNECTION FEE SCHEDULE  
RESOLUTION NUMBER 2018-08**

WHEREAS, the Township Board is authorized to adopt a schedule of fees for connection to the Hamlet of Bridgewater wastewater treatment plant and sewer collection system,

WHEREAS, the Sewer Use & Rate Ordinance states: "The owner of all premises is required to connect to the system shall pay a connection fee",

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Bridgewater Township Board of Trustees adopt the following fee schedule for sewer connection fees provided by the Township or its agent.

	<u>YEAR</u>	<u>FEE PER REU</u>
1.	2018	\$22,014.95
2.	2019	\$22,014.95
3.	2020	\$22,014.95
4.	2021	\$22,014.95
5.	2022	\$22,014.95

Grinder pump fee: Purchase price of the grinder pump, including shipping, plus 10% administrative fee for handling.

Inspection fee: Fee amount to be determined on a case by case basis, and approved by the Township Board.

Easement: Fee amount to be determined on a case by case basis, and approved by the Township Board.

A motion was made by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_ to adopt the fee schedule for sewer connections.

Upon roll-call vote the following members voted:

AYES:

ABSTAIN:

NAYS:

ABSENT:

The supervisor declared Resolution Number 2018-08 to Establish Sewer Connection Fee Schedule 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 March 1, 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

	2nd Prior Year Actual 31-Mar-20	1st Prior Year Actual 31-Mar-21	Current Year Budget 2021-2022	Year to Date Actual Apr 21 - Jan 22	Proposed Estimated Budget 2022-2023	
Income						
Clean-up Day Grant	\$ -	\$ 1,527.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
Clean Up Donation	\$ 80.00	\$ 107.00	\$ 100.00	\$ 222.00	\$ 150.00	
4402 · Property tax - operation	\$ 79,408.00	\$ 87,820.00	\$ 82,000.00	\$ 48,013.00	\$ 90,500.00	?
4447 · Tax administration fee	\$ 31,055.00	\$ 34,248.00	\$ 33,500.00	\$ 24,959.00	\$ 35,500.00	
4448 · Tax collection fees	\$ 3,555.00	\$ 3,405.00	\$ 3,500.00	\$ 200.00	\$ 3,600.00	
4460 · Township permits	\$ 1,050.00	\$ 550.00	\$ 500.00	\$ 150.00	\$ 500.00	
4465 · Land division fees	\$ 350.00	\$ 525.00	\$ 600.00	\$ 525.00	\$ 600.00	
4574 · Revenue sharing	\$ 150,008.00	\$ 150,941.00	\$ 151,577.00	\$ 112,678.00	\$ 154,959.00	-3.10%
4600 · Collection Fee-Sewer Fund	\$ -	\$ -	\$ 1,000.00	\$ -	\$ -	
4405 Fire Millage	\$ -	\$ 50,705.00	\$ 50,763.00	\$ 26,080.00	\$ 50,800.00	
4665 · Interest Income	\$ 428.00	\$ 68.00	\$ 300.00	\$ 41.00	\$ 300.00	
4672 · Other Income	\$ 100.00	\$ -	\$ 200.00	\$ -	\$ 100.00	
4675 · Metro Auth.-restricted to roads	\$ 3,410.00	\$ 3,739.00	\$ 3,800.00	\$ 3,636.00	\$ 3,800.00	
4700 · Election Reimbursement	\$ 897.00	\$ -	\$ -	\$ 598.00	\$ 800.00	
<b>Total Income</b>	<b>\$ 270,341.00</b>	<b>\$ 333,635.00</b>	<b>\$ 330,340.00</b>	<b>\$ 219,602.00</b>	<b>\$ 344,109.00</b>	
Gross Profit	\$ 270,341.00	\$ 333,635.00	\$ 333,635.00	\$ 219,602.00	\$ 344,109.00	
Expense						
5101000 · Township Board						
5101703 · Trustee salary	\$ 4,398.00	\$ 4,896.00	\$ 4,896.00	\$ 3,592.00	\$ 4,994.00	2%inc
5101727 · Township supplies & expenses	\$ 933.00	\$ 159.00	\$ 684.00	\$ 264.00	\$ 500.00	
5101770 · Conferences & Training	\$ -	\$ -	\$ 500.00	\$ -	\$ 500.00	
<b>Total 5101000 · Township Board</b>	<b>\$ 5,331.00</b>	<b>\$ 5,055.00</b>	<b>\$ 6,080.00</b>	<b>\$ 3,856.00</b>	<b>\$ 5,994.00</b>	
5171000 · Supervisor						
5171703 · Supervisor Salary	\$ 15,607.00	\$ 15,920.00	\$ 15,920.00	\$ 12,338.00	\$ 18,674.00	2%inc
5171727 · Supervisor Expense	\$ 216.00	\$ 86.00	\$ 1,000.00	\$ 444.00	\$ 1,000.00	

5209000 · Assessor					
5209705 · Board of Review expenses	\$ 1,582.00	\$ 1,097.00	\$ 1,700.00	\$ 1,000.00	\$ 1,300.00
5209805 · Assessor Wages	\$ 20,800.00	\$ 20,800.00	\$ 22,800.00	\$ 16,792.00	\$ 22,800.00
5209810 · Assessor Expense	\$ 2,331.00	\$ 1,555.00	\$ 2,800.00	\$ 2,239.00	\$ 2,500.00
Total 5209000 · Assessor	<u>\$ 24,713.00</u>	<u>\$ 23,452.00</u>	<u>\$ 27,300.00</u>	<u>\$ 20,031.00</u>	<u>\$ 26,600.00</u>
Total 5171000 · Supervisor	<u>\$ 40,536.00</u>	<u>\$ 39,458.00</u>	<u>\$ 44,220.00</u>	<u>\$ 32,813.00</u>	<u>\$ 46,274.00</u>

5173000 · Other General Government					
5173715 · Social Security	\$ 4,789.00	\$ 4,141.00	\$ 5,000.00	\$ 3,749.00	\$ 5,000.00
5173801 · Attorney & Consulting Expenses	\$ 253.00	\$ 900.00	\$ 2,000.00	\$ 1,255.00	\$ 1,500.00
5173802 · Audit fees	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00
5173811 · Membership fees & dues	\$ 2,082.00	\$ 2,082.00	\$ 2,100.00	\$ 2,180.00	\$ 2,300.00
5173895 · Website Administrator	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
5173912 · Insurance & Bonds	\$ 5,881.00	\$ 5,259.00	\$ 6,500.00	\$ 6,432.00	\$ 7,000.00
Total 5173000 · Other General Government	<u>\$ 18,505.00</u>	<u>\$ 17,882.00</u>	<u>\$ 21,100.00</u>	<u>\$ 19,116.00</u>	<u>\$ 22,300.00</u>

5215700 · Clerk						
5173900 · Printing & publishing	\$ 194.00	\$ 496.00	\$ 400.00	\$ 333.00	\$ 500.00	
5174810 · Deputy Clerk	\$ 1,535.00	\$ 3,619.00	\$ 1,600.00	\$ 630.00	\$ 1,600.00	
5191727 · Election expense	\$ 3,721.00	\$ 4,324.00	\$ 2,000.00	\$ 208.00	\$ 5,000.00	
5215703 · Clerk salary	\$ 16,214.00	\$ 16,539.00	\$ 16,539.00	\$ 12,818.00	\$ 19,400.00	2% inc
5215727 · Clerk supplies & expense	\$ 3,063.00	\$ 3,018.00	\$ 3,200.00	\$ 3,049.00	\$ 3,200.00	
Total 5215700 · Clerk	<u>\$ 24,727.00</u>	<u>\$ 27,996.00</u>	<u>\$ 23,739.00</u>	<u>\$ 17,038.00</u>	<u>\$ 29,700.00</u>	

5253700 · Treasurer						
5253701 · Tax Collection Expense	\$ 1,749.00	\$ 1,655.00	\$ 2,500.00	\$ 2,887.00	\$ 2,500.00	
5253703 · Treasurer salary	\$ 17,615.00	\$ 17,967.00	\$ 17,967.00	\$ 13,924.00	\$ 21,075.00	2% inc
5253704 · Deputy Treasurer Wages	\$ 1,161.00	\$ 906.00	\$ 1,600.00	\$ 300.00	\$ 1,600.00	
5253727 · Treasurer supplies & expenses	\$ 1,543.00	\$ 1,319.00	\$ 2,000.00	\$ 1,821.00	\$ 2,000.00	
Total 5253700 · Treasurer	<u>\$ 22,068.00</u>	<u>\$ 21,847.00</u>	<u>\$ 24,067.00</u>	<u>\$ 18,932.00</u>	<u>\$ 27,175.00</u>	

5265000 · Building & Grounds					
5265728 · Maintenance & Utilities	\$ 5,789.00	\$ 6,424.00	\$ 7,000.00	\$ 5,195.00	\$ 7,500.00
5265925 · Cemetery care	\$ 2,414.00	\$ 2,305.00	\$ 2,500.00	\$ 2,595.00	\$ 2,700.00

5265980 · Building improvement & equipmen	\$ 385.00	\$ 1,084.00	\$ 1,000.00	\$ -	\$ 5,000.00
Total 5265000 · Building & Grounds	<b>\$ 8,588.00</b>	<b>\$ 9,813.00</b>	<b>\$ 10,500.00</b>	<b>\$ 7,790.00</b>	<b>\$ 15,200.00</b>
5301800 · Public Safety					
5339727 · Fire protection billing expense	\$ 74,295.00	\$ 67,805.00	\$ 75,000.00	\$ 68,044.00	\$ 75,000.00
Total 5301800 · Public Safety	<b>\$ 74,295.00</b>	<b>\$ 67,805.00</b>	<b>\$ 75,000.00</b>	<b>\$ 68,044.00</b>	<b>\$ 75,000.00</b>
5400700 · Planning & zoning					
5400701 · Planning					
5400727 · Planning comm. wage & expense	\$ 4,162.00	\$ 1,750.00	\$ 5,700.00	\$ 3,848.00	\$ 5,500.00
5400802 · Master Plan	\$ -				
5400803 · Planning consultant - on-going	\$ 6,824.00	\$ 4,293.00	\$ 7,000.00	\$ 4,335.00	\$ 7,000.00
5400806 · Farmland PB Consultant	\$ 1,080.00				\$ -
5411810 · Conferences & Training	\$ -		\$ 1,000.00	\$ -	\$ 1,000.00
Total 5400701 · Planning	<b>\$ 12,066.00</b>	<b>\$ 6,043.00</b>	<b>\$ 13,700.00</b>	<b>\$ 8,183.00</b>	<b>\$ 13,500.00</b>
5410726 · Zoning					
5410704 · Land Division Processing Fees	\$ 1,450.00	\$ 1,325.00	\$ 1,700.00	\$ 1,275.00	\$ 1,500.00
5410727 · Zoning ad.wage & expense	\$ 7,455.00	\$ 7,440.00	\$ 7,500.00	\$ 5,644.00	\$ 7,500.00
5411727 · Zon Bd of Appeals Expense	\$ -		\$ 400.00	\$ -	\$ 500.00
Total 5410726 · Zoning	<b>\$ 8,905.00</b>	<b>\$ 8,765.00</b>	<b>\$ 9,600.00</b>	<b>\$ 6,919.00</b>	<b>\$ 9,500.00</b>
Total 5400700 · Planning & zoning	<b>\$ 20,971.00</b>	<b>\$ 14,808.00</b>	<b>\$ 23,300.00</b>	<b>\$ 15,102.00</b>	<b>\$ 23,000.00</b>
5440000 · Public works					
5440846 · Road Improvements	\$ 50,006.00	\$ 16,832.00	\$ 40,000.00	\$ 39,166.00	\$ 47,000.00
5440847 · Drains at large	\$ 19,295.00		\$ 54,834.00	\$ 54,834.00	\$ 40,000.00
5440849 · Clean-up Day	\$ 1,901.00	\$ 1,969.00	\$ 2,500.00	\$ 3,117.00	\$ 3,000.00
5440852 · Street lighting	\$ 3,843.00	\$ 4,277.00	\$ 4,500.00	\$ 3,240.00	\$ 8,966.00
Total 5440000 · Public works	<b>\$ 75,045.00</b>	<b>\$ 23,078.00</b>	<b>\$ 101,834.00</b>	<b>\$ 100,357.00</b>	<b>\$ 98,966.00</b>
5500000 · Contingencies	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00
Total Expense	<b>\$ 290,566.00</b>	<b>\$ 227,742.00</b>	<b>\$ 330,340.00</b>	<b>\$ 283,048.00</b>	<b>\$ 344,109.00</b>
Net Income	\$ (20,225.00)	\$ 105,893.00		\$ (63,446.00)	\$ -

# Bridgewater Township Sewer Operation

	1st Prior Year Actual	1st Prior Year Actual	Current Year Budget	Year to Date Actual	Proposed Estimated Budget
	31-Mar-20	31-Mar-21	2021-2022	Apr. 21 - Jan 22	2022-2023
<b>Income</b>					
Connection Fees - Easement	\$ 250.00	\$ 250.00			
Connection Fees-Grinder Pumps+10%	\$ 8,189.20	\$ 8,189.20			
Inspection Fees	\$ 150.00	\$ 150.00			
Tap Fees	\$ 44,029.90	\$ 44,029.90			\$ -
Grinder Pump Repair Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -
Customer Finance Charge					\$ -
Interest Income					
Interest Income-Master Acct	\$ 178.46	\$ 45.78	\$ 150.00	\$ 38.86	\$ 100.00
Miscellaneous Income					
Operation Maintenance Income	\$ 104,200.00	\$ 102,800.00	\$ 100,000.00	\$ 81,900.00	\$ 100,000.00
Special Assessment Payoff					
Special Assessment Revenue					
<b>Total Income</b>	<b>\$ 156,997.56</b>	<b>\$ 155,464.88</b>	<b>100,150.00</b>	<b>81,938.86</b>	<b>\$ 100,100.00</b>
<b>Expense</b>					
<b>Collection System</b>					
<b>Billing</b>					
Billing Clerk	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00		1,200.00
Office Supplies	\$ 208.50		\$ 200.00	\$ -	100.00
<b>Total Billing</b>	<b>\$ 1,408.50</b>	<b>\$ 1,200.00</b>	<b>\$ 1,400.00</b>	<b>\$ -</b>	<b>1,300.00</b>
Forcemains -Flushing & Disposal	\$ -	\$ -	\$ 1,000.00	\$ -	500.00
Collection System Equip Repairs		\$ 11,817.00	\$ 3,500.00	\$ 6,613.44	2,000.00
Grinder Pump repairs	\$ 21,797.54	\$ 8,154.89	\$ 10,000.00	\$ 6,998.06	10,000.00
Miss Dig Locator Service	\$ 2,234.91	\$ 2,004.82	\$ 3,000.00	\$ 6,129.81	2,500.00
New Grinders	\$ 217.50				

## Bridgewater Township Sewer Operation

	31-Mar-20	31-Mar-21	2021-2022	Apr. 21 - Jan 22	2022-2023
<b>Total Collection System</b>	\$ 25,658.45	\$ 23,176.71	\$ 18,900.00	\$ 19,741.31	16,300.00
<b>Insurance</b>	\$ 3,214.00	\$ 4,203.00	\$ 3,300.00		3,500.00
<b>Legal &amp; Professional</b>					
<b>Audit</b>	\$ 1,300.00	\$ 1,300.00	\$ 1,500.00	\$ 1,300.00	1,500.00
<b>Engineer</b>			\$ 250.00	\$ -	
<b>Legal Fees</b>	\$ 195.00		\$ 250.00		
<b>Total Legal &amp; Professional</b>	\$ 1,495.00	\$ 1,300.00	2,000.00	1,300.00	1,500.00
<b>Miscellaneous Expense</b>	\$ 7,718.00				
<b>New Equipment</b>	\$ 1,835.68				
<b>Treatment Plant</b>		2861.1		3,856.82	
<b>Building &amp; Grounds Maintenance</b>	\$ 1,635.00	\$ 2,109.75	2,500.00	2,291.25	2,500.00
<b>Chemicals</b>	\$ 4,782.60	\$ 6,040.53	6,000.00	2,772.00	5,000.00
<b>Diesel Fuel/Propane</b>	\$ 289.95	\$ 733.09	800.00	684.49	500.00
<b>Electricity</b>	\$ 19,817.20	\$ 20,727.97	20,000.00	16,398.46	22,000.00
<b>Equipment Repairs</b>	\$ 1,351.51	\$ 5,727.46	3,050.00	4,878.52	5,000.00
<b>Generator Maintenance Contract</b>	\$ 968.36	\$ 973.70	1,000.00		1,000.00
<b>NPDES Permit</b>	\$ 1,950.00	\$ 2,395.20	2,400.00	2,376.82	2,400.00
<b>Phone Service</b>	\$ 577.55	\$ 1,016.34	900.00	627.60	700.00
<b>Plant Operator</b>	\$ 38,942.00	\$ 31,644.12	34,300.00	23,331.10	34,950.00
<b>Sludge Handling &amp; Disposal</b>	\$ 4,616.93	\$ 750.00	4,500.00		4,500.00
<b>Supplies</b>	\$ 601.97	\$ 184.68	500.00	89.45	250.00
<b>Total Treatment Plant</b>	\$ 75,533.07	\$ 72,302.84	\$ 75,950.00	\$ 57,306.51	\$ 78,800.00
<b>Total Expense</b>	\$ 115,454.20	\$ 100,982.55	\$ 100,150.00	\$ 78,347.82	\$ 100,100.00
<b>Net Income</b>	\$ 41,543.36	\$ 54,482.33	\$ -	\$ 3,591.04	\$ -

# Bridgewater Township Sewer Operation

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31-Mar-20

31-Mar-21

2021-2022

Apr. 21 - Jan 22

2022-2023

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**Budget does not include new sewer connections.**

\* **Budget does not include cost for new equipment as this is recorded as an asset on balance sheet and then depreciated.**

\* **Budget does not include depreciation expense**



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON  
SHERIFF

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

MARK A. PTASZEK  
UNDERSHERIFF

January 3, 2022

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

Dear Ms. Laurie Fromhart,

The Sheriff's Office is pleased to provide the attached December 2021 police services report for Bridgewater Township. This report provides a variety of information including time in the Township by position, traffic enforcement activity, total calls for service (including the State Police), and Deputies from other contract jurisdictions who responded to calls in Bridgewater Township. Also included is the breakdown of calls for the month, which includes the date and area where the incident was located.

As a reminder for residents they can sign up for "Up-to-the-minute updates" from the Washtenaw County Sheriff's Office by email or cell phone at [www.washtenaw.org/alerts](http://www.washtenaw.org/alerts).

Also available to residents is the ability to sign up for house checks if they are going out of town for a period of time. The house watch form can be found at <https://www.washtenaw.org/1743/House-Watch>.

If you have questions, wish further information or clarification please contact me at [hunta@washtenaw.org](mailto:hunta@washtenaw.org) or at 734-660-6870.

Respectfully submitted on behalf of Sheriff Clayton,

*Alan Hunt*

Alan Hunt, Lieutenant  
Sheriff's West Operations



## Bridgewater Township Monthly Report

INCIDENT	DATE/TIME	CFS Verified Offense	ADDRESS	CITY
210085889	12/4/21 22:35 PM	L3523 - MSP Calls - WD	E AUSTIN RD / SCHNEIDER RD	BRIDGEWATER TWP
210086385	12/6/21 20:40 PM	L3523 - MSP Calls - WD	E MICHIGAN AVE / LIMA CENTER RD	BRIDGEWATER TWP
210086481	12/7/21 07:28 AM	C3199 - All Other Traffic Crashes	E AUSTIN RD / SCHNEIDER RD	BRIDGEWATER TWP
210086693	12/7/21 19:12 PM	L6199 BOL - Be on the Lookout - WD	BARTLETT RD / ALLEN RD	BRIDGEWATER TWP
210086776	12/8/21 03:55 AM	L6088 Repossession - WD	12700 BLOCK CLINTON RD	BRIDGEWATER TWP
210087386	12/9/21 23:14 PM	L3523 - MSP Calls - WD	CLINTON RD / HOELZER RD	BRIDGEWATER TWP
210087398	12/10/21 00:13 AM	L6199 BOL - Be on the Lookout - WD	E MICHIGAN AVE / MCCOLLUM RD	BRIDGEWATER TWP
210087642	12/10/21 18:28 PM	L3523 - MSP Calls - WD	W MICHIGAN AVE / ARKONA RD	BRIDGEWATER TWP
210087807	12/11/21 10:59 AM	L3523 - MSP Calls - WD	8900 BLOCK AUSTIN RD	BRIDGEWATER TWP
210088206	12/12/21 14:23 PM	L3523 - MSP Calls - WD	E MICHIGAN AVE / LIMA CENTER RD	BRIDGEWATER TWP
210088214	12/12/21 14:44 PM	L3523 - MSP Calls - WD	W MICHIGAN AVE / W WILLOW RD	BRIDGEWATER TWP
210088738	12/14/21 13:45 PM	L3523 - MSP Calls - WD	21100 BLOCK W WILLOW RD	BRIDGEWATER TWP
210089071	12/15/21 18:09 PM	L3523 - MSP Calls - WD	ALLEN RD / CLINTON RD	BRIDGEWATER TWP
210089115	12/15/21 21:11 PM	L3523 - MSP Calls - WD	E AUSTIN RD / SCHNEIDER RD	BRIDGEWATER TWP
210089174	12/16/21 02:35 AM	L3523 - MSP Calls - WD	13300 BLOCK LOGAN RD	BRIDGEWATER TWP
210089200	12/16/21 06:51 AM	L3523 - MSP Calls - WD	13300 BLOCK LOGAN RD	BRIDGEWATER TWP
210089262	12/16/21 11:49 AM	L6199 BOL - Be on the Lookout - WD	W MICHIGAN AVE / W WILLOW RD	BRIDGEWATER TWP
210089331	12/16/21 16:36 PM	L3597 Non Terminal - WD	11900 BLOCK FISK RD	BRIDGEWATER TWP
210090303	12/20/21 10:19 AM	L6199 BOL - Be on the Lookout - WD	W MICHIGAN AVE / ARKONA RD	BRIDGEWATER TWP
210090522	12/21/21 06:19 AM	L6199 BOL - Be on the Lookout - WD	W MICHIGAN AVE / W WILLOW RD	BRIDGEWATER TWP
210090618	12/21/21 14:22 PM	L3523 - MSP Calls - WD	W MICHIGAN AVE / ARKONA RD	BRIDGEWATER TWP

## Bridgewater Township Monthly Report

INCIDENT	DATE/TIME	CFS Verified Offense	ADDRESS	CITY
210090789	12/22/21 02:22 AM	L3523 - MSP Calls - WD	13300 BLOCK LOGAN RD	BRIDGEWATER TWP
210091419	12/24/21 16:52 PM	L3523 - MSP Calls - WD	13300 BLOCK LOGAN RD	BRIDGEWATER TWP
210091459	12/24/21 20:28 PM	L3501 - 911 Hang Up Call - WD	13300 BLOCK LOGAN RD	BRIDGEWATER TWP
210091739	12/26/21 14:16 PM	L3523 - MSP Calls - WD	9000 BLOCK BURMEISTER RD	BRIDGEWATER TWP
210092013	12/27/21 15:02 PM	L3597 Non Terminal - WD	12100 BLOCK HOGAN RD	BRIDGEWATER TWP
210092391	12/29/21 03:49 AM	L3523 - MSP Calls - WD	13300 BLOCK LOGAN RD	BRIDGEWATER TWP
210092792	12/30/21 19:44 PM	L3597 Non Terminal - WD	13900 BLOCK E AUSTIN RD	BRIDGEWATER TWP
210092849	12/30/21 23:17 PM	L3523 - MSP Calls - WD	E AUSTIN RD / KIES RD	BRIDGEWATER TWP



# BRIDGEWATER TOWNSHIP MONTHLY POLICE SERVICES DATA

## December 2021

JERRY L. CLAYTON  
SHERIFF

Incidents	Month 2021	Month 2020	% Change	YTD 2021	YTD 2020	% Change
Traffic Stops	0	0	-	6	16	-63%
Citations	0	0	-	6	16	-63%
Calls for Service Total	29	30	-3%	346	372	-7%
Calls for Service <i>MSP Handled</i>	20	19	5%	184	179	3%
Calls for Service <i>WCSO Handled</i>	0	2	-	16	51	-69%
Calls for Service <i>Administratively cleared</i>	9	9	0%	145	164	-12%
Animal Complaints <i>(ACO Response)</i>	0	0	-	1	3	-67%
<b>Into Area Time</b>	<b>Month</b> <i>(minutes)</i>	<b>YTD</b> <i>(minutes)</i>	+ = Positive Change - = Negative Change			
Animal Control	0	55				
Deputy Sheriff	0	114				
Investigative Ops (DB)	0	0				
County Wide Patrol	0	225				
Secondary Road Patrol	50	749				
Command	0	25				
Animal Control	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.					
Investigative Ops (DB)	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.					

## Final Rule and Reporting Deadline for the Coronavirus Local Fiscal Recovery Funds.

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From: Michigan Department of Treasury (mitreasury@govsubscriptions.michigan.gov)

To: bridgewaterwpsupervisor@yahoo.com

Date: Monday, January 10, 2022, 04:37 PM EST

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## Coronavirus Local Fiscal Recovery Updates from U.S. Treasury

**Monday, January 10, 2022**

**Intended Audience: Local governments receiving Coronavirus Local Fiscal Recovery Funds (CLFRF) under the American Rescue Plan Act (ARPA).**

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### **Final Rule**

The U.S. Department of Treasury recently issued the "final rule" for the Coronavirus Local Fiscal Recovery Funds (CLFRF), enacted as a part of the federal American Rescue Plan Act.

The final rule – which takes effect on April 1, 2022 – provides state and local governments with increased flexibility to pursue a wider range of uses, as well as greater simplicity so governments can focus on responding to the crisis in their communities and maximizing the impact of their funds.

Local units are encouraged to review both the [final rule overview](#) and the [final rule](#) posted on the U.S. Treasury's Coronavirus State and Local Fiscal Recovery Fund [website](#) to determine eligible uses of the funds.

Of significant note, local units now have the option to determine revenue loss using a formula defined in the final rule or may elect to use a "standard allowance" up to \$10 million. Using either method, the eligible amount may be spent under the rule on "government service" traditionally provided by the government. The rule provides examples such as road building and maintenance, general government administration, and public safety services.

## Reporting

Non-Entitlement Units (NEUs) that have accepted CLFRF funding will have their first reporting deadline on April 20, 2022.

The U.S. Treasury released the [Compliance and Reporting Guidance](#) (Reporting Guidance) that details the reporting requirements for all recipients, including NEUs. Local units are required to submit Project and Expenditure reports, which includes project, obligation, and expenditure data, project demographics, subaward data, required programmatic data, and civil rights compliance information.

Local units are highly encouraged to access the U.S. Treasury Portal to confirm their accounts, designate reporting roles, and submit the required agreements and supporting documentation. To assist recipients U.S. Treasury's has made the following documents available.

- [User Guide – project and expenditure report](#)
- [U.S. Treasury Portal Instructions – Login.gov](#)
- [U.S. Treasury Portal Instructions - ID.me](#)

Local governments are encouraged to start this process soon and should not wait until April to start this process. Gaining access to the portal will take considerable time and should be started soon.

## Questions? Comments?

More information and resources on CLFRF are available at [Michigan.gov/ARPA](#).

If you have questions on reporting, you will need contact U.S. Treasury at [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov)

General Questions regarding the CLFRF can be directed to the Michigan Department of Treasury by e-mail at [Treas-ARPA@michigan.gov](mailto:Treas-ARPA@michigan.gov).

If you have questions on reporting, you will need contact U.S. Treasury at [SLFRP@treasury.gov](mailto:SLFRP@treasury.gov)



## COUNTY ADMINISTRATOR

220 NORTH MAIN STREET, P.O. BOX 8645 ANN  
ARBOR, MICHIGAN 48107-8645  
(734) 222-6850  
FAX (734) 222-6715

January 19, 2022

Local Units of Government

On September 15, 2021, the Washtenaw County Board of Commissioners unanimously approved up to \$15,472,270 to address broadband needs countywide, specifically infrastructure, affordability, literacy, and access concerns. The COVID-19 pandemic made the importance of having access to high-speed broadband internet extremely clear. Individuals and families need it to go to school, work remotely, connect with friends and family, and access critical services. The investment made by the Board of Commissioners will expand high-speed broadband internet infrastructure to all households in the county and has also set aside dollars to address concerns related to internet affordability, literacy, and access.

“Allocating funds to make broadband available to all Washtenaw County residents is a transformational moment for our community,” said Jason Maciejewski, County Commissioner for District 1. “Telehealth services, educational access, work-from-home and the ability to accomplish everyday tasks online will become available no matter where you live.”

A substantial portion of this investment will go to expanding broadband infrastructure to every address in Washtenaw County. Recent grants from the state and federal government have helped reduce the number of unconnected households to approximately 3,300. To close the rest of this gap, the Board authorized using up to \$4,890,757 of American Rescue Plan Act (ARPA) funds, \$1,000,000 from the County General Fund, and \$8,781,513 of recovered lost revenues. This \$14,672,270 investment sets Washtenaw County up to become one of the first counties in the state to fully bridge the digital divide. County staff will work closely with internet services providers over the coming years to ensure fiscal responsibility and transparency as these funds are implemented.

“Having broadband infrastructure is extremely important, but just having the infrastructure is not good enough if you can’t afford or don’t know how to use it,” said Katie Scott, County Commissioner for District 9. “Knowing that access to broadband has been deemed a public health priority, our goal as a Commission is to ensure nothing stands in the way of our residents from being able to take advantage of high speed internet, whether it’s physical infrastructure, cost, or technical know-how.”

To achieve this goal, the Board allocated an additional \$800,000 to broadly address internet affordability, literacy, and access concerns. At the 9/15 meeting where this resolution was approved, several Commissioners committed to closely monitoring the usage of these funds and potentially increasing them as needed. Over the coming weeks, the county will communicate specifically how this \$800,000 investment will be targeted.

The resolution also instructed County Administration to begin exploring other funding opportunities to hopefully reimburse this initial investment in broadband, including, but not

limited to a potential federal infrastructure bill. If reimbursed, this would allow ARPA funds to be reinvested for other eligible uses.

“Allocating \$15.5 million to expand broadband infrastructure and address internet affordability, literacy, and access was a big ask,” said Shannon Beeman, Commissioner for District 3, “We had some difficult conversations but maintained open lines of communication, which got us to where we are today. There’s still a lot of work to do, but getting this far is a huge accomplishment. It’s a great feeling to know how many lives are going to be positively impacted.”

A timeline for activity thus far is as follows:

- November/December 2021 | Legal counsel developed draft service contracts for each service vendor, Taskforce leadership and County staff reviewed, provided feedback. Final drafts to be shared and discussed on January 7, 2022
- December 6, 2021 | Project Manager work awarded to DCS Technology Design
- October 11, 2021 | Contract issued for legal counsel specializing in governmental telecommunications services to develop and negotiate contracts with awarded service providers
- October 7, 2021 | RFP issued for a Project Manager
- September 28, 2021 | Award letters were issued to Comcast, Midwest Energy Cooperative, Spectrum and Washtenaw Fiber Properties
- September 15, 2021 | ARPA allocations authorized by the Board of Commissioners
- June 9, 2021 | Bids received from Comcast, Midwest Energy Cooperative, Spectrum and Washtenaw Fiber Properties
- May 2021 | Broadband Task Force Chair Barb Fuller offered public comment at Working Session meeting, asking the Board of Commissioners to consider the allocation of ARP funding to achieve countywide broadband equity
- May 2021 | RFP 8119 issued – seeking public/private partnership to achieve 100% broadband equity in Washtenaw County  
“Washtenaw County seeks proposals for the deployment of infrastructure that will provide affordable, equitable, high-speed broadband access to all residents, businesses, and anchor institutions in unserved areas of the County and support economic development. The County understands that supplementary funding will be required to fill today’s service gaps and intends to secure such funding, including by providing potential County funds and by working with respondents to seek grant funding. The County will be guided in its decisions by the recommendations of its Broadband Task Force.”
- April 2021 | BBTF Update to BOC Working Session
- January 2021 | Release Final Report, Grant #7914
- October 22, 2020 | BBTF Update to BOC and Pre-Engineering Final Report released <https://dcstechnology-my.sharepoint.com/:f/p/clscharrer/EsGZUkz5NfxBhVByj9AdbCgB4Nd949W7SmbogijG65W9Tw?e=rGnx3v>
- August 2020 | Anticipating the continuation of online instruction for students due to the pandemic, the BBTF provided parking lot WiFi internet connections to seven township halls in under- and un-served areas of the county where parking lot WiFi access did not exist. Back-To-School Hotspots Summary posted at [www.washtenaw.org/broadband](http://www.washtenaw.org/broadband)
- June 26, 2020 | Grant Award #7914 issued to perform pre-engineering of a broadband network, prepare for anticipated grant funding opportunities, perform financial modeling

to demonstrate financial feasibility, and assist in selecting a private partner as the grant applicant

- January 2020 | The BBTF, in partnership with Merit, conducted a 33,000 parcel, 15 township survey to establish accurate, granular coverage data needed to pursue state and federal grant opportunities.  
Exec. Summary, Final Report and Power Point Presentation posted at [www.washtenaw.org/broadband](http://www.washtenaw.org/broadband)

Washtenaw County is actively working with the awarded vendors to negotiate contractual agreements, the expected timeline is:

- January 2022 | Contract executed with DCS Technology Design for Project Manager services
- January 2022 | DCS Technology Design will be working with the Broadband Taskforce to familiarize themselves with work completed to date and next steps. Will be a member of the contract negotiations team with the four service providers. DCS reports to County Administration
- January 2022 | Broadband infrastructure contracts issued to the four service providers
- January 2022 | Contract negotiations with the Broadband Infrastructure providers will begin
- February 2022 | Goal: Contracts executed with all service providers

The timeline will continue to evolve as implementation begins. My office will send out periodic communications keeping you aware of timelines.

Please feel free to reach out to me directly with any questions you have regarding the implementation of the Broadband initiative.

Best—

*Gregory Dill*

Washtenaw County Administrator

[dillg@washtenaw.org](mailto:dillg@washtenaw.org)





December 1, 2021

Dear Valued DuBois Customer,

Please be advised that effective on or before January 1st, 2022, DuBois Chemicals will increase selling prices to our customers. Your DuBois representative will contact you to share your account specific pricing and help you plan for the January increase. Please be sure to update your pricing systems as agreed with your DuBois sales representative. Orders received before December 23, 2021, with requested ship dates before January 1, 2022, will receive current pricing, no excessive pre-buys will be accepted. Orders that are submitted to DuBois with incorrect pricing will be held until the order is updated with the correct price(s).

While we continuously strive to avoid price increases through internal productivity and process improvement, innovation, and production efficiencies, we are in a position where we need to ask for your partnership. Costs for most raw materials have increased sharply including increases in Oil of over 89%, Phosphates of nearly 91% and resins nearly 45% in the last year. In addition, the tight labor market is driving up our operating costs beyond what we can recover internally. According to the Bureau of Labor Statistics, compensation costs for private industry workers increased 4.1% and Freight costs have increased 16.8% for the last 12 months ending in September 2021. DuBois has a formal ongoing cost-lowering effort and the results to date have allowed us to mitigate some of our increases and only ask you for a portion of our overall cost increase. We are committed to continuing to offer the best value for the best products and services on the market.

Our supply team is in constant communication with our material suppliers to minimize the impact of these cost increases on our customers. We are also progressively working with our supply partners to continue a consistent and secure supply of quality materials to ensure uninterrupted and reliable service that our customers require.

Your understanding and continued support are appreciated. We will continue in our commitment to provide you with the highest quality products, service and technical support that delivers peace of mind in your operation.

We thank you for your loyal business and wish you and your business a safe and prosperous 2022.

Sincerely,

A handwritten signature in black ink that reads "Rob J. Justus". The signature is written in a cursive, flowing style.

Rob J. Justus  
Chief Commercial Officer  
DuBois Chemicals



# WASHTENAW COUNTY

220 NORTH MAIN STREET, P.O. BOX 8645  
ANN ARBOR, MICHIGAN 48107-8645

Friday, December 3, 2021

Local Government Leaders:

The Washtenaw County Board of Commissioners declared a "Climate Emergency" in 2019. Now, we are embarking on an ambitious climate planning process; identifying strategies and actions to make the county's operations carbon neutral by 2030 and the entire county carbon neutral by 2035. Already, we are experiencing increases in high-heat days, precipitation, and extreme storms. Likely, the "new normal."

We are reaching out to you as our partners to make you aware of this effort and recognize the work to address climate change already underway within the county. As we explore climate strategies and actions, we want to engage with you and your communities, and to make sure that our plan reflects your work and concerns.

The county would appreciate hearing from you, so please share the following:

- A short description of any current work on climate change and equity that we can place on our community engagement website.
- Links to resources you have already developed to inform the community of key climate risks and opportunities.
- A point of contact, so we can reach out directly.
- Upcoming events, where our team can hear and learn from your communities and share progress as the plan develops.
- Whether your organization would you be willing to host one or more community meetings as part of the community engagement process beginning in January 2022.

*Please this and any other information you have with our planning team at [climate@washtenaw.org](mailto:climate@washtenaw.org).*

Additionally, we are hiring Climate Ambassadors for each of the 9 county commissioner districts. These ambassadors will be working to ensure that the public knows of and is able to contribute to our planning process. We are looking for 9 weeks of initial commitment. Please review the attached job description and send good candidates our way.

We appreciate all the work you do in the county and look forward to exploring ways to better engage with you around climate solutions. Please share this with your organizations and constituents, and feel free to reach out if you would like to discuss this matter further. Thank you in advance for your help.

A handwritten signature in black ink, appearing to read "Andrew DeLeeuw".

Andrew DeLeeuw

Director of Strategic Planning ,Office of the County Administrator  
(734) 222-6824; [deleewa@washtenaw.org](mailto:deleewa@washtenaw.org),

## Washtenaw County Road Commission

Operations Report: 01/10/2022 thru 01/23/2022

Board Meeting Date: February 1, 2022

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### 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 – Blakeway Street, Maple Road, Stein Road, Woodland Road: 60 tons
- Limestone Patch Shoulders – Dixboro Road: 5 tons

#### AUGUSTA TOWNSHIP

- Boom Mow – Macey Road, McKean Road, Judd Road, Talladay Road, Tuttle Hill Road
- Fallen Trees – McCrone Road
- Limestone Patch – Arkona Road, Bemis Road, Bunton Road, Judd Road, Liss Road, Torrey Road, Tuttle Hill Road, Willis Road, Willow Road: 137 tons

#### BRIDGEWATER TOWNSHIP

- Boom Mow – Austin Road
- Grind Stumps – Clinton Road
- Limestone Patch – Arkona Road, Braun Road, Fisk Road, Hack Road, Lima Center Road, McCollum Road, Neal Road, Schellenberger Road, Willow Road: 65 tons
- Roadside Debris – Burmeister Road, Fisk Road, Lima Center Road

#### DEXTER TOWNSHIP

- Cut Trees – Hankerd Road

#### FREEDOM TOWNSHIP

- Boom Mow – Bethel Church Road, Kothe Road, Schneider Road
- Limestone Patch – Bethel Church Road, Haab Road, Schellenberger Road, Spies Road: 37 tons

#### LIMA TOWNSHIP

- Cut Trees – Dancer Road, Fletcher Road
- Roadside Debris – Klinger Road

# Bridgewater Township

## Zoning Administrator Report

January 2022

During this period, the following applications were received, reviewed, and acted upon. Also included is a summary of ordinance enforcement and administration activities:

### **Zoning Compliance Certificates and Administrative Site Plan Approval:**

*None this month.*

### **Addressing Assignments and Administrative Determinations:**

1. **Addressing Assignment (Doug Frey; parcel #Q-17-01-400-035).** Following receipt of the application on 1/17/2022, I took action to assign this parcel an address of 8804 Kaiser Road, Saline, MI 48176. A copy of the address assignment was subsequently mailed to the owner.

### **Ordinance Enforcement:**

2. **Gerken Materials, Inc. Gravel Pit. – Complaint about excessive noise.** The Twp. Engineer shared additional information he received from the operator regarding existing berm height and a previously conducted noise study, which has been forwarded to the Planning Commission in anticipation of their 2/21/2022 regular meeting. It is my understanding that the Commission will provide further direction to Mr. Crane regarding any potential amendment to the approved Extraction Permit plans.

### **Ordinance Administration and Other Items of Interest:**

3. **Possible PUD or rezoning application on E. Austin Rd.** In response to an email update from Melinda Appold regarding the proposal for a landscape and garden design school she previously shared with the Planning Commission, I shared with her again the options available to proceed with the project. Depending on the overall scope, this project could potentially be pursued as a PUD (Planned Unit Development) project or through separate rezoning and site plan applications.
4. **Potential AT&T cell tower project on Willow Rd.** While investigating a complaint about construction activity without permits on Willow Rd. (which turned out to have no merit), I received an email forwarded to me by the Twp. Assessor regarding a potential AT&T cell tower project intended for the same area. This generated a series of emails and telephone conversations with the project representative regarding questions about Zoning Ordinance requirements and potential development options.
5. **Other telephone calls and emails.** During this period, I also received telephone calls and emails regarding requests for zoning district information and Zoning Ordinance standards for new single-family dwellings, lot splits, and pole barn construction. I also received a call about whether the Twp. Hall would be open for a 1/27/2022 MSU-Extension event, which was referred to the Clerk.

Respectfully submitted,

**Rodney C. Nanney**  
Zoning Administrator