

BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES MEETING
THURSDAY, FEBRUARY 4, 2020 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 7, 2021
- IV. REVIEW AND APPROVE AGENDA
- V. UNFINISHED BUSINESS
 - A. Gerken Materials Inc. Reclamation Bond Evaluation - Update
- VI. NEW BUSINESS
 - A. Approval of Claims Listing for January 1, 2021 through January 31, 2021
 - B. MMLLPP Renewal Proposal 3/1/2021
 - C. 2021-2022 FY General Fund Budget Review – Set Public Hearing
- 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. Broadband Task Force Report – Minutes included in Board packet
 - I. Planning Commission Report – Minutes included in Board packet
 - J. Farmland Preservation Board Report
- VIII. CITIZEN PARTICIPATION
- IX. ADJOURNMENT

Bridgewater Township Board of Trustees Minutes

I. CALL TO ORDER

7-Jan-21 meeting called to order by Supervisor Fromhart at 7:05 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

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

Absent: N/A

Citizen attendance: 0

II. CITIZEN PARTICIPATION

- None

III. APPROVAL OF MINUTES

- Motion to approve the meeting minutes as amended of 3-Dec-20 as presented – Mr. Fromhart; support – Mr. Oliver; vote – unanimous

IV. REVIEW AND APPROVE AGENDA

- Motion to approve the agenda as presented – Mr. Faust; support – Mr. McQueer; vote – unanimous

V. UNFINISHED BUSINESS

A. Gerken Materials Inc. Reclamation Bond Evaluation

Discussed follow up with potential options to be discussed with Gerken Materials.

- Continuation with current bond amount
- Possible 3rd party recommendations

VI. NEW BUSINESS

A. River Raisin Watershed Council 2021 Membership dues

- Motion to approve \$167.00 for RRWC FY 2021 Membership Dues – Ms. Fromhart; support – Mr. Faust; vote – unanimous

B. Approval of Claims Listing

- Motion to approve disbursements of \$10,035.43 for general operations and \$7,965.97 for sewer operations; total expenditure of \$18,001.40 for the month of December – Mr. Fromhart; support – Mr. Faust; vote – unanimous

C. Board of Review Poverty/Hardship Exemptions Resolution

- Motion to approve 2021 Poverty/Hardship Exemption Resolution as presented – Ms. McQueer; 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
- No signed contract from Hanson Trust

Bridgewater Township Board of Trustees Minutes

C. Assessor's Report

- None

D. Clerk's Report

- Discussed the Statewide Limited Audit for November 2020 election.
- Making plans to confirm QVF voter rolls.

E. Treasurer's Report

- Reported on Winter 2020 tax collection.

F. Trustees' Report

- Trustee Faust
 - Reported both units 107 & 108 at the Condominiums are now connected.
- Trustee Oliver
 - Reported on updates from WWCC

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

- No meeting was held due to COVID-19 restrictions.

J. Farmland Preservation Board Report

- None

VIII. CITIZEN PARTICIPATION

- A citizen commented on how well the elections were run

IX. ADJOURNMENT

- Ms. Fromhart adjourned the meeting at 8:58 p.m.

Bridgewater Township Board of Trustees Minutes

CALL TO ORDER

3-Dec-20 meeting called to order by Supervisor Fromhart at 7:09 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

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

Absent: None

Citizen attendance: 2

I. CITIZEN PARTICIPATION

- Supervisor Fromhart congratulate all newly elected board members.

II. APPROVAL OF MINUTES

- Motion to approve the 5-Nov-20 meeting minutes as presented – Mr. Faust; support – Mr. Oliver; vote – unanimous

III. REVIEW AND APPROVE AGENDA

- Motion to approve the agenda as presented – Ms. McQueer; support – Ms. Ahrens; vote – unanimous

IV. NEW BUSINESS

A. Financials & Approve Disbursements

- Motion to approve disbursements of \$21,688.12 for general operations and \$20,114.57 for sewer operations; total expenditure of \$42,527.10 for the month of December – Ms. Fromhart; support – Ms. Oliver; vote – unanimous

WWTP-Generator Planned Equipment Maintenance Agreement- Cummins Inc.

- Motion to approve the 3-year contract in the amount of \$ 2,921.10 as presented – Ms. McQueer; support – Mr. Faust; vote – unanimous

B. Board of Trustees Regular Meeting Dates Resolution

- Motion to approve 2021 Board of Trustees Regular Meeting Dates Resolution – Mr. Oliver; support – Mr. Faust;

Roll call vote:

Trustee Faust – yes

Trustee Fromhart – yes

Trustee Oliver - yes

Trustee McQueer - yes

Trustee Ahrens - yes

C. Board Appointments

- Motion to nominate George Barbu to the Planning Commission to fill Kathy Baetens remaining term ending 31-Dec-22. – Ms. Fromhart; support – Mr. Oliver; vote – unanimous
- Motion to appointment of Geoff Oliver to the Planning Commission as Township Board Representative for a 4-year term ending 20-Nov-24 - Ms. McQueer; support – Mr. Faust; vote – all/ Oliver abstained.
- Motion to appointment of Michelle McQueer to the Zoning Board of Appeals for a 4-year term ending 20-Nov-24 - Ms. Fromhart; support – Mr. Oliver; vote – all/ McQueer abstained.
- Motion to reappointment of Dan McQueer and Grant Howard to the Farmland Preservation Board for a 2-year term ending 31-Dec-22 – Ms. Fromhart; support – Ms. McQueer; vote – unanimous

Bridgewater Township Board of Trustees Minutes

- Motion to reappointment of Calvin Messing, Judy Klager and Steve Wahl to the Board of Review for a 3-year term ending 31-Dec-22 - Ms. Fromhart; support – Mr. Faust; vote – unanimous
- Motion to reappointment of Matthew Cook as Bridgewater Township Representative to the Manchester District Library Board for a 4-year term ending 31-Dec-24 – Ms. Fromhart; support – Ms. McQueer; vote – unanimous

V. 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
 - Reported on Micro Bio- things seem to be working
 - Inspection report from Egle
 - Need for Sewer Committee meeting

C. Assessor's Report

- A written report from Ms. Rider was submitted and is on record

D. Clerk's Report

- Working on transition from Treasurers position.
- Asked to continue as the Sewer Billing Clerk. Board agreed.

E. Treasurer's Report

- A written report from Ms. Ahrens was submitted and is on record

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

VI. CITIZEN PARTICIPATION

- None

VII. ADJOURNMENT

- Ms. Fromhart adjourned the meeting at 8:11 p.m.

Bridgewater Township General Fund Monthly Expenses

January 2021

Type	Date	Num	Name		Amount
Jan 21					
Bill	01/26/2021	9887	Bridgewater Commons	2253-02 · Bridgewater Commons - Landscapi	3,000.00
Bill	01/07/2021	ETF	Cardmember Service	2050 · Comerica - Clerk/Treasurer	225.41
Bill	01/29/2021	9888	Clayton and Mary Rider Assessing Service	-SPLIT-	1,865.99
Bill	01/31/2021	ETF	Consumers Energy	5265728 · Maintenance & Utilities	80.98
Bill	01/04/2021	ETF	Detroit Edison Company - Hall	5265728 · Maintenance & Utilities	56.97
Bill	01/29/2021	ETF	Detroit Edison Company - Street Lights	5440852 · Street lighting	381.11
Bill	01/29/2021	9889	Donald N. Pennington	-SPLIT-	1,321.25
Bill	01/29/2021	9890	Express Sign Design	5265980 · Building improvement & equipmen	943.40
Bill	01/29/2021	ETF	Frontier	5265728 · Maintenance & Utilities	106.72
Bill	01/29/2021	9891	Lucas Law, PC	-SPLIT-	277.50
Bill	01/29/2021	9892	Neff Trucking & Contracting Inc.	5265728 · Maintenance & Utilities	490.00
Bill	01/29/2021	ETF	Paychex - fees	5215727 · Clerk supplies & expense	182.05
Bill	01/29/2021	ETF	Paychex - payroll	-SPLIT-	5,315.96
Bill	01/29/2021	9893	Susan Ahrens	5215727 · Clerk supplies & expense	42.39
Bill	01/29/2021	9894	Village of Clinton	5339727 · Fire protection billing expense	6,825.00
Jan 21					21,114.73

Bridgewater Township Profit & Loss Budget vs. Actual April 2020 through March 2021

	Apr '20 - Mar 21	Budget	\$ Over Budget
Income			
Clean-up Day Grant	1,527	3,000	-1,473
Clean Up Donation	107	100	7
4402 · Property tax - operation	36,035	81,070	-45,035
4405 · Property tax - fire millage	2,629		
4447 · Tax administration fee	19,587	32,900	-13,313
4448 · Tax collection fees	3,355	3,000	355
4460 · Township permits	500	300	200
4465 · Land division fees	350	500	-150
4574 · Revenue sharing	125,658	147,042	-21,384
4600 · Collection Fee-Sewer Fund	0	1,000	-1,000
4665 · Interest Income	48	3,000	-2,952
4672 · Other Income	0	500	-500
4675 · Metro Auth.-restricted to roads	3,739	3,400	339
Total Income	193,535	275,812	-82,277
Gross Profit	193,535	275,812	-82,277
Expense			
5101000 · Township Board			
5101703 · Trustee salary	4,080	4,800	-720
5101727 · Township supplies & expenses	0	800	-800
5101770 · Conferences & Training	0	600	-600
5101000 · Township Board - Other	0	4,800	-4,800
Total 5101000 · Township Board	4,080	11,000	-6,920
5171000 · Supervisor			
5171703 · Supervisor Salary	13,267	15,920	-2,653
5171727 · Supervisor Expense	86	1,000	-914
5209000 · Assessor			
5209705 · Board of Review expenses	1,075	1,600	-525
5209805 · Assessor Wages	17,350	20,800	-3,450
5209810 · Assessor Expense	1,469	2,800	-1,331
Total 5209000 · Assessor	19,894	25,200	-5,306
Total 5171000 · Supervisor	33,247	42,120	-8,873
5173000 · Other General Government			
5173715 · Social Security	3,771	5,000	-1,229
5173801 · Attorney & Consulting Expenses	938	4,500	-3,563
5173802 · Audit fees	5,000	5,000	0
5173811 · Membership fees & dues	2,082	2,000	82
5173895 · Website Administrator	500	500	0
5173912 · Insurance & Bonds	5,259	6,000	-741
Total 5173000 · Other General Government	17,550	23,000	-5,450
5215700 · Clerk			
5173900 · Printing & publishing	495	800	-305
5174810 · Deputy Clerk	3,619	1,600	2,019
5191727 · Election expense	4,891	6,500	-1,609
5215703 · Clerk salary	13,783	16,539	-2,757
5215727 · Clerk supplies & expense	2,483	3,200	-718
Total 5215700 · Clerk	25,270	28,639	-3,369
5253700 · Treasurer			
5253701 · Tax Collection Expense	1,655	2,500	-845
5253703 · Treasurer salary	14,973	17,967	-2,995
5253704 · Deputy Treasurer Wages	906	1,600	-694
5253727 · Treasurer supplies & expenses	331	2,000	-1,669
Total 5253700 · Treasurer	17,864	24,067	-6,203

Jan 29, 2021
 Accrual Basis

Bridgewater Township Profit & Loss Budget vs. Actual April 2020 through March 2021

	Apr '20 - Mar 21	Budget	\$ Over Budget
5265000 · Building & Grounds			
5265728 · Maintenance & Utilities	5,035	7,000	-1,965
5265925 · Cemetery care	2,305	2,500	-195
5265980 · Building improvement & equipmen	1,084	500	584
Total 5265000 · Building & Grounds	8,424	10,000	-1,576
5301800 · Public Safety			
5339727 · Fire protection billing expense	44,475	65,000	-20,525
Total 5301800 · Public Safety	44,475	65,000	-20,525
5400700 · Planning & zoning			
5400701 · Planning			
5400727 · Planning comm. wage & expense	1,400	5,700	-4,300
5400801 · PC Attorney Fees	0	500	-500
5400803 · Planning consultant - on-going	3,145	7,000	-3,855
5400806 · Farmland PB Consultant	0	1,000	-1,000
5411810 · Conferences & Training	0	500	-500
Total 5400701 · Planning	4,545	14,700	-10,155
5410726 · Zoning			
5410704 · Land Division Processing Fees	1,125	1,700	-575
5410727 · Zoning ad.wage & expense	6,200	7,500	-1,300
5411727 · Zon Bd of Appeals Expense	0	400	-400
Total 5410726 · Zoning	7,325	9,600	-2,275
Total 5400700 · Planning & zoning	11,870	24,300	-12,430
5440000 · Public works			
5440846 · Road Improvements	16,831	35,000	-18,169
5440847 · Drains at large	0	10,000	-10,000
5440849 · Clean-up Day	1,969	2,986	-1,017
5440852 · Street lighting	3,977	4,000	-23
Total 5440000 · Public works	22,777	51,986	-29,209
5500000 · Contingencies	0	500	-500
66900 · Reconciliation Discrepancies	-7	0	-7
Total Expense	185,551	280,612	-95,061
Net Income	7,984	-4,800	12,784

Bridgewater Township General Fund
Balance Sheet
As of January 31, 2021

Jan 29, 2021
Accrual Basis

	Jan 31, 21
ASSETS	
Current Assets	
Checking/Savings	
1002 · General Checking-Key Bank	60,030.29
1010 · General Savings-Key Bank	94,325.21
1016 · Bank of Ann Arbor 5yr	103,665.96
1017 · Old National 5 yr	113,811.78
Total Checking/Savings	371,833.24
Accounts Receivable	
1200 · Accounts Receivable	762.00
Total Accounts Receivable	762.00
Other Current Assets	
1034 · Tax Receivable-PPT	-32.61
1050 · Current Year Tx Roll Receivable	
1090 · Due from County - Settlement	-2,971.78
1050 · Current Year Tx Roll Receivable - Other	-1,162.15
Total 1050 · Current Year Tx Roll Receivable	-4,133.93
1081 · Due from Sewer Operations	1,000.00
1087 · Due from Dr. Samuels	-100.67
1201 · Accounts Receivable 2	1,590.00
Total Other Current Assets	-1,677.21
Total Current Assets	370,918.03
Fixed Assets	
1600 · Buildings	98,329.35
1610 · Equipment	28,244.21
1620 · Land	70,863.09
1630 · Siding & Windows	17,049.00
1640 · Township Hall Improvements	54,079.30
1650 · Accumulated Depreciation	-95,648.85
Total Fixed Assets	172,916.10
TOTAL ASSETS	543,834.13
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	-53.50
Total Accounts Payable	-53.50
Credit Cards	
2050 · Comerica - Clerk/Treasurer	-379.17
Total Credit Cards	-379.17
Other Current Liabilities	
2100 · Payroll Liabilities	-377.79

Bridgewater Township General Fund

Balance Sheet

As of January 31, 2021

Jan 29, 2021

Accrual Basis

	<u>Jan 31, 21</u>
2217 · Escrow Deposits Payable	
2220 · Due to SMR-Elliott parcel	2,500.00
2233 · Due to SMR-Crego/Peltcs	-7,909.51
2252 · Due Metro General Contractors	1,000.00
2253-01 · Due to Bridgewater Commons	50.00
2253-02 · Bridgewater Commons - Landscapi	2,000.00
2255 · Barbu Escrow	-688.52
	<hr/>
Total 2217 · Escrow Deposits Payable	-3,048.03
	<hr/>
Total Other Current Liabilities	-3,425.82
	<hr/>
Total Current Liabilities	-3,858.49
	<hr/>
Total Liabilities	-3,858.49
	<hr/>
Equity	
3900 · Fund Balance	366,738.44
3940 · Invested in Capital Assets, Net	172,916.84
Net Income	8,037.34
	<hr/>
Total Equity	547,692.62
	<hr/>
TOTAL LIABILITIES & EQUITY	543,834.13
	<hr/> <hr/>

Bridgewater Township Sewer Operation Monthly Expenses

January 29 - 31, 2021

Type	Date	Num	Split	Amount
Jan 29 - 31, 21				
Bill	01/29/2021	1498	Baker's Propane, Inc. Diesel Fuel/Propane	384.19
Bill	01/29/2021	1494	Corrigan Oil Company Diesel Fuel/Propane	174.45
Bill	01/29/2021	1495	Cummins Bridgeway, LLC Generator Maintenance Contract	973.70
Bill	01/29/2021	ETF	DTE Energy Electricity	1,804.23
Bill	01/29/2021	ETF	Frontier Phone Service	69.29
Bill	01/29/2021	1496	Haviland Chemicals	420.75
Bill	01/29/2021	1497	Village of Manchester Plant Operator	2,911.28
Jan 29 - 31, 21				<u>6,737.89</u>

**Bridgewater Township Sewer Operation
Profit & Loss Budget vs. Actual
April 1, 2020 through January 29, 2021**

	Apr 1, '20 - Jan 29, 21	Budget
Ordinary Income/Expense		
Income		
Connection Fees		
Easement Fee	125.00	0.00
Grinder Pump Reimb + 10%	8,189.20	0.00
Inspection Fee	150.00	0.00
Tap Fee	44,029.90	0.00
Total Connection Fees	52,494.10	0.00
Interest Income Master Account		
Interest Income Checking	33.07	0.00
Interest Income Master Account - Other	0.00	150.00
Total Interest Income Master Account	33.07	150.00
Miscellaneous Income	6,545.25	0.00
Operation Maintenance Income	86,420.00	101,500.00
Special Assessment Payoff	865.93	0.00
Special Assessment Revenue	2,493.67	0.00
Total Income	148,852.02	101,650.00
Gross Profit	148,852.02	101,650.00
Expense		
Collection System		
Billing		
Billing Clerk	700.00	1,200.00
Office Supplies	0.00	200.00
Total Billing	700.00	1,400.00
Collection System Equip Repairs	3,274.11	3,000.00
Depreciation	8,380.00	0.00
Forcemains -Flushing & Disposal	0.00	1,000.00
Grinder Pump repairs	4,880.78	10,000.00
Miss Dig Locator Service	2,004.82	4,500.00
Total Collection System	19,239.71	19,900.00
Insurance	0.00	1,500.00
Legal & Professional		
Audit	1,300.00	1,500.00
Engineer	0.00	1,000.00
Legal Fees	0.00	500.00
Total Legal & Professional	1,300.00	3,000.00
New Equipment	21,355.18	0.00

Jan 29, 21
Accrual Basis

Bridgewater Township Sewer Operation
Profit & Loss Budget vs. Actual
April 1, 2020 through January 29, 2021

	<u>Apr 1, '20 - Jan 29, 21</u>	<u>Budget</u>
Treatment Plant		
Building & Grounds Maintenance	8,535.00	2,500.00
Chemicals	4,995.89	4,500.00
Diesel Fuel/Propane	348.90	800.00
Electricity	16,909.21	20,000.00
Equipment Repairs	255.71	4,000.00
Generator Maintenance Contract	973.70	1,000.00
NPDES Permit	2,395.20	2,000.00
Phone Service	877.70	600.00
Plant Operator	25,767.28	33,600.00
Sludge Handling & Disposal	0.00	4,500.00
Supplies	108.18	500.00
Treatment Plant - Other	750.00	0.00
Total Treatment Plant	<u>61,916.77</u>	<u>74,000.00</u>
Total Expense	<u>103,811.66</u>	<u>98,400.00</u>
Net Ordinary Income	<u>45,040.36</u>	<u>3,250.00</u>
Net Income	<u><u>45,040.36</u></u>	<u><u>3,250.00</u></u>

Bridgewater Township Sewer Operation
Balance Sheet
As of December 31, 2020

	Dec 31, 20
ASSETS	
Current Assets	
Checking/Savings	
Key-Sewer O/M	
Capital Improvements Reserve	24,000.00
Key-Sewer O/M - Other	54,967.18
Total Key-Sewer O/M	78,967.18
Key Sewer O/M Saving	103,130.22
Key Sewer Retirement Checking	40,979.66
Total Checking/Savings	223,077.06
Accounts Receivable	
Accounts receivable	29,420.00
Total Accounts Receivable	29,420.00
Other Current Assets	
Current Year Tx Roll Receivable	-13,200.00
Due From Tax	11,986.30
Prepaid Insurance	1,379.00
Taxes Receivable Special Asst	6,164.90
Total Other Current Assets	6,330.20
Total Current Assets	258,827.26
Fixed Assets	
Accessory Building	53,320.02
Accumulated Depr - Access Bldg	-9,360.65
Equipment	83,059.77
Accumulated Depr - Equipment	-30,125.44
Sewer System Plant	1,966,444.05
Accumulated Depr - Sewer System	-680,061.78
Land	55,355.06
Total Fixed Assets	1,438,631.03
Other Assets	
Special Assessment Receivable	25,649.84
Total Other Assets	25,649.84
TOTAL ASSETS	1,723,108.13

Bridgewater Township Sewer Operation

Balance Sheet

01/29/21

Accrual Basis

As of December 31, 2020

	<u>Dec 31, 20</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2004 Bond Pmt Due in One Yr	-37,012.00
Due to General Fund	700.00
Total Other Current Liabilities	<u>-36,312.00</u>
Total Current Liabilities	<u>-36,312.00</u>
Total Liabilities	-36,312.00
Equity	
Invested in capital assets, net	1,317,951.48
Restricted for Debt Service	240,753.85
Unrestricted Funds (QB RE acct)	152,972.13
Net Income	47,742.67
Total Equity	<u>1,759,420.13</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,723,108.13</u></u>

MML Liability & Property Pool -- Bridgewater Township (Response Required)

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

To: bridgewaterwpsupervisor@yahoo.com

Date: Wednesday, January 13, 2021, 11:29 AM EST

Laurie: The renewal premium for the Property and Liability insurance renewal for Bridgewater Township effective March 1, 2021 with the MML Liability & Property Pool is **\$9,536** (plus the \$200 MML Associate Member Fee) compared to the expiring premium of \$9,259 (plus the \$200 MML Associate Member Fee). This is a premium increase of \$277 or 3%.

There are a few reasons for the change in premium:

- Change in the following ratable exposure:
 - ✓ Annual Payroll -- \$73,820 (was \$72,020 for 2020) ↑
 - ✓ Property – \$2,664,485 (no change)
- There was an increase in the property and liability rates

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

Please reply by E-mail or fax to advise if the Bridgewater Township 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 by phone, Zoom or in person! Thank you, Laurie.

I hope that you are doing well and staying safe! Happy New Year!

Judy

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

Service and Sales Manager

MML Liability & Property Pool

MML Workers' Compensation Fund

Phone: (248) 204-6137

Right fax: (248) 648-7601 (call and let me know if you are sending me a fax because I will need to look for it)

E-mail: jthomson@meadowbrook.com

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2021 Proposal--Bridgewater.pdf
483.6kB



image004.png
268B



michigan municipal league

Liability & Property Pool

Proposal

for the

Bridgewater Township

Presented By:

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

January 12, 2021

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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

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 ***Bridgewater Township*** 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 **Bridgewater Township**. 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 **Bridgewater Township** for an annual premium of **\$9,536** (+\$200 MML Annual Associate Fee). When compared to last year's cost of \$1,733 + \$7,526 = \$9,259 (+\$200 MML Annual Associate Fee), it represents a premium increase of \$277, or 3%. (In addition, the MML Liability & Property Pool Board of Trustees voted to return another post-renewal dividend for Members renewing in 2021. The Township's portion of the dividend return is \$618. The Township will receive this dividend in the month following payment of your 2020 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 03-01-2021 to 03-01-2022

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	\$2,664,485	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 03-01-2021 to 03-01-2022

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 \$9,536.

Your Team of Experts



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



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



Ellen Skender
248-204-8582



Joan Opett
248-204-8579

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

Bridgewater Township Has . . .

- ✓ \$73,820 Annual Payroll
- ✓ \$2,664,485 of total values for real and personal property
- ✓ 0 Law enforcement officers
- ✓ 0 Vehicles
- ✓ 0 Vehicles with agreed values

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 (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

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 FY 2021-2022 GENERAL FUND PROPOSED BUDGET

	2nd Prior Year Actual	1st Prior Year Actual	Current Year Budget	Year to Date Actual	Proposed Estimated Budget	
	31-Mar-19	31-Mar-20	2020-2021	Apr 20 - Jan 21	2021 - 2022	
Income						
Clean-up Day Grant	\$ 2,399.00	\$ -	\$ 3,000.00	\$ 1,527.00	\$ 2,500.00	
Clean Up Donation	\$ 63.00	\$ 80.00	\$ 100.00	\$ 107.00	\$ 100.00	
4402 · Property tax - operation	\$ 76,861.00	\$ 79,408.00	\$ 81,070.00	\$ 36,035.00	\$ 83,000.00	?
4447 · Tax administration fee	\$ 30,987.00	\$ 31,055.00	\$ 32,900.00	\$ 19,587.00	\$ 34,000.00	?
4448 · Tax collection fees	\$ 2,417.00	\$ 3,555.00	\$ 4,500.00	\$ 3,355.00	\$ 4,000.00	?
4460 · Township permits	\$ 50.00	\$ 1,050.00	\$ 300.00	\$ 500.00	\$ 500.00	
4465 · Land division fees	\$ 1,050.00	\$ 350.00	\$ 500.00	\$ 350.00	\$ 600.00	
4574 · Revenue sharing	\$ 142,603.00	\$ 150,008.00	\$ 147,042.00	\$ 125,658.00	\$ 151,577.00	4.9% inc
4600 · Collection Fee-Sewer Fund	\$ 862.00	\$ -	\$ 1,000.00		\$ 1,000.00	
4405 Fire Millage	\$ 78.00	\$ -	\$ -	\$ 2,629.00	\$ 50,763.00	
4665 · Interest Income	\$ 262.00	\$ 428.00	\$ 3,500.00	\$ 48.00	\$ 300.00	
4672 · Other Income	\$ 325.00	\$ 100.00	\$ 500.00	\$ -	\$ 200.00	
4675 · Metro Auth.-restricted to roads	\$ 3,208.00	\$ 3,410.00	\$ 3,400.00	\$ 3,739.00	\$ 3,800.00	
4700 · Election Reimbursement	\$ -	\$ 897.00	\$ -	\$ -	\$ -	
Total Income	\$ 261,165.00	\$ 270,341.00	\$ 277,812.00	\$ 193,535.00	\$ 332,340.00	
Gross Profit	\$ 261,165.00	\$ 270,341.00	\$ 277,812.00	\$ 193,535.00	\$ 332,340.00	
Expense						
5101000 · Township Board						
5101703 · Trustee salary	\$ 4,800.00	\$ 4,398.00	\$ 4,896.00	\$ 4,080.00	\$ 4,994.00	2%inc
5101727 · Township supplies & expenses	\$ 194.00	\$ 933.00	\$ 800.00	\$ -	\$ 500.00	
5101770 · Conferences & Training	\$ 273.00	\$ -	\$ 600.00	\$ -	\$ 500.00	
Total 5101000 · Township Board	\$ 5,267.00	\$ 5,331.00	\$ 6,296.00	\$ 4,080.00	\$ 5,994.00	
5171000 · Supervisor						
5171703 · Supervisor Salary	\$ 15,607.00	\$ 15,607.00	\$ 15,920.00	\$ 13,267.00	\$ 16,239.00	2%inc
5171727 · Supervisor Expense	\$ 191.00	\$ 216.00	\$ 1,000.00	\$ 86.00	\$ 1,000.00	

5209000 · Assessor						
5209705 · Board of Review expenses	\$ 1,233.00	\$ 1,582.00	\$ 1,600.00	\$ 1,075.00	\$ 1,700.00	
5209805 · Assessor Wages	\$ 20,800.00	\$ 20,800.00	\$ 20,800.00	\$ 17,350.00	\$ 22,800.00	? contract y
5209810 · Assessor Expense	\$ 3,739.00	\$ 2,331.00	\$ 2,800.00	\$ 1,469.00	\$ 2,800.00	
Total 5209000 · Assessor	<u>\$ 25,772.00</u>	<u>\$ 24,713.00</u>	<u>\$ 25,200.00</u>	<u>\$ 19,894.00</u>	<u>\$ 27,300.00</u>	
Total 5171000 · Supervisor	<u>\$ 41,570.00</u>	<u>\$ 40,536.00</u>	<u>\$ 42,120.00</u>	<u>\$ 33,247.00</u>	<u>\$ 44,539.00</u>	

5173000 · Other General Government						
5173715 · Social Security	\$ 4,855.00	\$ 4,789.00	\$ 5,000.00	\$ 3,771.00	\$ 5,000.00	
5173801 · Attorney & Consulting Expenses	\$ 1,493.00	\$ 253.00	\$ 4,500.00	\$ 938.00	\$ 2,000.00	
5173802 · Audit fees	\$ 4,335.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
5173811 · Membership fees & dues	\$ 1,987.00	\$ 2,082.00	\$ 2,000.00	\$ 2,082.00	\$ 2,100.00	
5173895 · Website Administrator	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	
5173912 · Insurance & Bonds	\$ 4,986.00	\$ 5,881.00	\$ 6,000.00	\$ 5,259.00	\$ 6,500.00	
Total 5173000 · Other General Government	<u>\$ 18,156.00</u>	<u>\$ 18,505.00</u>	<u>\$ 23,000.00</u>	<u>\$ 17,550.00</u>	<u>\$ 21,100.00</u>	

5215700 · Clerk						
5173900 · Printing & publishing	\$ 401.00	\$ 194.00	\$ 800.00	\$ 495.00	\$ 400.00	
5174810 · Deputy Clerk	\$ 1,034.00	\$ 1,535.00	\$ 1,600.00	\$ 3,619.00	\$ 1,600.00	
5191727 · Election expense	\$ 3,361.00	\$ 3,721.00	\$ 6,500.00	\$ 4,891.00	\$ 2,000.00	
5215703 · Clerk salary	\$ 16,214.00	\$ 16,214.00	\$ 16,539.00	\$ 13,783.00	\$ 16,870.00	2% inc
5215727 · Clerk supplies & expense	\$ 2,187.00	\$ 3,063.00	\$ 3,200.00	\$ 2,483.00	\$ 3,200.00	
Total 5215700 · Clerk	<u>\$ 23,197.00</u>	<u>\$ 24,727.00</u>	<u>\$ 28,639.00</u>	<u>\$ 25,271.00</u>	<u>\$ 24,070.00</u>	

5253700 · Treasurer						
5253701 · Tax Collection Expense	\$ 2,248.00	\$ 1,749.00	\$ 2,500.00	\$ 1,655.00	\$ 2,500.00	
5253703 · Treasurer salary	\$ 17,615.00	\$ 17,615.00	\$ 17,967.00	\$ 14,973.00	\$ 18,327.00	2%inc
5253704 · Deputy Treasurer Wages	\$ 1,122.00	\$ 1,161.00	\$ 1,600.00	\$ 906.00	\$ 1,600.00	
5253727 · Treasurer supplies & expenses	\$ 2,247.00	\$ 1,543.00	\$ 2,000.00	\$ 331.00	\$ 2,000.00	
Total 5253700 · Treasurer	<u>\$ 23,232.00</u>	<u>\$ 22,068.00</u>	<u>\$ 24,067.00</u>	<u>\$ 17,865.00</u>	<u>\$ 24,427.00</u>	

5265000 · Building & Grounds						
5265728 · Maintenance & Utilities	\$ 6,251.00	\$ 5,789.00	\$ 7,000.00	\$ 5,035.00	\$ 7,000.00	
5265925 · Cemetery care	\$ 2,227.00	\$ 2,414.00	\$ 2,500.00	\$ 2,305.00	\$ 2,500.00	

5265980 · Building improvement & equipmen	\$ 1,174.00	\$ 385.00	\$ 500.00	\$ 1,084.00	\$ 1,000.00
Total 5265000 · Building & Grounds	\$ 9,652.00	\$ 8,588.00	\$ 10,000.00	\$ 8,424.00	\$ 10,500.00
5301800 · Public Safety					
5339727 · Fire protection billing expense	\$ 72,220.00	\$ 74,295.00	\$ 66,904.00	\$ 44,475.00	\$ 70,000.00
Total 5301800 · Public Safety	\$ 72,220.00	\$ 74,295.00	\$ 66,904.00	\$ 44,475.00	\$ 70,000.00
5400700 · Planning & zoning					
5400701 · Planning					
5400727 · Planning comm. wage & expense	\$ 4,481.00	\$ 4,162.00	\$ 5,700.00	\$ 1,400.00	\$ 5,700.00
5400802 · Master Plan		\$ -	\$ 500.00	\$ -	\$ -
5400803 · Planning consultant - on-going	\$ 6,736.00	\$ 6,824.00	\$ 7,000.00	\$ 3,145.00	\$ 7,000.00
5400806 · Farmland PB Consultant	\$ 480.00	\$ 1,080.00	\$ 1,000.00	\$ -	\$ -
5411810 · Conferences & Training	\$ 370.00	\$ -	\$ 500.00	\$ -	\$ 500.00
Total 5400701 · Planning	\$ 12,067.00	\$ 12,066.00	\$ 14,700.00	\$ 4,545.00	\$ 13,200.00
5410726 · Zoning					
5410704 · Land Division Processing Fees	\$ 1,525.00	\$ 1,450.00	\$ 1,700.00	\$ 1,125.00	\$ 1,700.00
5410727 · Zoning ad.wage & expense	\$ 8,169.00	\$ 7,455.00	\$ 7,500.00	\$ 6,200.00	\$ 7,500.00
5411727 · Zon Bd of Appeals Expense	\$ 498.00	\$ -	\$ 400.00	\$ -	\$ 400.00
Total 5410726 · Zoning	\$ 10,192.00	\$ 8,905.00	\$ 9,600.00	\$ 7,325.00	\$ 9,600.00
Total 5400700 · Planning & zoning	\$ 22,259.00	\$ 20,971.00	\$ 24,300.00	\$ 11,870.00	\$ 22,800.00
5440000 · Public works					
5440846 · Road Improvements	\$ 27,143.00	\$ 50,006.00	\$ 35,000.00	\$ 16,831.00	\$ 20,000.00
5440847 · Drains at large	\$ 7,592.00	\$ 19,295.00	\$ 10,000.00	\$ -	\$ 54,834.00
5440849 · Clean-up Day	\$ 2,399.00	\$ 1,901.00	\$ 2,986.00	\$ 1,969.00	\$ 2,500.00
5440852 · Street lighting	\$ 3,570.00	\$ 3,843.00	\$ 4,000.00	\$ 3,977.00	\$ 4,500.00
Total 5440000 · Public works	\$ 40,704.00	\$ 75,045.00	\$ 51,986.00	\$ 22,777.00	\$ 81,834.00
5500000 · Contingencies	\$ -	\$ 500.00	\$ 500.00	\$ -	\$ 500.00
Total Expense	\$ 256,257.00	\$ 290,566.00	\$ 277,812.00	\$ 185,559.00	\$ 305,764.00
Net Income	\$ 4,908.00	\$ (20,225.00)	\$ -	\$ 7,976.00	\$ 26,576.00

RE: SESC Position

From: mtwp_supervisor (mtwp_supervisor@sbcglobal.net)

To: behnked@gmail.com; bridgewaterwpsupervisor@yahoo.com; dsweidmayer@yahoo.com; jwallace@vil-manchester.org

Date: Wednesday, January 27, 2021, 03:06 PM EST

Hi Dale,

Think you for the heads up about the SESC situation. I talked to Tammy at WWCA this morning and she indicated that Doug is planning on taking the test to become certified in order to fill that position. Good luck in your future endeavours.

Ron Milkey, Supervisor
Manchester Township

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Dale Behnke <behnked@gmail.com>

Date: 1/27/21 9:54 AM (GMT-05:00)

To: Ron Mann <mtwp_supervisor@sbcglobal.net>, bridgewaterwpsupervisor@yahoo.com, dsweidmayer@yahoo.com, Jeff Wallace <jwallace@vil-manchester.org>

Subject: SESC Position

Good Morning.

As you know, I have been trying to retire since 2018. However the SESC role has not been filled to date. This note is to inform you that my certification runs out July 3 of this year and I will no longer be able to perform duties as an SESC Agent. You might want to take a long hard look at the SESC program and the fees associated with it and with the inspectors pay. For my part, as long as I was doing inspections anyway, things were good. Performing it separately well lets just say it may not be worth it. The reason I continued was I didn't want to see the program go back to the county which will happen if a new SESC agent is not found.

In any case I will not be able to perform the duties of SESC agent after the end of June of this year.

--

Sincerely
Dale Behnke

Public Act 253 of 2020: Important Changes to MCL 211.7u Poverty Exemption

From: State Tax Commission (mitreasury@govsubscriptions.michigan.gov)

To: bridgewaterwpsupervisor@yahoo.com

Date: Friday, January 8, 2021, 10:55 AM EST

Public Act 253 of 2020 was signed into law on December 23, 2020. The Act made several changes to the poverty exemption statute (MCL 211.7u) that will impact how local units, assessors, and boards of review handle the exemption starting with the 2021 tax year. A summary of the key provisions and changes in PA 253 is attached to assist local units, assessors, and boards of review in understanding and implementing the necessary changes that are effective with the 2021 tax year.

The State Tax Commission will be working to create the statutorily required poverty application form, audit bulletin, and other necessary forms and guidance.

- [Summary of PA 253 of 2020 Poverty Exemption Changes.pdf](#)
 - [2020-PA-0253.pdf](#)
-

State Tax Commission

PO Box 30471

Lansing, Michigan 48909-7971

Phone: 517-335-3429

Fax: 517-241-1650

Email: State-Tax-Commission@michigan.gov

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This service is provided to you at no charge by [Michigan Department of Treasury](#).

This email was sent to bridgewaterwpsupervisor@yahoo.com using GovDelivery Communications Cloud on behalf of: Michigan Department of Treasury · Lansing, MI 48922 · 517-373-3200

Summary of Changes to MCL 211.7u Poverty Exemption in Public Act 253 of 2020

Public Act 253 of 2020 was signed into law on December 23, 2020. The Act made several changes to the poverty exemption statute (MCL 211.7u) that will impact how local units, assessors, and boards of review handle the exemption starting with the 2021 tax year:

- Removes the word “supervisor” from statute, making it clear that only the Board of Review can grant/deny poverty exemption
- Clarifies that the federal income levels used are those adopted in the *prior* tax year (2020 federal levels are used for 2021 exemptions)
- Requires the local unit to make the policy, guidelines and application form available on their website
- Removes the ability for Boards of Review to deviate from the adopted policy/guidelines for “substantial and compelling reasons”
- Local units can adopt a resolution that allows an exemption granted in 2019 or 2020 to carry forward to 2021, 2022 and 2023 for those persons who receive a fixed income solely from public assistance that is not subject to significant annual increases (Federal Supplemental Security Income, Social Security disability or retirement benefits). Local units can also adopt a resolution for any new exemptions in 2021, 2022 or 2023 to remain exempt for up to 3 years for persons who receive a fixed income (MCL 211.7u(6))
- Local units can carry a poverty exemption forward that was granted in 2019 or 2020 for the 2021 tax year, without an application or protest to the Board of Review. **Local units must adopt a resolution by February 15, 2021 to carry the exemption forward** (MCL211.7u(8))
- If a person meets all eligibility requirements in statute, the Board of Review must grant a full exemption equal to a 100% reduction in taxable value OR a partial exemption equal to a 25% or 50% reduction in taxable value OR any other percentage reduction in taxable value approved by the STC

A person receiving the extended exemption in MCL 211.7u(6) for up to 3 years due to receiving a fixed income is required to file an affidavit rescinding the exemption within 45 days of no longer being eligible for the exemption.

Local units that adopt a resolution to extend the poverty exemption for up to 3 years for those persons who receive a fixed income solely from public assistance **or** local units that carry the 2019/2020 granted poverty exemptions forward to 2021 must implement an audit program and if found ineligible, the person is subject to repayment of the taxes plus interest.

Local units may need to revise their guidelines, policies, etc to implement the changes in statute. This includes revised guidelines that remove any other calculation of the taxable value for approved poverty exemptions, i.e. formulas that take into consideration the homestead tax credit to calculate the property tax liability and revised TV based on that calculated tax liability. The guidelines may only provide for a full exemption equal to a 100% reduction in taxable value (TV of 0) or a partial exemption equal to a 25% reduction or 50% reduction in taxable value, or any other percentage reduction approved by the State Tax Commission.

PA 253 requires the State Tax Commission to issue a bulletin on how to develop and implement the audit program for the extended poverty exemption provisions in MCL 211.7u(6) and (8). The State Tax Commission will also be working to create the statutorily required poverty application form and other necessary forms and guidance.



421 Ann St. N.W.
Grand Rapids, MI 49504
Phone: 800 456-1134
Fax: 616 361-9772
www.havilandusa.com

Quotation

DATE
01/28/2021
TERMS
Net 30 Days
SALE AGENT ID
DARLENE DEVEREAUX

1069053
BRIDGEWATER TOWNSHIP
Attn: TOM THOMPSON
,MI

Phone: (734) 429-3076

Note: Prices subject to change without notice. Prices at time of shipment will prevail.
Minimum order \$200, orders under \$400 will be assessed a \$50 handling charge.
Transportation Surcharge applies to all orders.

THIS SALE IS SUBJECT TO THE HAVILAND ENTERPRISES, INC. TERMS AND CONDITIONS OF SALE TO CUSTOMERS, AVAILABLE AT "https://www.havilandusa.com/files/Haviland_Buyer_Customer_Terms_and_Conditions.pdf", WHICH ARE BY THIS REFERENCE HEREBY INCORPORATED HEREIN. A SEPARATE HARD COPY WILL BE PROVIDED UPON REQUEST. EXECUTION OF THE TERMS OF THIS SALE IS A SPECIFIC REPRESENTATION THAT THE CUSTOMER HAS READ, UNDERSTOOD AND AGREED TO THE REFERENCED TERMS.

EFFECTIVE DATE	FROM QUANTITY	TO QUANTITY	UNIT PRICE U/M	BILLING UNIT PRICE U/M	
PRODUCT: Acid, Hydrofluosilicic NSF					
H000208-DP30B		300.00 lb Drum			
35.00 USD Returnable Container Deposit					
5.00 USD Environmental Drum Cleaning Chg					
01/28/2021	1.00	0.00	0.5300 lb	0.5300 lb	*
PRODUCT: Alum Sulfate - NSF					
H006553-1GBulk		1.00 Gal Bulk			
02/18/2020	1.00	0.00	2.5500 Gal	2.5500 Gal	
PRODUCT: Aluminum Sulfate 48.8% - NSF					
H002397-DP55B		610.00 lb Drum			
35.00 USD Returnable Container Deposit					
5.00 USD Environmental Drum Cleaning Chg					
02/18/2019	1.00	0.00	0.2300 lb	0.2300 lb	
PRODUCT: Bleach - NSF					
H006551-1GBulk		1.00 Gal Bulk			
02/18/2020	1.00	0.00	1.9900 Gal	1.9900 Gal	
PRODUCT: Bleach - Sod Hypochlorite-NSF					
H000196-DP55B		55.00 Gal Drum			
35.00 USD Returnable Container Deposit					
5.00 USD Environmental Drum Cleaning Chg					
07/25/2019	1.00	0.00	1.9900 Gal	1.9900 Gal	

Estimated CDBG Allocations: Fiscal Year 2021-2022

PLACE	Estimated HUD Figures	
	FY 2021-22 % of Allocation	FY 2021-22 CDBG Project Allocation
Ann Arbor City	44.38%	\$ 404,291
Ann Arbor Township	0.86%	\$ 7,805
Bridgewater Township	0.25%	\$ 2,259
Dexter Township	1.20%	\$ 10,946
Lima Township	0.53%	\$ 4,787
Augusta Township	1.14%	\$ 10,342
Manchester Township	0.89%	\$ 8,111
Northfield Township*	2.11%	\$ 19,213
Pittsfield Township	8.50%	\$ 77,480
Salem Township	1.02%	\$ 9,281
Saline City	1.68%	\$ 15,293
Saline Township	0.48%	\$ 4,385
Scio Township	2.98%	\$ 27,168
Superior Township	3.70%	\$ 33,713
Webster Township	0.90%	\$ 8,219
York charter Township	1.29%	\$ 11,737
Ypsilanti City	9.41%	\$ 85,768
Ypsilanti Township	17.25%	\$ 157,154
City of Dexter	0.96%	\$ 8,757
Sylvan Township	0.47%	\$ 4,313
TOTAL	98.57%	\$ 911,024

Allocation Formula: (% Population) + 2(% Poverty) + (% housing problems)

Definitions:

- 1) % Population = City or Township's % of total Urban County population
(Source: 2015-2019 American Community Survey)
- 2) % Poverty = City or Township's % of total people in poverty in Urban County
(Source: 2015-2019 American Community Survey)
- 3) % Housing Problems = % of total households in Urban County with at least 1 of 4 housing problems¹
(Source: HUD 2013-2017 Comprehensive Housing Affordability Strategy (CHAS) data)

¹The 4 Housing Problems are defined as: incomplete kitchen facilities, incomplete plumbing facilities, more than 1 person per room, and cost burden greater than 30%.

*Northfield Township is still paying back on "borrowed ahead" CDBG dollars from 2015. Their allocated CDBG funds are estimated to become available again in FY2022.

Washtenaw Urban County

Office of Community & Economic Development

Community Development Block Grant Program

2021-2022

Pre-Application Guide

Applications Due: February 12, 2021

**WASHTENAW COUNTY 2021-22 COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG) PROGRAM**

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Washtenaw County 2021-22 Community Development Block Grant (CDBG) Program

What is CDBG?

The U.S. Department of Housing and Urban Development (HUD) provides Community Development Block Grant (CDBG) funds to entitlement community grantees, like Washtenaw County, to carry out a wide range of community development activities. These activities are directed primarily toward revitalizing neighborhoods, improving infrastructure and community facilities in low to moderate income areas, providing public/social services, and encouraging economic development.

To determine annual CDBG award amounts, HUD uses a funding formula comprised of several measures of community need. These measures include: the extent of poverty, population, and [housing problems as defined by HUD](#).

CDBG funds must be used for activities that benefit low and moderate-income areas or households (Page 7). In addition, each CDBG-assisted activity must meet at least one (1) of the following National Objectives for the program:

- (1) Provide benefit to low- and moderate-income persons and households;*
- (2) Aid in the prevention or elimination of slums or blight conditions; or*
- (3) Urgent need*

National Objective #3 is used on extremely rare occasions; it must be an urgent local need with no other funding sources available.

Questions concerning CDBG project applications can be directed to Tara Cohen at (734) 544-3056 or cohent@washtenaw.org.

Washtenaw County 2021-22 Community Development Block Grant (CDBG) Program

What Projects Are Eligible Under CDBG?

Projects that are located in low to moderate income areas (Page 6), or directly benefiting low to moderate income persons or households, and that meet a National Objective, are typically eligible under the CDBG program. The following list can help you identify the types of community needs you may be able to address with a CDBG-funded project. Please keep in mind that this is not an exhaustive list and new project ideas are encouraged.

CONSTRUCTION PROJECTS

- Engineering & Design activities (must result in a construction project)
- Sidewalk Improvements (e.g. Infill/ADA Curb Cuts)
- Street Improvements (including pedestrian safety improvements)
- Bike paths & Non-motorized trails
- Water/Sewer Improvements
- Improvements to lighting in public spaces
- Neighborhood parks/playgrounds improvements
- Community Center/Senior Center improvements
- Acquisition of real property
- Special Assessment Assistance
- Construction/Rehabilitation of publicly owned buildings (not used for general government)
- Streetscape improvements in neighborhoods/commercial districts
- Demolition and site clearance activities
- Removal of architectural barriers (includes buildings for general government)

ECONOMIC DEVELOPMENT

- Job training/Creation of economic opportunities that primarily benefit low- and moderate-income residents.
- Acquisition, construction, rehabilitation, installation of commercial/industrial buildings and other real property equipment and improvements.
- Assistance to private, for-profit businesses.
- Provision of financial and/or technical assistance for microenterprise owners/developers

OTHER ACTIVITIES

- Code enforcement activities
- Purchase of Firefighting equipment

PUBLIC/SOCIAL SERVICES

- Up to 15% of the annual CDBG entitlement grant can be used for public (social) services. Washtenaw Urban County, as one of several funding entities for Coordinated Funding, contributes 100% of its allowable CDBG public services dollars to this larger initiative.

**WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE: POLICY & PROCEDURES
FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ALLOCATIONS TO LOCAL UNITS**

APPROVED BY URBAN COUNTY EXECUTIVE COMMITTEE, JANUARY 8, 2020

EFFECTIVE JULY 1, 2020

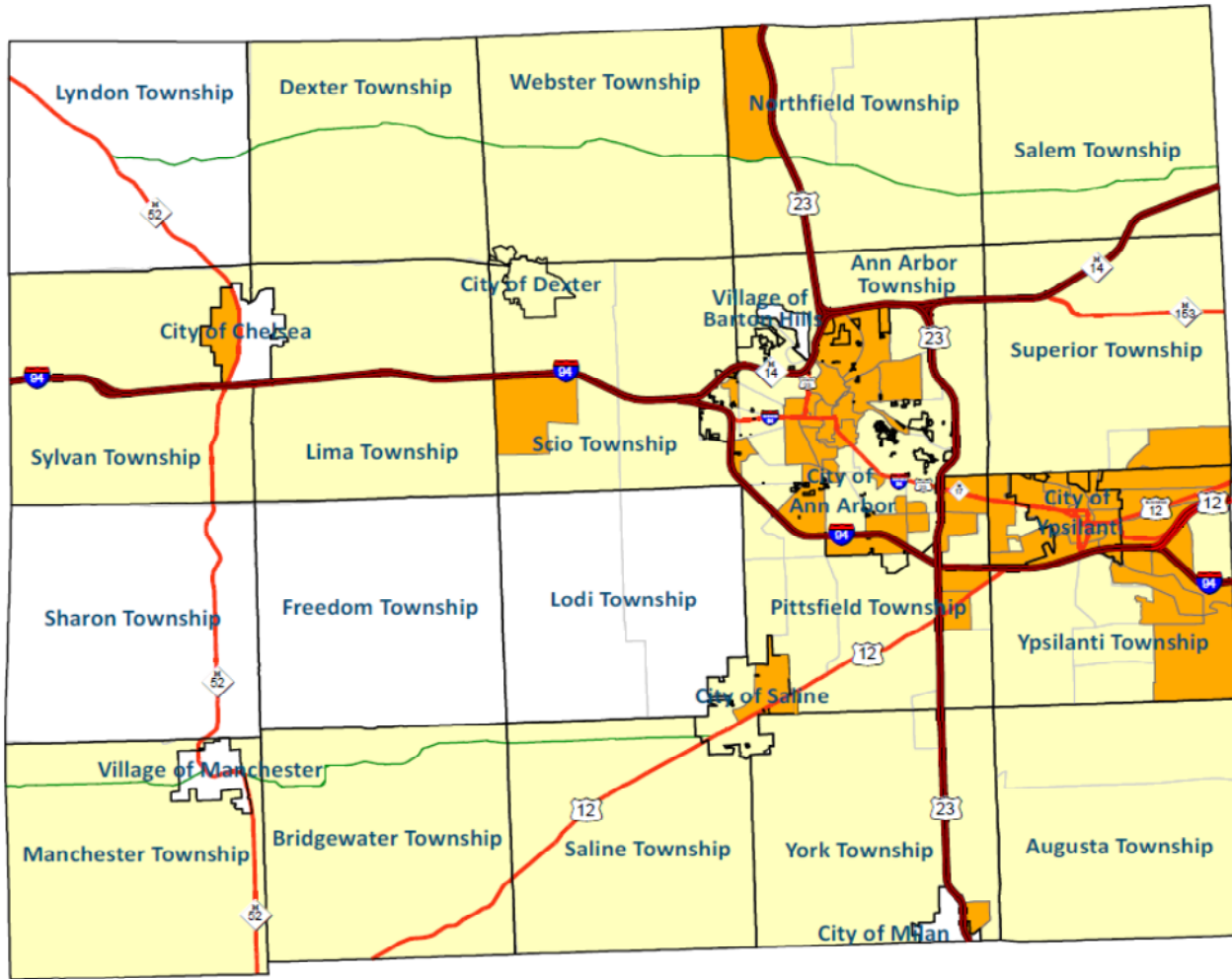
- 1) A Local Unit's allocation must be specifically programmed in the Annual Action Plan for the local unit to receive/utilize CDBG funds;
- 2) Local Units program their annual allocations by completing the CDBG project application form and submitting the completed form to OCED CDBG Management Analyst. Project application must include, at minimum: valid cost estimates, program/project budget, preliminary plans, and a realistic timeline with a target completion date; application must be reviewed and approved by OCED staff;
- 3) Banking of CDBG allocations is not permitted – with the exception of allocating multiple years of funding toward a specific project (project timeline and target completion date would be required up front- See #2 above);
- 4) CDBG allocations would expire after two (2) years; from the date of environmental clearance from HUD (communicated by OCED), the local unit has 2 years by which they must reach substantial completion on their specified project;
- 5) When applying for CDBG projects, the Local unit can request implementation for Year 1 **and/or** Year 2; subrecipient agreement contracts will be issued for 1-year contract terms based on project timeline and target completion date;
- 6) Local Units that utilize CDBG for planning/engineering/design activities will have 1 year to complete planning/engineering/design activities, and 2 years from the date of environmental clearance from HUD (communicated by OCED) to achieve substantial completion on the construction project resulting from the CDBG-assisted planning/engineering/design activities. If the planning grant does not result in a construction project, the local unit will be required to pay back the planning grant to OCED.
- 7) Balances on local allocations also expire after two (2) years; e.g. \$80,000 is allocated to a City's Project X for 2020 and the City receives notice from OCED of environmental clearance on September 20, 2020. At completion of the project, the City only requests reimbursement for eligible CDBG costs of \$75,000; the City would then have until September 20, 2022 to utilize their \$5,000 balance from their 2020 CDBG allocation.
- 8) During the annual Action Planning process, any Local Units that do not submit an application for an eligible project will effectively "donate" that year's allocation to the Single Family Rehab Program¹.
- 9) Local units with prior year CDBG balances as of June 30, 2020 will have until June 30, 2023 to program those funds for eligible CDBG projects.

Requests for exceptions to these policies and procedures necessitated by extenuating circumstances must be submitted in writing to OCED staff. Staff will make every effort to review and respond to requests within two (2) weeks.

¹*Exceptions can be made. For example, in 2020 OCED staff made an administrative decision that "donated" allocations would go toward public services for COVID-19 response efforts.*

WASHTENAW URBAN COUNTY LOW-MODERATE INCOME MAP*

**Please note that more detailed LMI maps for each of the 20 local communities were distributed in Spring 2019, and are available on the [Urban County website](#).*



Washtenaw County, Michigan
Percentage of Low and Moderate Income Persons by Census Tract and Census Block Group - Based on 2011-2015 ACS Data -- Released February 2019, Applied April 2019

Percentage of Low and Moderate Income Persons By Census Tract and Census Block Group

- 51% - 100% LMI
- Urban County Participants
- Freeways
- Expressways
- State Highways



Source: American Community Survey (ACS) 5-Year 2011-2015 Low and Moderate Income Summary Data, U.S. Census Bureau, Released by U.S. Department of Housing and Urban Development February 2019

0 1 2 4 Miles

The map shown here is for illustrative purposes only, and is not suitable for site-specific decision-making. The data depicted is compiled from a variety of sources, thus this information is provided with the understanding that the conclusions drawn from the data are solely the responsibility of the user. Any assumptions of the legal status of this data are hereby disclaimed. Last Update: 3/24/2019 Washtenaw County Office of Community and Economic Development.



ADDITIONAL TIPS FOR USING CDBG FUNDS

FOR COMMUNITIES WITH NO OR LIMITED LOW-MOD INCOME (LMI) AREAS: If your community's LMI map does not have any "orange" areas (the orange shading indicates 51% or more Low-moderate income for a specific census tract or block group), you may wish to consider the following types of eligible activities that are **not** dependent on low-moderate income maps:

- 1) Removal of architectural barriers – i.e. ADA-compliant sidewalk ramps, building accessible entrances for public facilities, et cetera.
- 2) Facility/infrastructure construction or improvements that explicitly benefit a category of clientele that is generally *presumed* to be principally LMI group, specifically: seniors/elderly persons, adults with severe disabilities, survivors/victims of domestic violence, homeless persons, child survivors of abuse, persons living with HIV/AIDS, illiterate adults, and migrant farm workers.
- 3) Facility/infrastructure construction or improvements for a service location/facility that can demonstrate 51% or greater of clientele to be LMI through collection of income eligibility data.
- 4) Activity that is of such a nature and in such a location that it can be reasonably concluded that clients are primarily LMI. Example: Improvements to a playground that is designed to serve residents of a public housing complex.
- 5) Spot demolition to eliminate blight. Example: removing a dangerous building, and planting the site with grass. For demolition, keep in mind that:
 - ✓ The City/Township must be able to show legal authority to demolish the subject property.
 - ✓ The end use of the site being demolished can affect whether a project is eligible for CDBG, and/or if funding must be reimbursed to the Urban County.
- 6) Conduct a household income survey to demonstrate 51% or greater of your project's "service area" (as defined by you) is LMI. Please keep in mind that household income surveys involve a high level of effort on the local community's leadership (Urban County representatives, and/or others) and OCED staff must obtain HUD approval of your survey methodology prior to conducting the survey. If you are interested in this option, [please contact OCED's CDBG Management Analyst to find out whether a survey is feasible for your potential project.](#)

OTHER TIPS

- You will want to give consideration to when and where it makes most sense to use your CDBG dollars.
- CDBG-funded projects (with the exception of demolition projects) are subject to the [Davis Bacon Act](#) (prevailing wages) and [Section 3](#), which is a provision of the HUD Act of 1968 to help foster local economic development and individual self-sufficiency. This means that CDBG-funded projects are typically more expensive to carry out than a project funded with local or other non-federal funds – due to the additional paperwork/administrative burden on the part of contractors and subcontractors, as well as the fact that prevailing wages must be paid.
- CDBG funds "taint the pot": This means that, even if you only put \$1 of CDBG funding into a \$500,000 project, the entire project would be subject to all the CDBG-related regulations mentioned above.
- Typically it is more efficient to use CDBG funds for local projects within (or at least close to) your available CDBG budget, rather than offsetting a much more expensive project with a relatively small amount of CDBG funds.

ADDITIONAL TIPS FOR USING CDBG FUNDS (CONTINUED)

- Keep in mind that ALL projects funded by CDBG require environmental clearance, and OCED can only begin the environmental review once the City/Township submits all the required project information and supporting documentation as described in the project application. Depending on the complexity of the project, the environmental clearance process can take up to 6 months from start to finish.
- Most non-residential facility improvement projects (e.g. senior centers, community centers) will require a Phase I Environmental Site Assessment, and in some cases, hazardous material surveys including asbestos, lead, and radon testing (requirements are dependent on the age of the facility). The City/Township would be responsible for contracting environmental firms to conduct any such required tests (Note: There is a separate Environmental Assessment grant program through the [Brownfield Redevelopment Authority](#) to obtain reimbursement for Phase I ESA's and Lead/Asbestos testing.

**Washtenaw County Road Commission
TOWNSHIP/STAFF REPORT**

For the period of January 11 thru January 24, 2021

Board Meeting Date: February 2, 2021

TOWNSHIP REPORT

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 – Earhart Road: 11 tons

AUGUSTA TOWNSHIP

- Limestone Patch – Bunton Road, Hitchingham Road, Judd Road, Liss Road, Rosbolt Road, Talladay Road, Torrey Road, Tuttle Hill road: 55 tons

BRIDGEWATER TOWNSHIP

- Limestone Patch – Hogan Road, Kies Road, Sheridan Road, Willow Road: 86 tons

DEXTER TOWNSHIP

- Boom Mow – Alice Hill Drive, Cavanaugh Lake Road, Cottonwood Lane, Fieldstone Drive, Hidden Lake Circle, Oak Ridge Lane, Rainbow Drive, Stoneyfield Drive
- Gravel Patch – McGuinness Road: 10 tons
- Limestone Patch – Dancer Road, Wylie Road: 12 tons

FREEDOM TOWNSHIP

- Limestone Patch – Bethel Church Road, Hieber Road, Saline Waterworks Road, Steinbach Road: 46 tons

LIMA TOWNSHIP

- Gravel Patch – Wylie Road: 12 tons
- Limestone Patch – McKinley Road: 12 tons

LODI TOWNSHIP

- Boom Mow – Bethel Church Road, Weber Road
- Culvert Replacement – Parker Road
- Cut Trees – Parker Road
- Limestone Patch – Tessmer Road, Waters Road, Zeeb Road: 45 tons

LYNDON TOWNSHIP

- Boom Mow – Goodband Road, Hadley Road

BRIDGEWATER TOWNSHIP
PLANNING COMMISSION MEETING
THURSDAY 7 PM JANUARY 28, 2021
BRIDGEWATER TOWNSHIP HALL
10990 CLINTON RD.

MINUTES

- I. CALL TO ORDER – Meeting called to order at 7:04PM
- II. ROLL CALL AND DETERMINATION OF A QUORUM – Present (electronic):
Horney, Messing, Barbu, Oliver. Iwanicki absent.
- III. REVIEW AND APPROVE AGENDA – Moved Horney, second Messing.
Approved by unanimous voice vote.
- IV. APPROVAL OF MINUTES – Moved Horney, second Messing. Approved by unanimous voice vote.
 - A. November 16, 2020 Planning Commission meeting
- V. CITIZEN PARTICIPATION – Meeting was electronically attended by Mr. Wilson of Invenergy
- VI. PUBLIC HEARINGS - None
None Scheduled
- VII. OLD BUSINESS
 - A. Industrial solar (PV) generation – Mr. Nanney gave a short summary of a draft ordinance for solar energy facilities and devices in the township. There was discussion around locations of small solar devices intended for home or farm use and for areas suitable for commercial scale solar facilities. There was discussion around restrictions on the locations for commercial scale solar facilities in order to preserve the rural character of the township. There was discussion around the meaning of “lot coverage” in the draft ordinance and Mr. Nanney will clarify that in a subsequent draft. Mr. Wilson expressed concern

about the viability of commercial facilities if site restrictions are too severe.
Action to bring the draft ordinance to the township board postponed to the next meeting.

VIII. NEW BUSINESS

A. Election of officers

Horney was nominated by Messing for the position of Chair, seconded by Barbu. Vote: Horney Aye, Messing Aye, Barbu Aye. Oliver had left the meeting by this point due to difficulties with the electronic connection.

Iwanicki was nominated by Horney for the position of Vice Chair, seconded by Messing. Vote: Horney Aye, Messing Aye, Barbu Aye.

Messing was nominated by Horney for the position of Secretary, seconded by Barbu. Vote: Horney Aye, Messing Aye, Barbu Aye.

B. Meeting date selection

Horney made a motion to hold the PC meetings at 7:00 PM on the third Monday of the month, except for January, April, July and October. In those months the meeting will be held on the second Monday of the month. Seconded by Messing. Vote: Horney Aye, Messing Aye, Barbu Aye.

C. Budget/training

Horney noted that there was money in the budget for training and suggested that Mr. Barbu partake in training during 2021.

IX. COMMUNICATIONS

A. Zoning Administrators Report – Mr. Nanney noted there were more requests for permits for pools than houses in 2020. His report is on file.

B. Trustees Report – Mr. Oliver had left the meeting due to difficulties with the electronic connection.

X. INFORMATIONAL ITEMS – Mr. Nanney reported that members attending future meetings remotely will need to report their location.

XI. PUBLIC COMMENT - None

XII ADJOURNMENT – Moved to adjourn Horney, support Messing. Meeting adjourned at 9:25 PM by unanimous voice vote.

DRAFT