

BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES MEETING
THURSDAY, MAY 2, 2019, 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 – APRIL 4, 2019
- IV. REVIEW AND APPROVE AGENDA
- V. UNFINISHED BUSINESS
 - A. Gerken Materials 2018 Annual Report and Inspection Follow-Up
- VI. NEW BUSINESS
 - A. Financials, Approve Disbursements from April 1, 2019 through April 30, 2019
 - B. MASCC Contract
 - C. 2019 Local Road Projects
 - D. Planning Commission Updated Draft By-Laws
 - E. Dangerous Building Ordinance Discussion
- VII. REPORTS & CORRESPONDANCE
 - A. Public Safety Report – Written report from Sheriff’s Department
 - B. Supervisor’s Report
 - C. Assessor’s Report
 - D. Clerk’s Report
 - E. Treasurer’s Report
 - F. Trustees’ Report
 - G. Zoning Administrator’s Report – Written report from Rodney Nanney
 - H. Planning Commission Report – Minutes included in Board packet
 - I. Farmland Preservation Board Report – Minutes included in Board packet
- VIII. CITIZEN PARTICIPATION
- IX. ADJOURNMENT

Bridgewater Township Board of Trustees Minutes

I. CALL TO ORDER

4-Apr-19 meeting called to order by Supervisor Fromhart at 7:00 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Trustee Faust; Trustee Fromhart; Trustee McQueer; Trustee Wharam

Absent: Trustee Oliver

Citizen attendance: 8

II. CITIZEN PARTICIPATION

- A citizen commented on the drainage on Braun Rd.; according to WCRC, will be addressed next year
- Mr. Gentile commented on new guidelines for medical marijuana processing facilities from MMFLA

III. APPROVAL OF MINUTES

- Motion to approve the 7-Mar-19 meeting minutes as amended – Ms. McQueer; support – Mr. Faust; vote – unanimous

IV. REVIEW AND APPROVE AGENDA

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

V. ANNUAL MEETING WITH THE WASHTENAW COUNTY ROAD COMMISSION

- 5 WCRC representatives were present
- Ms. Sheryl Siddall, Managing Director, walked through the packet, which is on file
- Mr. Jim Harmon talked about the local collector road funding
- Must inform WCRC of intended projects by 17-May-19
- Due to a lack of equipment, WCRC cannot provide 3 brine applications this year
- Hogan Rd update was given; will be completed in 1st half of construction season

VI. NEW BUSINESS

A. Financials & Approve Disbursements

- Motion to approve disbursements of \$28,088.11 in general operations, \$7,373.37 in sewer operations and \$37,012.50 in sewer debt retirement; a total expenditure of \$72,473.98 for the month of March – Ms. Fromhart; support – Mr. Faust; vote – unanimous

B. Gerken Materials 2018 Annual Report and Inspection

- A copy of the township engineer, Mr. Enlow, report is on record
- Ross Mellgren and Todd Crane from Gerken materials were present
- Mr. Enlow pointed out deficiencies in report and received replies from Gerken & NRM
- Written response will be available by 4-May-19

C. PSLZ LLP Audit Engagement Letter

- Motion to approve PSLZ LLP Audit Engagement Letter – Ms. McQueer; support – Ms. Fromhart; vote – unanimous

D. Jon Way 2019 Mowing Bid

- Motion to approve 2019 mowing bid for the hall, cemetery and treatment plant – Ms. McQueer; support – Mr. Faust; vote – unanimous

Bridgewater Township Board of Trustees Minutes

E. Bridgewater Days Temporary Road Closure Resolution

- Motion to approve resolution regarding a temporary road closure resolution number 2019-09 – Ms. McQueer; support – Ms. Fromhart
- Roll call vote:
Trustee Faust – yes Trustee Fromhart - yes Trustee McQueer – yes
Trustee Oliver – absent Trustee Wharam – yes

F. Zoning Board of Appeals Appointment

- Motion to approve Cal Messing to the ZBA with the term ending 31-Dec-20 – Ms. McQueer; support – Ms. Fromhart; vote – unanimous

G. MTA Nonpartisan Resolution

- Motion to oppose resolution to adopt position on option of elected township offices appear as nonpartisan on ballot; resolution number 2019-10 – Ms. Fromhart; support – Mr. Faust
- Roll call vote:
Trustee Faust – yes Trustee Fromhart - yes Trustee McQueer – yes
Trustee Oliver – absent Trustee Wharam – no

VII. REPORTS AND CORRESPONDENCE

A. Public Safety Report

- A written report from the sheriff's department was received and is on record

B. Supervisor's Report

- See board packet plus
 - Will not get funding from USDA for broadband funding

C. Assessor's Report

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

D. Clerk's Report

- Washtenaw County Parks & Rec master plan review 30-Apr-19
- Meadowbrook Insurance Group, Inc. is now AmeriTrust Group, Inc
- MML dividend check for \$130.00 was applied to this year's renewal premium
- The clerk's desk is falling apart; should add new desk to capital improvements list

E. Treasurer's Report

- Need a new bill for Dr. Samuels
- Received \$100 for violation
- Waiting for settling report
- Handed out amortization schedule for sewer bond
- Postcards for clean-up day are being worked on

F. Trustees' Report

- Trustee Faust
 - Nothing

Bridgewater Township Board of Trustees Minutes

- Trustee Oliver
 - Nothing

G. Zoning Administrator's Report

- A written report from Mr. Nanney was received and it is on record

H. Planning Commission

- The meeting minutes were submitted and are on record

I. Farmland Preservation Board Report

- Did not meet in March

VIII. CITIZEN PARTICIPATION

- Comment about Bridgewater Township donation to Manchester Area Seniors

IX. ADJOURNMENT

- Ms. Fromhart adjourned the meeting at 9:17 p.m.

Bridgewater Township Board of Trustees Minutes

I. CALL TO ORDER

7-Mar-19 meeting called to order by Supervisor Fromhart at 7:00 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

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

Absent: none

Citizen attendance: 5

II. CITIZEN PARTICIPATION

- None

III. APPROVAL OF MINUTES

- Motion to approve the 7-Feb-19 meeting minutes as presented– Mr. Faust; support – Mr. Oliver; vote – unanimous

IV. REVIEW AND APPROVE AGENDA

- Motion to approve the agenda as present – Mr. Faust; support –Mr. Oliver; vote – unanimous

V. V. PRESENTATION OF 2019-2020 FISCAL YEAR GENERAL FUND BUDGET

A. Public Hearing

- Opened at 7:05
- Questions - Jennifer Fairfield, 13405 Austin; Tax income looks low, interest income looks low
- Close public hearing at 7:08

B. Township Officers Salary Resolutions

- Motion to accept resolution to establish Supervisor's salary, resolution number 2019–02, for 2019 – 2020 at \$15,607– Ms. McQueer; support – Mr. Oliver
- Roll call vote:
Trustee Faust – yes; Trustee Fromhart - abstain; Trustee McQueer – yes;
Trustee Oliver – yes; Trustee Wharam – yes
- Motion to accept resolution to establish Clerk's salary, resolution number 2019–03, for 2019 – 2020 at \$16,214 – Ms. Fromhart; support – Mr. Oliver
- Roll call vote:
Trustee Faust – yes; Trustee Fromhart – yes; Trustee McQueer – yes;
Trustee Oliver – yes; Trustee Wharam - abstain
- Motion to accept resolution to establish Treasurer's salary, resolution number 2019–04, for 2019 – 2020 at \$17,615 –Ms. Fromhart; support – Mr. Oliver
- Roll call vote:
Trustee Faust – yes; Trustee Fromhart – yes; Trustee McQueer - abstain;
Trustee Oliver – yes; Trustee Wharam – yes
- Motion to accept resolution to establish trustees' salary, resolution number 2019–05, for 2019 – 2020 at \$4800.00 – Ms. McQueer; support – Ms. Fromhart
- Roll call vote:
Trustee Faust - abstain; Trustee Fromhart – yes; Trustee McQueer – yes;
Trustee Oliver - abstain; Trustee Wharam – yes

Bridgewater Township Board of Trustees Minutes

C. General Appropriations Act Resolution

- Motion to accept resolutions to adopt general appropriations act, resolution number 2019-06, as amended – Ms. McQueer; support – Mr. Oliver
- Roll call vote:
 - Trustee Faust – yes; Trustee Fromhart – yes; Trustee McQueer – yes;
 - Trustee Oliver – yes; Trustee Wharam – yes
- Motion to accept resolutions to adopt sewer budget as presented – Ms. Fromhart; support – Mr. Oliver, vote – unanimous

VI. UNFINISHED BUSINESS

A. Proposals for Auditing Services

- Ms. McQueer recommends PSLZ LLP
- Motion to approve PSLZ LLP with amended contract for 2019 audit only for \$6300 – Ms. Fromhart, support – Mr. Oliver; vote – unanimous

VII. NEW BUSINESS

A. Year-End General Fund Budget Amendments

- Motion to approve Year-End General Fund budget as amended – Ms. McQueer; support - Mr. Oliver; vote – unanimous

B. Financials & Approve Disbursements

- Motion to approve disbursements of \$35,699.55 in general operations and \$8,777.02 in sewer operations; a total expenditure of \$44,476.57 for the month of February – Mr. Oliver; support – Mr. Faust; vote – unanimous

C. Board of Trustees Regular Meeting Dates Resolution

- Motion to accept resolution to adopt regular Board of Trustee meeting dates for 2019 – 2020, resolution number 2019-07 – Ms. McQueer; support – Mr. Oliver
- Roll call vote:
 - Trustee Faust - yes; Trustee Fromhart – yes; Trustee McQueer – yes;
 - Trustee Oliver - yes; Trustee Wharam – yes

D. Policy to Waive Penalties for Failure to File Property Transfer Affidavit Resolution

- Motion to accept resolution to adopt policy to waive penalties for failure to file property transfer affidavit, resolution number 2019-08 – Ms. McQueer; support – Mr. Oliver
- Roll call vote:
 - Trustee Faust - yes; Trustee Fromhart – yes; Trustee McQueer – yes;
 - Trustee Oliver - yes; Trustee Wharam – yes

E. Village of Clinton Fire Department Services Contract 2019-2021

- Motion to approve contract for fire services – Mr. Faust; support – Mr. Oliver; vote – unanimous

VIII. REPORTS AND CORRESPONDENCE

A. Public Safety Report

- A written report from the sheriff's department was received and is on record

Bridgewater Township Board of Trustees Minutes

B. Supervisor's Report

- See board packet plus
 - GMI submitted annual report;
 - Gerken inspection 14-Mar-19 @ 1:00
 - Received complaint re: gun shoots

C. Assessor's Report

- No report was submitted

D. Clerk's Report

- Saline District Library community survey
- Census Bureau is looking for local workers
- Daylight savings this Sunday

E. Treasurer's Report

- A written report from Ms. McQueer was received and it is on record

F. Trustees' Report

- Trustee Faust
 - Nothing
- Trustee Oliver
 - Nothing

G. Zoning Administrator's Report

- A written report from Mr. Nanney was received and it is on record

H. Planning Commission

- The meeting minutes were submitted and are on record

I. Farmland Preservation Board Report

- The meeting minutes were submitted and are on record

IX. CITIZEN PARTICIPATION

- None

X. ADJOURNMENT

- Ms. Fromhart adjourned the meeting at 9:00 p.m.



7901 Sylvania Avenue
Sylvania, Ohio 43560
Local 419-841-3232
Fax 419-882-8772
www.NRMsolution.com

February 14, 2019

Updated April 24, 2019

Electronic Delivery on 4-26-19

**Bridgewater Township Clerk
10990 Clinton Rd
Manchester, MI 48158**

Attention: Mr. Tom Wharam, Township Clerk

Reference: Crego-Peltcs Annual Report
MDEQ Inland Lakes and Streams Permit

Dear Mr. Wharam,

Gerken Materials, Inc. (GMI) is submitting the following information for the Annual Report regarding the above referenced parcel. We are using the informational items outlined in Ordinance 59, Section 13 for the annual report outline. Please note, the 2018 Aerial flight had been completed December 12, 2018.

- A. GMI has removed approximately 339,000 tons of material from the parcel in 2018.
- B. Restoration activities conducted included creation of approximately 3.1 acres of open water area.
- C. No Landscaping activities occurred other than stockpiling overburden and topsoil.
- D. Restoration activities taken place in 2018 include the creation of approximately 3.1 acres of open water area.
- E. Based upon the aerial photography, a total of approximately 43.1-acres of land consist of disturbed acres subject to the reclamation bond (see item L).
- F. All monitoring well records and information is included in the attached Annual Groundwater Sampling Report dated November 19, 2018 (attached).
- G. The Lake Bottom Contour Map is attached to this document.
- H. The planned mining activities for 2019 are to use the floating dredge to continue mining the Crego Peltcs lake and continue with the mining of Phase 3 and Phase 4 of the Peltcs lake. Gerken has indicated that it may bring a suction dredge on the property during the 2019 mining season but has not finalized plans to do so yet.
- I. All reclamation materials (Overburden and Topsoil) have been stockpiled in the berms along the south side of the access road and in the Northern and Northwestern portions of the property and around the lake during 2018. The approximate volume of overburden is 202,000 cubic yards. The area that will require topsoil grading, seeding and mulching is a 100-foot buffer around the final lake edges depicted on the submitted site plans is 14-acres. At a depth of six (6) inches, the volume of topsoil required to complete reclamation is 11,300 cubic yards. Based upon the most recent topographic map and aerial flight of the property, there is approximately 45,000 cubic yards of topsoil stockpiled for reclamation.
- J. Personal property located on the Peltcs property in 2018 included one feed bin with associated conveyor, one clam shell dredge with associated conveyors, one boat used to access the clam shell dredge, one generator, and one dragline.

- K. The aerial photograph overlay is attached.
- L. The Reclamation Bonds for the property were just updated in January. Currently, the disturbed acreage shown in the overlay was calculated to be approximately 43.1-acres. This area does not include the reclaimed lake area of approximately 18.6-acres (excludes 50ft of shoreline buffer area). This amount multiplied by \$4,000/acre is \$172,400 which would be the required bond amount. Therefore, GMI requested the surety bond company to increase the bond to cover the total disturbed acreage. A copy of the bond is included with this report.
- M. To the best of our knowledge, all applicable permits are on file with the License and annual fees are up to date and annual reporting has been completed. All copies are included within the project binder.
- N. To the best of GMI's knowledge, they are in conformance with all licenses for this parcel. The township inspected the site on February 27th in 2018. Another inspection 2019 will be planned after the annual report has been received.
- O. To the best of our knowledge, no complaints regarding mining activities on this parcel have been received. It is our understanding that all other permits on file since 2015 are current.

We trust this fulfills our requirements for submitting the annual report. Please contact me with any questions.

Sincerely,



Ross Mellgren – NRM
c/o GMI

cc: Joe Knepley, -GMI

Bridgewater Township
Monthly Expenses
 April 2019

<u>Type</u>	<u>Date</u>	<u>Check #</u>	<u>Name</u>	<u>Split</u>	<u>Amount</u>	
Apr 19						
Bill	04/25/2019	9697	Amy Riley	5253727 · Treasurer supplies & expenses	11.20	Clerk: _____
Bill	04/01/2019	EFT	Cardmember Service	2050 · Comerica - Clerk/Treasurer	324.48	
Bill	04/25/2019	9698	Clayton and Mary Rider Assessing Service	-SPLIT-	1,852.26	Treasurer: _____
Bill	04/24/2019	EFT	Consumers Energy	5265728 · Maintenance & Utilities	69.92	
Bill	04/29/2019	EFT	Detroit Edison Company - Hall	5265728 · Maintenance & Utilities	39.80	
Bill	04/23/2019	EFT	Detroit Edison Company - Street Lights	5440852 · Street lighting	267.25	
Bill	04/25/2019	9699	Donald N. Pennington	-SPLIT-	1,873.75	
Bill	04/15/2019	EFT	Frontier	5265728 · Maintenance & Utilities	101.91	
Bill	04/12/2019	9700	Green Meadows Lawncare	5265728 · Maintenance & Utilities	65.00	
Bill	03/29/2019	9701	Michigan Municipal League	5173912 · Insurance & Bonds	200.00	
Bill	04/30/2019	EFT	Paychex - fees	5215727 · Clerk supplies & expense	142.68	
Bill	04/30/2019	EFT	Paychex - payroll	-SPLIT-	5,491.97	
Bill	04/10/2019	9702	Planning and Zoning News	5400727 · Planning comm. wage & expense	330.00	
Bill	04/23/2019	EFT	Staples	-SPLIT-	154.09	
Bill	04/12/2019	9703	Tom Wharam	-SPLIT-	40.76	
Bill	04/01/2019	9704	Village of Clinton	5339727 · Fire protection billing expense	6,825.00	
Bill	03/19/2019	9705	Washtenaw County Treasurer	5253727 · Treasurer supplies & expenses	40.67	
Apr 19					<u><u>17,790.07</u></u>	

Apr 28, 2019
Accrual Basis

Bridgewater Township Profit & Loss Budget vs. Actual April 2019 through March 2020

	Apr '19 - Mar 20	Budget	\$ Over Budget
Income			
Clean-up Day Grant	0	3,000	-3,000
Clean Up Donation	0	100	-100
4402 · Property tax - operation	0	79,400	-79,400
4447 · Tax administration fee	0	18,800	-18,800
4448 · Tax collection fees	0	4,000	-4,000
4460 · Township permits	0	250	-250
4465 · Land division fees	0	350	-350
4574 · Revenue sharing	0	141,926	-141,926
4600 · Collection Fee-Sewer Fund	0	1,400	-1,400
4601 · Fire charge collection	0	-4,715	4,715
4665 · Interest Income	0	2,000	-2,000
4666 · Ordinance fines (from County)	100		
4672 · Other Income	0	1,000	-1,000
4675 · Metro Auth.-restricted to roads	0	3,300	-3,300
4700 · Election Reimbursement	0	1,000	-1,000
Total Income	100	251,811	-251,711
Gross Profit	100	251,811	-251,711
Expense			
5101000 · Township Board			
5101703 · Trustee salary	400	4,800	-4,400
5101727 · Township supplies & expenses	0	300	-300
5101770 · Conferences & Training	0	300	-300
Total 5101000 · Township Board	400	5,400	-5,000
5171000 · Supervisor			
5171703 · Supervisor Salary	1,301	15,607	-14,306
5171727 · Supervisor Expense	8	1,000	-992
5209000 · Assessor			
5209705 · Board of Review expenses	0	1,500	-1,500
5209805 · Assessor Wages	1,725	20,700	-18,975
5209810 · Assessor Expense	190	2,800	-2,610
Total 5209000 · Assessor	1,915	25,000	-23,085
Total 5171000 · Supervisor	3,224	41,607	-38,383
5173000 · Other General Government			
5173715 · Social Security	390	5,000	-4,610
5173801 · Attorney & Consulting Expenses	0	5,000	-5,000
5173802 · Audit fees	0	6,300	-6,300
5173811 · Membership fees & dues	0	2,000	-2,000
5173895 · Website Administrator	0	500	-500
5173912 · Insurance & Bonds	0	5,500	-5,500
Total 5173000 · Other General Government	390	24,300	-23,910
5215700 · Clerk			
5173900 · Printing & publishing	0	600	-600
5174810 · Deputy Clerk	0	1,000	-1,000
5191727 · Election expense	0	1,000	-1,000
5215703 · Clerk salary	1,351	16,214	-14,863
5215727 · Clerk supplies & expense	199	3,200	-3,001
Total 5215700 · Clerk	1,550	22,014	-20,464
5253700 · Treasurer			
5253701 · Tax Collection Expense	0	2,500	-2,500
5253703 · Treasurer salary	1,468	17,615	-16,147
5253704 · Deputy Treasurer Wages	132	1,000	-868
5253727 · Treasurer supplies & expenses	60	2,000	-1,940
Total 5253700 · Treasurer	1,660	23,115	-21,455

Apr 28, 2019
 Accrual Basis

Bridgewater Township Profit & Loss Budget vs. Actual April 2019 through March 2020

	Apr '19 - Mar 20	Budget	\$ Over Budget
5265000 · Building & Grounds			
5265728 · Maintenance & Utilities	277	5,000	-4,723
5265925 · Cemetery care	0	2,500	-2,500
5265980 · Building improvement & equipmen	82	500	-418
Total 5265000 · Building & Grounds	359	8,000	-7,641
5301800 · Public Safety			
5339727 · Fire protection billing expense	6,825	60,000	-53,175
Total 5301800 · Public Safety	6,825	60,000	-53,175
5400700 · Planning & zoning			
5400701 · Planning			
5400727 · Planning comm. wage & expense	680	4,200	-3,520
5400802 · Master Plan	0	500	-500
5400803 · Planning consultant - on-going	1,258	5,000	-3,743
5400806 · Farmland PB Consultant	0	2,000	-2,000
5411810 · Conferences & Training	0	500	-500
Total 5400701 · Planning	1,938	12,200	-10,263
5410726 · Zoning			
5410704 · Land Division Processing Fees	100	1,700	-1,600
5410727 · Zoning ad.wage & expense	106	7,500	-7,394
5411727 · Zon Bd of Appeals Expense	0	325	-325
Total 5410726 · Zoning	206	9,525	-9,319
Total 5400700 · Planning & zoning	2,144	21,725	-19,581
5440000 · Public works			
5440846 · Road Improvements	0	30,000	-30,000
5440847 · Drains at large	0	15,000	-15,000
5440849 · Clean-up Day	294	3,000	-2,706
5440852 · Street lighting	267	4,300	-4,033
Total 5440000 · Public works	561	52,300	-51,739
Total Expense	17,113	258,461	-241,348
Net Income	-17,013	-6,650	-10,363

Apr 28, 2019
Accrual Basis

Bridgewater Township
Balance Sheet
As of April 30, 2019

	<u>Apr 30, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1002 · General Checking-Key Bank	9,048.93
1010 · General Savings-Key Bank	153,920.44
1016 · Bank of Ann Arbor 5yr	102,139.40
1017 · Old National 5 yr	109,637.70
Total Checking/Savings	<u>374,746.47</u>
Accounts Receivable	
1200 · Accounts Receivable	762.00
Total Accounts Receivable	<u>762.00</u>
Other Current Assets	
Prepaid Insurance	5,234.00
1020 · Delinquent PPT Receivable	-61.26
1034 · Tax Receivable-PPT	97.34
1081 · Due from Sewer Operations	-1,090.00
1085 · Due From Tax Fund	2,306.22
1087 · Due from Dr. Samuels	2,792.20
1201 · Accounts Receivable 2	2,930.00
Total Other Current Assets	<u>12,208.50</u>
Total Current Assets	<u>387,716.97</u>
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	<u>172,916.10</u>
TOTAL ASSETS	<u><u>560,633.07</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2050 · Comerica - Clerk/Treasurer	479.10
Total Credit Cards	<u>479.10</u>
Other Current Liabilities	
Due to Tax payer	1,102.39
2217 · Escrow Deposits Payable	
2220 · Due to SMR-Elliott parcel	2,500.00
2233 · Due to SMR-Crego/Peltcs	2,278.73
2251 · Due to Bridgewater Bank	3,361.76
2252 · Due Metro General Contractors	1,000.00
2253 · Due to Bridgewater Commons	-683.69
2255 · Barbu Escrow	943.75
2256 · JK-PK Properties Escrow	2,380.00
Total 2217 · Escrow Deposits Payable	<u>11,780.55</u>
2295 · Deferred Revenue	97.34
Total Other Current Liabilities	<u>12,980.28</u>
Total Current Liabilities	<u>13,459.38</u>
Total Liabilities	13,459.38

Apr 28, 2019
Accrual Basis

Bridgewater Township
Balance Sheet
As of April 30, 2019

	<u>Apr 30, 19</u>
Equity	
3900 - Fund Balance	391,270.30
3940 - Invested in Capital Assets, Net	172,916.84
Net Income	<u>-17,013.45</u>
Total Equity	<u>547,173.69</u>
TOTAL LIABILITIES & EQUITY	<u><u>560,633.07</u></u>

Bridgewater Township Sewer Operation Monthly Expenses

Type	Date	Check #	Name	March 30 through April 30, 2019	Amount
Mar 30 - Apr 30, 19					
Bill	04/26/2019	EFT	DTE Energy	Electricity	1,674.98
Bill	04/09/2019	EFT	Frontier	Phone Service	43.80
Bill	03/31/2019	1364	USIC Locating Services, LLC	Miss Dig Locator Service	43.72
					<u>1,762.50</u>

Clerk: _____

Treasurer: _____

Apr 28, 19
 Accrual Basis

**Bridgewater Township Sewer Operation
 Profit & Loss Budget vs. Actual
 April 1 - 28, 2019**

	Bond - Sewer		Operation - Sewer		TOTAL	
	Apr 1 - 28, 19	Budget	Apr 1 - 28, 19	Budget	Apr 1 - 28, 19	Budget
Ordinary Income/Expense						
Income						
Operation Maintenance Income	0.00	0.00	8,600.00	0.00	8,600.00	0.00
Total Income	0.00	0.00	8,600.00	0.00	8,600.00	0.00
Gross Profit	0.00	0.00	8,600.00	0.00	8,600.00	0.00
Expense						
Collection System						
Billing						
Billing Clerk	0.00	0.00	100.00	0.00	100.00	0.00
Total Billing	0.00	0.00	100.00	0.00	100.00	0.00
Total Collection System	0.00	0.00	100.00	0.00	100.00	0.00
Treatment Plant						
Chemicals	0.00	0.00	-350.00	0.00	-350.00	0.00
Electricity	0.00	0.00	1,674.98	0.00	1,674.98	0.00
Phone Service	0.00	0.00	43.80	0.00	43.80	0.00
Total Treatment Plant	0.00	0.00	1,368.78	0.00	1,368.78	0.00
Total Expense	0.00	0.00	1,468.78	0.00	1,468.78	0.00
Net Ordinary Income	0.00	0.00	7,131.22	0.00	7,131.22	0.00
Net Income	0.00	0.00	7,131.22	0.00	7,131.22	0.00

Apr 28, 2019
 Accrual Basis

Bridgewater Township Sewer Operation Balance Sheet As of April 30, 2019

	Apr 30, 19
ASSETS	
Current Assets	
Checking/Savings	
Key-Sewer O/M	
Capital Improvements Reserve	18,000.00
Key-Sewer O/M - Other	1,007.97
Total Key-Sewer O/M	19,007.97
Key Sewer O/M Saving	87,343.40
Key Sewer Retirement Checking	66,259.61
Total Checking/Savings	172,610.98
Accounts Receivable	
Accounts receivable	49,174.55
Total Accounts Receivable	49,174.55
Other Current Assets	
Due From Tax	11,538.40
Prepaid Insurance	1,379.00
Taxes Receivable Special Asst	6,164.90
Total Other Current Assets	19,082.30
Total Current Assets	240,867.83
Fixed Assets	
Accessory Building	53,320.02
Accumulated Depr - Access Bldg	-8,649.65
Equipment	95,107.77
Accumulated Depr - Equipment	-29,581.44
Sewer System Plant	1,966,444.05
Accumulated Depr - Sewer System	-630,900.78
Land	55,355.06
Total Fixed Assets	1,501,095.03
Other Assets	
Special Assessment Receivable	103,002.34
Total Other Assets	103,002.34
TOTAL ASSETS	1,844,965.20
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
*Accounts Payable	-749.88
Total Accounts Payable	-749.88
Other Current Liabilities	
Due to General Fund	100.00
Total Other Current Liabilities	100.00
Total Current Liabilities	-649.88
Long Term Liabilities	
2004 Bonds Wastewater Expansion	176,250.00
Total Long Term Liabilities	176,250.00
Total Liabilities	175,600.12

Apr 28, 2019
Accrual Basis

Bridgewater Township Sewer Operation
Balance Sheet
As of April 30, 2019

	<u>Apr 30, 19</u>
Equity	
Invested in capital assets, net	1,317,951.48
Restricted for Debt Service	240,753.85
Unrestricted Funds (QB RE acct)	103,528.53
Net Income	7,131.22
	<hr/>
Total Equity	1,669,365.08
	<hr/>
TOTAL LIABILITIES & EQUITY	1,844,965.20
	<hr/> <hr/>

CONTRACT FOR THE SERVICES OF THE MANCHESTER AREA SENIOR CITIZENS COUNCIL, INC.

Bridgewater Township has determined to enter into a contract with the Manchester Area Senior Citizens Council, Inc. for certain services for the fiscal year beginning April 1, 2019.

TERMS AND CONDITIONS:

The Manchester Area Senior Citizens Council, Inc. (MASCC) will contribute the following:

1. Provide transportation at cost to senior citizens in order to facilitate the various listed services including access to medical necessities.
2. Operate a senior meals program at cost and deliver meals to shut-ins
3. Sponsor health related testing and screening without a management fee.
4. Organize and make available recreation and related activities.

Bridgewater Township will provide the following:

1. Make available to the MASCC general operating fund the amount of five hundred dollars (\$500.00).

DURATION OF PAYMENT

The terms of this contract will be in effect for the fiscal year April 1, 2019 through March 31, 2020. Thereafter, the contract shall be reviewed by the Bridgewater Township Board for renewal.

In return for the above-mentioned services, the MASCC will be compensated by Bridgewater Township with a single payment to be made on or before June 1, 2019.

Bridgewater Township

Authorization: _____
Signature and Title

MASCC

Authorization: _____
Signature and Title

2019 BRIDGEWATER TOWNSHIP AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 2019, by and between the Township Board of Bridgewater Township, Washtenaw County, parties of the first part and the Board of Washtenaw County Road Commissioners, parties of the second part.

WHEREAS, the parties of the first part desire that certain improvements be made upon the local roads in the Township of Bridgewater, and

WHEREAS, proper authority is provided to the parties of the agreement under the provisions in Act 51 of Public Acts of 1951 as amended,

IT IS NOW THEREFORE AGREED, the parties of the second part will accomplish the improvements as specified herein, all in accordance with the standards of the parties of the second part.

1. Dust Control (497-17-108):

Work to include placement of two (2) solid applications of contract brine on all certified local gravel/limestone roads within the township, including an additional third pass on Kies Road between Austin Road and Clinton Road and on Allen Road between Hogan Road and Clinton Road. Estimated 167,340 gallons @ \$0.179 per gallon.

Estimated cost of contract brine: **\$ 29,953.86**

AGREEMENT SUMMARY

2019 LOCAL ROAD PROGRAM

Dust Control	\$ 29,953.86
Less WCRC Conventional Matching Funds	\$ 14,976.93

ESTIMATED AMOUNT TO BE PAID BY BRIDGEWATER TOWNSHIP
UNDER THIS AGREEMENT DURING 2019: **\$ 14,976.93**

FOR BRIDGEWATER TOWNSHIP:

Laurie Fromhart, Supervisor

Witness

Tom Wharam, Clerk

Witness

FOR WASHTENAW COUNTY ROAD COMMISSION:

Douglas E. Fuller, Chair

Witness

Sheryl Soderholm Siddall, Managing Director

Witness

- Funding distribution is based on the total uncurbed, non-subdivision local road centerline mileage for each township
- Eligible work activities are limited to uncurbed, non-subdivision local roads
- Eligible work activities include roadside berm removal, ditch establishment & restoration, small culvert installation, rehabilitation or replacement.

Replacement of local road culverts and bridges that require permits from the Michigan Department of Environmental Quality and/or the Washtenaw County Water Resources Commissioner's Office will be funded by the Road Commission at no greater than 50% of total cost. This funding source is separate from the conventional and other drainage matching funds identified herein and will be applied on a case-by-case basis in partnership with interested townships by formal, written agreement.

TOWNSHIP	2019 CONVENTIONAL LOCAL ROAD MATCHING PROGRAM	2019 SUPPLEMENTAL CONVENTIONAL LOCAL ROAD MATCHING PROGRAM	2019 TOTAL CONVENTIONAL LOCAL ROAD MATCHING PROGRAM	2018 CONVENTIONAL LOCAL ROAD MATCHING PROGRAM	2019 DRAINAGE MATCHING PROGRAM	2018 DRAINAGE MATCHING PROGRAM
Salem	\$26,272	\$9,852	\$36,124	\$36,125	\$10,493	\$10,493
Northfield	39,994	14,997	54,991	54,994	13,732	13,732
Webster	28,427	10,660	39,087	39,088	11,792	11,792
Dexter	25,632	9,612	35,244	35,245	6,932	6,932
Lyndon	19,191	7,197	26,388	26,388	10,048	10,048
Sylvan	21,259	7,972	29,231	29,231	11,489	11,489
Lima	24,712	9,267	33,979	33,980	12,745	12,745
Scio	59,853	22,445	82,298	82,306	7,157	7,157
Ann Arbor	16,921	6,346	23,267	23,269	3,833	3,833
Superior	50,257	18,846	69,103	69,108	8,793	8,793
Ypsilanti	166,952	62,607	229,559	229,581	5,924	5,924
Pittsfield	109,937	41,226	151,163	151,178	4,669	4,669
Lodi	36,186	13,569	49,755	49,758	12,879	12,879
Freedom	21,720	8,144	29,864	29,864	13,684	13,684
Sharon	16,707	6,265	22,972	22,972	9,971	9,971
Manchester	22,906	8,589	31,495	31,495	13,176	13,176
Bridgewater	18,824	7,059	25,883	25,883	11,481	11,481
Saline	15,206	5,702	20,908	20,908	8,125	8,125
York	43,647	16,368	60,015	59,956	8,521	8,521
Augusta	<u>35,398</u>	<u>13,274</u>	<u>48,672</u>	<u>48,673</u>	<u>14,554</u>	<u>14,554</u>
	\$800,000	\$300,000	\$1,100,000	\$1,100,000	\$200,000	\$200,000

*Totals do not equal sum of individual allocations due to rounding

*Actual available 2019 drainage match equals \$22,962 due to 2018 carryover

The WCRC Matching Program is subject to the following conditions:

a) Township Assistance

In order to allow local road improvements to proceed in a timely manner, townships are asked to assist Road Commission personnel in acquiring necessary tree removal and grading permits, holding public hearings and coordinating any necessary property owner contacts.

WASHTENAW COUNTY ROAD COMMISSION

2019 DUST CONTROL

MATERIAL

COST/GALLON APPLIED

CONTRACT BRINE

\$0.179

BRIDGEWATER TOWNSHIP

40.68 miles certified local gravel roads

(Recommended application rate – 2,000 gallons per mile)

Two Solid Applications

167,340 gallons = \$ 29,953.86

Includes an additional third pass wide on Kies, Austin to Clinton
Includes an additional third pass wide on Allen, Hogan to Clinton

For Information Only

2018 Use: 158,000 gallons Contract Brine
(2 solid applications)

BRIDGEWATER TOWNSHIP

PROPOSED 2019 LOCAL ROAD PROJECTS

- **ARKONA ROAD, SALINE TOWNSHIP LINE TO US-12**
Work to include roadside berm removal, ditching, shaping the existing surface, the application of 4" (C.I.P.) of 23a limestone (approximately 2,200 tons) with associated dust control and project restoration.
Estimated project cost: \$ 74,200
- **LOGAN ROAD, HOGAN ROAD TO SHERIDAN ROAD**
Work to include shaping the existing surface, the application of 6" (C.I.P.) of 23a limestone (approximately 6,500 tons) with associated dust control and project restoration.
Estimated project cost: \$ 127,400
- **WILLOW ROAD, HOGAN ROAD TO SHERIDAN ROAD**
Work to include shaping the existing surface, the application of 6" (C.I.P.) of 23a limestone (approximately 5,800 tons) with associated dust control and project restoration.
Estimated project cost: \$ 113,700

2019 LOCAL ROAD FUNDING

CONVENTIONAL MATCH		TOTAL FUNDS
\$25,883.00	TWP	\$51,766.00
\$14,976.93	LESS DUST CONTROL	(\$29,953.86)
\$10,906.07	REMAINING BALANCE	\$21,812.14
 DRAINAGE MATCH		
\$22,262.00	TWP	\$44,524.00
 CONVENTIONAL MATCH BALANCE		<u>\$21,812.14</u>
TOTAL CON & DRAINAGE MATCH BALANCE		\$66,336.14
 TWP REMAINING MATCHING FUNDS		\$33,168.07
DUST CONTROL		<u>\$14,976.93</u>
TOTAL MATCHING FUNDS		\$48,145.00
ANNUAL BUDGET FOR ROADS		<u>(\$30,000.00)</u>
BALANCE OVER BUDGET		\$18,145.00
HOGAN ROAD CULVERT		<u>\$21,900.00</u>
TOTAL GF RESERVES NEEDED		\$40,045.00

updated Planning Commission bylaws

From: Rodney Nanney (rodney@buildingplace.net)

To: bridgewaterwpclerk@yahoo.com

Cc: bridgewaterwptreasurer@yahoo.com; bridgewaterwpsupervisor@yahoo.com

Date: Friday, March 29, 2019, 8:42 AM EDT

Tom,

During their March meeting, the Planning Commission adopted an updated set of bylaws and rules of procedure. A copy of the updated document is attached for your files, and for distribution to the Township Board of Trustees. I would recommend that the updated bylaws be included on an upcoming Board agenda for review and acceptance.

This update was initially undertaken after it was noted that, when the Planning Commission Ordinance No 64 was amended in 2017 to change the membership from seven to five, corresponding changes to the Planning Commission's bylaws were not immediately addressed. As part of their review, a number of additional clarifications to the Planning Commission's procedures were identified as being needed to bring the bylaws into line with current practices.

The key changes to the bylaws included re-organization of the information as well as some new elements. The re-organization provides a more logical flow to the document, and emphasizes the importance of certain provisions, including "conflicts of interest." Rules for commissioner absences, site visits, and cancellation of meetings were added, and provisions for conflicts of interest, motions/voting, meetings, and commission responsibilities were updated and clarified based on state law and current planning practices. Updated references to the Open Meetings Act and Freedom of Information Act requirements were also added to the document.

This can wait until the May Board meeting, if needed. If the Board finds the updated bylaws acceptable, their action can be in the form of a "motion to accept the updated Planning Commission bylaws dated 3/18/2019."

Regards,

Rodney C. Nanney, AICP
Township Planning Consultants

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Building Place Consultants
community planning, zoning, and economic development advisory services
(989) 492-0540 (northern Michigan)
(734) 483-2271 (southeast Michigan)
rodney@buildingplace.net

[Building Place on LinkedIn](#)
[Building Place on Facebook](#)



Planning Commission Bylaws-adopted2019-03-18.pdf
115.4kB

**BRIDGEWATER TOWNSHIP
PLANNING COMMISSION BY-LAWS**

I. AUTHORITY

The following rules of procedure are hereby adopted by the Bridgewater Township Planning Commission (hereinafter referred to as the Commission) to facilitate the performance of its duties as outlined in the Michigan Planning Enabling Act, Public Act 33 of 2008, MCL 125.3801, et seq., Michigan Zoning Enabling Act, Public Act 110 of 2006, MCL 125.3101, et seq., Land Division Act (Public Act 288 of 1967, as amended (MCL 560.101 et seq.)), and Open Meetings Act, Public Act 267 of 1976, as amended (MCL 15.261 et seq.).

II. DUTIES OF THE PLANNING COMMISSION

The Planning Commission shall perform the duties outlined in the Michigan Planning Enabling Act, the Michigan Zoning Enabling Act, the Township's Planning Commission Ordinance No. 64, and other applicable laws and ordinance. These duties include the following:

A. Master Plan. The Planning Commission shall have the following responsibilities with regards to the Township's Master Plan:

1. The Planning Commission shall be responsible for formulation of the Township Master Plan, review of amendments to the plan, holding hearings on a proposed Master Plan or amendments, and adoption of the plan or amendments. The Planning Commission shall also be primarily responsible for implementation of the Master Plan's policies, and for ongoing evaluation of the plan.
2. If the Township Board has adopted a resolution asserting the right to approve or reject the plan, the Planning Commission shall be responsible for reporting its actions, findings and recommendations concerning the Master Plan or amendments to the Township Board for final adoption.
3. At least once every five (5) years after adoption of a Master Plan, the Planning Commission shall review the plan, and shall make a determination by motion as to whether or not there is a need to commence the procedure to amend the plan or adopt a new plan. The motion and the Planning Commission's findings and conclusions shall be recorded in the meeting minutes.

B. Zoning Ordinance and Subdivision Regulations. The Planning Commission shall be responsible for formulation of the Zoning Ordinance in accordance with the requirements of the Michigan Zoning Enabling Act, and for formulation of any Township Subdivision Regulations per requirements of the Michigan Planning Enabling Act and Land Division Act. The Commission shall also be responsible for review of amendments to the Zoning Ordinance and any Subdivision Regulations, for holding hearings on a proposed Zoning Ordinance, proposed Subdivision Regulations or amendments thereto, and for reporting findings and recommendations concerning the Zoning Ordinance, Subdivision Regulations or amendments to the Township Board.

C. Development Reviews. The Planning Commission shall be responsible for review and action, or recommendation of an action to the Township Board, on applications for development, subdivision plat, and land use approvals in accordance with the applicable provisions of the Township Zoning Ordinance, any Township Subdivision

Regulations or the Land Division Act, and other applicable state laws and Township ordinances.

- D. Annual Report.** The Planning Commission shall prepare an annual report to the Township Board, which shall include a summary of the Commission's operations and actions, the status of ongoing planning activities and projects, and any recommendations to the Township Board related to community planning, zoning, preservation of land and natural resources, public infrastructure or rural economic development in the Township. The Commission shall determine the specific elements, format, and content of the annual report, after consideration of any direction from the Board on its preparation.
- E. Work Program and Budget.** The Planning Commission shall prepare an annual work program and budget recommendation, which shall be presented to the Township Board.
- F. Other Special Studies or Plans.** The Planning Commission shall be responsible for preparing special studies, corridor or area plans as deemed necessary by the Planning Commission or Township Board and for which appropriations of funds have been approved by the Board.
- G. Training and Education.** Commissioners shall be jointly and severally responsible for attending training workshops, planning conferences or educational programs as needed to properly fulfill Planning Commission duties, and for which the Township Board has approved appropriations of funds.
- H. Review of Certain Public Buildings and Improvements.** Per Section 10.1 of the Planning Commission Ordinance No. 64, the Township Board has exempted the Planning Commission from responsibility for preparation, approval and updating of the Township's capital improvements program of public structures and improvements. However, the Planning Commission retains the following responsibilities for public improvements under the Michigan Planning Enabling Act:

 - 1. The Planning Commission shall have authority to review the location, character, and extent of proposed new, extended or expanded municipal utility service areas, public roads, public sidewalks or pathways, public parks or open spaces, public buildings, and building additions or other structures for public purposes prior to any final approval or authorization for construction in the Township by the Township Board or any outside agency having jurisdiction over the authorization or financing of the project, subject to the following limitations as specified in Section 61 of the Michigan Planning Enabling Act (MCL 125.3861):

 - a. The Commission shall submit its reasons for approval or disapproval to the Township Board and any other outside agency having jurisdiction. If the Commission disapproves, the Township Board or outside agency having jurisdiction may overrule the Commission by a vote of not less than a majority of its total membership.
 - b. If the Commission fails to act within 35 calendar days after receiving the proposal, the project shall be considered as approved by the Commission.
 - 2. Per Section 67 of the Michigan Planning Enabling Act (MCL 125.3867), the Commission may make recommendations to the Township Board from time to

time regarding proposals or programs for public structures and improvements, and associated financing.

- I. Site Visits.** Planning Commission members may visit sites subject to an application or other agenda item that is before the Commission, subject to the following:
 - 1. With the exception of sites normally open to the public, all visits by individuals or a quorum of commissioners shall be preceded by receipt of written permission from the owner, or a signed application that includes permission to enter the site.
 - 2. A joint site visit by a quorum of planning commissioners shall also be preceded by public notice in compliance with the Open Meetings Act, which shall state the location, date, time, and purpose of the joint visit, and that no official business or Commission deliberation will be conducted during the visit.
 - 3. During the site visit, commissioners may ask questions of the owner or applicant, but should avoid discussion or deliberation of any application or agenda item.
- J. Other Duties and Responsibilities.** The Planning Commission shall perform such other duties and responsibilities as defined by the Township Board or required by state law or Township ordinance, and shall respond as requested to any other matters referred by the Township Board.

III. MEMBERS

All Commission members shall agree to abide by these bylaws, including the following, to be considered Planning Commission members in good standing.

- A. Planning Commission Ordinance Requirements.** The membership requirements and standards outlined in the Township's Planning Commission Ordinance No. 64 shall apply to all Commission members.
- B. Excused Absences.** To be excused, a Commission member shall notify the Chairperson at least two (2) hours before a meeting from which he or she intends to be absent. If the Chairperson is not available, the commissioner shall notify the Vice-Chairperson, Secretary or Township Supervisor (in that order). Failure to make such notification will result in an unexcused absence. If notification is given to anyone other than the Chairperson, that person shall promptly notify the Chairperson.
- C. Resignation.** A Commission member may resign by sending a letter of resignation to the Township Supervisor, and shall also provide a copy to the Planning Commission Chair.

IV. OFFICERS, AND THE ROLE OF THE TOWNSHIP CLERK

- A. Selection.** At the regular meeting in January of each year the Commission shall select from its membership a Chairperson, Vice-Chairperson, and Secretary.
- B. Term.** The Chairperson, Vice-Chairperson, and Secretary shall take office immediately following their election and shall hold office for a term of one year or until their successors are selected and assume office. All officers shall be eligible for re- election.
- C. Chairperson.** The Chairperson shall be the chief executive officer of the Commission

and may not be a member of the Township Board or the Township Zoning Board of Appeals. The Chairperson shall:

1. preside at all meetings with all powers under parliamentary procedure; and shall conduct all meetings in accordance with the rules provided herein;
2. shall rule out of order any irrelevant remarks; remarks that are personal; remarks about another's race, religion, sex, physical condition, ethnic background, beliefs, or similar topics; profanity; or other remarks which are not about the topic before the Commission;
3. to the extent required by law, sign resolutions contracts or legal documents authorized by the Commission;
4. appoint committees; appoint officers of committees or choose to let the committees select their own officers; and act as an ex officio member of all committees of the Commission;
5. appoint an Acting-Secretary in the event the Secretary is absent from a Commission meeting;
6. represent the Commission, along with the board representative member, before the Township Board; and
7. perform such other duties as may be ordered by the Commission.

D. Vice-Chairperson. The Vice-Chairperson shall act in the capacity of the chairperson in his/her absence. In the event the office of Chairperson becomes vacant, the Vice-Chairperson shall succeed to this office for the unexpired term, and the Commission shall select a successor to the office of Vice-Chairperson for the unexpired term.

E. Secretary. The Planning Commission Secretary shall:

1. be responsible for the preparation of minutes, and deliver to the Township clerk for custody the Commission's official minutes and records;
2. to the extent required by law, co-sign resolutions, contracts and legal documents authorized by the Commission;
3. be responsible for maintaining an attendance record for each Commission member and report those records annually to the Commission for inclusion in the annual report to the Township board; and
4. perform related administrative duties to assure efficient and informed Commission operations and such other duties as may be ordered by the Commission.
5. provide a copy of the Annual Notice of regular meetings and the Commission's Annual Report to the Township Clerk.

F. Role of the Township Clerk. The Township Clerk shall oversee the issuance of such notices as may be required by the Commission, including Open Meetings Act notices, as well as notice required for specific planning or zoning actions under the Michigan Planning Enabling Act or the Michigan Zoning Enabling Act.

V. MEETINGS

- A. Notice.** Notice of the date, time, and location of all Commission meetings, and notice of any meeting cancellation, shall be given in accordance with the Michigan Planning Enabling Act, Michigan Zoning Enabling Act, Land Division Act, Open Meetings Act, Township Zoning Ordinance, and other applicable laws or ordinances.
- B. Regular Meetings.** Meetings of the Commission will be held the on the third Monday of the month, with the exceptions of the months of January, April, July, and October when the meeting will be held on the second Monday. Meetings will be held at 7:00 p.m. at the Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI 48158, unless an alternative public venue is required due to temporary unavailability of the Township Hall or to accommodate the anticipated meeting attendance. When a regular meeting date falls on or near a legal holiday, the Commission may select a suitable alternate date in the same month or may elect to cancel the meeting. An Annual Notice of regularly scheduled Commission meetings shall comply with the Open Meetings Act.
- C. Special Meetings.** A special meeting may be called by the Chairperson, or by two members of the Commission upon written request to the Secretary. Public Notice of the time, date, and place of the special meeting shall be given in a manner as required by the Open Meetings Act. The Secretary shall send written notice of a special meeting to Commission members not less than 48 hours in advance of the meeting.
- D. Quorum.** Three (3) members constitute a quorum for the transaction of business at all Commission meetings. Whenever a quorum is not present at a regular or special meeting, those present shall adjourn the meeting to another day in accordance with provisions of the Open Meetings Act.
- E. Agenda and Order of Business.** The Chairperson shall be responsible for preparing a tentative agenda for Commission meetings. The agenda may be modified by action of the Commission. The order of business for regular meetings shall be:
1. Call to Order
 2. Roll Call and Determination of a Quorum
 3. Approval of Agenda
 4. Approval of Minutes
 5. Citizen Participation
 6. Public Hearings
 7. Old Business
 8. New Business
 9. Communications
 10. Informational Items
 11. Public Comment
 12. Adjournment
- F. Minutes.** The minutes shall contain a brief synopsis of the meeting, including a complete restatement of all motions and recording of votes; complete statement of the conditions or recommendations made on any action; and recording of attendance. All communications, actions, and resolutions shall be attached to the minutes.

- G. Meeting Cancellation.** The Chairperson or acting Chairperson may cancel a Commission meeting due to inclement weather conditions, power outage or other unavailability of the meeting venue, lack of a quorum of available members, or other conditions affecting the health, safety or welfare of the members or the public. The Chairperson or Secretary shall promptly notify the Commission members of the cancellation. Notice of the cancellation shall also be posted at the Township Hall and/or on the Township's website.

VI. PLANNING COMMISSION ACTIONS AND CONFLICT OF INTEREST

- A. Conflict of Interest.** Before casting a vote on a matter on which a Commission member may reasonably be considered to have a conflict of interest, the member shall disclose any potential conflict of interest to the planning commission. Failure of a member to disclose a potential conflict of interest as required by these Bylaws constitutes malfeasance in office.

1. Conflict of interest occurs when:
 - a. Planning Commission member owns, leases, or rents property that is the subject of a request.
 - b. An immediate family member is involved in any request for which the planning commission is asked to make a decision. "Immediate family member" is defined as an individual's father, mother, son, daughter, brother, sister, and spouse and a relative of any degree residing in the same household as that individual.
 - c. The planning commission member has a business or financial interest in the property involved in the request or has a business or financial interest in the applicant's company, agency or association.
 - d. There is a reasonable appearance of a conflict of interest, as determined by a majority vote of the remaining members of the planning commission.
2. Once a Commission member discloses a potential conflict of interest, the remaining members of the Commission shall evaluate the potential conflict and shall make a determination by roll call vote as to whether or not there is an actual conflict of interest.
3. A Commission member determined to have a conflict of interest shall not participate in any discussion or decision regarding the property, and to avoid even the appearance of influencing the Commission on any conflicted matter, the conflicted member shall not sit with the Commission until after the matter on which a conflict exists is discussed and any vote thereon is completed.

- B. Parliamentary Procedure.** Parliamentary procedure in Commission meetings shall be informal.

- C. Public Hearings.** All public hearings held by the Commission must be held as part of a regular or special meeting of the Commission after proper notice. The following order of presentation and rules of procedure apply to public hearings:

1. Presentation of petition or request by applicant
2. Consultant Comments

3. Commission member comments
4. The Chairperson opens the public hearing by motion and roll call vote, announces the subject, and summarizes the procedures to be followed during the hearing and the rules of conduct for public comments, as follows:
 - a. All comments must be addressed to the Chairperson.
 - b. Each person will be given an opportunity to be heard. The Chairperson may elect to allow persons to speak only once, or may permit additional public comments.
 - c. The Chairperson may terminate a presentation if comments become excessively repetitive or stray from the issues at hand.
 - d. For large hearings, the Chairperson may impose a time limit of three (3) minutes per person on all individual public comments.
 - e. The Chairperson expects courtesy from all participants during the public hearing; applause, booing, shouting or other public outbursts will not be tolerated.
5. Other persons desiring to comment on the petition are recognized including any letters or petitions received by the Commission regarding the subject.
6. The chairperson closes the public hearing by motion and roll call vote, and returns to the regular or special meeting.
7. The Commission discusses, deliberates and takes action on the petition or request by motion and roll call vote.

D. Motions. Decisions of the Planning Commission shall be based upon sound planning and zoning principles, applicable ordinance standards, and findings of fact relevant to the request.

1. Commission motions may include some or all of the following elements, as applicable to the request:
 - a. Summary of the request, the proposed action (approval, denial, approval with conditions or recommendation for Township Board action), and any conditions.
 - b. Statement of findings of fact and conclusions that support the proposed action and conditions. Commissioners may choose to make a separate motion identifying relevant findings of fact before making a motion to take action on the request.
 - c. Citing of relevant sections of state laws, Township ordinances, and staff, consultant or agency reports.
 - d. If the decision involves a site plan, plat or other drawings or exhibits, the motion shall include references to the title of the drawing or exhibit, number of sheets, and its creation or revision date.
 - e. Identification of who will be responsible for verifying that all conditions have been satisfied (i.e. Zoning Administrator, Consultant or other person).
2. The Chairperson shall make certain that everyone is clear on the motion, and shall request that the motion be restated if necessary before a vote is taken. The names of commissioners who made and seconded each motion shall be recorded.

- E. Voting.** An affirmation vote of the majority of the quorum of commissioners present at the meeting shall be required for the approval of any requested action or motion placed before the Commission unless a larger number is required by law.
1. Voting shall ordinarily be voice vote for administrative and procedural actions; provided however that a roll call vote shall be required to open and close a public hearing, to vote on any site plan, special use, rezoning, planned unit development or other application before the Commission, and if requested by any Commission member or directed by the Chairperson.
 2. All members of the Commission including the Chairperson shall vote on all matters, but the Chairperson shall vote last on roll call votes. Any member may be excused from voting only if that person has a conflict of interest as determined consistent with the procedure outlined in subsection "A" (Conflict of Interest) above.
- F. Notice of Decision.** The Chairperson or Secretary shall be responsible for ensuring that a written notice of the Planning Commission decision, including the approved motion and any conditions, is sent to the applicant, petitioner or originator of a request. Electronic transmittal of the notice is acceptable, provided that a record of the transmittal is kept by the Secretary.

VII. OPEN MEETINGS AND FREEDOM OF INFORMATION PROVISIONS

Commission meetings shall be open to the public and held in a place accessible to the public. All Commission deliberations and decisions shall be made at a regular or special meeting open to the public. A person shall not be excluded from a Commission meeting except for breach of the peace committed at the meeting. All records, documents, correspondence and other materials of the Commission shall be open to public inspection in accordance with the Freedom of Information Act, Public Act 442 of 1976, as amended (MCL 15.231 et seq.), except as may otherwise be provided by law.

VIII. ADOPTION AND AMENDMENTS

These bylaws may be amended by the Commission at a regular meeting by a majority vote of the full Planning Commission membership, provided that the bylaws and any potential amendments shall first be included on a Planning Commission meeting agenda for discussion; and provided that all members have received an advanced copy of the proposed amendments at least three (3) days prior to a subsequent regular meeting at which such amendments are to be considered for adoption. Upon adoption, the amended bylaws shall become effective and all previous bylaws shall be repealed.

THESE BYLAWS WERE DULY ADOPTED BY THE BRIDGEWATER TOWNSHIP PLANNING COMMISSION DURING A REGULAR MEETING HELD ON MARCH 18, 2019.

David Horney, Chairperson

Kathy Baetens, Secretary

**BRIDGEWATER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

DANGEROUS BUILDINGS ORDINANCE

ORDINANCE NO. _____

An ordinance to promote the health, safety and welfare of the people of Bridgewater Township, Washtenaw County, Michigan, by regulating the maintenance and safety of certain buildings and structures; to define classes of buildings and structures affected by this Ordinance; to establish administrative requirements and procedures for maintenance or demolition of certain buildings and structures; and to establish remedies and penalties for the violation of this Ordinance.

Section 1. Title and Authority

This Ordinance is adopted pursuant to the authority of Public Act 61 of 1969 (Dangerous Buildings); Public Act 230 of 1972, as amended (State Construction Code); and Public Act 246 of 1945 (Township Ordinances). This Ordinance shall be known and cited as the Bridgewater Township Dangerous Buildings Ordinance.

Section 2. Building, Defined

As used in this Ordinance, the term "building" means any structure, either temporary or permanent, having a roof or other covering and used or built for the shelter or enclosure of persons, animals, chattels or property of any kind. As used in this Ordinance, the term "building" shall also include tents, awnings, semi-trailers, shipping containers or vehicles situated on a parcel of land and used for the purposes of a building as defined in this section.

Section 3. Dangerous Building, Defined

As used in this Ordinance, the term "dangerous building" means any building that has one (1) or more of the following defects or is in one (1) or more of the following conditions:

- A. A door, aisle, passageway, stairway, or other means of exit does not conform to the applicable fire code for the area of the Township where the building or structure is located.
- B. A portion of the building is damaged by fire, wind, flood, deterioration, neglect, abandonment, vandalism or other cause so that the structural strength or stability of the building is appreciably less than it was before the damage and does not meet the minimum applicable Construction Code requirements for the type of building, purpose or location.
- C. A part of the building is likely to fall, become detached or dislodged, or collapse and injure persons or damage property.
- D. A portion of the building has settled to an extent that walls or other structural elements have materially less resistance to wind than is required in the case of new construction by the State Construction Code for the type of building, purpose or location.
- E. All or part of the building is likely to partially or completely collapse, because of dilapidation, deterioration, decay, faulty construction, the removal or movement of some portion of the ground necessary for the support, or for other reason; or some portion of the foundation or underpinning of the building is likely to fall or give way.

- F. All or part of the building is manifestly unsafe for the purpose for which it is used.
- G. The building is damaged by fire, wind, or flood; is dilapidated or deteriorated and becomes an attractive nuisance to children who might play in the building to their danger; becomes a harbor for vagrants, criminals or immoral persons; or enables persons to resort to the building for committing a nuisance or an unlawful or immoral act.
- H. Because of dilapidation, decay, damage, faulty construction or arrangement, or for other reason, a building used or intended to be used for dwelling purposes, including the adjoining grounds, is unsanitary or unfit for human habitation, is in a condition that the Washtenaw County Health Department determines is likely to cause sickness or disease, or is likely to injure the health, safety, or general welfare of people living in the dwelling.
- I. A building is vacant, dilapidated, and open at door or window, leaving the interior of the building exposed to the elements or accessible to entrance by trespassers.
- J. A building remains unoccupied for a period of 180 consecutive days or longer, and is not listed as being available for sale, lease, or rent with a real estate broker licensed by the State of Michigan. This subsection does not apply to any of the following circumstances:
 - 1. A vacation home, hunting cabin, summer home or similar type of secondary or seasonal dwelling, where the owner or agent maintains the exterior of the building and adjoining grounds in accordance with Township ordinances and the State Construction Code for the type of building, purpose or location.
 - 2. A new building under construction for which the owner or agent has a valid building permit, demonstrates that significant and continuous progress is being made toward completion, secures the property and takes all other necessary safety precautions, and otherwise complies with this subsection and all applicable laws, ordinances, and regulations of the Township and outside agencies with jurisdiction.
 - 3. A building where the owner or agent notifies the Township ordinance officer not more than 30 days after the building becomes unoccupied that it will remain unoccupied for 180 consecutive days or longer, and where the owner or agent maintains the exterior of the building and adjoining grounds in accordance with Township ordinances and the State Construction Code for the type of building, purpose or location.

Section 4. Dangerous Buildings Prohibited

It shall be unlawful for any owner or agent thereof to keep or maintain any building or part thereof in a manner or condition that meets the definition of a dangerous building per Section 3 of this Ordinance. Dangerous buildings, as determined by the Township in accordance with this Ordinance, shall be abated by alteration, repair, rehabilitation, demolition or removal in accordance with the procedures specified in this Ordinance.

Section 5. Appointment of a Hearing Officer

The hearing officer shall be appointed by the Supervisor and be approved by the Township Board and shall then serve at the Supervisor's pleasure. The hearing officer shall be a person who has expertise in housing matters including, but not limited to, an engineer, architect, building contractor, building inspector, member of a community housing organization, or any person with similar qualifications. An employee of the Township shall not be appointed as hearing officer.

Section 6. Inspections

The Township Building Inspector, the Fire Chief or Fire Marshal, or other enforcement officer as designated by Township Board resolution, shall inspect or cause to be inspected any building or part thereof reported as or observed to be in one (1) or more of the conditions as defined in Section 3 of this Ordinance, and shall report their findings to the Township Supervisor.

Section 7. Emergency Situations

The Township Supervisor shall be promptly notified if the Township Building Inspector, the Fire Chief or Fire Marshal, or other enforcement officer as designated by Township Board resolution determines that either of the following circumstances warrant immediate action to demolish or otherwise make the building safe:

- A. A building observed to be in one (1) or more of the conditions as defined in Section 3 of this Ordinance constitutes an imminent danger to public safety or health; or
- B. A building becomes open at door(s) or window(s), or damaged from vandalism, fire or other cause, including lawful entry by police enforcement, leaving the interior exposed to the elements or accessible to trespassers; and the owner of or party in interest in the building, in whose name the property appears on the most recent tax assessment record, is unable to be immediately contacted or cannot adequately secure the building within 24 hours of contact; and where it is determined that it is inappropriate to delay making the building secure.

The Township Supervisor may order the Township Building Inspector to cause the immediate repair, demolition or boarding up of building subject to action under this Section. The costs of such immediate repair, demolition or boarding up shall be the responsibility of the owner or party in interest, and shall be reimbursed to the Township Treasurer within 30 calendar days.

Section 8. Notice Requirements

If a building is found to be to be in one (1) or more of the conditions as defined in Section 3 of this Ordinance, the Township Building Inspector shall issue a notice that the building is a dangerous building in accordance with the following:

- A. The notice shall be in writing and directed to each owner of or party in interest in the building, in whose name the property appears on the most recent tax assessment record.
- B. The notice shall specify the time and place of a hearing on whether the building is a dangerous building, and shall state that each owner of or party in interest in the building shall have the opportunity to show cause at the hearing why the hearing officer should not order the building to be demolished, otherwise made safe, or properly maintained.
- C. The notice shall be served upon the person(s) to whom the notice is directed either personally or by certified mail, return receipt requested, addressed to the owner or party in interest at the address shown on the most recent tax assessment record. If a notice is served on a person by certified mail, a copy of the notice shall also be posted upon a conspicuous part of the building. A secondary copy of the notice may also be sent via electronic delivery.
- D. Copies of the notice shall also be given to the Township Supervisor, the Township Assessor, and to the hearing officer.

Draft Date: September 9, 2016

- E. The notice shall be served upon the owner or party in interest at least fifteen (15) days before the date of the hearing included in the notice.
- F. The Township Building Inspector shall maintain a record of the notice, method(s) and date(s) of mailing or delivery, and any response or return received.

Section 9. Hearing, and Decision of the Hearing Officer

The hearing officer shall convene the hearing at the time and place specified in the notice, and shall take testimony from the Township Building Inspector, Township officials, representative(s) of the Fire Department, the owner or agent of the property, and any other interested parties. Not more than five (5) business days after completion of the hearing, the hearing officer shall render a decision either closing the proceedings or ordering the building to be demolished, otherwise made safe or properly maintained.

- A. If the hearing officer determines that the building should be demolished, otherwise made safe or properly maintained, the hearing officer shall so order, fixing a time in the order for the owner or agent to comply with the order. If the building is a dangerous building under Section 3 subsection "J" of this Ordinance, the order may require the owner or agent to also maintain the adjoining grounds, including but not limited to lawns, trees, and shrubs.
- B. A copy of the findings and order of the hearing officer shall be served on the owner or agent in the manner prescribed in Section 8.
- C. If the owner or agent fails to appear or neglects or refuses to comply with the order issued under Section 9, subsection "A," the hearing officer shall file a report of the findings and a copy of the order with the Township Board not more than five (5) business days after noncompliance by the owner or agent, along with a request that necessary action be taken by the Board to enforce the order.

Section 10. Hearing and Action by the Township Board

The Township Board shall fix a date, not less than 30 calendar days after the hearing prescribed in Section 8, for a hearing on the findings and order of the hearing officer; and shall give notice in the manner prescribed in section 8.

- A. At the hearing, any interested party shall be given the opportunity to show cause why the order of the hearing officer should not be enforced.
- B. The Township Board shall approve, disapprove, or modify the order of the hearing officer. If the Township Board approves or modifies the order, the Township Board shall take all necessary action to enforce the order.
- C. If the Township Board approves or modifies the order of the hearing officer, the owner or agent shall comply with the order within 60 calendar days after the date of the hearing under this Section. In the case of an order of demolition, if the Township Board determines that the building has been substantially destroyed by fire, wind, flood or other natural disaster, and the cost of repair will be greater than the state equalized value of the property, the owner or agent shall comply with the order of demolition within 21 calendar days after the date of the hearing under this Section.
- D. A copy of the approved or modified order of the Township Board shall be served on the owner or agent in the manner prescribed in Section 8.

Section 11. Appeal to Circuit Court

An owner or party in interest of any building or property subject to enforcement action under this Ordinance who is aggrieved by an order approved or modified by the Township Board under Section 10 may appeal the order to Circuit Court by filing a petition for an order of superintending control within 20 calendar days from the date of the decision.

Section 12. Noncompliance with Order; Municipal Civil Infraction

An owner or party in interest of any building or property subject to enforcement action under this Ordinance who fails or refuses to comply with an order approved or modified by the Township Board under Section 10 is guilty of a municipal civil infraction as defined by Michigan Law and subject to a civil fine of not more than \$500.00, plus costs, which may include all direct or indirect expenses to which the Township has been put in connection with the violation. A violator of this Ordinance shall also be subject to such additional sanctions, remedies, and judicial orders as are authorized under state law. Each day a violation of this Ordinance continues to exist constitutes a separate violation.

Section 13. Remedies, Compliance Costs, and Reimbursement

The cost of the demolition, of making the building safe, or of maintaining the exterior of the building or adjoining grounds incurred by the Township to bring the property into conformance with this Ordinance, including the cost of consulting services, investigation, publication charges, attorney fees, court costs, and all administrative expenses, shall be reimbursed to the Township by the owner or party in interest in whose name the property appears on the most recent tax assessment record.

- A. The owner or party in interest shall be notified by the Township Supervisor or Township Assessor of the amount of the cost of the demolition, of making the building safe, or of maintaining the exterior of the building or adjoining grounds by first class mail at the at the address shown on the most recent tax assessment record.
- B. The cost of demolition includes, but is not limited to fees paid to hearing officers, costs of title searches or commitments used to determine the parties in interest, recording fees for notices and liens filed with the Washtenaw County Register of Deeds, demolition and dumping charges, court reporter attendance fees, and collection costs for the charges authorized under this Ordinance and applicable state laws.
- C. If the owner or party in interest of any single-family or two-family dwelling subject to enforcement action under this Ordinance fails to pay the cost within 30 calendar days after mailing of the notice under Section 13, subsection "A," the Township shall place the entire sum, plus any nominal collection charge as set by Township Board resolution, on the tax rolls as an assessment against the parcel or lot, to be collected as other taxes are levied and collected. Such charges shall be added to the general Township tax roll, and to the total of the taxes levied on such parcel or lot for the same year.
- D. If the owner or party in interest of any building or property subject to enforcement action under this Ordinance fails to pay the cost within 30 calendar days after mailing of the notice under Section 13, subsection "A," the Township shall have a lien for the cost incurred by the Township to bring the property into conformance with this Ordinance, and for any charges imposed until the amounts have been fully paid. The lien shall not take effect until notice of the lien has been filed or recorded as provided by law. A lien provided

Draft Date: September 9, 2016

for in this subsection does not have priority over previously filed or recorded liens and encumbrances. The lien for the cost shall be collected and treated in the same manner as provided for property tax liens under the General Property Tax Act (Public Act 206 of 1893, as amended; MCL 211.1 to 211.157) or applicable Township ordinances.

- E. In addition to other remedies under this Ordinance, the Township may commence civil suit seeking injunction, specific performance, mandamus, abatement or other appropriate proceedings to prevent, enjoin, abate or remove any violations of this Ordinance.

Section 14. Severability

All sections, terms, provisions or clauses of this Ordinance shall be deemed independent and severable. Should a court of competent jurisdiction hold any section, term, provision or clause void or invalid, all remaining sections, terms, provisions and clauses not held void or invalid shall continue in full force and effect.

Section 15. Effective Date

This Ordinance shall become effective 30 calendar days after publication of a Notice of Adoption in a newspaper of general circulation in the Township, following adoption by the Township Board of Trustees.

Dated: _____, 20____
_____ Ron Smith, Supervisor

Laurie Fromhart, Clerk

CERTIFICATION

The above Ordinance No. _____ was adopted at a meeting of the Bridgewater Township Board of Trustees on the _____ day of _____, 20____; and published in the _____, a newspaper of general circulation in Bridgewater Township, Washtenaw County, Michigan on the _____ day of _____, 20____.

Laurie Fromhart
Bridgewater Township Clerk



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

MARK A. PTASZEK
UNDERSHERIFF

April 03, 2019

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

Dear Ms. Fromhart,

The Sheriff's Office is pleased to provide the attached March 2019 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.

Bridgewater Township received 31 calls for service in March of 2019. Of the 31 calls for service, the Michigan State Police responded to 9 calls. The Sheriff's Office responded to 7 calls with 15 calls for service cleared administratively with no police response. Administratively cleared calls for service include by way of example but not limitation: ambulance requests transferred to Huron Valley Ambulance, be on the lookout broadcasts (BOL), cancellations of calls due to other resolution, e.g., an alarm company cancels a call for service due to a home or business owner's request.

If you have questions, wish further information or clarification please contact me at hansenn@washtenaw.org or at (734) 994-8104.

Respectfully submitted on behalf of Sheriff Clayton,

A handwritten signature in cursive script, appearing to read "Nancy Hansen".

Nancy Hansen, Lieutenant
Sheriff's West Operations

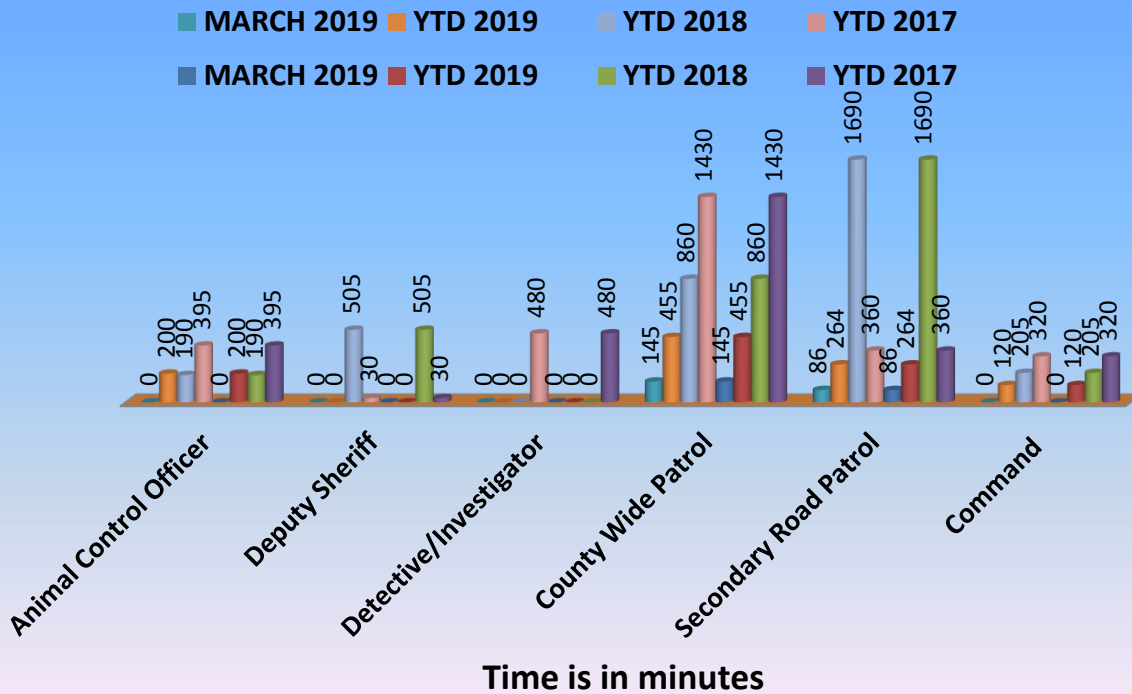


Washtenaw County Sheriff's Office

Bridgewater Township Services—MARCH 2019

Sheriff Activity by Position

Time spent in Bridgewater Township



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

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

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

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

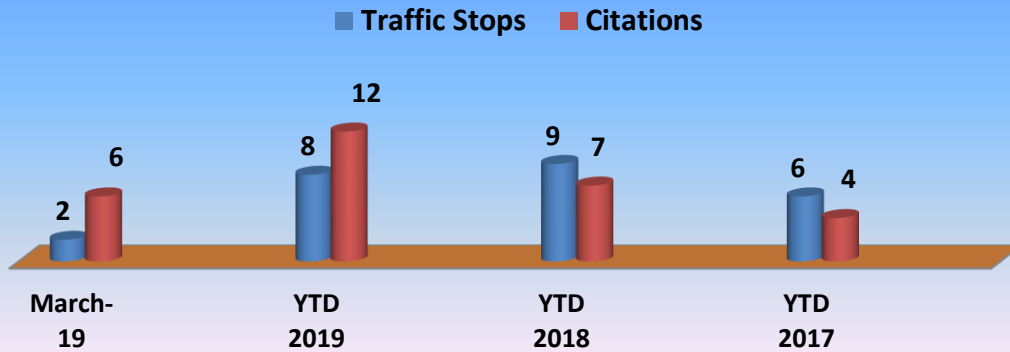
Secondary Road Patrol: A partially funded grant to provide traffic enforcement on secondary roads throughout the County. Respond to and investigate traffic related incidents on secondary roads. On call investigators for serious injury and fatal motor vehicle crashes.

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



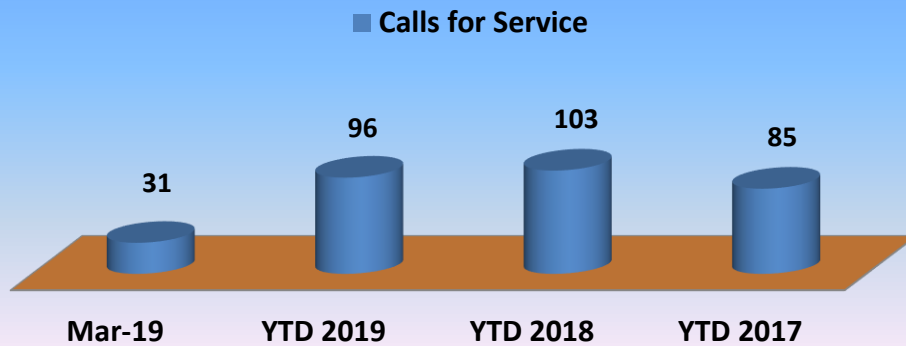
Washtenaw County Sheriff's Office
Bridgewater Township Services—MARCH 2019

Traffic Enforcement--Bridgewater Township



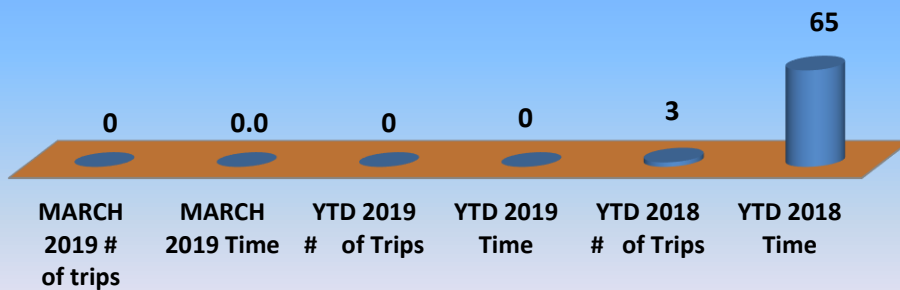
Bridgewater Township Calls for Service

Includes WCSO & MSP



Contract Deputies into Bridgewater Township

■ Manchester-Lodi Deputies



Time is in minutes

Closing the Broadband Gap in Washtenaw County: USDA ReConnect Grant Proposal

In December of 2018, the USDA announced a new broadband grant program entitled ReConnect. Funded by a \$600M federal appropriation, this grant program is intended to help close the broadband gap for rural America. This program is a significant opportunity for Washtenaw County, which has the second most unserved households of all counties in Michigan at the 10 megabit level of service. Washtenaw County already has the foundation to be a leader for closing the broadband gap in Michigan, as Lyndon Township is in the midst of a project that will bring gigabit fiber optic service to all township rural residents, which is unprecedented in our state. Execution of a USDA ReConnect grant proposal would further position Washtenaw County as a leader for closing Michigan's broadband gap.

Grants and Loans

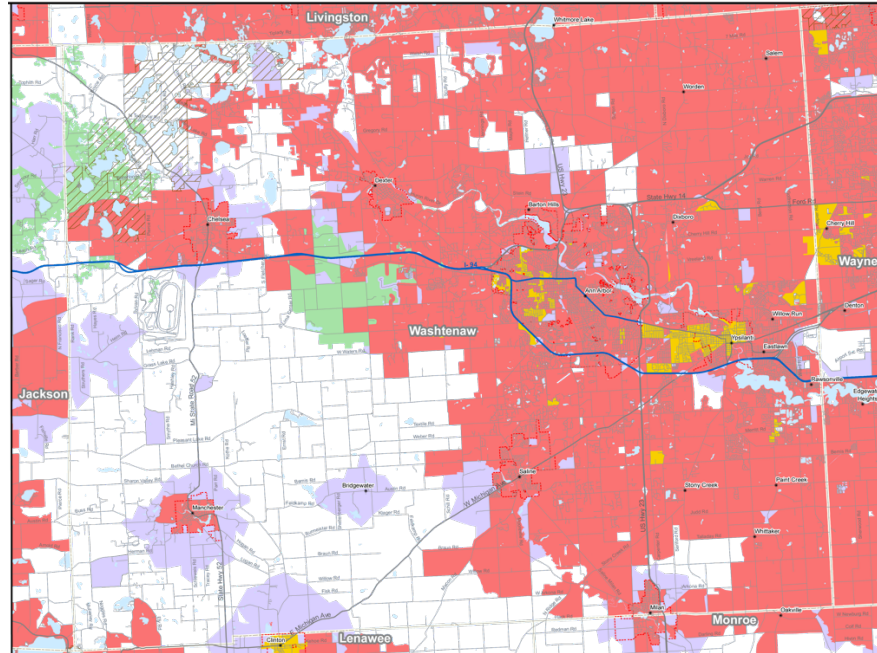
This program is separated into three categories:

- \$200M in grants,
- \$200M in 50/50 grant/loans, and
- \$200M in loans

The competition for the 100% grants is expected to be fierce, as there are many areas nationally with a greater broadband hardship than Washtenaw County. On the other end of the spectrum, the \$200M in loans is not appealing because it is difficult to make a business case in rural Washtenaw County to pay back the loans from service revenue. This leaves the 50/50 grant/loans as the most appealing category. The deadline for applications in the category is 6/21/19.

Eligibility

The first important criteria is eligibility – only areas that do not currently have fixed, terrestrial internet service achieving 10 megabits download and 1 megabit upload speed are eligible. According the Connect Michigan, which aggregates the official FCC coverage data, the white areas below represent unserved areas in Washtenaw County:



The good news is that the USDA has stated that official coverage maps are not the final word, and they are willing to support community evidence of lack of coverage. But, this means that any expansion into areas shown on the map as “served” will require community surveys and speed tests.

Scope

To determine a realistic scope of this project, a professional feasibility study that includes pre-engineering must be conducted. **The financial numbers in this document are not verified**, and are presented for discussion only. Following are the number of unserved households per township, according to Connect Michigan coverage maps (July 2018) and the 2010 census data:

- Ann Arbor Township, 38
- Augusta Township, 73
- Bridgewater Township, 386
- Dexter Township, 464
- Freedom Township, 563
- Lima Township, 270
- Lodi Township, 434
- Manchester Township, 530
- Northfield Township, 130
- Saline Township, 194
- Sharon Township, 512
- Sylvan Township, 246
- Webster Township, 156
- York Township, 89

This is a total of 4,085 households, which is a bit over 10,000 Washtenaw county residents. The number of included households could be expanded with more granular coverage data. Using rough numbers from the current Lyndon Township fiber construction, a **very rough guess** to build fiber to the home past all eligible households could be between \$20M-\$30M. The actual cost may be higher than this and must be verified by pre-engineering.

Scoring

Competition for these funds will be stiff – closing the broadband gap nationally is an endeavor that could range into the tens or hundreds of billions of dollars, and there are many other entities nationally competing for these funds. As such, it is critical for any successful application to maximize the grant evaluation scoring system put in place by the USDA. The main part of the USDA scoring system is based upon how many entities from various categories would benefit from connectivity, and are willing to submit commitment letters along with the grant application. These entities are as follows;

- 20 farms
- 15 businesses
- 15 healthcare centers
- 15 educational facilities
- 15 critical community facilities

As such, the most competitive applications will aggregate larger areas to maximize scoring for these types of entities. In Washtenaw County, there are few healthcare centers, educational facilities, or critical community facilities in unserved areas, so the bulk of the points will come from farms and businesses.

Proposal #1: Washtenaw County Led Project

One attractive scenario would be for Washtenaw County to take on the role as the agent to apply for the grant/loan and own the resulting fiber network. Upon construction of the network, the County would contract with a private operator to provide service. This would maximize local control and local benefit, but there are a few main challenges with this:

- Timing. The grant/loan applications are due on 6/21/19. It seems unlikely that Washtenaw County could agree to take on this project in this timeframe.
- Loan obligations. The USDA has stringent requirements to become a borrower that can be difficult for municipalities to meet, including pledging assets to the USDA and giving the USDA first lien over all other debt. It may be difficult for Washtenaw County to take on the loan obligation.
- Funding. While a case can certainly be made that the loan will be paid back with revenue from the project, the project is not without risk. A mechanism would need to be in place to service the loan obligations in the case that revenues from service fees were insufficient.

So, while this approach could yield an ideal result, it seems challenging for the above reasons.

Proposal #2: Public-Private Partnership

In this scenario, the County or a subset of municipalities in the County partner with a private service provider to seek a grant/loan. The partnership could be structured in a number of ways, but the service provider must somehow be incentivized to work with Washtenaw County – each entity is allowed only one ReConnect application.

One idea for such a partnership is the concessionaire model, where municipalities grant a long term “concession” to the private partner. This concession can take a number of forms, but one of the simplest is a revenue guarantee from the municipalities to the private partner. In short, the municipalities would guarantee a certain level of revenue to the partner, and if broadband subscriptions within the municipality are insufficient to meet this they would pay the shortfall to the partner. If subscriptions are sufficient, no money exchanges hands. This model can also include a shared reward, with revenue exceeding a certain threshold being shared from the service provider to the municipalities.

Role of the County

There are several ways that Washtenaw County could provide significant value to this project. Of course, if the County were to undertake the project as in Proposal #1, this would be an ideal scenario. But, for the second scenario the County could still provide significant value by undertaking any or all of the following:

- Staff resources. By allocating paid staff to the project, the County could significantly increase the project’s chances of success.
- Funding feasibility/pre-engineering/grant writing. These tasks are specialized and will require paid consulting – a **very rough guess** is between \$50k - \$100k. Although these can be reimbursed from the grant/loan, someone will need to pay these costs up front, and they will not be reimbursed if the grant/loan application is not selected.
- Joining the public-private partnership. This potential project area spans as many as fourteen individual townships in Washtenaw County, and it is unlikely that all will participate. Joining the concessionaire model at the County level could help the townships that lack the ability to participate on their own, as well as helping share or reduce risk for townships that are able to participate.

Next Steps

We are scheduling a meeting within the next two weeks to convene several interested townships with the CEO from an interested service provider. Participation from the County would be welcomed. Given the timeline, concurrent discussion within the County regarding the role the County is willing and able to take would be appreciated. If the application is to proceed, feasibility, pre-engineering, resident surveys, and a number of other tasks would need to begin as soon as possible to meet the very short timeline.

Re: Washtenaw ReConnect Meeting

From: Ben Fineman (ben@mbcoop.org)

To: ben@mbcoop.org

Date: Friday, April 12, 2019, 3:51 PM EDT

Hi all,

Thanks again for your participation in our productive meeting yesterday on the USDA ReConnect opportunity. To summarize next steps:

- We have scheduled weekly meetings on Thursdays at 8am through June to work on this project. These will all be held at the Chelsea Library in the McKune Room. We appreciate the Library and Melanie Bell for being willing to host us. We will plan to include a phone bridge but please attend in person if you can.
- Townships: If you wish to participate, please consider forming a Broadband Committee if you do not already have one, and send a representative to the weekly meetings. Township participation will be critical in collecting [pre-subscription forms](#) from farms and businesses.
- Washtenaw County: Greg Dill has generously offered staff resource for this project in the form of Lisa Moutinho, who has graciously agreed. Lisa is creating an email list for this group. At the next Board of Commissioners meeting on 4/17 the Board is planning to discuss the allocation of \$100k to fund a consulting firm and associated costs to prepare the ReConnect grant application.

While there will be significant competition for this grant and the timeline is short, the level of community support and enthusiasm in the Washtenaw County area leaves me excited and optimistic about this opportunity.

Thanks all,
Ben

/*-----
Benjamin J. Fineman
President
Michigan Broadband Cooperative

ben@mbcoop.org
<http://www.mbcoop.org>
734.417.0811

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On Apr 10, 2019, at 4:17 PM, Ben Fineman <ben@mbcoop.org> wrote:

Hi all, I'm looking forward to seeing you tomorrow morning at 8am at the Chelsea Library in the McKune Room for the meeting to explore a ReConnect broadband grant submission for the Washtenaw County area. Since this meeting will be before business hours for the library, **please enter through the side doors on the north or south side of the library**, which will be unlocked. The main entrance will be locked. Please call me at 734-417-0811 if you have any issues.

We are expecting supervisors and representatives from seven townships, four representatives from the county, four members of the Michigan Broadband Cooperative board, and Kevin Schoen CEO of [ACD.net](http://acd.net).

I am looking forward to the conversation.

Thanks,

Countywide Broadband/Tonight's Board of Commissioner Meeting

From: Lisa Moutinho (moutinhl@washtenaw.org)

To: l-cwbb@listserver.ewashtenaw.org

Date: Wednesday, April 17, 2019, 1:51 PM EDT

Good afternoon everyone,

The Board of Commissioners will be discussing our USDA Countywide Broadband grant opportunity at their meeting this evening, however, due to the compressed timeframe provided by the USDA, County Administration is going to offer a slightly different option than we discussed last week: Forego this grant opportunity and reconvene the Broadband Subcommittee – with membership being twofold, a steering committee that meets regularly to continue to explore options, and a secondary, ad hoc committee, made up of interested townships, so they stay apprised of countywide broadband efforts. In addition to reconvening the Broadband Subcommittee, we also plan to ask that the Board commit or earmark funds to be used for the broadband efforts, so we could react quickly, when another grant opportunity present itself. Additionally, this structure would give our township partners the time they likely need to discuss the countywide broadband initiative with their respective boards and/or budget for any cost sharing agreements that may be requested. All of this could be done more systematically, at a slower pace, to gather the information that will likely be required for a future grant application, as the committee will be working toward identifying a grant opportunity that results in countywide broadband equity.

I do hope you're still planning to attend this evenings Board of Commissioners meeting, as this is a supplemental item on their agenda. Your support, even if just through your presence in the room, will speak volumes to our commissioners.

I'm looking forward to reconvening tomorrow morning at 8 – Chelsea District Library, to discuss the actions taken on this issue by the Board of Commissioners, as well as our next steps.

Please let me know if you have any questions.

Lisa

Lisa Moutinho

Public Information Officer

Washtenaw County Administration

220 N. Main Street

Ann Arbor, MI 48104

734.222.6731- office

734.646.2035 – mobile

Washtenaw County Broadband Subcommittee

By-Laws

September 18, 2017

Mission:

The Washtenaw County Broadband Subcommittee will thoroughly assess Washtenaw County's disparate broadband coverage and make recommendations about how to achieve county-wide broadband connectivity.

Vision:

Provide access to broadband to all county residents.

Background:

Broadband is no longer a luxury in our society. Robust internet connectivity has become essential for information access and communication, not only where we work and learn, but also where we live. Access to broadband is not just about access to entertainment services, on the contrary, it has become the primary way we communicate with family and friends, consume and participate in educational resources, access medical and governmental services, and engage in commerce. Many residents of Michigan and Washtenaw County, specifically are severely limited in these aspects of life due to lack of adequate and affordable broadband service. This creates a serious equity disparity between areas with broadband and those without.

Section 1:

Purpose

This Committee is formed to:

- Assess Washtenaw County's disparate broadband coverage.
- Identify and recommend the best solution to achieve county-wide broadband equity.

Section 2:

Committee Membership

Membership: This committee is comprised of 12 members representing a variety of viewpoints:

1. Washtenaw County Commissioner
2. Washtenaw County Commissioner
3. Washtenaw County Commissioner
4. Washtenaw County Commissioner
5. Education/Technology Expert
6. Washtenaw County IT
7. Secondary Education
8. Broadband Expert
9. Broadband Liaison
10. Secondary Education IT Expert
11. Washtenaw County OCED
12. Citizen Representative

Members must live or work in Washtenaw County and will serve without compensation or per diems.

All committee members will serve through the sunset of this body, December 31, 2018.

Section 3: Duties of Officers

Officer Elections – Officers shall be elected by a majority of the Committee and will serve for the duration of this body.

Chairperson – The Chairperson shall preside at meetings and perform other duties as prescribed by these bylaws. The Chairperson shall be the principal spokesperson for the committee and shall sign official communications. The Chairperson, from time to time, may appoint committee members to perform specific duties germane to the purpose of this body.

Vice-Chairperson – The Vice-Chairperson shall preside in the absence of the Chairperson and may perform other duties of the Chairperson when empowered to do so by the Chairperson.

Grounds for Removal – Committee members are expected to attend all meetings to assure full community representation on the Committee at all times. Excused absences (illness, death in family, business trip or emergencies) will not affect a member's status. However, missing three consecutive meetings and/or more than three unexcused absences in a 12 month period shall constitute cause to recommend resignation to the Washtenaw County Board of Commissioners and replacement of the position.

Section 4: Meetings

This Committee shall hold regularly scheduled meetings that are publicly announced in advance. All regularly scheduled meetings will include 2 weeks' notice so the community can provide input. The officers of the Committee may call special meetings. The purpose of the meeting shall be stated. Except in cases of emergency, at least five (5) days' notice shall be given.

Support for meeting organization, minute taking and distribution is provided by County Administration. Meetings are open to all community members but only Committee members will vote and/or take action on recommendations and work activities for the Committee. Meetings will also be made available to the public and will comply with the Open Meetings Act. The public shall have the right to speak during one public comment period at each meeting (limited to 3 minutes per speaker).

Section 6: Ground Rules

Committee members agree to:

- Start and end meetings on time.
- Turn cell phones to vibrate or off.
- Read minutes when a meeting has been missed.
- Build trust by meeting commitments to one another.
- Fully participate, actively listen and use open communication methods.

- Value each other's opinions.
- Maintain a focus on vision, mission and strategies.
- Work toward progress.
- Uphold decisions made by the Committee (speak with a unified voice).

Ground rules will be revisited periodically to maintain a healthy group dynamic and Committee efficiency.

Section 7: Decision Making

The Committee will make decisions by voting. If a consensus is not reached amongst the members present then a motion will be accepted with a simple majority of those appointed and serving.

For each Committee member, the standard for agreement is that they feel their support will further the mission of the Committee.

The Committee will check consensus by a voice of approval, 'yea' or disapproval, 'nay'. No abstentions.

If a Committee member disagrees, s/he should clearly articulate concerns and try to offer an alternative solution.

Everyone should understand whether the issue being discussed is time sensitive. This should be made clear by the Chair.

A Committee member who must miss a meeting and has a strong opinion about an issue that will be discussed should find a way to convey their opinions to the group. Email will be accepted.

A quorum of Committee members, which will consist of 5 members, need to be present for decisions to occur, with either the Chair or Vice- Chair also present.

Committee members need to be present to participate in a decision (no proxies, email votes will not be accepted).

Committee work tasks that require timely attention may be approved via e-mail. A deadline for members to respond will be established and lack of response will be determined as consensus to move the issue forward.

The Committee can change bylaws through the voting process as deemed necessary by the Committee at large, all bylaw changes must be approved by the Washtenaw County Board of Commissioners.

Section 8: Criteria for Addressing Issues

In accordance with its mission and purpose, the Committee will consider the following criteria when addressing issues:

- Is there a direct connection between the issue and the vision, mission and strategies?

- Is it an immediate issue that will have a major impact on broadband connectivity in Washtenaw County?
- Is the issue urgent or time sensitive?
- Does the issue build or sustain an existing effort?
- Can the Committee make a difference or influence the issue?
- What community or affiliation are we trying to influence?
- Does the Committee have the resources to commit to the issue?
- Do we know enough to decide?
- What are the basic pieces of information we need in order to take this on?
- Who else is working on this issue?

Notes from 4/25 Countywide Broadband Meeting

From: Lisa Moutinho (moutinhl@washtenaw.org)

To: l-cwbb@listserver.ewashtenaw.org

Date: Friday, April 26, 2019, 8:10 AM EDT

Good morning everyone,

Thank you for another great meeting yesterday morning! We have delegated some of our tasks, and have made decisions about our meeting schedule, so, to help keep everyone organized, please be aware of the following:

1. Subcommittees – if you were not at the meeting yesterday and wish to be assigned to one of these committees, please let Barb know so you may be added and invited to their work sessions.

Data Collection	Bylaws	RFP Preparation	Township Engagement
Melanie	Melanie	Shannon	As previously assigned
Cal	John	Ben	
Mike		(Andrew – as needed)	
(Ben – as needed)			

2. To help with the sharing of information, I would like to provide everyone with the email addresses associated with this list-serve (l-cwbb@listserver.ewashtenaw.org), but want to make sure you're comfortable with this being shared with the group. Should you prefer not to have your information shared, please reply to me by the end of the day on Friday, May 3rd – so I can remove your email before I distribute the list, at our May 9 meeting.
3. Given that our steering committee meeting schedule has changed, you'll see some 'canceled' events come across your calendar. Then, I'll be adding meetings, as we've established our schedule through the end of the year. I realize this gets very confusing, very quickly, so here is the schedule we adopted at our meeting yesterday- it is also posted on the county's online meeting calendar, Clerk and Board of Commissioner offices.

Thursday	May 9	McKune Room	8am-9am
Thursday	May 23	McKune Room	8am-9am
Thursday	June 6	McKune Room	8am-9am
Thursday	June 20	McKune Room	8am-9am
Thursday	July 11	McKune Room	8am-9am
Thursday	July 25	McKune Room	8am-9am
Thursday	August 8	McKune Room	8am-9am
Thursday	August 22	McKune Room	8am-9am
Thursday	September 5	McKune Room	8am-9am
Thursday	September 19	McKune Room	8am-9am
Thursday	October 3	McKune Room	8am-9am
Thursday	October 17	McKune Room	8am-9am

Thursday	November 7	McKune Room	8am-9am
Thursday	November 21	McKune Room	8am-9am
Thursday	December 5	McKune Room	8am-9am

Note: I will embed the call-in information in your online meeting invites, and on the agendas, just in case you ever need to join us via telephone.

Thanks again, everyone, we're starting to make some real progress on this issue!

Have a great weekend,

Lisa

Lisa Moutinho

Public Information Officer

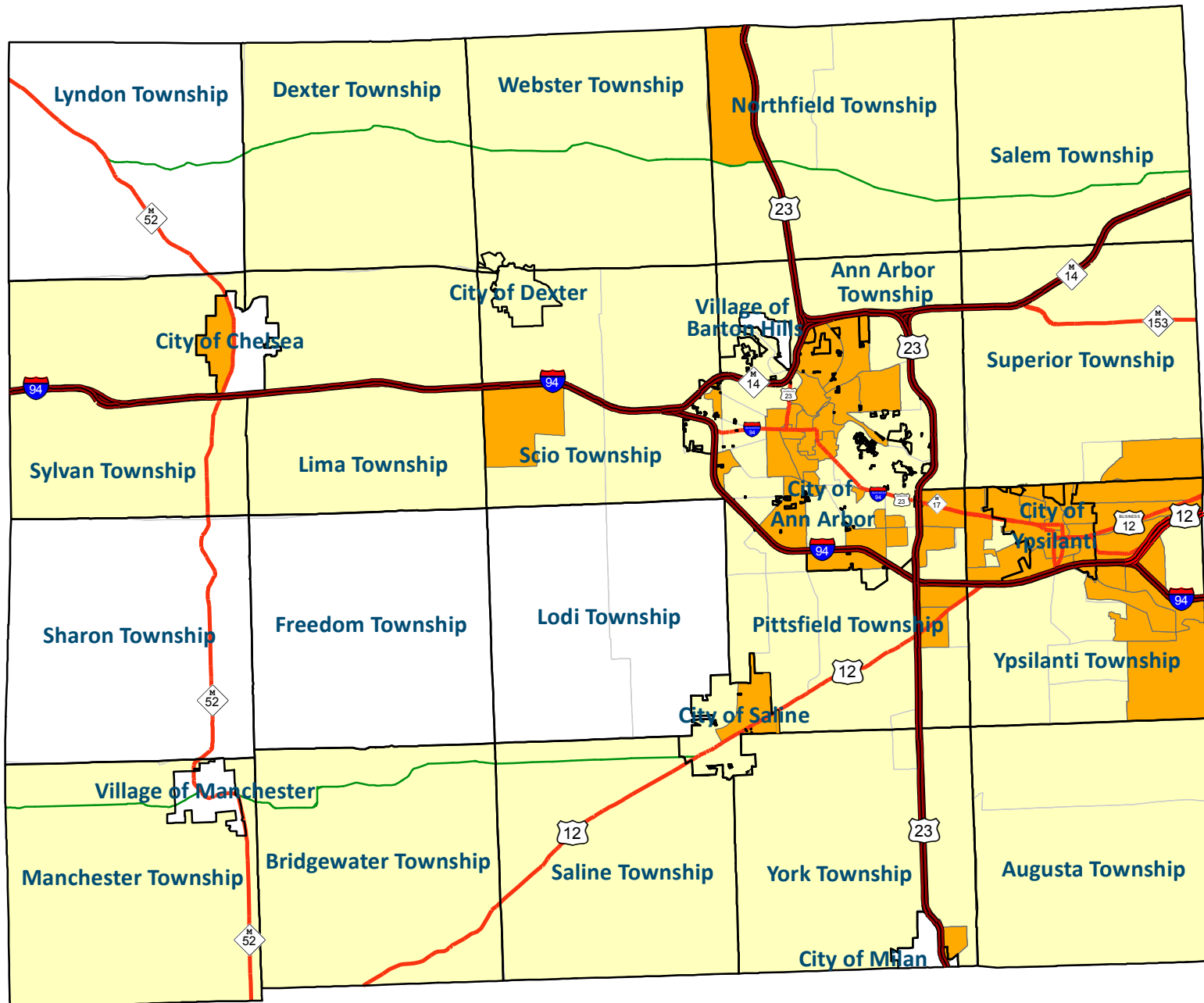
Washtenaw County Administration

220 N. Main Street

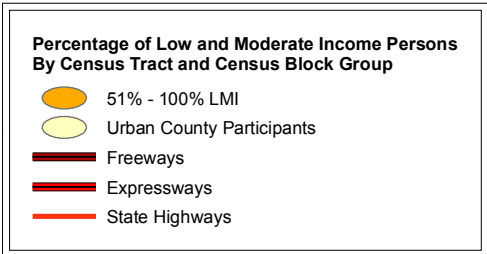
Ann Arbor, MI 48104

734.222.6731- office

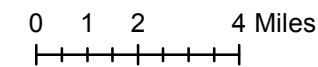
734.646.2035 – mobile



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



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



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.



Bridgewater Township

Zoning Administrator Report

April 2019

During this month, 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:

1. **Zoning Compliance Certificate – Stewart (10100 Hogan Rd., Manchester).** Application for zoning approval to construct a 576 square-foot bedroom/bath/closet addition to an existing single-family dwelling. Approved.

Ordinance Enforcement:

2. **8844 Willow Rd., Saline (Lupascu) – illegal trucking operation.** After paying the \$100.00 fine for the initial civil infraction notice issued in March, the owner failed to follow up on his promise to provide a corrective action plan and specific timeline to resolve the violations related to outdoor storage of junk and the parking/storage of multiple semi-trucks and trailers on the parcel. After a follow up site visit found no substantive improvement, a second civil infraction notice (\$250.00 fine) was issued on 4/17/2019.
3. **12285 Fisk Rd., Clinton (Crombez) –** I received a complaint through the Supervisor regarding the condition of this property. I visited the site, which was the subject of past enforcement activity. From previous observations, it appears that the current owners are continuing to take steps to gradually improve the condition of the property, but there is still plenty that can be done. A follow up contact with the owners is planned.
4. **12460 E. Michigan Ave., Clinton (Samuels) –** During a recent follow up visit to this property, which was the subject of previous ordinance enforcement activity and a court-order, I noticed a new accumulation of cardboard and other debris on the covered front porch of the dwelling. It is limited in scope right now, and appeared to be associated with ongoing work to clean up the interior of the building. I contacted the landowner to remind him of his obligation to keep the property in good condition, and strongly recommended that he avoid leaving any debris or other materials outside or on the porch overnight or while he is not actively working on the site. A follow up visit is planned.

Ordinance Administration and Other Items of Interest:

5. **Medical Marijuana – Planning Commission discussion.** The Planning Commission evaluated each of the types of license in significant depth during their March and April meetings, including consideration of the potential impacts, benefits, and land use/development challenges associated with each license type. The Commission has come to a general consensus on what to recommend related to provisioning centers, secure transporters, and testing laboratories. Further consideration of issues and recommendations related to the remaining two types of licenses to be considered (processors and growers) is anticipated to be on their regular May meeting agenda.
6. **Proposal to allow home-based limited businesses subject to special use approval.** The Planning Commission is planning to hold a public hearing during their regular May meeting on a proposed Zoning Ordinance amendment to allow for a somewhat broader range of “home-based limited business” activities on a property than allowed under existing “home occupation” rules, subject to a public hearing and special use permit approval.

7. **12985 Hogan Rd. (Pawlusiak) – collapsed barn.** In response to a follow up email enquiry about the status of ongoing work by the owners to complete the demolition and removal of a collapsed barn on this parcel located on the northeast corner of Hogan Rd. and Allen Rd., I received the following information: *Our goal for the summer of 2019 in regards to the collapsed barn is to remove about 180 (cubic) yards of debris (6-30 yard dumpsters). To date we have removed close to 500 (cubic) yards of debris from the property. I have a dumpster being delivered tomorrow and as I said I will be working here full time this spring and summer.*
8. **Heritage Hall Addition (9045 Austin Road)** – I received an email enquiry from the landowner about a building-related issue associated with the planned addition to the rear of the Heritage Hall building in the Hamlet, which will require a modification to the final site plan as approved by the Planning Commission. After reviewing the matter and the ordinance, I determined that the modification is of limited scope and can be reviewed as an “incidental change during construction” and an “incidental building modification” subject to Zoning Administrator acceptance per Section 8.02C (Administrative Approval). The landowner is in the process of preparing an updated site plan sheet to show the modification.
9. **Call about a lot on Clinton Road near Fisk Rd.** I received a call from a neighbor regarding tree-related debris on a Clinton Rd. parcel near Fisk Rd. After visiting the site, I determined that there was no ordinance violation, but I did speak with the landowners regarding the condition of the lightning-damaged tree and suggested that they consider taking it down as quickly as possible.
10. **Email about an aggressive dog on Hogan Rd.** I received an emailed enquiry forwarded by the Supervisor from a Hogan Rd. area resident with concerns about a loose and potentially dangerous dog. This is not a Township ordinance matter, so I responded with a recommendation that the resident call 911 each time an incident occurs.
11. **Telephone calls, emails, and meetings.** I received numerous telephone calls and emails regarding requests for zoning district information, and zoning requirements for new pole barns, fences, wireless communication facilities, and lot splits.

Respectfully submitted,

Rodney C. Nanney
Zoning Administrator

BRIDGEWATER TOWNSHIP PLANNING COMMISSION MEETING
MONDAY 7 PM April 8th, 2019
BRIDGEWATER TOWNSHIP HALL 10990 CLINTON RD.

Meeting Minutes (draft)

I. CALL TO ORDER Horney @ 7:03

II. ROLL CALL

Present: Iwanicki, Baetens, McQueer, Messing, Horney

III. REVIEW AND APPROVE AGENDA

Motion by Horney to approve the agenda. Seconded by Messing. Approved unanimously.

IV. APPROVAL OF MINUTES

Motion to approve the March 18th, 2019 meeting minutes as amended by Messing. Seconded by Iwanicki. Approved unanimously

V. CITIZEN PARTICIPATION

Mirela Barbu asked if anything was new on the Blum Event Barn status.

VI. PUBLIC HEARING

None

VII. OLD BUSINESS

A. Historic Blum Farm minor site plans review update

Reviewed Planner's report,

Made motions to address planners concerns regarding lighting.

- The "Patio" outdoor activity space is consistent with the approved Special Use Permit allowance for limited outdoor activities adjacent to the event barn building. Moved by Cal Messing, seconded by Michelle McQueer, vote unanimous.
- The "Grass Area #1" outdoor activity space is not consistent with the approved Special Use Permit allowance for limited outdoor activities adjacent to the event barn building. Moved by Dave Horney seconded by Cal Messing, vote unanimous.
- The Grass Area #2 outdoor activity space is consistent with the approved Special Use Permit allowance for limited outdoor activities adjacent to the event barn building. Moved by Dave Horney seconded by Cal Messing, vote unanimous.
- Discussion about lighting led to some Commissioners wanting to arrange to make individual visits to the site after dark to view the effect of the Feit

Lighting drop-lights installed on the east side of the barn. Mrs. Barbu gave everyone her phone number to make arrangements.

- Motion made by Dave Horney and seconded by Cal Messing to postpone further action on the site plan review until the Township Engineer's report is available and on-site review of lighting is complete. Approved unanimously.

B. Zoning Ordinance amendment for home-based business/occupations

- Planning Commission had a lengthy discussion of the initial draft set of proposed amendments, and agreed to add limits to the use of an accessory building not to exceed 2,000 sq. ft.
- Davey Horney moved to set public hearing for May 20th, 2019, seconded by Cal Messing voted was unanimous.

C. Medical Marijuana policy review

Planning Commission had a lengthy discussion of the medical marijuana facility license types and options for allowing broadly or by restricted geography. The Commission came to a consensus that secure transporters and testing labs can be suitable land uses for the Light Industrial District, with the number of licenses limited to one or two maximum. Continued discussion of policy options for processors and evaluation of whether growers should be an option in the Township to resume next month.

VIII. NEW BUSINESS

None

IX. COMMUNICATIONS

A. Zoning Administration Report

Mr. Nanney's report is on file.

B. Trustees Report

Meeting minutes on file, Ms. McQueer gave a brief update.

X. INFORMATIONAL ITEMS

None

XI. PUBLIC COMMENT

None

XII. ADJOURNMENT

Moved to adjourn Horney, second Messing, Unanimous voice vote to adjourn at 10:10 pm.

Bridgewater Township
Farmland Preservation Board Meeting
April 15, 2019 @ 1800

- I. Call to Order/Pledge of Allegiance
18:08
- II. Roll Call
Present: Faust, Howard, McQueer, Scaturro
Absent: Long
Long arrives late at 18:25
- III. Citizen Participation
None.
- IV. Review and Approve Agenda
Motion to approve:
Second:
- V. Old Business
 - a. Approve Past Meeting Minutes
Motion to approve:
Second:
- VI. Decision Items
 - a. Future Meeting Times/Dates
2019 Meeting Schedule: January 21 (18:30), April 15 (18:00), August 19 (18:30), October 21 (18:30)
Motion to approve: McQueer
Second: Long
Aye: Scaturro, McQueer, Howard, Faust, Long.
Nays: None.
- VII. Discussion Items
 - a. Treemore Ecology Update
 - McQueer has had correspondence with Barry Lonik regarding the mailing, but there was a delay on the mailing timing, but Barry has told McQueer that his new target date for having the mailing prepared was April 15.
 - b. Review/Explore Session – Ordinance 38 (Purchase of Development Rights)
 - McQueer wanted to present the opportunity for the Farmland Preservation Board to review and discuss Ordinance 38, as it is fundamental to the work we seek to support as a Farmland Preservation Board.
 - McQueer made a worksheet to review the ordinance to increase effectiveness of the review process.
 - Ordinance 38 was established to make Bridgewater Township lands eligible for the State of Michigan’s PDR program, which has been unfunded for years, but recently received funding and is being revamped and relaunched soon.

- Discussion around which ordinance may or may not be more appropriate to review as it relates to farmland preservation in Bridgewater Township.
- Discussion around the acreage minimums in the farmland preservation district.
- Long will notify the Bridgewater Township Farmland Preservation Board when State Farmland Preservation Board establishes their criteria and guidelines, and then that information can be forwarded to Township Planning Commission to help guide them in establishing a master plan that prioritizes preservation of lands that would be eligible for State funding for conservation.

c. WCPARC Master Plan Meeting

- McQueer will attend and send the agenda to the Township Farmland Preservation Board ahead of time. He will report back at the next meeting in August.

VIII. Citizen Participation

- Ron Jansen is in attendance. Here to collect information on the status of land conservation in the township and in the wider community.
- Discussion about NRCS programs for land conservation.
- Discussion about CRP and CREP programs.

IX. Adjournment

Motion to adjourn: McQueer
Second: Scaturo



WASHTENAW COUNTY ROAD COMMISSION

TOWNSHIP/STAFF REPORT – April 16, 2019

For the period of March 25 - April 7, 2019

TOWNSHIP REPORT

OPERATIONS 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:

AUGUSTA TOWNSHIP

- Limestone Patch – Macey Road, McKean Road, Tuttle Hill Road: 75 tons

BRIDGEWATER TOWNSHIP

- Limestone Patch – Arkona Road, Bemis Road, Braun Road, Case Road, Fisk Road, Macon Road, Wallace Road, Wilbur Road: 229 tons
- Swept Intersections – Austin Road

DEXTER TOWNSHIP

- Limestone Patch – Fleming Road, McGuinness Road, Riker Road, Stinchfield Woods Road, Waterloo Road: 41 tons
- Street Sweeping – Dexter Townhall Road, Hankerd Road, Island Lake Road, N Territorial Road, Stofer Road

FREEDOM TOWNSHIP

- Boom Mow – Altenbrent Road, Esch Road
- Gravel Patch – Boettner Road, Eisman Road, Ernst Road, Esch Road, Hieber Road, Koebbe Road, Saline Waterworks Road, Spies Road: 47 tons
- Limestone patch – Eisman Road, Ellsworth Road, Ernst Road, Esch Road, Hieber Road, Koebbe Road, Parker Road, Rentz Road, Saline Waterworks Road, Schneider Road, Spies Road, Waters Road, Weber Road: 61 tons
- Swept Intersections – Esch Road, Koebbe Road, Pleasant Lake Road, Schneider Road