

AGENDA
BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES
June 5, 2014 7:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION

Public Comment: Any person shall be permitted to address a meeting of the Township Board. Public comment shall be carried out in accordance with following board rules and procedures:

1. Comments shall be directed to the board, with questions directed to the chair.
2. Any person wishing to address the board shall state his or her name and address.
3. Persons may address the board on matters that are relevant to Township government issues.
4. No person shall be allowed to speak more than once on the same matter, excluding the time needed to answer board member's questions. The chair shall control the amount of time each person shall be allowed to speak.

APPROVE MINUTES: May 1, 2014 Regular Meeting; May 22, 2014 Special Meeting

REVIEW AND APPROVE AGENDA

PUBLIC-SAFETY REPORT

REPORTS & CORRESPONDANCE

1. Treasurer's Report
2. Clerk's Report
3. Supervisor's Report
4. Trustees' Reports
5. Written Reports: Zoning Administrator Report, Assessor Report, Planning-Commission Minutes

REGULAR AGENDA

1. Financials, Approve Disbursements
2. Assessor's Contract
3. D. O. WWTP project
4. Urban County Cooperative Agreement Extension
5. Riverbend Preserve Status
6. Acceptance of Wes Cowden's resignation as Trustee
7. Nomination for replacement of Trustee position

CITIZEN PARTICIPATION

ADJOURN

Upcoming Meetings and Events:

Township Planning Commission: June 9, 2014, Bridgewater Township Hall, 7:00 p.m.

Township Board of Trustees: July 10, 2014 Bridgewater Township Hall, 7:00 p.m.

Southwest **Washtenaw Council of Governments: TBA, 7:30 p.m.**

**BRIDGEWATER TOWNSHIP
BOARD OF TRUSTEES MEETING
MINUTES OF MEETING
THURSDAY, APRIL 3, 2014**

I. CALL TO ORDER

The regular monthly meeting of the Bridgewater Township Board of Trustees was called to order by Supervisor Smith at 7:02 p.m. followed by the pledge of allegiance to the flag at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

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

Absent: Trustee David Faust.

Attendance: 4

II. CITIZEN PARTICIPATION

There were no public comments.

III. APPROVAL OF MINUTES

McQueer moved to approve the March 6, 2014 meeting minutes as drafted. Smith seconded the motion which was adopted unanimously.

IV. REVIEW AND APPROVE AGENDA

Cowden moved to approve the agenda as amended with the addition of Temporary Road Closure Resolution, Status of Xela Pack Testing, Township's Response to County's December 10, 2013 Letter and reversing the order of items one and two. Smith seconded the motion which was adopted unanimously.

Public Safety Report

The Sheriff's Department submitted a written report on law enforcement activities for the month of February 2014.

V. REPORTS AND CORRESPONDANCE

A. Treasurer's Report

McQueer submitted a written report to the Board regarding banking, tax collection, wwtp billing, policies and the new Microsoft Office 365 program.

B. Clerk's Report

Fromhart reported she discovered the folding foam boards will not work for the Township's Zoning and FLU maps and plans to have them mounted and framed to display on the wall. Fromhart reported the State Bureau of Elections is considering updating voting equipment with new technology beginning in 2016, clerks are now required to be recertified every two years as part of the new continuing education requirements, and County training for election inspectors will be held in July. Fromhart also reported she invoiced Finkbeiner for the sewer connection tap fee for Condo Unit 7, made recent changes to the sewer connection application and sewer operation budget, and created a central FOIA file. Fromhart also noted the Township received GS Materials annual report.

C. Supervisor's Report

Cowden asked why the Supervisor's letter to County Parks was different from the Board's motion. Smith

explained he didn't want to sound too aggressive and may have embellished it a little bit and may have confused some with referencing a proposal. Smith indicated the County has never given the Board a proposal which would have to include amendments to the consent judgment. Fromhart expressed concern that the letter didn't conform to the motion and stressed it's important that the message reflect what the Board directs. McQueer indicated she felt the letter was sufficient and that the intent of her motion was to make a public statement. Smith also reported on the lack of progress with Tetra Tech and expressed concern with the September date but indicated he is not extremely concerned because the sampling has been delayed due to freezing weather. Smith reported they haven't tested Xela Pack since last summer because the event recorders didn't work and they were sampling without knowing the total volume or contribution to the overall flow. Smith noted the sampler for Xela Pack has to be put back in to see how it corresponds to the recent recorded flow data. In the interim they are checking the mechanical aspects of the plant to see if the dimensions on the as-built drawings are accurate. Fromhart indicated she was under the impression Xela Pack was in compliance and expressed concern the Township has been working without an expert on its behalf in case the matter goes to arbitration. Smith noted that Tetra Tech is providing engineering assistance per the terms of the settlement agreement and that he is looking for an expert that could help but that Boss Engineering didn't help the Township because they never determined the total flow of the plant.

D. Trustees' Report

No report.

E. Written Reports

Board packets included reports from the Assessor, Zoning Administrator, and Planning Commission. Horney reported on the Hamlet Area Master Plan Open House held on March 27th, and noted the regularly scheduled Planning Commission meeting has been rescheduled for April 28th to allow time for the Township planners to compile input from the open house event. Horney also reported a special meeting is tentatively scheduled for April 9th at the request of Chelsea Lumber Company to consider their minor site plan application.

VI. PRIORITY BUSINESS

A. Board of Trustees Meeting/Internet

Cowden reported after talking with professionals this has been more difficult than he expected and individuals who previously volunteered their time are no longer available because they are too busy. Cowden reported he met with Zach Michels from Dexter Township who is in the process of investigating upgrading their broadcasting equipment and has volunteered to help the Township with equipment and setup.

B. End of Year Budget Amendment

Cowden moved to approve the general fund and sewer fund budget amendments for fiscal year ending March 31, 2014 as outlined in the budget vs actual reports. McQueer seconded the motion. Roll Call Vote: Cowden yes, Faust absent, Fromhart yes, McQueer yes, Smith yes. Motion passed.

C. Financials, Approve Disbursements from March 7, 2014 – April 3, 2014

Cowden moved approval to pay the monthly disbursements from the general and sewer funds in the amount of \$31,493.13. Smith seconded the motion. Roll Call Vote: Cowden yes, Faust absent, Fromhart yes, McQueer yes, Smith yes. Motion passed.

D. Fund Creation Discussion

The Board decided to defer discussion on this item until the May meeting.

E. Temporary Road Closure Resolution

Fromhart reported this is the annual request by Bridgewater Bank & Tavern Restaurant for the temporary road closure of Boettner Road for Bridgewater Days. **Fromhart moved approval of resolution 04-03-2014 regarding a temporary road closure. McQueer seconded the motion. Roll Call Vote: Cowden yes, Faust absent, Fromhart yes, McQueer yes, Smith yes. Motion passed.**

F. Status of Xela Pack Testing

This item was discussed under Supervisor's Report.

G. Township's Response to County Parks December 10, 2013 Letter

This item was discussed under Supervisor's Report.

VII. CITIZEN PARTICIPATION

A resident thanked the Board for directing the Supervisor to send a letter to the County regarding the Riverbend Preserve Consent Judgment but didn't think the letter followed the motion and according to her FOIA request the County has no record of the letter.

Horney asked if Faust could locate all the valves for the WWTP collection system and make sure they are functioning properly.

VIII. ADJOURNMENT

Smith moved to adjourn the meeting at 9:07 p.m. Cowden seconded the motion which was adopted unanimously.

Respectfully submitted,
Laurie Fromhart
Bridgewater Township Clerk

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

I. CALL TO ORDER

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

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

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

II. CITIZEN PARTICIPATION

There were no public comments.

III. APPROVAL OF MINUTES

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

IV. REVIEW AND APPROVE AGENDA

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

WASHTENAW COUNTY ROAD COMMISSION PRESENTATION

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

Public Safety Report – No report.

V. REPORTS AND CORRESPONDANCE

A. Treasurer's Report

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

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

B. Clerk's Report

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

C. Supervisor's Report

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

D. Trustees' Report

No report.

E. Written Reports

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

VI. PRIORITY BUSINESS

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

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

B. Draft Master Plan

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

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

C. Sewer Ordinance Discussion

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

D. Mowing Bid

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

E. Town Hall Railing Bid

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

VII. CITIZEN PARTICIPATION

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

VIII. ADJOURNMENT

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

Respectfully submitted,
Laurie Fromhart
Bridgewater Township Clerk

**BRIDGEWATER TOWNSHIP
BOARD OF TRUSTEES SPECIAL MEETING
MINUTES OF MEETING
THURSDAY, MAY 22, 2014**

I. CALL TO ORDER

The special meeting of the Bridgewater Township Board of Trustees was called to order by Supervisor Smith at 7:15 p.m. followed by the pledge of allegiance to the flag at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI. Supervisor announced he called this special meeting in accordance with Public Act 267 of 1976 as amended (the Open Meetings Act), being posted at the Bridgewater Township Hall on May 19, 2014. Present: Supervisor Ronald Smith, Clerk Laurie Fromhart, Treasurer Michelle McQueer, Trustees David Faust and Wes Cowden.

Attendance: 0

II. CITIZEN PARTICIPATION

There were no public comments.

III. REVIEW AND APPROVE AGENDA

Smith moved to approve the agenda as amended with the addition of item #3 Auditor's Engagement Letter.

IV. PRIORITY BUSINESS

A. WCRC 2014 Contract

The Board reviewed and discussed the proposed agreement with WCRC for 2014 local road improvements including dust control and township-wide drainage improvements. It was noted the Board did not receive a list of specific drainage improvement projects and estimated costs from the WCRC and that locations are to be determined by the Township Supervisor (or his designee) and the WCRC District Foreman. The consensus of the Board was to condition approval of the agreement requiring notice to the Township Supervisor of each proposed drainage improvement project and the Supervisor's approval of costs before work is to be completed. **McQueer moved to approve the 2014 WCRC Agreement. Faust seconded the motion. Roll Call Vote: Cowden yes, Faust yes, Fromhart yes, McQueer yes, Smith yes. Motion passed.**

B. WWTP Ordinances

Fromhart provided the Board with a packet of previously proposed amendments to the Sewer Use & Rate Ordinance, WWTP Capacity Allocation Policy, Sewer Procedures, Resolution amending Sewer Use & Rate Ordinance to require connection-fee payment with the building permit and to begin monthly sewer charges at time of connection, resolutions establishing sewer fees, sewer connection guidelines and sewer connection application. McQueer provided the Board with two options to sewer procedures of either requiring sewer connections fees be paid prior to issuance of a building permit or 90 days prior to connection. The Board reviewed the two options and acknowledged the resolution passed by the previous Board to amend the ordinance was in error and that the ordinance cannot be amended by resolution. Smith & Cowden indicated they did not support requiring all sewer fees be paid at time of issuance of a building permit. Fromhart supported sewer fee payment prior to issuing a building permit. The Board discussed at length the two options and attempted to propose amendments to the ordinance requiring 90 day notice with payment 60 days prior to

connection. Due to the complexity of the amendments the Board decided to defer revisions of the ordinance to the Township attorney. **McQueer moved to pursue amendments to the Sewer Use & Rate Ordinance to accommodate the tap fee, grinder pump fee, and grinder pump installation fee, to allow for 90 days' notice of intent to connect to sewer and at 60 days fees to be paid in full. Smith seconded the motion. Motion carried with Fromhart opposed.**

C. Auditor's Engagement Letter

McQueer moved to approve Robertson, Eaton & Owen P.C. engagement letter for the audit of the Township's financial statements for year ended March 31, 2014. Smith seconded the motion. Roll Call Vote: Cowden yes, Faust yes, Fromhart yes, McQueer yes, Smith yes. Motion passed.

V. CITIZEN PARTICIPATION

There were no public comments.

VI. ADJOURNMENT

Smith moved to adjourn the meeting at 9:10 p.m.

DRAFT



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 sheriff@ewashtenaw.org

MARK A. PTASZEK
UNDERSHERIFF

May 8, 2014

Ron Smith
Bridgewater Township Supervisor
10990 Clinton Rd
Manchester, MI 48158

Dear Mr. Smith,

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

In Summary, Bridgewater Township had 36 calls for service for the month of April. Of the 36 calls the Michigan State Police responded to 13. The Sheriff Office responded to 9 calls, 14 calls were administratively cleared this month with no police response. In general these calls are typically: BOL's (Be on the Lookout), ambulance requests transferred to Huron Valley Ambulance, cancelation of call due to other resolution, example, alarm company cancels due to home owner request.

Please contact me at tresterm@ewashtenaw.org or 734-994-8109 if you should need further information or clarification or wish to have this information in electronic form.

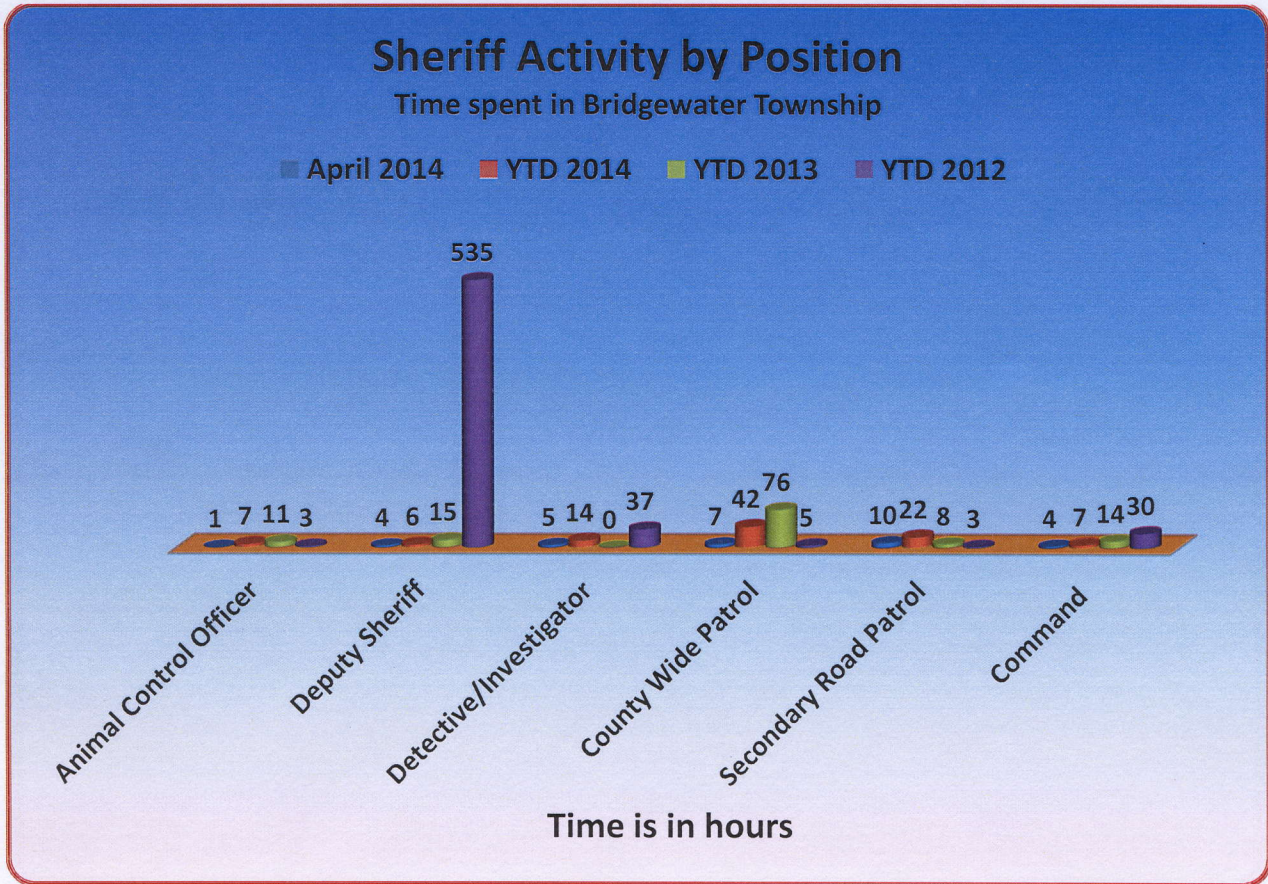
Respectfully,

Mike Trester
Lieutenant Western Operations



Washtenaw County Sheriff's Office

Bridgewater Township Services—April 2014



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.

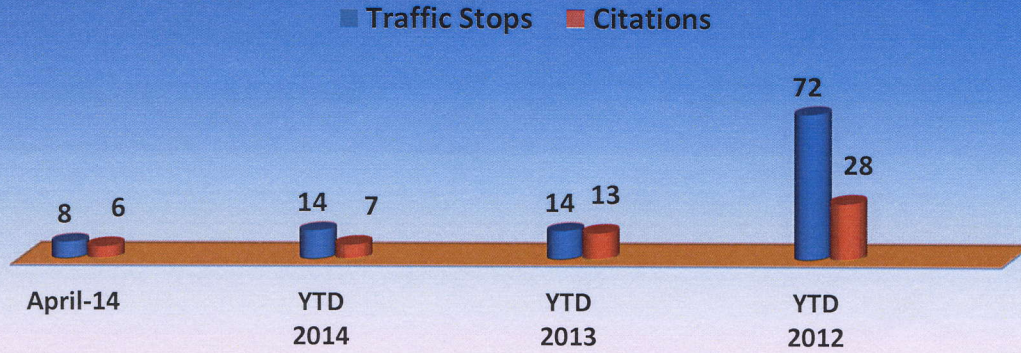
Command: Road patrol sergeants who supervise the above staff. Manages on duty staffing and coordinated on scene police response.



Washtenaw County Sheriff's Office

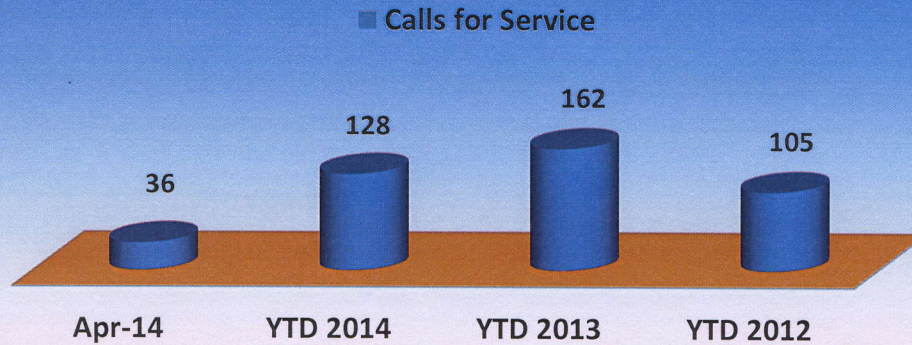
Bridgewater Township Services—April 2014

Traffic Enforcement--Bridgewater Township



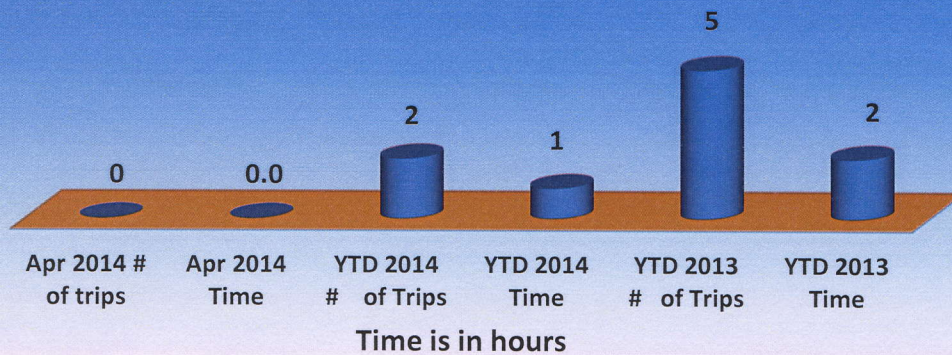
Bridgewater Township Calls for Service

Includes WCSO & MSP



Contract Deputies into Bridgewater Township

■ Manchester-Lodi Deputies





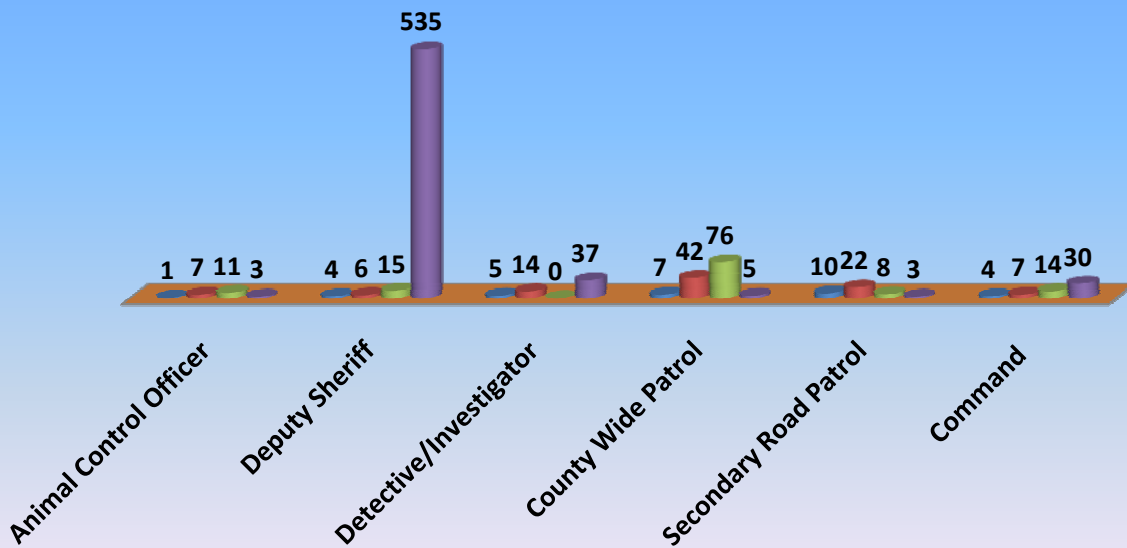
Washtenaw County Sheriff's Office

Bridgewater Township Services—April 2014

Sheriff Activity by Position

Time spent in Bridgewater Township

■ April 2014 ■ YTD 2014 ■ YTD 2013 ■ YTD 2012



Time is in hours

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.

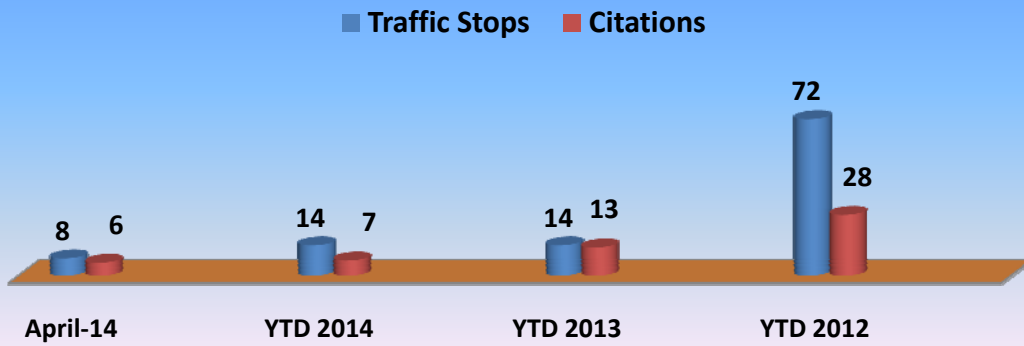
Command: Road patrol sergeants who supervise the above staff. Manages on duty staffing and coordinated on scene police response.



Washtenaw County Sheriff's Office

Bridgewater Township Services—April 2014

Traffic Enforcement--Bridgewater Township



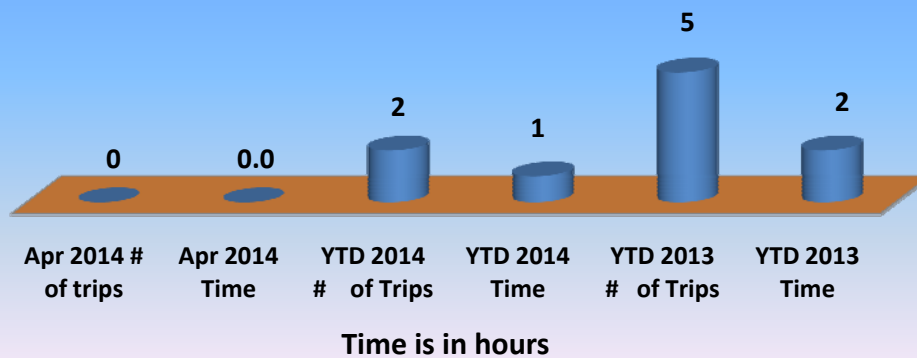
Bridgewater Township Calls for Service

Includes WCSO & MSP



Contract Deputies into Bridgewater Township

■ Manchester-Lodi Deputies



Bridgewater Township Planning Commission Minutes - Approved

I. 28-Apr-14 meeting called to order 7:02 P.M. by Dave Horney

II. Roll Call

Wes Cowden Cal Messing Dave Horney
Mark Iwanicki Tom Wharam

III. Citizen Participation

- None

IV. Review and Approve Agenda

- Motion to accept the agenda as amended – Tom Wharam
- Second to motion – Dave Horney
- Vote – unanimous

V. Approval of Minutes

- Motion to approve minutes from 10-Mar-14 as presented – Dave Horney
- Second to motion - Mark Iwanicki
- Vote – unanimous

VI. Approval of Minutes

- Motion to approve minutes from 9-Apr-14 as presented – Wes Cowden
- Second to motion - Cal Messing
- Vote – unanimous

VII. Public Hearings

- None

VIII. Old Business

A. Master Plan open house review

- Rodney Nanney reviewed the hamlet plan survey
- There was discussion of members take-a-ways of the open house

B. Master Plan review

- Rodney Nanney talked about chapters 8, 10 and 11 of the Master Plan
- Rodney Nanney talked about how a change in the speed through the hamlet would be advantageous to the local businesses; this could be done with parking, signage and/or road changes
- There was discussion about when we could have a public hearing. It was decided that the June meeting would be the earliest it could be done
- The Master Plan must be sent out to all local municipalities as well as the state and county governments. The plan cannot change for 63 days after it is sent out
- Motion to send the Master Plan to the township board to ask for permission to send out a draft copies to the surrounding jurisdictions, county agencies and affected utilities for review and comment – Dave Horney
- Second to motion - Wes Cowden
- Roll Call Vote – unanimous

Wes Cowden – yes Cal Messing - yes Dave Horney - yes

Bridgewater Township Planning Commission Minutes - Approved

Mark Iwanicki - yes

Tom Wharam - yes

IX. New Business

A. Kevin's Landscaping SLU

- Wes Cowden asked about the Hoop House and the use of the proposed building
- The questions was asked about the elevation of the building
- Rodney Nanney will have a Site Plan Report for the May meeting

X. Communications

A. Report from Zoning Administrator – Carl Macomber

- No report was provided

B. Report on 3-Apr-14 Board of Trustees meeting

- The minutes were sent out to Planning Commission members and are on record
- The Washtenaw County Road Commission will be at the board meeting on 1-May-14

XI. Informational Items

- None

XII. Public Comment

- None

XIII. Adjournment

- Next meeting: 12-May-14 at 7:00 P.M.
- Motion to adjourn – Dave Horney
- Second to motion – Cal Messing
- Vote – unanimous

Meeting adjourned at 8:46 P.M.

Bridgewater Township Planning Commission Minutes - Draft

- I. 12-May-14 meeting called to order 7:02 P.M. by Dave Horney
- II. Roll Call
- | | | |
|---------------|-------------|-------------|
| Wes Cowden | Cal Messing | Dave Horney |
| Mark Iwanicki | Tom Wharam | |
- III. Citizen Participation
- None
- IV. Review and Approve Agenda
- Motion to accept the agenda as presented – Tom Wharam
 - Second to motion – Mark Iwanicki
 - Vote – unanimous
- V. Approval of Minutes
- Motion to approve minutes from 28-Apr-14 as amended – Dave Horney
 - Second to motion - Cal Messing
 - Vote – unanimous
- VI. Public Hearings
- None
- VII. Old Business
- A. Kevin's Landscaping SLU
- Mr. Jones application to the commission
 - Building will be used to store equipment & supplies
 - Mr. Nanney's report
 - Rodney Nanney walked through the Special Use Permit Report
 - Mark Iwanicki asked about the hours of operation and the landscaping
 - Kevin Jones said hours depend on the season; they do not sell retail
 - There will be landscaping around the building
 - Wes Cowden asked about what would be inside the building
 - Kevin Jones said landscaping equipment
 - Wes Cowden asked about chemicals stored
 - Kevin Jones said very little, some fertilizer
 - Dave Horney asked about fuel storage
 - Kevin Jones said there are currently four 250 gallon above ground tanks
 - Rodney Nanney said that since this is not an expansion to the business, this could just be a site plan review
 - Wes Cowden said that appearance and hours are not currently an issue
 - The building will not exceed the ordinance height
 - The roof pitch will be 4/12
 - Dave Horney asked about mechanical work being done
 - Kevin Jones said that they do not do their own maintenance
 - Wes Cowden asked if the new building will be visible from Austin Road
 - Kevin Jones said it would be difficult to see

Bridgewater Township Planning Commission Minutes - Draft

- Rodney Nanney asked about the landscaping has to be cleared
 - Kevin Jones said it cleaned up 10 years ago
- Rodney Nanney asked about the new lighting
 - Kevin Jones said they will be add 2 mercury vapor lights and several motion detector lights
 - Rodney Nanney informed him that the lights need to be shielded and pointed down; the light cannot affect the neighbors
 - Dave Horney told Kevin Jones that he could contact Carl Macomber or Rodney Nanney with questions about the lighting
- Commission action
- Motion to approve the minor site plan review, with all new lighting to comply with 11.20 of the zoning ordinance; the use of the building complies with 5.306 of zoning ordinance; the new building is for storage of trucks, loaders, etc.; the building will have 16’ walls with a 4/12 pitch roof and met the current zoning ordinance; all landscaping on the site plan has been completed; the proposed building is not an expansion of the business; so the findings of fact show there is no need for an amended special land use – Tom Wharam
- Second to motion - Wes Cowden
- Roll Call Vote – unanimous

Wes Cowden – yes	Cal Messing - yes	Dave Horney - yes
Mark Iwanicki - yes	Tom Wharam - yes	

B. Master Plan review

- The board authorized the dispersal of copies to the local entities
- Will be able to meet the timing of 63 days for the July meeting
- The board would like to have a joint meeting before the public hearing to review any changes
- The public hearing needs the same timing as any other public hearing

VIII. New Business

A. None

IX. Communications

A. Report from Zoning Administrator – Carl Macomber

- No report was provided

B. Report on 1-May-14 Board of Trustees meeting

- The minutes were sent out to Planning Commission members and are on record

X. Informational Items

- The planning commission appreciates the work that Wes Cowden has done for the planning commission and township board. He will not able continue his duties due to health issues
- Rodney Nanney clarified the new interpretation of the Right to Farm Act

XI. Public Comment

- None

XII. Adjournment

Bridgewater Township Planning Commission Minutes - Draft

- Next meeting: 9-Jun-14 at 7:00 P.M.
- Motion to adjourn – Mark Iwanicki
- Second to motion – Dave Horney
- Vote – unanimous

Meeting adjourned at 8:38 P.M.

DRAFT

Bridgewater Township
General Ledger
As of June 5, 2014

Type	Date	Num	Name	Split	Amount
Check	05/02/2014	autopay	Paychex	5215727 · Clerk supplies & expense	-129.36
Check	05/13/2014	autopay	Detroit Edison Company - 67-069A	5440852 · Street lighting	-291.54
Check	05/14/2014	autopay	Frontier	5265728 · Maintenance & Utilities	-88.30
Check	05/15/2014	autopay	Consumers Energy	5265728 · Maintenance & Utilities	-50.53
Check	05/23/2014	online	Staples	5215727 · Clerk supplies & expense	-62.99
Check	05/29/2014	autopay	Detroit Edison Company	5265728 · Maintenance & Utilities	-32.08
Check	06/01/2014	autopay	Cardmember Service	2050 · Comerica - Clerk/Treasurer	-101.46
Check	06/05/2014	9038	Ann Arbor Credit Bureau	5339727 · Fire protection billing expense	-6.00
Check	06/05/2014	9039	Heritage Newspapers	printing & publishing	-75.63
Check	06/05/2014	9040	Donald N. Pennington	planning consultant services	-3,178.90
Check	06/05/2014	9041	MTA	5173811 · Membership fees & dues	-1,484.85
Check	06/05/2014	9042	Bridgewater Depot	snow plowing services	-245.00
Check	06/05/2014	9043	Christina Domas	5253704 · Deputy Treasurer Wages	-38.42
Check	06/05/2014	9044	Fromhart, Laurie A.	phone, internet, & mileage expense	-98.48
Check	06/05/2014	9045	Donald N. Pennington	planning consultant services	-1,155.90
Check	06/05/2014	9046	Bridgewater Post Office	5253701 · Tax Collection Expense	-980.00
Check	06/05/2014	online	Paychex	payroll	-5,855.89
Check	06/05/2014	9047	Clayton or Mary Rider	assessing services	-1,817.63
					<u>-15,692.96</u>

Bridgewater Township
Balance Sheet
As of June 5, 2014

Jun 5, 14

ASSETS

Current Assets

Checking/Savings

1002 · General Checking-Key Bank	23,735.13
1010 · General Savings-Key Bank	157,365.94
1012 · Money market account- Mi Commer	205,564.72
1015 · Petty Cash	50.00

Total Checking/Savings 386,715.79

Other Current Assets

1050 · Current Year Tx Roll Receivable	
1090 · Due from County - Settlement	5,765.11
Total 1050 · Current Year Tx Roll Receivable	<u>5,765.11</u>

1081 · Due from Sewer Operations 104.00

1085 · Due From Tax Fund 6,423.86

Total Other Current Assets 12,292.97

Total Current Assets 399,008.76

Fixed Assets

1650 · Accumulated Depreciation	-79,024.09
1640 · Township Hall Improvements	54,079.30
1630 · Siding & Windows	17,049.00
1620 · Land	70,863.09
1610 · Equipment	28,244.21
1600 · Buildings	98,329.35

Total Fixed Assets 189,540.86

TOTAL ASSETS 588,549.62

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2202 · Accounts Payable.	181.35
2217 · Escrow Deposits Payable	
2220 · Due to SMR-Elliott parcel	2,500.00
2233 · SMR Escrow-Crego/Peltcs propert	5,000.00
Total 2217 · Escrow Deposits Payable	<u>7,500.00</u>

Total Other Current Liabilities 7,681.35

Total Current Liabilities 7,681.35

Bridgewater Township Balance Sheet

As of June 5, 2014

Jun 5, 14

Total Liabilities 7,681.35

Equity

3940 - Invested in Capital Assets, Net 189,541.60

3900 - Fund Balance 396,549.61

Net Income -5,222.94

Total Equity 580,868.27

TOTAL LIABILITIES & EQUITY 588,549.62

Bridgewater Township

Profit & Loss Budget vs. Actual

April 1 through June 5, 2014

	<u>Apr 1 - Jun 5, 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
4672 · Other Income	884	250	634
4402 · Property tax - operation	4,553	68,000	-63,447
4447 · Tax administration fee	862	25,000	-24,138
4448 · Tax collection fees	0	3,500	-3,500
4460 · Township permits	1,778	1,500	278
4465 · Land division fees	0	400	-400
4574 · Revenue sharing	18,112	125,263	-107,151
4601 · Fire charge collection	1,035	2,100	-1,065
4665 · Interest Income	527	400	127
4671 · Other Income - Fund Balances	0	30,000	-30,000
4675 · Metro Auth.-restricted to roads	0	3,000	-3,000
4690 · Mineral Extraction License Fees	0	1,000	-1,000
Total Income	<u>27,751</u>	<u>260,413</u>	<u>-232,662</u>
Gross Profit	27,751	260,413	-232,662
Expense			
5101000 · Township Board			
5101703 · Trustee salary	800	4,800	-4,000
5101727 · Township supplies & expenses	120	600	-480
5101770 · Conferences & Training	0	750	-750
Total 5101000 · Township Board	<u>920</u>	<u>6,150</u>	<u>-5,230</u>
5171000 · Supervisor			
5209000 · Assessor			
5209705 · Board of Review expenses	41	1,500	-1,459
5209805 · Assessor	1,688	18,622	-16,934
5209810 · Assessor Expense	30	3,075	-3,045
Total 5209000 · Assessor	<u>1,759</u>	<u>23,197</u>	<u>-21,438</u>
5171703 · Supervisor Salary	2,550	15,301	-12,751
5171727 · Supervisor Expense	0	500	-500
Total 5171000 · Supervisor	<u>4,309</u>	<u>38,998</u>	<u>-34,689</u>
5173000 · Other General Government			
5173715 · Social Security	823	5,400	-4,577
5173801 · Attorney & Consulting Expenses	0	5,000	-5,000
5173802 · Audit fees	0	3,500	-3,500
5173811 · Membership fees & dues	1,485	2,000	-515
5173890 · Newsletter (non-recyc)	0	300	-300
5173895 · Website Administrator	50	500	-450
5173912 · Insurance & Bonds	5,333	5,500	-167
5173955 · Miscellaneous	0	200	-200

Bridgewater Township Profit & Loss Budget vs. Actual April 1 through June 5, 2014

	<u>Apr 1 - Jun 5, 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
5174800 · Bank Fees	2	0	2
Total 5173000 · Other General Government	7,693	22,400	-14,707
5215700 · Clerk			
5191727 · Election expense	361	5,000	-4,639
5174810 · Deputy Clerk	270	1,600	-1,330
5173900 · Printing & publishing	76	1,000	-924
5215703 · Clerk salary	2,649	15,896	-13,247
5215727 · Clerk supplies & expense	487	3,200	-2,713
Total 5215700 · Clerk	3,843	26,696	-22,853
5253700 · Treasurer			
5253701 · Tax Collection Expense	980	3,000	-2,020
5253703 · Treasurer salary	2,878	17,270	-14,392
5253704 · Deputy Treasurer Wages	158	1,000	-842
5253727 · Treasurer supplies & expenses	15	2,000	-1,985
Total 5253700 · Treasurer	4,031	23,270	-19,239
5265000 · Building & Grounds			
5265728 · Maintenance & Utilities	716	4,500	-3,784
5265925 · Cemetery care	0	200	-200
5265980 · Building improvement & equipmen	62	5,000	-4,938
Total 5265000 · Building & Grounds	778	9,700	-8,922
5301800 · Public Safety			
5301812 · CERT & Neighborhood Watch	0	1,000	-1,000
5339727 · Fire protection billing expense	5,006	55,000	-49,994
Total 5301800 · Public Safety	5,006	56,000	-50,994
5400700 · Planning & zoning			
5400701 · Planning			
5400802 · Master Plan	2,085	3,000	-915
5400727 · Planning comm. wage & expense	430	4,000	-3,570
5400801 · PC Attorney Fees	0	1,000	-1,000
5400803 · Planning consultant - on-going	2,250	10,000	-7,750
Total 5400701 · Planning	4,765	18,000	-13,235
5410726 · Zoning			
5410704 · Land Division Processing Fees	100	1,200	-1,100
5410727 · Zoning ad.wage & expense	1,238	7,500	-6,262
5411727 · Zon Bd of Appeals Expense	0	350	-350
Total 5410726 · Zoning	1,338	9,050	-7,712
Total 5400700 · Planning & zoning	6,103	27,050	-20,947

Bridgewater Township
Profit & Loss Budget vs. Actual
April 1 through June 5, 2014

	<u>Apr 1 - Jun 5, 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>
5440000 · Public works			
5440846 · Road Improvements	0	30,000	-30,000
5440847 · Drains at large	0	12,000	-12,000
5440852 · Street lighting	292	3,000	-2,708
Total 5440000 · Public works	<u>292</u>	<u>45,000</u>	<u>-44,708</u>
5500000 · Contingencies	<u>0</u>	<u>5,149</u>	<u>-5,149</u>
Total Expense	<u>32,975</u>	<u>260,413</u>	<u>-227,438</u>
Net Income	<u><u>-5,224</u></u>	<u><u>0</u></u>	<u><u>-5,224</u></u>

Bridgewater Township Sewer Operation
General Ledger
As of June 5, 2014

Type	Date	Num	Name	Split	Amount
Check	05/12/2014		Frontier	Phone Service	-36.96
Check	05/28/2014		DTE Energy	Electricity	-1,317.19
Check	06/05/2014	1063	Village of Manchester	Plant Operator	-2,600.00
					<u>-3,954.15</u>

Bridgewater Township Sewer Operation Balance Sheet

As of June 5, 2014

Jun 5, 14

ASSETS

Current Assets

Checking/Savings

Key Sewer Retirement Checking 49,579.39

Key-Sewer O/M 107,980.53

Total Checking/Savings 157,559.92

Accounts Receivable

Accounts receivable 25,919.77

Total Accounts Receivable 25,919.77

Other Current Assets

Current Year Tx Roll Receivable

Due from County Del Tax/SA Roll 7,884.86

Total Current Year Tx Roll Receivable 7,884.86

Total Other Current Assets 7,884.86

Total Current Assets 191,364.55

Fixed Assets

Land 55,355.06

Equipment 22,950.25

Accessory Building 53,320.02

Sewer System Plant 1,966,444.05

Accumulated Depr - Equipment -5,676.16

Accumulated Depr - Access Bldg -5,805.93

Accumulated Depr - Sewer System -434,256.38

Total Fixed Assets 1,652,330.91

Other Assets

Special Assessment Receivable 282,068.21

Total Other Assets 282,068.21

TOTAL ASSETS 2,125,763.67

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Due to General Fund 104.00

Total Other Current Liabilities 104.00

Total Current Liabilities 104.00

Bridgewater Township Sewer Operation

Balance Sheet

As of June 5, 2014

Jun 5, 14

Long Term Liabilities

2004 Bonds Wastewater Expansion 382,000.00

Total Long Term Liabilities 382,000.00

Total Liabilities 382,104.00

Equity

Restricted for Debt Service 531,573.90

Invested in capital assets, net 1,043,239.00

Unrestricted Funds (QB RE acct) 80,161.89

Net Income 88,684.88

Total Equity 1,743,659.67

TOTAL LIABILITIES & EQUITY 2,125,763.67

Bridgewater Township Sewer Operation Profit & Loss Budget vs. Actual April 2014 through March 2015

	Bond - Sewer			Operation - Sewer		
	Apr '14 - Mar 15	Budget	\$ Over Budget	Apr '14 - Mar 15	Budget	\$ Over Budget
Ordinary Income/Expense						
Income						
Special Assessment Payoff	5,878.73			0.00		
Connection Fees						
Tap Fee	0.00			69,600.00	23,000.00	46,600.00
Inspection Fee	0.00			75.00	500.00	-425.00
Easement Fee	0.00			125.00	500.00	-375.00
Grinder Pump Reimb + 10%	0.00			3,726.00	4,000.00	-274.00
Total Connection Fees	0.00			73,526.00	28,000.00	45,526.00
Customer Finance Charge	0.00			0.00	2,500.00	-2,500.00
Operation Maintenance Income	0.00			19,734.00	111,600.00	-91,866.00
Special Assessment Revenue	0.00	54,574.00	-54,574.00	0.00		
Total Income	5,878.73	54,574.00	-48,695.27	93,260.00	142,100.00	-48,840.00
Gross Profit	5,878.73	54,574.00	-48,695.27	93,260.00	142,100.00	-48,840.00
Expense						
New Equipment	0.00			0.00	20,000.00	-20,000.00
Bank Service Charges	0.00			10.00		
Legal & Professional						
Legal Fees	0.00			0.00	2,000.00	-2,000.00
Audit	0.00			0.00	1,500.00	-1,500.00
Engineer	0.00			0.00	1,500.00	-1,500.00
Total Legal & Professional	0.00			0.00	5,000.00	-5,000.00
Miscellaneous Expense	0.00			0.00	25.00	-25.00
Insurance	0.00			1,168.00	1,200.00	-32.00
Collection System						
Billing						
Billing Other	0.00			0.00	100.00	-100.00
Billing Clerk	0.00			104.00	624.00	-520.00

**Bridgewater Township Sewer Operation
Profit & Loss Budget vs. Actual
April 2014 through March 2015**

	Bond - Sewer			Operation - Sewer		
	Apr '14 - Mar 15	Budget	\$ Over Budget	Apr '14 - Mar 15	Budget	\$ Over Budget
Office Supplies	0.00			0.00	400.00	-400.00
Total Billing	0.00			104.00	1,124.00	-1,020.00
Forcemains -Flushing & Disposal	0.00			0.00	500.00	-500.00
Grinder Pump repairs	0.00			-455.00	10,000.00	-10,455.00
Total Collection System	0.00			-351.00	11,624.00	-11,975.00
Treatment Plant						
Building & Grounds Maintenance	0.00			0.00	2,000.00	-2,000.00
Chemicals	0.00			619.00	4,000.00	-3,381.00
Diesel Fuel/Propane	0.00			0.00	1,000.00	-1,000.00
Electricity	0.00			1,317.19	15,000.00	-13,682.81
Equipment Repairs	0.00			0.00	5,000.00	-5,000.00
Generator Maintenance Contract	0.00			0.00	1,000.00	-1,000.00
NPDES Permit	0.00			0.00	2,000.00	-2,000.00
Phone Service	0.00			73.99	375.00	-301.01
Plant Operator	0.00			2,600.00	31,200.00	-28,600.00
Sludge Handling & Disposal	0.00			0.00	3,500.00	-3,500.00
Supplies	0.00			0.00	300.00	-300.00
Total Treatment Plant	0.00			4,610.18	65,375.00	-60,764.82
Total Expense	0.00			5,437.18	103,224.00	-97,786.82
Net Ordinary Income	5,878.73	54,574.00	-48,695.27	87,822.82	38,876.00	48,946.82
Other Income/Expense						
Other Income						
Debt Retirement Fund Transfer	96,717.33	2,263.00	94,454.33	0.00		
Total Other Income	96,717.33	2,263.00	94,454.33	0.00		
Other Expense						
Washtenaw Cty Debt Svc						

**Bridgewater Township Sewer Operation
 Profit & Loss Budget vs. Actual
 April 2014 through March 2015**

	Bond - Sewer			Operation - Sewer		
	Apr '14 - Mar 15	Budget	\$ Over Budget	Apr '14 - Mar 15	Budget	\$ Over Budget
Principal	48,000.00	48,000.00	0.00	0.00	0.00	0.00
Interest	5,016.67	8,837.00	-3,820.33	0.00	0.00	0.00
Total Washtenaw Cty Debt Svc	53,016.67	56,837.00	-3,820.33	0.00	0.00	0.00
Total Other Expense	53,016.67	56,837.00	-3,820.33	0.00	0.00	0.00
Net Other Income	43,700.66	-54,574.00	98,274.66	0.00	0.00	0.00
Net Income	49,579.39	0.00	49,579.39	87,822.82	38,876.00	48,946.82

Bridgewater Township Contract

This contract is made starting June 1, 2014 between the Township of Bridgewater, Washtenaw County, Michigan hereafter referred to as "the Township" and Mary Rider, hereafter referred to as "the Contractor" or "the Assessor".

1. The contract will be for a period of over three years duration, beginning June 1, 2014 and ending May 31, 2017.
2. The contract is for a period exceeding one year and under the terms herein may be reopened for negotiation by either party at the end of a 12 month period if there is a change in workload, laws or regulations affecting assessing requirements and duties.
3. Mary Rider will fill required office hours.
4. Mary Rider will certify and sign the assessment roll. In an emergency situation the Township Board may authorize Clayton Rider to sign the roll.
5. **Contractor duties:**
 - 1) Shall maintain Bridgewater Township's assessment roll including Ad Valorem roll and the Industrial Facility Tax rolls.
 - Shall perform all services required by and in conformity with the State of Michigan laws governing assessing practices.
 - Shall assess all new construction and parcel land divisions.
 - Shall, through sale studies, monitor, maintain, and adjust when necessary ECF's, Land Values, and Neighborhood Values.
 - Shall work to improve and maintain good public relations with the citizens and the taxpayers of the township.
 - Shall maintain regular communication with the Supervisor to advise the status of township assessing, changes in State or County requirements and any problems the Township should be aware of.
 - Shall notify the Supervisor in writing of changes in State or County directives that impact the Township's assessing systems or practices and change the scope of work covered under the terms of this contract.
 - Shall provide their own vehicle for transportation.

Bridgewater Township Contract

5. Contractor duties:

- 2) Shall maintain township office working hours on a weekly basis for 48 weeks of the year. A one-half day shall be 3 hours. Office hours selected by the contractor must be mutually agreed upon between the contractor and the Township and consistent from week to week for the convenience of the public. Field work shall be done on timely, regular basis at the sole discretion of the contractor. No office hours shall be held during the days of Board of Review.
- 3) Shall be available for consultation with the Board of Review and individual property owners.
- 4) Shall monitor and evaluate Personal Property Statements and perform Audits as necessary.
- 5) The contractor only shall make all township name, address and principal residence exemption changes on a regular basis.
- 6) Shall handle all small Tax Tribunal and State Tax Commission hearing cases and represent the best interests of the Township. For full tribunal will meet with the Township Board and discuss how they want to handle full tribunal, if they want to hire an attorney and an appraiser the cost for these service will be paid by the Township.

6. Township Responsibilities:

- a) Shall provide current property description cards, tax map books, and all other information relating to the assessing duties.
- b) Shall provide office space and furniture, computer and printers, copy machine, cameras and office supplies during the duration of the contract.
- c) Shall provide all maps as needed.
- d) Shall supply necessary software programs and the maintenance required on all software programs.
- e) Shall supply the assessor with copies of all Land Division Approval Permits, Building Permits, zoning changes, and new city water and sewer system and fire calls. These items must have the tax codes and property owners name and address entered on the paperwork.

7. Compensation:

- a) Compensation for item one is \$15,000, for item two is \$2,500, for item 3 is \$600, item 4 is \$500, item 5 is \$600 and item 6 is \$1,500. This is to be paid through the course of the Contractual Year.
- b) Shall pay for all mileage directly related to the Township at the published IRS rate.
- c) Reimbursement of all long distance phone calls made away from the township office in following up with required township duties shall be paid monthly when presented with records accordingly.

Bridgewater Township Contract

- d) Contractor and Supervisor will come to an agreement for necessary time away from the office including continuing education, Tax Tribunal and State Tax Commission Meetings. No additional compensation for attending Tax Tribunal and State Tax Commission. The cost for continuing education will be paid for by the contractor unless the Township specifically wants the contractor to attending a particular program.
- e) Time off shall be granted if scheduled office day falls on the following recognized holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and the following Friday, Christmas Eve day and Christmas.
- f) There will be no required office hours between Christmas and New Year's Day so time can be spent in the field.
- g) All studies, reports, background material and other products of the Assessor for the Township shall become the property of the Township and be turned over to the Township at the end of the contract.
- h) The Contractor shall backup each day's work on the computer and a backup disc.
- i) The contract may be cancelled by either party with a sixty day written notice.

Bridgewater Township Supervisor

Date

Bridgewater Township Clerk

Date

Mary A. Selover-Rider

Date

Allbaugh, Thomas
To MeRubel, BrianHorney, David
Jun 2 at 3:58 PM

Hi. We're planning to be on site this Friday morning to help free up the skimmer in the out of service aeration tank. Not sure how long it will take. Grease guns and grease are not something we have so we hope you or Dan can provide that. We will have the parts to extend the grease fittings up to where they can be accessed through the grating for future preventive maintenance.

I believe the Effluent DO excursions can be corrected with something like this (see 42" diameter x 48" tall version at the top of the page). The other attachment is from an aeration equipment manufacturer. Their sketch shows the diffusers in a line. I would suggest placing them in a square pattern at 9-inches center to center.

The tank is worth about \$550. The diffusers and their holders will probably cost another \$100. The Tank will need 4" connections in and out and a 3/3" drain at the bottom we could hook a hose to (another \$250-\$300?). Total material cost ~ \$1000?

I think we can set it on the floor and use the existing pond aerator compressor for now. If it turned out we need more DO, we could sink it into the floor a little as we discussed, or add a second little compressor. Cutting a hole in the floor would add a lot of cost, but that can be your call.

These diffusers will discharge the air in very fine bubbles well distributed across the tank area and will transfer much more oxygen than the present arrangement. Even though we aren't increasing the submergence very much, the oxygen transfer efficiency should be much better. I'll do some formal calculations before Friday.

Let us know what you think. Based upon doing it this way, it's something that could be installed in a few hours if the tank connections and diffuser plumbing were all done before starting on site.

Thomas A. Allbaugh, P.E. | Vice President

Chief Engineer, Infrastructure East Region

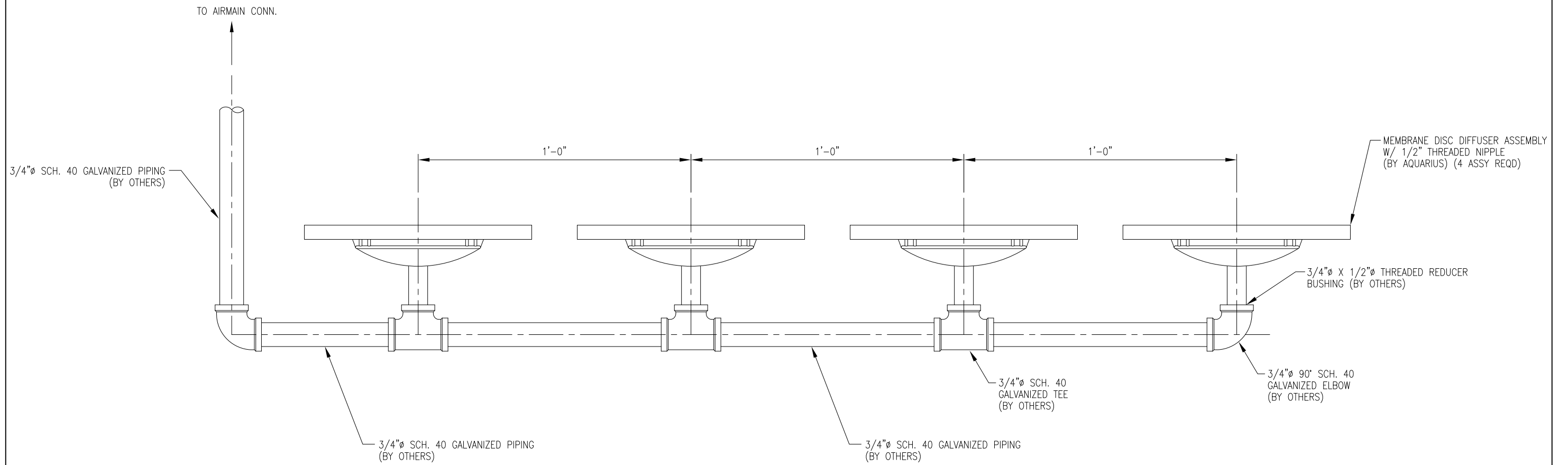
Direct: 734.213.5002 | Main: 734.665.6000 | Fax: 734.665.3003

tom.allbaugh@tetrattech.com

Tetra Tech, Inc. | Engineering & Consulting Services Group

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THOMAS ALLBAUGH DESIGN

DIFFUSERS W/THREADED NIPPLE

D			PROPERTY OF AQUARIUS TECHNOLOGIES, ALL RIGHTS RESERVED		
C			DRAWN BY: MB	DATE: 5/29/14	JOB #: -
B			CHKD BY:	DATE:	
A			APPRD BY:	DATE:	SHEET -
REV	DATE	REVISION	BY		

TANKS *Cylindrical Polyethylene*

TAMCO



Polyethylene Cylindrical Heavy Duty Graduated Tanks

Polyethylene tanks with extra heavy walls for maximum strength and ease of handling. Straight sides with graduation markings. Self supporting. Covers are available. Approx. wall thickness 1/4". Chemical Resistance Data - see index. Polyethylene not recommended for wetting agents; may cause cracking. Translucent, can see liquid level. Working temp. 140° F. U.V. stabilized. Meets FDA standards.

Tank No.	Capacity Gallons	O.D. Dia. x Ht.	Price	Tank Cover	Cover Price	Tank Stand	Price
4154	80	24" x 48"	\$334.70	4204	\$38.76	5063	\$480.25
4155	85	27" x 34"	\$356.66	4205	\$43.88	5063	\$480.25
4156	100	28" x 42"	\$329.78	4205	\$43.88	5063	\$480.25
4157	105	36" x 24"	\$359.07	4214	\$82.57	5065	\$745.11
4158	100	30" x 36"	\$337.84	4210	\$72.20	5064	\$559.15
4160	150	31" x 48"	\$438.62	4210	\$72.20	5064	\$559.15
4161	155	36" x 36"	\$455.47	4214	\$82.57	5065	\$745.11
4162	165	31" x 56"	\$486.05	4210	\$72.20	5064	\$559.15
4163	170	30" x 58"	\$499.91	4210	\$72.20	5064	\$559.15
4164	200	36" x 48"	\$522.39	4214	\$82.57	5065	\$745.11
4166	230	36" x 58"	\$544.51	4214	\$82.57	5065	\$745.11
4165	275	42" x 48"	\$551.36	4215	\$103.31	5068	\$1047.20
4167	360	48" x 48"	\$584.02	4217	\$113.68	5066	\$994.06

Discount: less 5% in 2; less 10% in 4; less 15% in 12. Stands include an agitator column.

Black Polyethylene Industrial Brine Tanks

Excellent for industrial water conditioning equipment and many chemical applications. Molded of black polyethylene for ultraviolet light stability when used outdoors. Polyethylene not recommended for wetting agents, may cause cracking. Maximum working temperature 140°F.

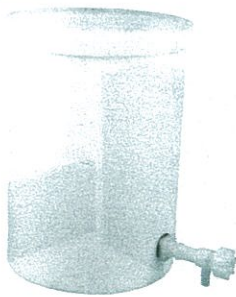
Tank No.	Capacity Gallons	O.D. Dia. x Ht.	Wall Thickness	Price	Black Cover	Price	Tank Stand	Price
4295	5	11" x 14"	1/4"	\$30.85	6355	\$13.36	5060	\$170.15
4296	10	13" x 19"	1/4"	\$50.89	6356	\$13.36	5060	\$170.15
4297	15	14" x 27"	1/4"	\$74.97	6357	\$14.37	5060	\$170.15
4298	30	18" x 29"	1/4"	\$96.74	3022	\$15.33	5061	\$162.68
4299	55	22" x 36"	1/4"	\$178.68	3024	\$27.07	5062	\$165.72
4300	100	28" x 42"	1/4"	\$329.22	4310	\$42.02	5063	\$480.25
4301	80	24" x 48"	1/4"	\$261.44	4311	\$31.53	5063	\$480.25
4302	150	31" x 48"	1/4"	\$477.50	4312	\$40.05	5064	\$559.15
4303	200	36" x 48"	1/4"	\$504.06	4313	\$60.04	5065	\$745.11
4304	275	42" x 48"	1/4"	\$658.97	4314	\$77.85	5068	\$1047.20
4305	360	48" x 48"	1/4"	\$797.83	4315	\$109.05	5066	\$994.06
4306	500	57" x 62-3/8"	1/4"	\$1178.04	4316	\$133.46	5067	\$1140.59

Discount: less 5% in 2; less 10% in 4; less 15% in 12. Stands include an agitator column.

TAMCO



TAMCO



Self-Supporting Polyethylene Calibrated Tanks with Spigot

These cylindrical tanks are straight sided with calibration marks. Constructed of polyethylene with an external flange for added rigidity. Each tank has a 3/4" polypropylene tank fitting installed with a 3/4" hi-density polyethylene flow spigot for draw-off. Spigot discharge is for 5/8" I.D. tubing. Tank is U.V. stabilized. Translucent, can see liquid level. Working temp. is 140° F. Not for wetting agents, fuels or oils. Approximately 5/32" wall in standard weight tank and approximately 1/4" wall in heavy duty tank. Meets FDA standards.

Flange Gals. O.D.	Tank O.D.	Tank Ht.	Standard Tank	Price	Heavy Wt. Tank	Price	Cover Price	Floating Cover Price	Tank Stand	Price		
5	12"	11"	14-1/2"	3056	\$79.53	3061	\$81.22	3006 \$15.59	3011	\$14.50	5060	\$170.15
10	13-3/4"	13"	18-3/4"	3057	\$92.02	3062	\$97.84	3007 \$16.10	3016	\$16.38	5060	\$170.15
15	15"	13-3/4"	27-1/2"	3058	\$98.68	3063	\$109.61	3008 \$16.25	3017	\$16.38	5060	\$170.15
17	19-1/2"	18"	15"	3066	\$99.75	3067	\$112.36	3021 \$18.68	3014	\$23.91	5061	\$162.68
30	19-1/2"	18-1/2"	29-1/2"	3059	\$123.17	3064	\$140.43	3021 \$18.68	3014	\$23.91	5061	\$162.68
55	22-3/4"	21-3/4"	36"	3060	\$164.49	3065	\$199.17	3023 \$16.57	3015	\$45.64	5062	\$165.72

Discount: less 5% in 2; less 10% in 4; less 15% in 12.

Polyethylene Tapered Calibrated Tanks with Cuff Type Flange

Tapered for nesting. Tanks can withstand continuous operating temperatures up to 140°F. Nesting feature makes these tanks easy to store; ideal for storage and transfer of chemicals and food products. Approximate wall thickness 5/32". U.V. Stabilized. Not for wetting agents, fuels or oils. Meets FDA standards.

Stock No.	Capacity Gallons	Tank O.D.	Flange O.D.	Overall Depth	Tank Price	Cover Price	Tank Stand Price		
3054	25	17-7/8"	19-3/4"	28-3/16"	\$100.20	3009	\$23.37	5061	\$162.68
3055	45	22-1/16"	24"	32-3/4"	\$115.05	3025	\$36.78	5062	\$165.72

Discount: less 5% in 2; less 10% in 4; less 15% in 12.



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4031
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Discou





Office of Community & Economic Development

For More Information:

Workforce & Economic Development

Administrative Office & Michigan Works! Offices

www.ewashtenaw.org/workforcedev

Housing & Community Infrastructure

Administrative Office & Project Support

www.ewashtenaw.org/housingandinfrastructure

Human Services

Coordinated Human Services Funding & Policy

www.ewashtenaw.org/humanservices

Community Action Programs

www.ewashtenaw.org/communityaction

May 29, 2014

Mr. Ron Smith
8969 Schellenberger Road
Manchester, MI 48158

RE: Washtenaw Urban County Cooperative Agreement Extension

Dear Supervisor Smith:

Urban County members currently have three year Cooperative Agreements with Washtenaw County that apply to Fiscal years 2012, 2013, and 2014. As the Urban County Cooperative Agreements have no end date, they will be automatically renewed for the following three Fiscal years (2015, 2016, 2017) unless the unit of government notifies the County in writing by June 21, 2014 of its intent to terminate the agreement at the end of the current qualification period.

The automatic extension of the Urban County Cooperative Agreements enables the receipt of federal Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) grant funding for the period July 1, 2015 - June 30, 2018. These programs offer a wide array of services for extremely low to low income residents, older adults, persons with disabilities, and other persons of limited resources in the community.

The County provides fiduciary responsibility, including monitoring and reporting to HUD on the use of program income, record keeping and reporting, and executing essential applications, plans, programs and projects, which reduce the administrative load on local communities. The terms and provisions of the Urban County Cooperation Agreements are fully authorized under state and local law, providing full legal authority for the County to undertake or assist in essential community development and housing assistance activities.

Current participating jurisdictions include Ann Arbor Township, Bridgewater Township, Northfield Township, Pittsfield Township, Salem Township, Superior Township, Ypsilanti Township, Scio Township, York Township, City of Ypsilanti, City of Ann Arbor, Dexter Township, Lima Township, Manchester Township, Village of Manchester, City of Saline, Saline Township, and Webster Township.

Please contact me at (734) 622-9006 or lenartb@ewashtenaw.org if you have any questions about your community's continued participation in the Washtenaw Urban County.

Sincerely,

Brett D. Lenart
Deputy Director

Cc. Urban County Executive Committee
Mary Jo Callan, Director
File