

**BRIDGEWATER TOWNSHIP  
BOARD OF TRUSTEES MEETING  
THURSDAY, AUGUST 2, 2018  
7:00 P.M.  
AGENDA**

- I. CALL TO ORDER / PLEDGE ALLEGIANCE
- II. CITIZEN PARTICIPATION
- III. APPROVAL OF BOARD MEETING MINUTES – JUNE 7, 2018
- IV. REVIEW AND APPROVE AGENDA
- V. PRESENTATION OF 2018 AUDIT – Brent D. Shea, CPA
- VI. NEW BUSINESS
  - A. Financials, Approve Disbursements from June 1, 2018 through July 31, 2018
  - B. Rustic Glen Golf Club Property Tax Appeal Settlement Proposal
  - C. Holy Trinity Romanian Orthodox Monastery - Transient & Amusement Enterprises Application
  - D. Plumbing Proposals for Outdoor Spigots
  - E. Proposed Election Workers Pay Rate Increase
  - F. Compensation Commission Discussion
  - G. Website Management 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

7-Jun-18 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 Oliver, Trustee McQueer; Trustee Wharam

Absent: None

Citizen attendance: 14

### II. CITIZEN PARTICIPATION

- Todd Crane – of Gerken Materials; commented about the roof over the fuel tank; it is on the Barker property which is under the consent judgement; a roof over a fuel tank is only mentioned in Ordinance 59
- Ron Rab – commenting about poor condition of Bemis Road

### III. APPROVAL OF MINUTES

- Motion to approve the 3-May-18 meeting minutes as amended – Mr. Faust; support – Mr. Oliver; vote – unanimous

### IV. REVIEW AND APPROVE AGENDA

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

### V. UNFINISHED BUSINESS

#### A. Michigan Ave. Property Junk Ordinance Enforcement Action

- Mr. Nanney gave a short description of the situation at 12460 E. Michigan Ave
- Several pictures were provided
- Mr. Nanney issued three citations; one of which was paid, two were not paid
- Mr. Nanney recommends turning over to township attorney, Mr. Lucas
- The Civil Infraction Bureau Manager was never contacted by Dr. Samuels for the last two civil infractions
- Mr. Lucas described the two options available to the township
  - District court
    - This would be a civil infraction
    - Is would be the least expensive
    - Would just a preponderance of the evidence
  - Circuit court
    - This would be a civil infraction
    - Is would be the most effective
    - Can get authority to clean the property
    - Could sell items to help recoup the cost
- Can get an administrative search warrant
- All costs are a lien on the property and the responsibility of the owner
- If the property is cleaned up; the law suit goes away; the idea is to get compliance
- Dr. Samuels gave a short defense of what he has done
- Motion to authorize the Township attorney file suit in Washtenaw County Circuit Court to abate the nuisance on the Samuels property. Suit shall not be file until 21-Jun-18 on the condition that the zoning administrator is authorized by the property owner to enter onto the property and take photographs. If the property is brought into compliance prior to the June 21st deadline, no suit will be filed - Ms. Fromhart; support – Mr. Oliver;

## Bridgewater Township Board of Trustees Minutes

- Trustee Faust - yes                      Trustee Fromhart - yes                      Trustee Oliver – yes
- Trustee McQueer - yes                      Trustee Wharam - yes

### B. Capital Improvement Planning Discussion

- According to the planning commission ordinance, the supervisor must put together the capital improvements plan
- Could be a simple spreadsheet showing the major expenditures and what money is being put aside

## VI. NEW BUSINESS

### A. MTA Membership Dues 2018-2019

- Motion to renew MTA membership and to pay the fee of \$16,02.08 – Ms. McQueer; support – Mr. Oliver; vote -unanimous

### B. Financials, Approve Disbursements from 1-May-18 through 31-May -18

- Motion to approve disbursements of \$17,108.02 for general operations and \$6971.36 for sewer; for a total of \$24,079.38 - Ms. Fromhart; support – Mr. Oliver; vote – unanimous
- Motion to authorize payment of standard bills due in June in July - Mr. Faust; support – Mr. Oliver; vote – unanimous

### C. ZBA Appointment

- Motion to recommend Mr. Horney to ZBA until 31-Dec-19 – Ms. Fromhart; support - Mr. Oliver;
- Trustee Faust - yes                      Trustee Fromhart - yes                      Trustee Oliver – yes
- Trustee McQueer - yes                      Trustee Wharam - yes

### D. Rustic Glen Golf Club LLC, taxes

- Ms. Fromhart met with Dave Hodges of Rustic Glen but never heard back
- Ms. Rider informed Rustic Glen that there is no July meeting
- This is Rustic Glen's the third appeal
- Motion to reject proposed settlement of \$400K TCV from Rustic Glen – Mr. Oliver; support – Ms. McQueer;
- Trustee Faust - yes                      Trustee Fromhart - yes                      Trustee Oliver – yes
- Trustee McQueer - yes                      Trustee Wharam - yes

## VII. REPORTS AND CORRESPONDENCE

### A. Public Safety Report

- Report received and is on record

### B. Supervisor's Report

- Asked for 3<sup>rd</sup> brining; WCRC refused due to lack of resources
- Bridgewater drain; starting on emergency repairs; the citizens have filed a petition to build the drain; township will have to pay about \$300K
- Sewer plant violations were listed
- Discussion on the effort at state level to reform assessing
- RTA proposing a mileage
- Motion to have supervisor send a letter of support to Senator Hune & Natural Resource Committee – Ms. McQueer; support – Mr. Oliver; vote - unanimous

## Bridgewater Township Board of Trustees Minutes

- Soil erosion; a bill has been introduced
- There is a bill at the state level that would prohibit regulation against event barns

### C. Assessor's Report

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

### D. Clerk's Report

- MISS DIG rate increase
- McCollum Road between Braun Road and Burmeister Road for bridge repair; expected completion is early July 2018
- Would like to raise election workers pay

### E. Treasurer's Report

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

### F. Trustees' Report

- Trustee Faust:
  - Talked to Mr. Nelson about moving grinder; Mr. Faust said he would have to pay; Mr. Nelson will not pay
  - CCI Excavating would like to be able to install grinder pumps
  - Motion to approve CCI Excavating as an approved contractor for grinder pump installation contingent upon proof of credentials; township must still inspect work – Ms. Fromhart; support – Mr. Oliver; vote - unanimous
- Trustee Oliver:
  - Talked to WCRC re: Austin Rd.
  - Talked to Mr. Roarck Freeman re: roads; bad all over the county
  - Have a plumbing inspector now

### G. Zoning Administrator's Report

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

### H. Planning Commission

- Meeting minutes were submitted and are on record

### I. Farmland Preservation Board Report

- Meeting minutes were submitted and are on record

## VIII. CITIZEN PARTICIPATION

- Commented on dogs barking at Nancy Hebb; informed to contact Mr. Nanney

## IX. ADJOURNMENT

- Ms. Fromhart adjourned the meeting at 9:28 p.m.

## Bridgewater Township Board of Trustees Minutes

### I. CALL TO ORDER

3-May-18 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 Oliver, Trustee McQueer; Trustee Wharam

Absent:

Citizen attendance: 9

### II. CITIZEN PARTICIPATION

- Mr. Tom Bourque– introduced himself; is running for 14A district judge which includes Bridgewater Township

### III. APPROVAL OF MINUTES

- Motion to approve the 5-Apr-18 meeting minutes as amended – Mr. Faust; support –Mr. Oliver; vote – unanimous

### IV. REVIEW AND APPROVE AGENDA

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

### V. WASHTENAW COUNTY WASTE MANAGEMENT PLAN PRESENTATION

- A. Washtenaw County Waste Management Plan Amendment Resolution
- Mr. Jon Tulman gave a short description about the plan and services provided
- Motion to approve resolution to approve the Washtenaw County Solid Waste Management plan 2017 amendment (resolution number 2018-10) - Mr. Faust; support - Mr. Oliver  
Trustee Faust – yes; Trustee Fromhart – yes; Trustee Oliver – yes,  
Trustee McQueer - yes; Trustee Wharam – yes

### VI. UNFINISHED BUSINESS

#### A. Bridgewater Days Temporary Road Closure Resolution

- Ms. Fromhart reached out to Bridgewater Bank and Bridgewater Lumber; both agreed with 2:00 PM road closure time
- ~~Bridgewater Bank will provide S~~signage will be provided
- Motion to approve resolution regarding a temporary road closure (resolution number 2018-09) - Mr. Oliver; support - Mr. Faust  
Trustee Faust – yes; Trustee Fromhart – yes; Trustee Oliver – yes,  
Trustee McQueer – yes; Trustee Wharam – yes

#### B. Michigan Ave. Property Junk Ordinance Enforcement Action

- Another citation was issued; due 30-May-18
- Ask Mr. Lucas to attend 7-Jun-18 meeting to clarify his interpretation of the law and what action we can and should take
- Table until June board meeting to allow lawyer to explain our options– Ms. McQueer; support - Mr. Oliver; vote – unanimous

### VII. NEW BUSINESS

#### A. Financials, Approve Disbursements from 1-Apr-18 through 30-Apr -18

## Bridgewater Township Board of Trustees Minutes

- Motion to approve disbursements of \$20,124.95 for general operations, \$6,334.13 for sewer and \$37,012.50 for sewer debt retirement for a total of \$63,471.58 - Mr. Oliver; support –Mr. Faust; vote – unanimous
- B. Engagement Letter for Audit of Financial Statements FY March 31, 2018
- Ms. McQueer will call to arrange a mutually agreeable date
  - Motion to accept the letter of engagement from Brent D. Shea for audit of financial statement for fiscal year ending 31-Mar-18 with the audit report received no later than 30-Sep-18 – Ms. Fromhart; support – Mr. Faust; vote – unanimous
- C. 2018 Local Road Projects
- Motion to approve two brine applications – Ms. Fromhart; support – Mr. Oliver; vote - unanimous
  - Ms. Fromhart will get quote for a 3<sup>rd</sup> application
  - Matching funds are to be rolled over
- D. Bridgewater Village Tile County Drain Discussion
- Discussed the different options of tile improvement
- E. Capital Improvement Planning Discussion
- Motion to direct the Planning Commission to look at the capital improvements program of public structures – Ms. Fromhart; no support

### VIII. REPORTS AND CORRESPONDENCE

- A. Public Safety Report
- No report
- B. Supervisor's Report
- Ms. Fromhart asked Mr. Spensley about the status of the Bridgewater Bank & Tavern improvements
    - They would like to add just an outside cooler & deck space;
    - Would like to defer the parking lot expansion; Mr. Nanney said must add parking lot if expanding building size;
    - Spensley's will submit updated plans at the planning commission
  - GS Materials submitted rRevised brown-ground water report
  - Broadband committee met, support study
  - Ms. Fromhart will talk with Rustic Glenn re: taxes
- C. Assessor's Report
- No report
- D. Clerk's Report
- Would like board permission to dispose of 1 vacuum, 1 shredder, 3 printers, other misc. old equipment
  - Motion to dispose of miscellaneous township equipment – Ms. Fromhart; support – Ms. McQueer; vote - unanimous
  - What budget category does the FOIA payment (goes under planning)
- E. Treasurer's Report
- The Ms. McQueer submitted a written report to the board and it is on record
  - Clean-up day is 5-May-18

## Bridgewater Township Board of Trustees Minutes

### F. Trustees' Report

- Trustee Faust:
  - None
- Trustee Oliver:
  - WWCB~~A~~ – Mr. Jim Coval is building inspector; need to hire plumbing inspector

### G. Zoning Administrator's Report

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

### H. Planning Commission

- Meeting minutes are on record

### I. Farmland Preservation Board Report

- Meeting minutes are on record

## IX. CITIZEN PARTICIPATION

- None

## X. ADJOURNMENT

- Ms. Fromhart adjourned the meeting at 9:22 p.m.

## Bridgewater Township Monthly Expenses

| Type          | Date       | Check # | Name                                     | June 2018 Split                    | Amount           |
|---------------|------------|---------|--|------------------------------------|------------------|
| <b>Jun 18</b> |            |         |  |                                    |                  |
| Bill          | 06/01/2018 |         | American Legion Post 117                 | 5265925 · Cemetery care            | 52.36            |
| Bill          | 06/20/2018 | 9584    | Beckett & Raeder                         | 2255 · Barbu                       | 217.50           |
| Bill          | 06/05/2018 | EFT     | Cardmember Service                       | 2050 · Comerica - Clerk/Treasurer  | 172.30           |
| Bill          | 06/23/2018 | 9585    | Clayton and Mary Rider Assessing Service | -SPLIT-                            | 2,125.00         |
| Bill          | 06/12/2018 | EFT     | Consumers Energy                         | 5265728 · Maintenance & Utilities  | 24.20            |
| Bill          | 06/29/2018 | EFT     | Detroit Edison Company - Hall            | 5265728 · Maintenance & Utilities  | 65.81            |
| Bill          | 06/11/2018 | EFT     | Detroit Edison Company - Street Lights   | 5440852 · Street lighting          | 321.17           |
| Bill          | 06/23/2018 | 9586    | Donald N. Pennington                     | -SPLIT-                            | 1,852.50         |
| Bill          | 06/13/2018 | EFT     | Frontier                                 | 5265728 · Maintenance & Utilities  | 98.09            |
| Bill          | 06/19/2018 | 9587    | Jon Way                                  | -SPLIT-                            | 625.00           |
| Bill          | 06/09/2018 | 9588    | Manchester Mirror                        | 5173900 · Printing & publishing    | 14.23            |
| Bill          | 06/23/2018 | EFT     | Paychex                                  | -SPLIT-                            | 5,385.41         |
| Bill          | 06/23/2018 | EFT     | Paychex_fees                             | 5215727 · Clerk supplies & expense | 93.75            |
| Bill          | 06/19/2018 |         | Susan Ahrens                             | 5191727 · Election expense         | 23.98            |
| Bill          | 06/19/2018 |         | Tom Wharam                               | 5191727 · Election expense         | 23.98            |
|               |            |         |  |                                    | <b>11,095.28</b> |

Clerk: \_\_\_\_\_

Treasurer: \_\_\_\_\_

**Jun 18**



**Bridgewater Township Sewer Operation**

**Monthly Expenses**

**May 31 through June 30, 2018**

| <u>Type</u>                | <u>Date</u> | <u>Check #</u> | <u>Name</u>                 | <u>Sp</u>                      | <u>Amount</u>          |
|----------------------------|-------------|----------------|-----------------------------|--------------------------------|------------------------|
| <b>May 31 - Jun 30, 18</b> |             |                |                             |                                |                        |
| Bill                       | 06/28/2018  | EFT            | DTE Energy                  | Electricity                    | 1,328.81               |
| Bill                       | 06/11/2018  | EFT            | Frontier                    | Phone Service                  | 42.15                  |
| Bill                       | 05/31/2018  | 1310           | Haviland                    | -SPLIT-                        | 1,008.60               |
| Bill                       | 06/19/2018  | 1311           | Jon Way                     | Building & Grounds Maintenance | 275.00                 |
| Bill                       | 05/31/2018  | 1312           | USIC Locating Services, LLC | Miss Dig Locator Service       | 122.01                 |
| Bill                       | 06/01/2018  | 1313           | Village of Manchester       | Plant Operator                 | 2,600.00               |
| <b>May 31 - Jun 30, 18</b> |             |                |                             |                                | <b><u>5,376.57</u></b> |

Clerk: \_\_\_\_\_

Treasurer: \_\_\_\_\_

**Bridgewater Township**  
**Monthly Expenses**  
June 25 through July 31, 2018

|                            | <u>Type</u> | <u>Date</u> | <u>Check #</u> | <u>Name</u>                              | <u>Split</u>                              | <u>Amount</u>           |
|----------------------------|-------------|-------------|----------------|--|---|-------------------------|
| <b>Jun 25 - Jul 31, 18</b> |             |             |                |  |   |                         |
|                            | Bill        | 07/25/2018  | 9593           | Clayton and Mary Rider Assessing Service | -SPLIT-                                   | 1,825.00                |
|                            | Bill        | 07/12/2018  | EFT            | Consumers Energy                         | 5265728 · Maintenance & Utilities         | 15.12                   |
|                            | Bill        | 07/31/2018  | EFT            | Detroit Edison Company - Hall            | 5265728 · Maintenance & Utilities         | 86.53                   |
|                            | Bill        | 07/10/2018  | EFT            | Detroit Edison Company - Street Lights   | 5440852 · Street lighting                 | 292.50                  |
|                            | Bill        | 07/26/2018  | 9594           | Donald N. Pennington                     | -SPLIT-                                   | 1,555.00                |
|                            | Bill        | 07/16/2018  | EFT            | Frontier                                 | 5265728 · Maintenance & Utilities         | 98.43                   |
|                            | Bill        | 06/25/2018  | 9595           | Gordon & Sons Water Drilling             | 5265728 · Maintenance & Utilities         | 220.88                  |
|                            | Bill        | 07/26/2018  | 9604           | Helen Wharam                             | 5191727 · Election expense                | 22.89                   |
|                            | Bill        | 07/01/2018  | 9596           | Iron Free & SoftWater Systems            | -SPLIT-                                   | 302.00                  |
|                            | Bill        | 07/15/2018  | 9597           | Jon Way                                  | -SPLIT-                                   | 485.00                  |
|                            | Bill        | 06/29/2018  | 9598           | Lucas Law, PC                            | 5173801 · Attorney & Consulting Expens    | 1,600.00                |
|                            | Bill        | 06/01/2018  | 9589           | Michigan Municipal League                | 5173912 - Insurance & Bonds               | 162.00                  |
|                            | Bill        | 07/19/2018  | 9599           | Manchester Mirror                        | -SPLIT-                                   | 59.78                   |
|                            | Bill        | 07/31/2018  | EFT            | Paychex                                  | -SPLIT-                                   | 5,552.74                |
|                            | Bill        | 07/31/2018  | EFT            | Paychex_fees                             | 5215727 · Clerk supplies & expense        | 104.75                  |
|                            | Bill        | 07/25/2018  | 9606           | Shea Tax Consulting, Inc.                | 5173802 · Audit fees                      | 13.65                   |
|                            | Bill        | 06/29/2018  | 9601           | Tom Wharam                               | 5191727 · Election expense                | 25.07                   |
|                            | Bill        | 07/02/2018  | 9602           | Village of Clinton                       | 5339727 · Fire protection billing expense | 6,500.00                |
|                            | Bill        | 07/11/2018  | 9603           | Washtenaw County Road Commission         | 5440846 · Road Improvements               | 2,410.32                |
|                            |             |             |                |  |   | <b><u>21,331.66</u></b> |
| <b>Jun 25 - Jul 31, 18</b> |             |             |                |  |   |                         |

Clerk: \_\_\_\_\_

Treasurer: \_\_\_\_\_

### Bridgewater Township Sewer Operation Monthly Expenses

| Type   | Date       | Check # | Name                        | split                          | July 2018       | Amount           |
|--------|------------|---------|-----------------------------|--------------------------------|-----------------|------------------|
| Jul 18 |            |         |                             |                                |                 |                  |
| Bill   | 07/26/2018 | 1314    | Faust Sand & Gravel, Inc.   | -SPLIT-                        | 700.00          | Clerk: _____     |
| Bill   | 07/10/2018 | EFT     | Frontier                    | Phone Service                  | 42.15           |                  |
| Bill   | 07/15/2018 | 1315    | Jon Way                     | Building & Grounds Maintenance | 220.00          | Treasurer: _____ |
| Bill   | 06/30/2018 | 1316    | USIC Locating Services, LLC | Miss Dig Locator Service       | 106.10          |                  |
| Bill   | 07/01/2018 | 1317    | Village of Manchester       | Plant Operator                 | 2,600.00        |                  |
| Jul 18 |            |         |                             |                                | <u>3,668.25</u> |                  |

Jul 29, 2018  
 Accrual Basis

## Bridgewater Township Profit & Loss Budget vs. Actual April 2018 through March 2019

|   | Apr '18 - Mar 19 | Budget         | \$ Over Budget  |
|---|------------------|----------------|-----------------|
| <b>Income</b>                                   |                  |                |                 |
| Clean-up Day Grant                              | 2,399            | 3,000          | -601            |
| Clean Up Donation                               | 63               |                |                 |
| 4402 · Property tax - operation                 | 3,111            | 74,100         | -70,989         |
| 4410 · Property Tax Adjustments                 | 0                | 11             | -11             |
| 4447 · Tax administration fee                   | 977              | 29,300         | -28,323         |
| 4448 · Tax collection fees                      | 100              | 3,500          | -3,400          |
| 4460 · Township permits                         | 0                | 500            | -500            |
| 4465 · Land division fees                       | 700              | 500            | 200             |
| 4574 · Revenue sharing                          | 42,983           | 137,216        | -94,233         |
| 4600 · Collection Fee-Sewer Fund                | 0                | 1,400          | -1,400          |
| 4601 · Fire charge collection                   | 0                | 500            | -500            |
| 4665 · Interest Income                          | 41               | 1,800          | -1,759          |
| 4671 · Other Income - Fund Balances             | 1,102            |                |                 |
| 4672 · Other Income                             | 0                | 1,000          | -1,000          |
| 4675 · Metro Auth.-restricted to roads          | 3,208            | 3,300          | -92             |
| <b>Total Income</b>                             | <b>54,685</b>    | <b>256,127</b> | <b>-201,442</b> |
| <b>Gross Profit</b>                             | <b>54,685</b>    | <b>256,127</b> | <b>-201,442</b> |
| <b>Expense</b>                                  |                  |                |                 |
| <b>5101000 · Township Board</b>                 |                  |                |                 |
| 5101703 · Trustee salary                        | 1,600            | 4,800          | -3,200          |
| 5101727 · Township supplies & expenses          | 32               | 600            | -568            |
| 5101770 · Conferences & Training                | 0                | 500            | -500            |
| <b>Total 5101000 · Township Board</b>           | <b>1,632</b>     | <b>5,900</b>   | <b>-4,268</b>   |
| <b>5171000 · Supervisor</b>                     |                  |                |                 |
| 5171703 · Supervisor Salary                     | 5,202            | 15,607         | -10,405         |
| 5171727 · Supervisor Expense                    | 0                | 1,000          | -1,000          |
| <b>5209000 · Assessor</b>                       |                  |                |                 |
| 5209705 · Board of Review expenses              | 0                | 1,155          | -1,155          |
| 5209805 · Assessor Wages                        | 6,900            | 20,700         | -13,800         |
| 5209810 · Assessor Expense                      | 317              | 2,800          | -2,483          |
| 5209000 · Assessor - Other                      | 100              |                |                 |
| <b>Total 5209000 · Assessor</b>                 | <b>7,317</b>     | <b>24,655</b>  | <b>-17,338</b>  |
| <b>Total 5171000 · Supervisor</b>               | <b>12,519</b>    | <b>41,262</b>  | <b>-28,743</b>  |
| <b>5173000 · Other General Government</b>       |                  |                |                 |
| <b>Uncollectable Debt</b>                       |                  |                |                 |
| 5173715 · Social Security                       | 8,020            |                |                 |
| 5173801 · Attorney & Consulting Expenses        | 1,552            | 5,000          | -3,448          |
| 5173802 · Audit fees                            | 1,600            | 5,000          | -3,400          |
| 5173802 · Audit fees                            | 14               | 3,300          | -3,286          |
| 5173811 · Membership fees & dues                | 14               | 3,300          | -3,286          |
| 5173811 · Membership fees & dues                | 1,620            | 2,000          | -380            |
| 5173890 · Newsletter (non-recyc)                | 0                | 100            | -100            |
| 5173895 · Website Administrator                 | 500              | 500            | 0               |
| 5173912 · Insurance & Bonds                     | 5,467            | 5,500          | -33             |
| 5173955 · Miscellaneous                         | 20               | 0              | 20              |
| <b>Total 5173000 · Other General Government</b> | <b>18,793</b>    | <b>21,400</b>  | <b>-2,607</b>   |
| <b>5215700 · Clerk</b>                          |                  |                |                 |
| 5173900 · Printing & publishing                 | 42               | 800            | -758            |
| 5174810 · Deputy Clerk                          | 165              | 1,000          | -835            |
| 5191727 · Election expense                      | 411              | 3,500          | -3,089          |
| 5215703 · Clerk salary                          | 5,405            | 16,214         | -10,809         |
| 5215727 · Clerk supplies & expense              | 180              | 3,200          | -3,020          |
| <b>Total 5215700 · Clerk</b>                    | <b>6,204</b>     | <b>24,714</b>  | <b>-18,510</b>  |
| <b>5253700 · Treasurer</b>                      |                  |                |                 |
| 5253701 · Tax Collection Expense                | 528              | 2,500          | -1,972          |
| 5253703 · Treasurer salary                      | 5,872            | 17,615         | -11,743         |
| 5253704 · Deputy Treasurer Wages                | 248              | 1,000          | -753            |
| 5253727 · Treasurer supplies & expenses         | -243             | 2,000          | -2,243          |
| <b>Total 5253700 · Treasurer</b>                | <b>6,404</b>     | <b>23,115</b>  | <b>-16,711</b>  |

Jul 29, 2018  
 Accrual Basis

## Bridgewater Township Profit & Loss Budget vs. Actual April 2018 through March 2019

|   | Apr '18 - Mar 19 | Budget         | \$ Over Budget  |
|---|------------------|----------------|-----------------|
| <b>5265000 · Building &amp; Grounds</b>       |                  |                |                 |
| 5265728 · Maintenance & Utilities             | 2,217            | 6,000          | -3,783          |
| 5265925 · Cemetery care                       | 1,037            | 2,500          | -1,463          |
| 5265980 · Building improvement & equipmen     | 119              | 2,000          | -1,881          |
| <b>Total 5265000 · Building &amp; Grounds</b> | <b>3,374</b>     | <b>10,500</b>  | <b>-7,126</b>   |
| <b>5301800 · Public Safety</b>                |                  |                |                 |
| 5339727 · Fire protection billing expense     | 13,000           | 65,000         | -52,000         |
| <b>Total 5301800 · Public Safety</b>          | <b>13,000</b>    | <b>65,000</b>  | <b>-52,000</b>  |
| <b>5400700 · Planning &amp; zoning</b>        |                  |                |                 |
| <b>5400701 · Planning</b>                     |                  |                |                 |
| 5400727 · Planning comm. wage & expense       | 2,190            | 4,200          | -2,010          |
| 5400803 · Planning consultant - on-going      | 1,551            | 9,000          | -7,449          |
| 5400806 · Farmland PB Consultant              | 0                | 500            | -500            |
| 5411810 · Conferences & Training              | 370              |                |                 |
| <b>Total 5400701 · Planning</b>               | <b>4,111</b>     | <b>13,700</b>  | <b>-9,589</b>   |
| <b>5410726 · Zoning</b>                       |                  |                |                 |
| 5410704 · Land Division Processing Fees       | 575              | 1,500          | -925            |
| 5410727 · Zoning ad.wage & expense            | 2,480            | 7,500          | -5,020          |
| 5411727 · Zon Bd of Appeals Expense           | 43               | 325            | -283            |
| <b>Total 5410726 · Zoning</b>                 | <b>3,098</b>     | <b>9,325</b>   | <b>-6,228</b>   |
| <b>Total 5400700 · Planning &amp; zoning</b>  | <b>7,209</b>     | <b>23,025</b>  | <b>-15,816</b>  |
| <b>5440000 · Public works</b>                 |                  |                |                 |
| 5440846 · Road Improvements                   | 2,410            | 30,000         | -27,590         |
| 5440847 · Drains at large                     | 0                | 4,500          | -4,500          |
| 5440849 · Clean-up Day                        | 2,399            | 3,200          | -801            |
| 5440852 · Street lighting                     | 1,562            | 3,500          | -1,938          |
| <b>Total 5440000 · Public works</b>           | <b>6,371</b>     | <b>41,200</b>  | <b>-34,829</b>  |
| <b>Total Expense</b>                          | <b>75,506</b>    | <b>256,116</b> | <b>-180,610</b> |
| <b>Net Income</b>                             | <b>-20,822</b>   | <b>11</b>      | <b>-20,832</b>  |

Jul 29, 2018  
Accrual Basis

**Bridgewater Township**  
**Balance Sheet**  
As of July 31, 2018

|   | <u>Jul 31, 18</u>               |
|---|---------------------------------|
| <b>ASSETS</b>                                       |                                 |
| <b>Current Assets</b>                               |                                 |
| <b>Checking/Savings</b>                             |                                 |
| 1002 · General Checking-Key Bank                    | 51,953.56                       |
| 1010 · General Savings-Key Bank                     | 162,514.23                      |
| 1016 · Bank of Ann Arbor 5yr                        | 101,178.20                      |
| 1017 · Old National 5 yr                            | 107,937.21                      |
| <b>Total Checking/Savings</b>                       | <u>423,583.20</u>               |
| <b>Accounts Receivable</b>                          |                                 |
| 1200 · Accounts Receivable                          | 762.00                          |
| <b>Total Accounts Receivable</b>                    | <u>762.00</u>                   |
| <b>Other Current Assets</b>                         |                                 |
| Prepaid Insurance                                   | -185.75                         |
| 1034 · Tax Receivable-PPT                           | 53.53                           |
| 1050 · Current Year Tx Roll Receivable              |                                 |
| 1090 · Due from County - Settlement                 | -3,595.62                       |
| 1050 · Current Year Tx Roll Receivable - Other      | -1,163.00                       |
| <b>Total 1050 · Current Year Tx Roll Receivable</b> | <u>-4,758.62</u>                |
| 1081 · Due from Sewer Operations                    | -2,040.75                       |
| 1085 · Due From Tax Fund                            | 2,285.00                        |
| 1201 · Accounts Receivable 2                        | 23,262.00                       |
| <b>Total Other Current Assets</b>                   | <u>18,615.41</u>                |
| <b>Total Current Assets</b>                         | 442,960.61                      |
| <b>Fixed Assets</b>                                 |                                 |
| 1600 · Buildings                                    | 98,329.35                       |
| 1610 · Equipment                                    | 28,244.21                       |
| 1620 · Land   | 70,863.09                       |
| 1630 · Siding & Windows                             | 17,049.00                       |
| 1640 · Township Hall Improvements                   | 54,079.30                       |
| 1650 · Accumulated Depreciation                     | -91,492.66                      |
| <b>Total Fixed Assets</b>                           | <u>177,072.29</u>               |
| <b>TOTAL ASSETS</b>                                 | <b><u><u>620,032.90</u></u></b> |
| <b>LIABILITIES &amp; EQUITY</b>                     |                                 |
| <b>Liabilities</b>                                  |                                 |
| <b>Current Liabilities</b>                          |                                 |
| <b>Accounts Payable</b>                             |                                 |
| 2000 · Accounts Payable                             | 5,295.64                        |
| <b>Total Accounts Payable</b>                       | <u>5,295.64</u>                 |
| <b>Credit Cards</b>                                 |                                 |
| 2050 · Comerica - Clerk/Treasurer                   | 1,329.40                        |
| <b>Total Credit Cards</b>                           | <u>1,329.40</u>                 |
| <b>Other Current Liabilities</b>                    |                                 |
| 2217 · Escrow Deposits Payable                      |                                 |
| 2220 · Due to SMR-Elliott parcel                    | 2,500.00                        |
| 2233 · Due to SMR-Crego/Peltcs                      | 2,436.46                        |
| 2239 · Due to GS Materials MEL Exp App              | -23.98                          |
| 2251 · Due to Bridgewater Bank                      | 3,928.53                        |
| 2252 · Due Metro General Contractors                | 1,000.00                        |
| 2253 · Due to Bridgewater Commons                   | 39,978.75                       |
| 2255 · Barbu  | -882.87                         |
| 2256 · JK-PK Properties                             | 3,907.50                        |
| <b>Total 2217 · Escrow Deposits Payable</b>         | <u>52,844.39</u>                |

Jul 29, 2018  
Accrual Basis

**Bridgewater Township**  
**Balance Sheet**  
As of July 31, 2018

|  | <u>Jul 31, 18</u>        |
|--|--------------------------|
| 2295 · Deferred Revenue                | 53.53                    |
| <b>Total Other Current Liabilities</b> | <u>52,897.92</u>         |
| <b>Total Current Liabilities</b>       | <u>59,522.96</u>         |
| <b>Total Liabilities</b>               | 59,522.96                |
| <b>Equity</b>                          |                          |
| 3900 · Fund Balance                    | 403,579.10               |
| 3930 · Emergency Services              | 375.00                   |
| 3940 · Invested in Capital Assets, Net | 177,073.03               |
| Net Income                             | <u>-20,517.19</u>        |
| <b>Total Equity</b>                    | <u>560,509.94</u>        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>  | <u><u>620,032.90</u></u> |

# Bridgewater Township Sewer Operation Profit & Loss

Jul 29, 2018  
Accrual Basis

April 2018 through March 2019

|   | Bond - Sewer | Operation - Sewer | TOTAL      |
|---|--------------|-------------------|------------|
| <b>Ordinary Income/Expense</b>              |              |                   |            |
| <b>Income</b>                               |              |                   |            |
| Customer Finance Charge                     | 0.00         | -88.38            | -88.38     |
| Interest Income Master Account              |              |                   |            |
| Interest Income Checking                    | 0.00         | 21.25             | 21.25      |
| <b>Total Interest Income Master Account</b> | 0.00         | 21.25             | 21.25      |
| Miscellaneous Income                        | 0.00         | 190.32            | 190.32     |
| Operation Maintenance Income                | 0.00         | 34,000.00         | 34,000.00  |
| Special Assessment Revenue                  | 6,944.70     | 0.00              | 6,944.70   |
| <b>Total Income</b>                         | 6,944.70     | 34,123.19         | 41,067.89  |
| <b>Gross Profit</b>                         | 6,944.70     | 34,123.19         | 41,067.89  |
| <b>Expense</b>                              |              |                   |            |
| <b>Collection System</b>                    |              |                   |            |
| <b>Billing</b>                              |              |                   |            |
| Billing Clerk                               | 0.00         | -100.00           | -100.00    |
| <b>Total Billing</b>                        | 0.00         | -100.00           | -100.00    |
| Collection System Equip Repairs             | 0.00         | 217.50            | 217.50     |
| Grinder Pump repairs                        | 0.00         | 700.00            | 700.00     |
| Miss Dig Locator Service                    | 0.00         | 2,081.16          | 2,081.16   |
| <b>Total Collection System</b>              | 0.00         | 2,898.66          | 2,898.66   |
| <b>Insurance</b>                            | 0.00         | 1,134.83          | 1,134.83   |
| <b>Treatment Plant</b>                      |              |                   |            |
| Building & Grounds Maintenance              | 0.00         | 470.00            | 470.00     |
| Chemicals                                   | 0.00         | 1,441.00          | 1,441.00   |
| Electricity                                 | 0.00         | 6,742.42          | 6,742.42   |
| Phone Service                               | 0.00         | 168.43            | 168.43     |
| Plant Operator                              | 0.00         | 10,400.00         | 10,400.00  |
| Treatment Plant - Other                     | 0.00         | 240.00            | 240.00     |
| <b>Total Treatment Plant</b>                | 0.00         | 19,461.85         | 19,461.85  |
| <b>Total Expense</b>                        | 0.00         | 23,495.34         | 23,495.34  |
| <b>Net Ordinary Income</b>                  | 6,944.70     | 10,627.85         | 17,572.55  |
| <b>Other Income/Expense</b>                 |              |                   |            |
| <b>Other Expense</b>                        |              |                   |            |
| Washtenaw Cty Debt Svc                      |              |                   |            |
| Interest                                    | 1,762.50     | 0.00              | 1,762.50   |
| Principal                                   | 35,250.00    | 0.00              | 35,250.00  |
| <b>Total Washtenaw Cty Debt Svc</b>         | 37,012.50    | 0.00              | 37,012.50  |
| <b>Total Other Expense</b>                  | 37,012.50    | 0.00              | 37,012.50  |
| <b>Net Other Income</b>                     | -37,012.50   | 0.00              | -37,012.50 |
| <b>Net Income</b>                           | -30,067.80   | 10,627.85         | -19,439.95 |



Jul 29, 2018  
Accrual Basis

**Bridgewater Township Sewer Operation**  
**Balance Sheet**  
As of July 31, 2018

|  | <u>Jul 31, 18</u>                 |
|--|-----------------------------------|
| <b>ASSETS</b>                          |                                   |
| <b>Current Assets</b>                  |                                   |
| Checking/Savings                       |                                   |
| Key-Sewer O/M                          |                                   |
| Capital Improvements Reserve           | 12,000.00                         |
| Key-Sewer O/M - Other                  | 15,738.19                         |
| <b>Total Key-Sewer O/M</b>             | <u>27,738.19</u>                  |
| Key Sewer O/M Saving                   | 85,248.78                         |
| Key Sewer Retirement Checking          | 66,139.94                         |
| <b>Total Checking/Savings</b>          | <u>179,126.91</u>                 |
| Accounts Receivable                    |                                   |
| Accounts receivable                    | 55,177.55                         |
| <b>Total Accounts Receivable</b>       | <u>55,177.55</u>                  |
| <b>Other Current Assets</b>            |                                   |
| Due From Tax                           | 852.20                            |
| Prepaid Expenses                       | 353.63                            |
| Prepaid Insurance                      | 103.17                            |
| Taxes Receivable Special Asst          | 3,103.87                          |
| <b>Total Other Current Assets</b>      | <u>4,412.87</u>                   |
| <b>Total Current Assets</b>            | 238,717.33                        |
| <b>Fixed Assets</b>                    |                                   |
| Accessory Building                     | 53,320.02                         |
| Accumulated Depr - Access Bldg         | -7,938.72                         |
| Accumulated Depr - Equipment           | -18,994.02                        |
| Accumulated Depr - Sewer System        | -581,739.68                       |
| Equipment                              | 63,004.77                         |
| Land                                   | 55,355.06                         |
| Sewer System Plant                     | 1,966,444.05                      |
| <b>Total Fixed Assets</b>              | <u>1,529,451.48</u>               |
| <b>Other Assets</b>                    |                                   |
| Special Assessment Receivable          | 148,275.00                        |
| <b>Total Other Assets</b>              | <u>148,275.00</u>                 |
| <b>TOTAL ASSETS</b>                    | <u><u><b>1,916,443.81</b></u></u> |
| <b>LIABILITIES &amp; EQUITY</b>        |                                   |
| <b>Liabilities</b>                     |                                   |
| <b>Current Liabilities</b>             |                                   |
| Accounts Payable                       |                                   |
| *Accounts Payable                      | -210.00                           |
| <b>Total Accounts Payable</b>          | <u>-210.00</u>                    |
| <b>Other Current Liabilities</b>       |                                   |
| Accounts Payable                       | 2,600.00                          |
| Due to General Fund                    | 1,286.59                          |
| <b>Total Other Current Liabilities</b> | <u>3,886.59</u>                   |
| <b>Total Current Liabilities</b>       | 3,676.59                          |
| <b>Long Term Liabilities</b>           |                                   |
| 2004 Bonds Wastewater Expansion        | 176,250.00                        |
| <b>Total Long Term Liabilities</b>     | <u>176,250.00</u>                 |
| <b>Total Liabilities</b>               | 179,926.59                        |

Jul 29, 2018  
Accrual Basis

**Bridgewater Township Sewer Operation**  
**Balance Sheet**  
As of July 31, 2018

|                                       | <u>Jul 31, 18</u>          |
|---------------------------------------|----------------------------|
| <b>Equity</b>                         |                            |
| Invested in capital assets, net       | 1,317,951.48               |
| Restricted for Debt Service           | 240,753.85                 |
| Unrestricted Funds (QB RE acct)       | 196,159.96                 |
| Net Income                            | -18,348.07                 |
| <b>Total Equity</b>                   | <u>1,736,517.22</u>        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b> | <u><u>1,916,443.81</u></u> |

Subject: Re: RE: RE: Rustic Glen - Docket 17-002071-TT

---

From: bridgewaterwpassessor@yahoo.com

To: justin@fredgordonlaw.com; bridgewaterwpsupervisor@yahoo.com; bridgewaterwptreasurer@yahoo.com; bridgewaterwpclerk@yahoo.com; gm.lawncare@yahoo.com

Date: Monday, June 18, 2018, 8:29:39 AM EDT

---

Justin,

All stipulations must go through Bridgewater Township Board, so I will take this newest proposal before the board on August 2, 2018.

Thanks and have a wonderful week.

**Mary Rider, MAAO, PPE**

Assessor

Bridgewater Township

10990 Clinton Road

Manchester, MI 48158

Phone 517.980.6819

Fax 517.913.6126

email bridgewaterwpassessor@yahoo.com

On Friday, 15 June 2018, 12:31:20 pm GMT-4, Justin Gray <justin@fredgordonlaw.com> wrote:

Hi Mary,

Laurie sent us a message indicating that our settlement proposal of \$400k was rejected by the Twp. I asked if she had any counter offer, but have not received a response.

Can we put this one to rest at \$500,000 TCV?

The resulting tax implications would be very minimal for the Twp.

Please let me know your thoughts when you have an opportunity.

Thank you,

Justin A. Gray, Attorney

Law Offices of Fred Gordon, P.C.

Commercial and Residential Property Tax Appeals

(248) 546-7600 phone

(248) 546-1668 fax

74 W. Long Lake Rd. Suite 101

Bloomfield Hills, MI 48304

NOTICE: If this message is an offer of settlement it is therefore, pursuant to MRE 408, not admissible in any Court or Tribunal. The information contained in this message is confidential and may be legally privileged. The message is intended solely for the addressee(s). If you are not the intended recipient, you are hereby notified that any use, dissemination, or reproduction is strictly prohibited and may be unlawful. If you are not the intended recipient, please contact the sender by return e-mail and destroy all copies of the original message.

## **Section 6.34 Transient and Amusement Enterprises.**

Circuses, carnivals, other transient amusement enterprises, music festivals, fundraising events, temporary gatherings of people, and similar for-profit or non-profit activities shall be subject to the following:

### **A. Acceptance of Applications by the Township Board.**

Applications for approval of such activities shall be forwarded to the Township Clerk for review and acceptance by the Township Board. Upon a finding by the Township Board that the location of such activity will not adversely affect adjoining properties or adversely affect public health, safety, morals, or general welfare, the application shall be deemed to be accepted by the Township for review. Applications not accepted by the Board shall be returned to the applicant with a written statement of the Board's reasons for rejection.

The Township Board may require posting of a performance guarantee per Section 1.11C (Performance Guarantees), in an amount sufficient to hold the Township free of all liabilities incidental to the operation of such activity and indemnify any adjoining land owners for any damage resulting from operation of such activity. Such damages shall be provable before the court having jurisdiction over the premises upon which the damages occurred and shall be payable through such court.

### **B. Approval of Activities.**

Transient and amusement enterprises for which an application has been accepted by the Township Board may be permitted as a temporary use in any zoning district, subject to Zoning Administrator approval per Section 1.07 (Certificates of Zoning Compliance).



**SAINTE CONSTANTIN BRANCOVEANU CULTURAL CENTER**  
CENTRUL CULTURAL SFÂNTUL CONSTANTIN BRÂNCOVEANU

July 10, 2018

To the Bridgewater Township Board of Trustees:

The Board of Trustees of Holy Trinity Romanian Orthodox Monastery (formerly known as Holy Ascension) and the leadership of St. Constantin Brancoveanu Cultural Center attached to the monastery, would like to ask for your consideration and approval of our Festival which will take place September 1 and 2, 2018 between the hours of 2 and 10 pm.

This festival is organized in order to gather funds for the completion of the new church and will feature traditional Romanian food, music and costumes.

We expect between 500 and 700 people during the festival.

We have many volunteers from our community who will coordinate parking, security and all activities related to the festival.

**Parking:** Fr. Sebastian Dumitrascu-Coordinator (313-770-2494), Ilie Pasca (519-213-0377), Iacob Padurean (734-223-9354), Florin Cretu (517-902-6549)

**Security:** Mrs. Nicoleta Mihai-Coordinator and policewoman with Lansing Police Dept. (517-759-8712), Valentin Serban (678-362-8971), Alex Vasilescu (517-270-1864), Claudiu Totan (734-968-0404)

Thank you very much for your support and consideration on this matter.

Rt. Rev. Irineu  
Bishop and Abbot of Holy Trinity Monastery

Mrs. Stefana Romanov  
President of St. Constantin  
Brancoveanu Cultural Center

Google Maps

Temporary Bathrooms

Tent for Food, music, Stage  
Speakers will be placed inside the tent



All speakers will be placed inside the tent, facing the audience

There will be adequate lighting for after dark hours

Additional tent for food

Temp. Bathrooms



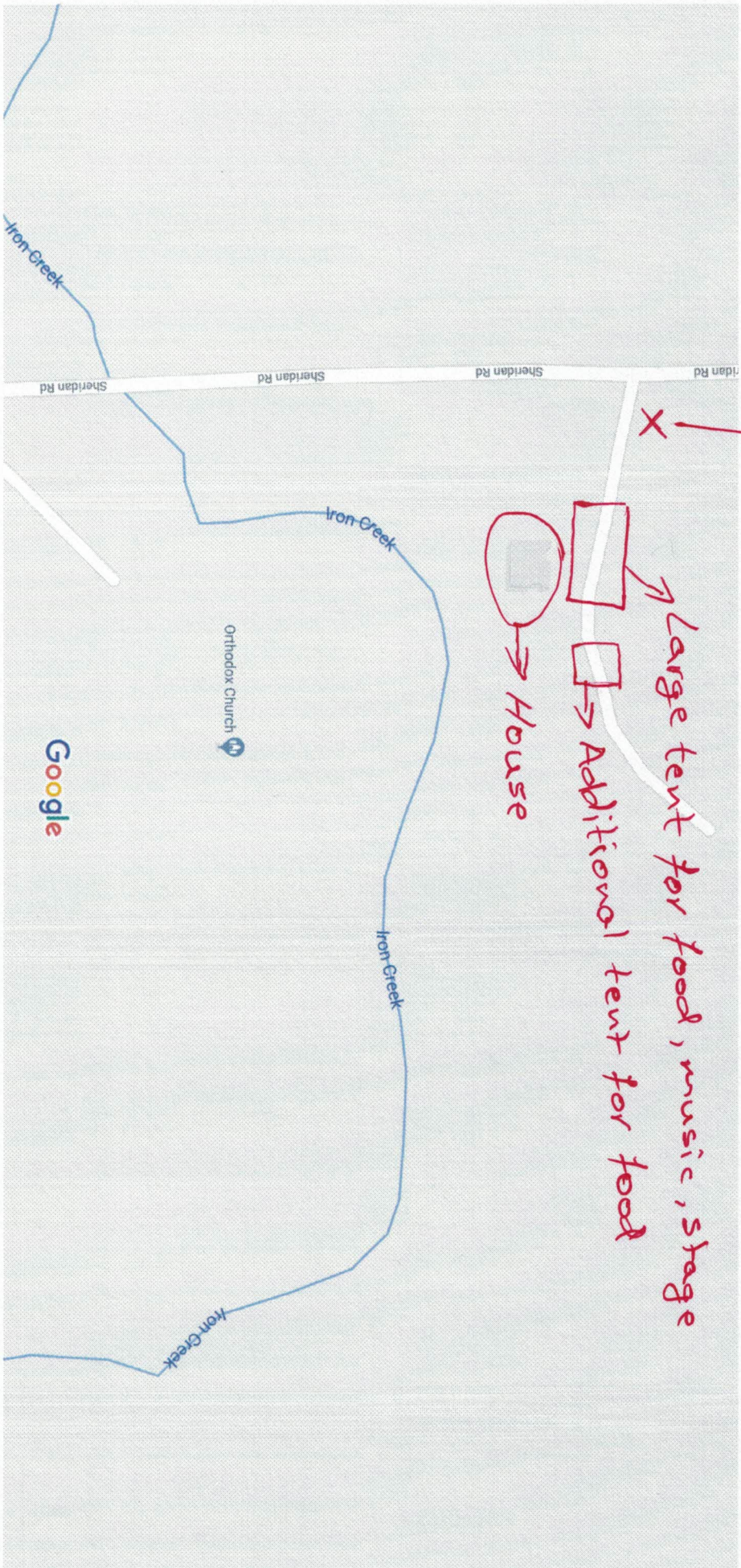
Large tent for food, music, stage



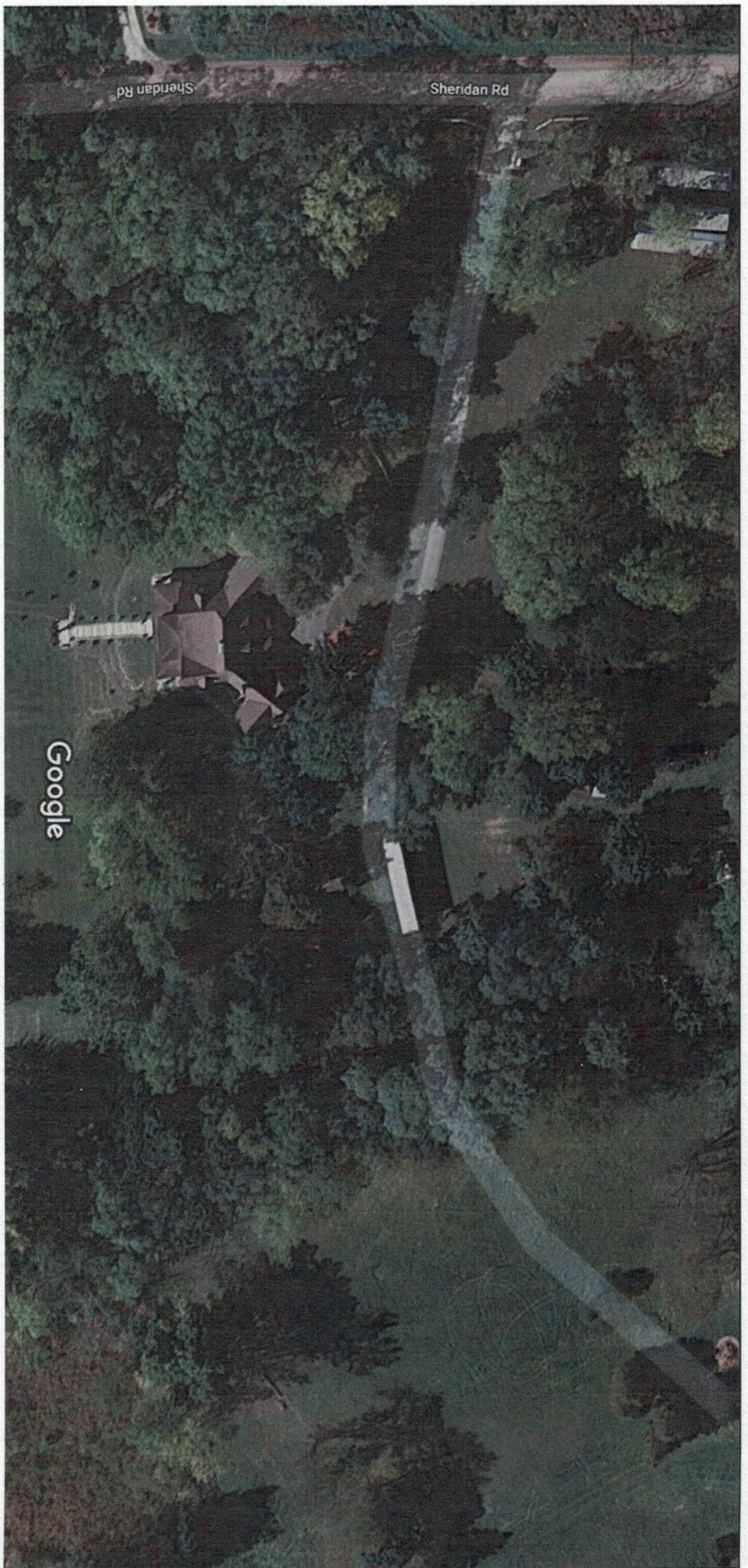
Additional tent for food



House



Orthodox Church







**PROFESSIONAL CONTRACTING & CONSULTING**  
 1630 W. SUDBURN  
 DETROIT, MI 48226  
 PH: (313) 587-0950  
 FAX: (313) 587-0950

**DRAWN BY**  
 ANI

**APPROVED BY**  
 TN

THIS DRAWING, SPECIFICATIONS, AND SCHEDULES ARE THE PROPERTY OF PCC CONSULTING AND SHALL NOT BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM.

**PROJECT**  
 HOLY ASCENSION  
 CEMETERY

**OWNER'S NAME**  
 HOLY ASCENSION  
 MONASTERY

**ADDRESS**  
 1843 SHERIDAN  
 ROAD CLINTON, MI  
 49326

**PROJECT NO.**

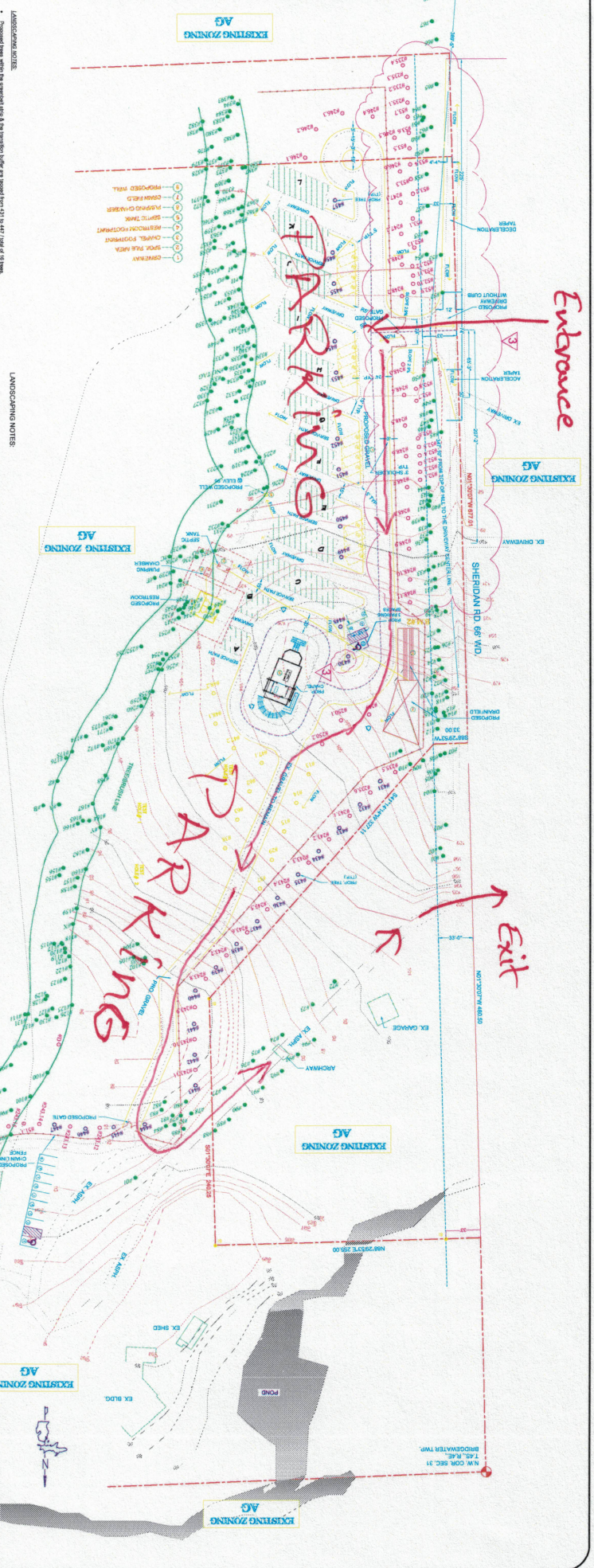
**DATE:** 06/29/2015  
**REV:** 06/10/2015  
**REV:** 06/18/2015  
**REV:** 09/11/2015

**SCALE**  
 1" = 50'-0"

**SHEET TITLE**  
 EXISTING & PROPOSED  
 LANDSCAPING PLAN

**SEAL**

**PROPOSED FINAL SITE PLAN**  
 SCALE: 1" = 50'



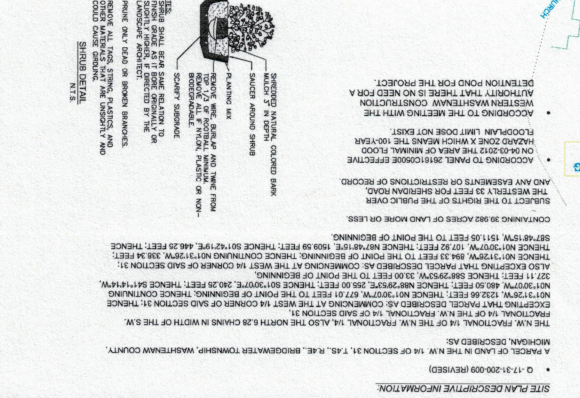
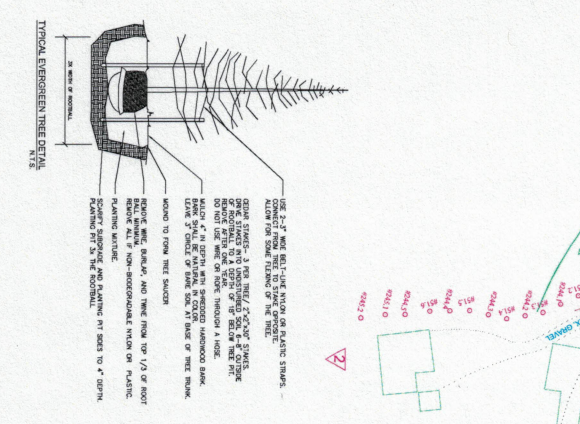
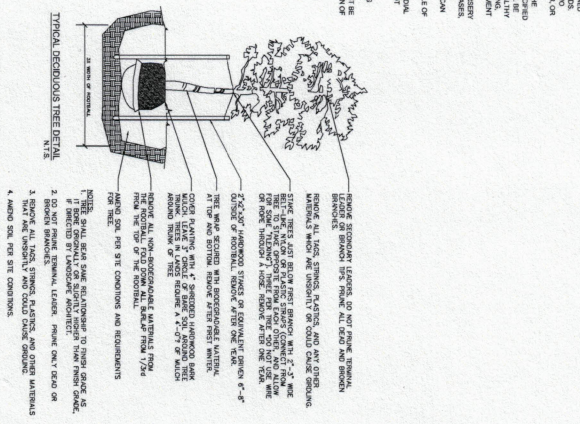
**LANDSCAPING NOTES:**

- 1. Proposed trees within the planting area are indicated by a symbol from C17, Table of 11 trees.

**LANDSCAPING NOTES:**

1. ALL LANDSCAPING SHALL BE INSTALLED AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD. THE PLANT MATERIAL SHALL BE GUARANTEED FOR TWO YEARS FROM THE DATE OF INSTALLATION. WITHIN ONE YEAR ON PLANTINGS SHALL BE FREE MAINTENANCE INCLUDING THE PRUNING OF ESTABLISHED TREES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING TREES AND SHRUBS. ALL PLANT MATERIAL SHALL BE NORTHWESTERN HARDY ORIGINATING FROM MICHIGAN COUNTY AND NOT ADAPTED TO THE SITE. ALL PLANT MATERIAL SHALL BE INSTALLED IN ACCORDANCE WITH THE MICHIGAN COUNTY AND NOT ADAPTED TO THE SITE. ALL PLANT MATERIAL SHALL BE INSTALLED IN ACCORDANCE WITH THE MICHIGAN COUNTY AND NOT ADAPTED TO THE SITE.
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10. ALL PLANT MATERIAL SHALL BE INSTALLED IN ACCORDANCE WITH THE MICHIGAN COUNTY AND NOT ADAPTED TO THE SITE.

| PLANTING TREE LIST     | PLANTING TREE LIST | PLANTING TREE LIST     | PLANTING TREE LIST     |
|------------------------|--------------------|------------------------|------------------------|
| TREE COMMON NAME       | SYMBOL             | PLANTING TREE LIST     | PLANTING TREE LIST     |
| 1. American Elm        | (Symbol)           | 1. American Elm        | 1. American Elm        |
| 2. Bald Cypress        | (Symbol)           | 2. Bald Cypress        | 2. Bald Cypress        |
| 3. Black Gum           | (Symbol)           | 3. Black Gum           | 3. Black Gum           |
| 4. Black Locust        | (Symbol)           | 4. Black Locust        | 4. Black Locust        |
| 5. Black Walnut        | (Symbol)           | 5. Black Walnut        | 5. Black Walnut        |
| 6. Blue Spruce         | (Symbol)           | 6. Blue Spruce         | 6. Blue Spruce         |
| 7. Bur Oak             | (Symbol)           | 7. Bur Oak             | 7. Bur Oak             |
| 8. Canada Spruce       | (Symbol)           | 8. Canada Spruce       | 8. Canada Spruce       |
| 9. Cedar               | (Symbol)           | 9. Cedar               | 9. Cedar               |
| 10. Eastern White Pine | (Symbol)           | 10. Eastern White Pine | 10. Eastern White Pine |
| 11. European Larch     | (Symbol)           | 11. European Larch     | 11. European Larch     |
| 12. Field Spruce       | (Symbol)           | 12. Field Spruce       | 12. Field Spruce       |
| 13. Fringe Tree        | (Symbol)           | 13. Fringe Tree        | 13. Fringe Tree        |
| 14. Ginkgo             | (Symbol)           | 14. Ginkgo             | 14. Ginkgo             |
| 15. Hackberry          | (Symbol)           | 15. Hackberry          | 15. Hackberry          |
| 16. Honeylocust        | (Symbol)           | 16. Honeylocust        | 16. Honeylocust        |
| 17. Japanese Cedar     | (Symbol)           | 17. Japanese Cedar     | 17. Japanese Cedar     |
| 18. Japanese Maple     | (Symbol)           | 18. Japanese Maple     | 18. Japanese Maple     |
| 19. Norway Spruce      | (Symbol)           | 19. Norway Spruce      | 19. Norway Spruce      |
| 20. Red Pine           | (Symbol)           | 20. Red Pine           | 20. Red Pine           |
| 21. Red Spruce         | (Symbol)           | 21. Red Spruce         | 21. Red Spruce         |
| 22. Scotch Pine        | (Symbol)           | 22. Scotch Pine        | 22. Scotch Pine        |
| 23. Silver Birch       | (Symbol)           | 23. Silver Birch       | 23. Silver Birch       |
| 24. White Pine         | (Symbol)           | 24. White Pine         | 24. White Pine         |
| 25. White Spruce       | (Symbol)           | 25. White Spruce       | 25. White Spruce       |
| 26. Yellow Birch       | (Symbol)           | 26. Yellow Birch       | 26. Yellow Birch       |
| 27. Yellow Pine        | (Symbol)           | 27. Yellow Pine        | 27. Yellow Pine        |
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**SITE PLAN DESCRIPTIVE INFORMATION:**

A. 0.17-31-200-009 (REVISED)

B. 0.17-31-200-009 (REVISED)

C. 0.17-31-200-009 (REVISED)

D. 0.17-31-200-009 (REVISED)

E. 0.17-31-200-009 (REVISED)

F. 0.17-31-200-009 (REVISED)

G. 0.17-31-200-009 (REVISED)

H. 0.17-31-200-009 (REVISED)

I. 0.17-31-200-009 (REVISED)

J. 0.17-31-200-009 (REVISED)

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M. 0.17-31-200-009 (REVISED)

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U. 0.17-31-200-009 (REVISED)

V. 0.17-31-200-009 (REVISED)

W. 0.17-31-200-009 (REVISED)

X. 0.17-31-200-009 (REVISED)

Y. 0.17-31-200-009 (REVISED)

Z. 0.17-31-200-009 (REVISED)



## PROPOSAL / WORK CONTRACT

**R. HAGEN PLUMBING & HEATING L.L.C.**  
**245 JACKSON INDUSTRIAL DR.**  
**ANN ARBOR, MI 48103**  
**(734) 668-6744 FAX (734) 668-1033**

|   |                                     |                         |
|---|-------------------------------------|-------------------------|
| PROPOSAL SUBMITTED TO<br><b>BRIDGEWATER TOWNSHIP HALL</b> | PHONE NUMBER<br><b>734-223-2766</b> | DATE<br><b>07/06/18</b> |
| STREET<br><b>10990 CLINTON RD</b>                         | JOB NAME                            |                         |
| CITY, STATE, AND ZIP CODE<br><b>MANCHESTER, MI 48158</b>  | JOB NUMBER                          |                         |

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:  
 PROVIDE AND INSTALL PLUMBING TO INCLUDE  
 ADD HOSE BIB TO SOUTH SIDE OF BUILDING NEXT TO EXISTING RISER PIPE;  
 REPLACE SHUT OFF;  
**PRICE FOR SOUTH HOSE BIB \$575.00**

**OPTIONAL:**  
 ADD SECOND HOSE BIB TO NORTH SIDE OF WALL;  
 THIS WORK MUST BE DONE ON SAME TRIP TO GET THIS PRICE  
**PRICE FOR OPTIONAL ADD \$275.00**

**WE PROPOSE hereby to furnish materials and labor-complete in accordance with above specification, of the sum of:**  
**FIVE HUNDRED SEVENTY FIVE DOLLARS & 00/100** **dollars(\$575.00 )**  
**Payment to be made as follows: 100% DUE ON DAY OF SERVICE;**

UNPAID BALANCES OVER 30 DAYS WILL BE ASSESSED A 1.5% FINANCE CHARGE PER MONTH

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

**Authorized Signature**

ROBERT HAGEN

MASTER PLUMBING LICENSE 81-11402  
 MECHANICAL LICENSE 71-058147  
 BOILER INSTALLER'S LICENSE 314874 1B

Note: this proposal may be withdrawn by us if not accepted within  
30 days

**Acceptance of Proposal** The above prices, specifications and conditions are hereby accepted. You are authorize to do work as specified. Payment will be made as outlined above.

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Statutory notice:** A residential builder or a residential maintenance and alteration contractor is required to be licensed under article 24 of Act 299 of the Public Ac 1980, as amended, being sections 339.2401 to 339.2412 of the Michigan Compiled Laws. An electrician is required to be licensed under Act No. 217 of the Public of 1956, as amended, being sections 338.881 to 338.982 of the Michigan Compiled Laws. A plumber is required to be licensed under Act No. 266 of the Public Ac 1929, as amended, being sections 338.901 to 338.917 of the Michigan Compiled Laws.

**ADDITIONAL CHARGES WILL APPLY FOR CUSTOM FIXTURES INSTALLATION AND FIXTURES PROVIDED BY OWNER IF INCOMPLETE; 2% SURCHARGE WILL BE ADDED TO ALL CONTRACT INVOICES PAID BY CREDIT CARD;**

## R.A. HACKETT PLUMBING & HEATING

Robert A. Hackett - Owner  
 310 S. Pearl Street  
 TECUMSEH, MICHIGAN 49286  
 Ph. (517) 423-4311 • Fax (517) 423-7971

|  |                              |                        |
|--|------------------------------|------------------------|
| PROPOSAL SUBMITTED TO<br><i>BridgeWater Twp. Hall</i>      | PHONE<br><i>734-223-2766</i> | DATE<br><i>7-19-18</i> |
| STREET<br><i>10990 Clinton Rd</i>                          | JOB NAME<br><i>spigots</i>   |                        |
| CITY, STATE and ZIP CODE<br><i>Manchester, Mich. 48158</i> | JOB LOCATION<br><i>same</i>  |                        |
| ARCHITECT  | DATE OF PLANS                | JOB PHONE              |

We hereby submit specifications and estimates for:

*Provide all Necessary Labor & Materials for the Installation of as Follows -*

*1 - North side Frostproof spigot - cost - \$20.00*

*1 - South side Frostproof spigot - cost - \$500.00*

*above costs are Based on Doing Both spigots at same time.*

*Please see separate Paper for some details of job.*

*Note - If North spigot is done at a different time in Future, add 10% to above cost.*

*THANK YOU, Bob H*

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

*Thirteen Hundred Twenty & <sup>00</sup>/<sub>100</sub>* dollars (\$ *\$1320.00* )

Payment to be made as follows:

*IN Full upon job completion.*

**Terms: 30 days net. 1½% per month finance charge added to unpaid balance**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature

*Robert A. Hackett*

Note: This proposal may be withdrawn by us if not accepted within *30* days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_

**Election Workers Pay****Rates are per hour****Additional pay**

|                          | <b>Chair</b> | <b>Co-Chair</b> | <b>Inspector</b> | <b>Training</b> | <b>Chair</b> | <b>Co-Chair</b> |
|--------------------------|--------------|-----------------|------------------|-----------------|--------------|-----------------|
| <b>Bridgewater</b>       | \$11.50      | \$11.50         | \$10.50          | \$10.50         |              |                 |
| <b>Ann Arbor</b>         | \$15.00      | \$15.00         | \$11.00          |                 |              |                 |
| <b>Augusta</b>           | \$14.16      | \$13.16         | \$13.16          |                 |              |                 |
| <b>City of Ann Arbor</b> | \$15.00      | \$11.00         | \$11.00          |                 |              |                 |
| <b>City of Milan</b>     | \$10.00      | \$10.00         | \$10.00          |                 | \$50.00      | \$25.00         |
| <b>Dexter</b>            | \$14.00      | \$14.00         | \$11.00          |                 |              |                 |
| <b>Freedom</b>           | \$11.00      | \$10.00         | \$10.00          |                 |              |                 |
| <b>Lima</b>              | \$12.75      | \$12.75         | \$12.75          |                 | \$160.00     | \$160.00        |
| <b>Lodi</b>              | \$12.00      | \$12.00         | \$12.00          |                 | \$50.00      | \$50.00         |
| <b>Lydon</b>             | \$14.00      | \$12.00         | \$12.00          |                 |              |                 |
| <b>Manchester</b>        | \$20.00      | \$16.00         | \$16.00          |                 |              |                 |
| <b>Northfield</b>        | \$13.00      | \$13.00         | \$13.00          |                 | \$50.00      | \$50.00         |
| <b>Pittsfield</b>        | \$17.00      | \$14.00         | \$14.00          |                 |              |                 |
| <b>Scio</b>              | \$15.00      | \$14.00         | \$12.00          |                 |              |                 |
| <b>Superior</b>          | \$13.00      | \$12.00         | \$11.00          |                 |              |                 |
| <b>Webster</b>           | \$14.00      | \$12.00         | \$12.00          |                 |              |                 |
| <b>York</b>              | \$14.00      | \$12.00         | \$12.00          |                 |              |                 |
| <b>Ypsilanti</b>         | \$17.00      | \$14.00         | \$13.00          |                 |              |                 |
| <b>Average</b>           | \$14.02      | \$12.16         | \$12.02          |                 | \$86.67      | \$78.33         |
| <b>Median</b>            | \$12.75      | \$12.00         | \$11.00          |                 | \$50.00      | \$50.00         |

As of 15-Jun-18

|                           |                |                |                |
|---------------------------|----------------|----------------|----------------|
| <b>Suggested new rate</b> | <b>\$13.00</b> | <b>\$12.50</b> | <b>\$12.00</b> |
|---------------------------|----------------|----------------|----------------|

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Understanding

# Compensation

## for Township Officials and Employees

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*Prepared by the*

**Michigan Townships Association**

P.O. Box 80078  
Lansing, MI 48908-0078  
[www.michigantownships.org](http://www.michigantownships.org)

*Revised September 2016*

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# Introduction

While some townships have fewer employees and a less complicated organization and structure than others, all township board members are directly involved in compensation issues. Keeping up with changing laws affecting the workplace can be a full-time job for all townships. The job of setting salaries and keeping apprised of changing federal and state laws often falls on the shoulders of the elected township officials. This material was prepared to serve as a guide and to assist township officials with making some of these compensation decisions.

## Elected Officials' Salaries

Setting the salaries of township officials is a political issue for elected officials and residents alike. It is also a sensitive issue for employers and employees. Experienced township officials know that laws governing the setting of salaries are not always clear. Quite often, townships are faced with vague and conflicting statutes.

This first section will address the various methods by which salaries may be set in general law and charter townships. Each method has its own procedural requirements and limitations, as well as advantages and disadvantages.

## 1. Township Board Resolution and Referendum

Michigan law provides that, in townships where the township board has not passed a resolution to hold an annual meeting, the township board may set salaries of township officials by resolution. (MCL 41.95(3)) Attorney General Opinion 6422 of 1987 requires the township board to adopt a separate resolution for each official. Salary resolutions are not required to be adopted annually when the board sets the salaries of the office. A board is only required to adopt a salary resolution when it intends to change the salary. See page 2 for sample salary resolutions where no annual meeting is held.

A township board resolution to increase salaries is subject to referendum if a citizen petition, signed by at least 10 percent of the registered township electors, is filed with the township clerk within 30 days after the township board passes the resolution to increase salaries. If a petition is filed with the township clerk, the township board must call a special election and submit the question to the voters. The salary is paid at the increased rate in the interim.

If the voters approve the resolution, the officer continues to receive the salary increase. If the resolution is not approved, going forward the official's salary reverts to the salary for that office in effect before the township board adopted the resolution. The salary is adjusted as of the date the board of canvassers certifies the election results.

It is important to note the electors' authority to vote is limited to the salary question only. The electors do not have the authority to determine non-taxable fringe benefits or whether the township will participate in a pension plan.



**RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY**

This resolution is used when **NO ANNUAL MEETING** is held.

**A separate resolution must be adopted for each office (Attorney General Opinion 6422).**

WHEREAS, according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board; and

WHEREAS, the township board deems that an adjustment in the salary of the office of (*supervisor, clerk, treasurer OR trustee*) is warranted;

NOW BE IT RESOLVED, that as of (*effective date*), the salary of the office of (*supervisor, clerk, treasurer OR trustee*) shall be as follows:

**Supervisor:** \$\_\_\_\_\_ salary (not directly performing assessing)  
\$\_\_\_\_\_ salary if properly certified as assessor and directly performing assessing

**OR:**

**Clerk:** \$\_\_\_\_\_ salary

**OR:**

**Treasurer:** \$\_\_\_\_\_ salary

**OR:**

**Trustee:** \$\_\_\_\_\_ (*If paid by salary. Per diem/per meeting compensation is NOT subject to the annual meeting.*)

The foregoing resolution offered by board member \_\_\_\_\_.

Supported by board member \_\_\_\_\_.

Upon a roll call vote, the following voted: \_\_\_Aye \_\_\_No.

The supervisor declared the resolution adopted.

\_\_\_\_\_, Clerk

**NOTE:** This resolution uses **optional two-part salary language** that a board may choose to adopt. If a board does not use the two-part salary format, it should adopt a single, fixed salary per office.

This resolution assumes that there is no annual meeting. It assumes that there is no salary compensation commission established by MCL 41.95(4).

Pursuant to MCL 41.95(7), a salary resolution cannot result in a reduction of salary during an official’s term of office unless the responsibilities and requirements of that office are diminished, and the official agrees in writing to that reduction.

If, within 30 days after the township board votes, a petition signed by 10% of the qualified electors of the township is filed requesting that the question be submitted to the electorate, the township board shall call a special election and submit the question of salary to the electors.

**Revised by MTA Staff, September 2016**

## 2. Electors at the Annual Meeting

Public Act 187 of 1988 eliminated the requirement that general law townships hold an annual meeting of the electors. However, if the township board adopts a resolution to hold an annual meeting and has not created a compensation commission, the electors at the annual meeting are authorized to set the salaries of the township supervisor, clerk and treasurer and trustees who are paid by salary (MCL 41.95). If the township compensates trustees on a per diem or per meeting basis, the compensation is established by township board action and is not subject to the annual meeting of the electors' authority.

The electors at the annual meeting are not authorized to set the salaries for any other official or employee of the township. In addition, the electors have no authority to decide fringe benefits for any township official or employee, including board members.

It is the opinion of MTA Legal Counsel that if a township holds an annual meeting, the township is required to pass a salary resolution for each of the four board positions (if the trustee position is paid salary) at least 30 days prior to the date set for the annual meeting. This resolution may provide that salaries remain the same during the ensuing fiscal year or that salaries for some or all officials be increased during the ensuing fiscal year; it may also provide for a reduction in the salaries of board members to commence with the beginning of the next term of office.

The resolution must be adopted by the township board at least 30 days prior to the date set for the annual meeting. The resolution must state the date within the next fiscal year upon which the salaries shall be effective. Sample salary resolutions for townships holding an annual meeting are located on page 5.

The electors at the annual meeting may alter the amount of the salary established by township board resolution. Because state law prohibits reducing an elected official's salary during the official's term of office, the electors may only alter this resolution by approving an alternative salary amount that is equal to or greater than the salary authorized the prior year. If the electors fail to act on the salary resolution, the officers are entitled to the salaries established in the resolution.

Assuming that the compensation established by the electors was properly adopted, the township board does not have the authority to override the electors' decision on compensation made at an annual meeting. For instance, if the electors at the annual meeting determine the salaries of certain board members will be frozen at current levels while the salaries of other officials will be increased, the township board cannot increase the frozen salaries of the board members at a subsequent township board meeting.

### **The Politics of Public Officials' Salaries**

Some township officials have experienced annual meetings where a few township residents routinely reject salary increases proposed in the board's resolution and thus freeze the salaries of township board members or authorize only a small increase. Their reasons may vary. Some residents simply do not want to pay for higher salaries; others may bear a political or personal grudge against township board members. In addition, the average

township resident may have little knowledge as to the elected officials' duties. Consequently, the citizens may have no reason to support any proposed salary increase. This may be particularly true when little explanation is offered as to why salary increases were requested in the first place.

How can a township board gain the support of the electors for salary increases? Admittedly, there is little a township board can do to change the minds of those electors who vote down salary increases on principle. However, many citizens are willing to listen to sound reasons as to why a salary increase is reasonable.

Educating township residents before the township board's salary resolution is altered by the electors at the annual meeting goes a long way toward gaining the electors' support. Township residents should be informed about the duties of each township official, the time involved in carrying out the duties of the office, including after-hours commitments, the overall township operations, salaries of other officials in similar townships, any major and minor achievements of the township board during the past year and the history of salary increases (or lack thereof) for township officials. You may think of other items to add to the list.

Information about township board accomplishments can be made available at the township hall and annual meeting. If the township has a regular newsletter circulated to township residents that contains information about township events, information about township achievements and challenges can also be included. However, the township official must walk a fine line between informing township residents and crusading for a higher salary through the township newsletter.

## RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

This resolution is used when **HOLDING AN ANNUAL MEETING**.

**A separate resolution must be adopted for each office (Attorney General Opinion 6422).**

WHEREAS, MCL 41.95 authorizes the township board of \_\_\_\_\_ Township to determine the salaries for the offices of supervisor, clerk, treasurer, and trustee for fiscal year \_\_\_\_\_ by adopting a resolution at least 30 days prior to the township annual meeting of the electors; and

WHEREAS, the township board deems that an adjustment in the salary of the office of (*supervisor, clerk, treasurer OR trustee*) is warranted;

NOW BE IT RESOLVED, that as of (*effective date in next fiscal year*), the salary of the office of (*supervisor, clerk, treasurer OR trustee*) shall be as follows:

**Supervisor:** \$ \_\_\_\_\_ salary (not directly performing assessing)  
\$ \_\_\_\_\_ salary if properly certified as assessor and directly performing assessing

**OR:**

**Clerk:** \$ \_\_\_\_\_ salary

**OR:**

**Treasurer:** \$ \_\_\_\_\_ salary

**OR:**

**Trustee:** \$ \_\_\_\_\_ (*If paid by salary. Per diem/per meeting compensation is NOT subject to the annual meeting.*)

BE IT ALSO RESOLVED, that this resolution shall be submitted to the electors at the annual meeting to be held on \_\_\_\_\_, at which time the electors may modify these amounts. Pursuant to MCL 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during an official's term of office unless the responsibilities and requirements of that office are diminished, and the official agrees in writing to that reduction. In the event that the electors fail to act on this resolution, the officer shall be entitled to the salary as established in this resolution, in accordance with state law.

BE IT FURTHER RESOLVED, that this resolution, adopted on \_\_\_\_\_, is properly adopted by \_\_\_\_\_ Township Board at least 30 days prior to the annual meeting, as required by law.

The foregoing resolution offered by board member \_\_\_\_\_.

Supported by board member \_\_\_\_\_.

Upon a roll call vote, the following voted: \_\_\_Aye \_\_\_No.

The supervisor declared the resolution adopted.

\_\_\_\_\_, Clerk

**NOTE:** This resolution uses **optional two-part salary language** that a board may choose to adopt. If a board does not use the two-part salary format, it should adopt a single, fixed salary per office.

*This resolution assumes that there is no salary compensation commission established by MCL 41.95(4).*

*Pursuant to MCL 41.95(7), such modification(s) that may be made by the electors cannot result in a reduction of salary during an official's term of office unless the responsibilities and requirements of that office are diminished, and the official agrees in writing to that reduction.*

**Revised by MTA Staff, September 2016**

## 3. Salary Compensation Commission

Establishing a compensation commission to set the salaries of elected officials is another option available to charter and general law townships. (MCLs 41.95 and 42.6a) If a compensation commission is created, neither the township board nor the electors at the annual meeting determine the salaries of any elected officials, although the township board can determine any per diem or per meeting compensation.

### Establishing a Salary Compensation Commission

In both charter and general law townships, a township board intending to create a compensation commission must do so by adopting an ordinance by resolution and determining the date for convening the commission. Township citizens have 60 days following the effective date of the ordinance to file a petition for referendum on establishing the commission with the township clerk containing signatures of at least 5 percent of the township's registered electors.

If a petition is filed, an election must be called in accordance with Michigan general election laws. If there is no general election to be held within the time normally required for notices and registration, the township board must call a special election on the question. When a petition is filed with the township clerk, determinations made by the commission are not effective until the township's electorate votes to approve the ordinance establishing the commission at an election.

For a general law township, the law does not specify that a compensation commission may be abolished, but under the "equal dignity doctrine," MTA Legal Counsel advise that the argument may be made that a township could follow the same procedures to adopt an ordinance repealing the ordinance that created the commission, including the potential for referendum.

The Charter Township Act provides that the procedure for establishing compensation may be changed by ordinance after one year following the effective date of the initial ordinance. (MCL 42.6a) MTA has interpreted this statute to mean that the township's procedures, outlined in its ordinance creating the commission, may be modified, or the commission can be abolished by township board ordinance, but only after one year, and also subject to referendum.

### Commission Membership

In both charter and general law townships, a compensation commission is comprised of five township electors, chosen by the supervisor and confirmed by a majority of the township board. Each term of office is for five years, except for the first appointed members. Each of these members serve one, two, three, four and five years, respectively, and must be appointed within 30 days after the effective date of the township ordinance establishing the commission.

After the commission is established in a general law township, members must be appointed within 30 days after a term expires or a vacancy occurs. In a charter township, compensation commission members must be appointed prior to October 1 of the year of the appointment.

An officer or employees of a governmental agency or unit and immediate family members of an officer or employee shall not be appointed to the commission (MCLs 41.95 and 42.6a). MTA interprets this provision broadly to exclude any person connected with any other governmental unit or agency, as well as those connected with the township. Immediate family members include spouse, father, mother, children, grandparents and grandchildren. If there any doubts about an individual becoming a member of the commission due to a possible conflict of interest, MTA recommends the membership issue be resolved against the person serving as a member.

### **Authority**

The key to an effective compensation commission is to include in the compensation commission ordinance such items as the procedural rules to be followed, as well as the limitations and authorities of the commission, or to require the commission itself to establish these rules. Procedural rules should address the meeting times and locations, what constitutes a quorum (a majority of the total membership), what records and/or testimony will be reviewed in making a decision, whether or not the commission will follow *Robert's Rules of Order* or other parliamentary procedures, the requirement that any meeting will comply with the Open Meetings Act and any other matters concerning procedure.

### **Meeting Schedule**

Since a compensation commission can meet no more than 15 days a year and only during odd-numbered years, the commission's determinations should cover a two-year period. MTA recommends the ordinance specify whether the commission is authorized to decide whether incremental increases will be authorized at various times during the two-year period.

The compensation commission can only determine the salaries of the elective offices and not per diem compensation. If certain elected officials will be compensated on a per diem basis, MTA legal counsel recommends the ordinance specify the commission's authority does not extend to elected officials who are paid on a per diem or per meeting basis.

### **Determination of Salary Compensation Commission / Effective Date**

The commission is required to make its salary determinations within 45 days of its first meeting, and its determinations are effective 30 days after they are filed with the township clerk. This provision does not necessarily mean the salaries are effective on that 30-day date; the salaries are effective at the beginning of the next fiscal year.

State law provides the decision is final 30 days after it has been filed with the township clerk unless two-thirds of the township board (four on a five-member board or five on a seven-member board) rejects the salary determination. If the township board rejects a determination, the salary of that office remains the same.

The township board is not required to accept the commission's determinations as a package. The board could choose to reject one or more recommendation or reject all of the determinations. A two-thirds vote of the township board is required to reject any or all of the commission's determinations. Any determination not rejected by the township board stands as determined by the commission.

There are advantages and disadvantages to instituting a formal compensation commission. Proposed salary increases may be politically acceptable to township residents since the commission is comprised of unaffected township taxpayers. In addition, the fact that individuals are appointed to the commission on a staggered basis offers continuity in the decision-making process.

On the other hand, a township board is limited to accepting or rejecting the recommendations of the compensation commission. If the board rejects the commission's proposals, the board members continue to receive the current salary. There is no authority for the electors or the township board to take any other action to increase salaries. In deciding whether or not to establish a compensation commission, the board should recognize that commission members bring with them their own biases and prejudices in terms of functions they feel are most important for the success of the township. There are no guarantees that salaries established by a compensation commission will be any more just or equitable than salaries determined by the electors or by the board itself.

However, careful selection of residents who are recognized for fairness and are also not politically aligned will generally result in salaries the entire community can accept. Compensation commission members should be oriented to the duties of each township officer, including time spent serving the public. If commission members do not have an overall understanding of township operations, the commission may be ineffective. Since a compensation commission meets every two years, there may be a lack of flexibility and immediacy in salary decisions.

## Board Member Compensation Issues

### Separating the Supervisor/Assessor Salary

Why do many townships split the salary of the township supervisor for assessing and non-assessing duties?

If certified as an assessor at the proper level for the township, the supervisor has the statutory duty of assessor. If not properly certified, the supervisor is the chief assessing officer, but does not assess. MTA recommends separating the salary received by the supervisor for assessing and non-assessing duties for purposes of economy and efficiency. This kind of compensation arrangement gives townships the necessary authority and flexibility to regulate the salary of the supervisor who subsequently may not perform assessing duties.

The language of the split salary resolution can be similar to the following:

*"BE IT RESOLVED, that as of ( effective date ), the salary of the supervisor shall be as follows:*

*\$ \_\_\_\_\_ base salary (not currently certified as assessor at proper level)*

*\$ \_\_\_\_\_ salary if currently certified as assessor at proper level."*

The split salary establishes a higher level of compensation for a supervisor who performs assessing duties and a lower level of compensation for a supervisor who does not assess.

Should there be a mid-term change, either in the office of supervisor or in the supervisor's certification, the proper salary rate can be paid.

Without such a split salary, a supervisor whose salary level was based on his or her certification as an assessor—and who subsequently is no longer properly certified—cannot have his or her salary adjusted down to recognize the reduced workload unless the supervisor agrees to the reduction in writing.

Townships wishing to establish two separate salaries for performing the supervisor's non-assessing and assessing duties should not simply designate a specific amount to be paid to the supervisor and another to be paid to whomever does the assessing. The attorney general has determined that a township supervisor cannot receive additional compensation that is not included in the salary resolution for that office for performing assessing duties (Attorney General Opinion 6083 of 1982).

Township officials should be aware that action to split the salary must be made prior to the beginning of the term of office. Otherwise, it is inappropriate for a township to establish a supervisor's salary and subsequently attempt to decrease that salary because the official does not qualify to perform assessing duties. Without the prior adoption of the split salary resolution, it would be illegal to decrease the salary of the office of supervisor during that official's term of office, unless the supervisor consents to the reduction in writing.

If the salary is split, it is still considered one salary for the purpose of salary increases, according to MTA legal counsel. It is illegal for an official to receive two separate salaries for performing the functions of his or her office.

### **Decreases in Salary**

State law provides that the salary of an elected official cannot be decreased during the official's term of office, unless the duties of the office have been diminished and the official consents in writing to the reduction. However, the salary of a township board member could be reduced beginning with the next term of office.

### **Paying Trustees**

Trustees in either a general law or charter township may draw both salary and per diem or per meeting compensation for performing statutorily related duties.

For general law townships, MCL 41.95(2) states, "A trustee may receive, in addition to the annual salary for his or her service to the township, a sum for each meeting of the board actually attended by the trustee, as established by the township board, to be paid upon authorization of the township board. The supervisor, clerk and treasurer shall receive no additional compensation for attending meetings of the township board."

The Charter Township Act states, "A trustee may receive, in addition to other emoluments provided by law for his service to the township, a sum per meeting of the board actually attended by him, as established by the township board to be paid upon authorization of the board" (MCL 42.6). MTA interprets this provision to allow a trustee of a charter township to be paid on a per meeting basis for attending township board meetings in addition to a base annual salary when authorized by the township board.



It should be noted that the Charter Township Act specifically directs that a township supervisor, clerk and treasurer cannot receive any additional compensation for attending township board meetings (MCL 42.6).

The township board could choose to limit the number of meetings per day for which a trustee could be compensated. This policy should be established prior to the trustee attending any meetings, however.

### **Per Diem vs. Per Meeting Compensation**

Occasionally, confusion arises regarding the use of per diem and per meeting compensation when determining compensation to be paid for attending township meetings. Per meeting compensation is simply compensating an official for the number of meetings attended.

The attorney general has advised that the definition of per diem is compensation to be paid for a day (Attorney General Opinion 5273 of 1978). Pursuant to that opinion, it is inappropriate to compensate a township official more than one per diem per day for attending township meetings. However, MTA believes that an official could receive one or more per meeting compensations per day for attending one or more township meetings. The township board can limit the number of meetings per day for which an official could be compensated. The policy should be instituted prior to an official attending the meetings.

### **Board Member Compensation for Other Meetings**

For general law townships, MCL 41.95(2) states, "The supervisor, clerk and treasurer shall receive no additional compensation for attending meetings of the township board."

The Charter Township Act specifically directs that a township supervisor, clerk and treasurer cannot receive any additional compensation for attending township board meetings (MCL 42.6).

However, a township official may be paid a per diem or per meeting compensation by the board, in addition to receiving a base annual salary, for attending meetings that are not meetings of the township board, with prior approval. For example, a township board member who has been asked by the board to attend road commission meetings may be paid for those meetings and also draw his or her regular salary as an official.

**Board Member Compensation for Additional (Non-Statutory) Duties** Michigan law allows township boards to assign additional, non-statutory duties to elected township officials and to authorize payment for those services as the township board deems reasonable (MCL 41.96).

In *Burton Township v Speck*, (1 Mich App 339, 1965; affirmed 378 Mich 213, 1966), the Michigan Court of Appeals determined that state law vests wide latitude in township boards to decide not only what services are compensable but also to determine the amount of compensation.

Before an official can be compensated for performing any non-statutory related duties, the township board must review the additional duties of the official. MTA attorneys strongly

suggest that any additional duties taken on by board members be explicitly authorized by board action only after the board has determined that no incompatibility of offices exists.

### **A Note on Additional Duties and Incompatible Offices**

Note that townships with a population of 40,000 or more cannot assign additional duties to a township board member that would constitute an incompatible office or a contract with the township. Townships under 40,000 in population may assign additional duties that would otherwise constitute an incompatible office or a contract with the township, subject to one exception.

The Incompatible Public Offices Act, Public Act 566 of 1978 (MCL 15.181, *et seq*), states that a public officer shall not hold two or more incompatible offices at the same time. (MCL 15.182) "Incompatible offices" are public offices held by a public official which, when the official is performing the duties of any of the public offices held by the official, results in: (1) the subordination of one public officer to another; (2) the supervision of one public office by another; or (3) a breach of duty of public office. (MCL 15.181(b)) Since the township board is the employer, any employment position with the township would result in that position being subordinate to and under the supervision of the township board.

The Contracts of Public Servants with Public Entities Act, PA 317 of 1968 (MCL 15.321, *et seq*), prohibits, among other things, a public servant from being a party, directly or indirectly, to any contract between himself or herself and the public entity of which he or she is an officer. (MCL 15.322(1)).

However, the Contracts of Public Servants Act and the Incompatible Public Offices Act both go on to create exceptions to allow a township board member to be assigned an additional duty that would otherwise not be allowed under those acts.

In a township with a population of less than 40,000, the township board may authorize a township official to perform other additional services for the township such as emergency medical services personnel or part-time or on-call firefighter. However, a township official may not serve as a person who negotiates with the township on behalf of the firefighters.

A township board is never required to give a board member additional duties, and many township boards feel it is inappropriate to do so. However, some townships with small populations have a limited pool of candidates who are qualified, available and willing to serve the township as on-call firefighters, EMTs or in other township positions. The statutory exceptions were enacted to help remedy that situation.

# Compensating Non-Elected Officials and Employees

Fortunately for township officials, state law is neither as explicit nor as confusing regarding compensation for non-elected officials and employees. Note that all of the following (deputies, members of statutory or advisory boards and commissions, and employees) are considered employees in the context of paying wages and reporting and withholding appropriate payroll taxes.

## Compensating Deputies

State law provides that each township supervisor may appoint a deputy supervisor, and each township clerk and treasurer is required to appoint a deputy clerk and deputy treasurer, respectively, to assist them in carrying out the duties of their offices.

The township board is authorized to determine whether the compensation of the deputy supervisor, deputy clerk or deputy treasurer will be paid by salary or by some other method, as well as the level of compensation. As employees of the township, deputies are paid from the general fund of the township, not by the officer who appointed the deputy.

The manner of compensating deputies varies from township to township, as some deputies are full-time employees or may hold other jobs with the township, while other deputies hold the title but perform few regular duties. A deputy position is not subject to the Fair Labor Standards Act or minimum wage. If a person who is a deputy also holds an employment position with the township unrelated to deputy statutory duties, then that position is likely subject to the FLSA and minimum wage.

## Compensating Non-Elected Officials

Compensation for members of statutory township boards and commissions, such as a planning commission, zoning board, zoning board of appeals, board of review, or fire/police administrative board, etc., is guided by the statute that authorizes the specific board or commission.

For example, the Michigan Planning Enabling Act states, "Members of a planning commission may be compensated for their services as provided by the legislative body." (MCL 125.3823)

The Michigan Zoning Enabling Act states, "A member of the zoning board of appeals may be paid a reasonable per diem and reimbursed for expenses actually incurred in the discharge of his or her duties." (MCL 125.3601)

Township boards should refer to the authorizing statute for any board or commission before establishing compensation for that body.

Advisory committees or bodies established by the township board (not by statute) may be compensated as determined by the township board.

### **Compensating Employees**

As a general rule, compensation for employees is determined solely by the township board. While there are some exceptions for employees who are not under the direct supervision of the board, most salaries and hourly wages are determined by the board in the budget process. Because employee compensation can often comprise 60 to 80 percent of the budget, salary determinations should be a major focus in budget development.

Salaries and wages in smaller townships are often reviewed annually on a case-by-case basis. In larger townships with many employees, the board may adopt a compensation system that incorporates a salary range for different job classifications. Under such a merit system, the board does not decide individual salaries, but adjusts the overall compensation levels for changes in the prevailing wages paid in the labor market for similar positions. A merit system attempts to also maintain salary equity among township employees as well.

A philosophical argument often arises over salaries: Should the board attempt to pay employees the lowest wages possible, in order to keep personnel costs at a minimum, or should the board attempt to keep employee compensation equitable with the labor market? This issue has no right answer, but townships do need to balance economy with the costs incurred from turnover, lower morale, the possibility of union representation, and an inability to attract and retain good employees.

Modern personnel administration places great importance on establishing compensation levels that are equitable with the labor market (what other employers pay employees with similar positions) and that maintain “internal equity” among the various township offices. Internal equity means that positions within the township that require similar training, education and place similar demands on employees are paid similar wages. And, where positions in the township have differing requirements and demands, the compensation differential between those positions commensurately reflects the difference in job requirements.

Job requirement factors that are often considered in establishing compensation include:

- education and work experience necessary to perform the job,
- interpersonal and communication skills,
- written communication skills,
- supervisory or managerial responsibility,
- job complexity,
- impact on township programs, services and operations,
- demands for mental concentration,
- physical demands, and
- adverse working environment.

# Payment of Wages

## **How often must a township official or employee be paid? Is it permissible to pay an official or employee once a year, twice a year or some other frequency?**

There is a great deal of misunderstanding surrounding the frequency of payment for township officials as well as township employees. Many townships pay their cemetery sexton, volunteer firefighters and other individuals on a biannual or annual basis. Many employers may not realize that the timing of employee payments are governed by at least two statutes:

The **Workforce Opportunity Wage Act**, Public Act 138 of 2014, MCL 408.411, et seq., governs the Michigan minimum wage and overtime. Because the Michigan minimum wage is currently higher than the federal minimum wage, PAs 390 of 1978 and 138 of 2014 apply instead of the FLSA.

Elective offices and deputies (for statutory deputy duties) are not subject to minimum wage and overtime rules.

The **Payment of Wages and Fringe Benefits Act**, Public Act 390 of 1978, MCL 408.471, et seq., governs the payment of wages for all employers in Michigan. This act regulates the time and manner of payment of wages and fringe benefits to employees, requires certain recordkeeping procedures and prescribes penalties and remedies for non-compliance.

- An employer who has established a regularly scheduled weekly or bi-weekly payday is in compliance if wages are paid to the employee on the established regularly recurring payday, and the payday occurs within 15 days after the work period ends.
- An employer who has established a monthly payday will be in compliance provided that the employee receives payment on or before the first day of each calendar month of all wages earned during the preceding calendar month.
- An employer may pay wages to employees more often than required but not less than at least once a month

Elected officials and independent contractors are not covered by PA 390. Appointed officials and employees of the township are covered by the act, however. The LARA will rely upon the rulings of the U.S. Department of Labor when questions arise regarding the status of individuals as bona fide independent contractors, volunteers and employees of the township.

## **Is it illegal to pay officials or employees in advance?**

Yes, it is illegal to pay employees or officials in advance of completion of their duties. MCL 750.490 directs that it is illegal to loan monies to anyone or to any organization from public funds. Since an official or employee has not yet earned the money, paying in advance would be considered a loan.

## **Can a township board authorize retroactive payment of salary for services already rendered?**

It is illegal to authorize retroactive payment of salary to **elected officials, other public officers, agents or contractors** of a township.

It is **not** illegal to retroactively pay **employees**.

The 1963 Constitution, Article 11, Section 3, says, “Neither the Legislature nor any political subdivision of this state shall grant or authorize extra compensation to any public officer, agent or contractor after the service has been rendered or the contract entered into.”

But, according to Attorney General Opinions 4818 of 1974 and 6329 of 1985, the 1908 Constitution specifically added the word “employee” in that section. Then the Constitutional Convention of 1961 specifically removed the word “employee” with the intention of removing employees from the prohibition on “the gratuitous grant of further compensation to contractors, agents and officers of the government after the fact.” (2 Official Record, Constitutional Convention 1961, p. 2493.)

Also according to Attorney General Opinion 4818 of 1974, the attorney general has determined there is no “extra compensation” within the meaning of Section 3 where an increase in compensation is paid prospectively and not retroactively, pursuant to agreement. An incremental salary contract for a public official, entered into prior to the performance of the services and providing for additional compensation at set intervals during the contractual period, is valid.

It should be noted that under MCL 141.431, a provision is made for recovery of public monies that are found to be illegally expended: “The attorney general or the prosecuting attorney shall institute civil action in any court of competent jurisdiction for the recovery of any public monies, disclosed by any examination to have been illegally expended.” (Attorney General Opinion 6329 of 1985).



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



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

JERRY L. CLAYTON  
SHERIFF

MARK A. PTASZEK  
UNDERSHERIFF

June 9, 2018

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

Dear Ms. Fromhart,

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

In Summary, Bridgewater Township had 27 calls for service for the month of May. Of the 27 calls the Michigan State Police responded to 5. The Sheriff Office responded to 2 calls, 20 calls were administratively cleared this month with no police response. In general these calls are typically: BOL's (Be on the Lookout), ambulance requests transferred to Huron Valley Ambulance, cancelation of call due to other resolution, example, alarm company cancels due to home owner request.

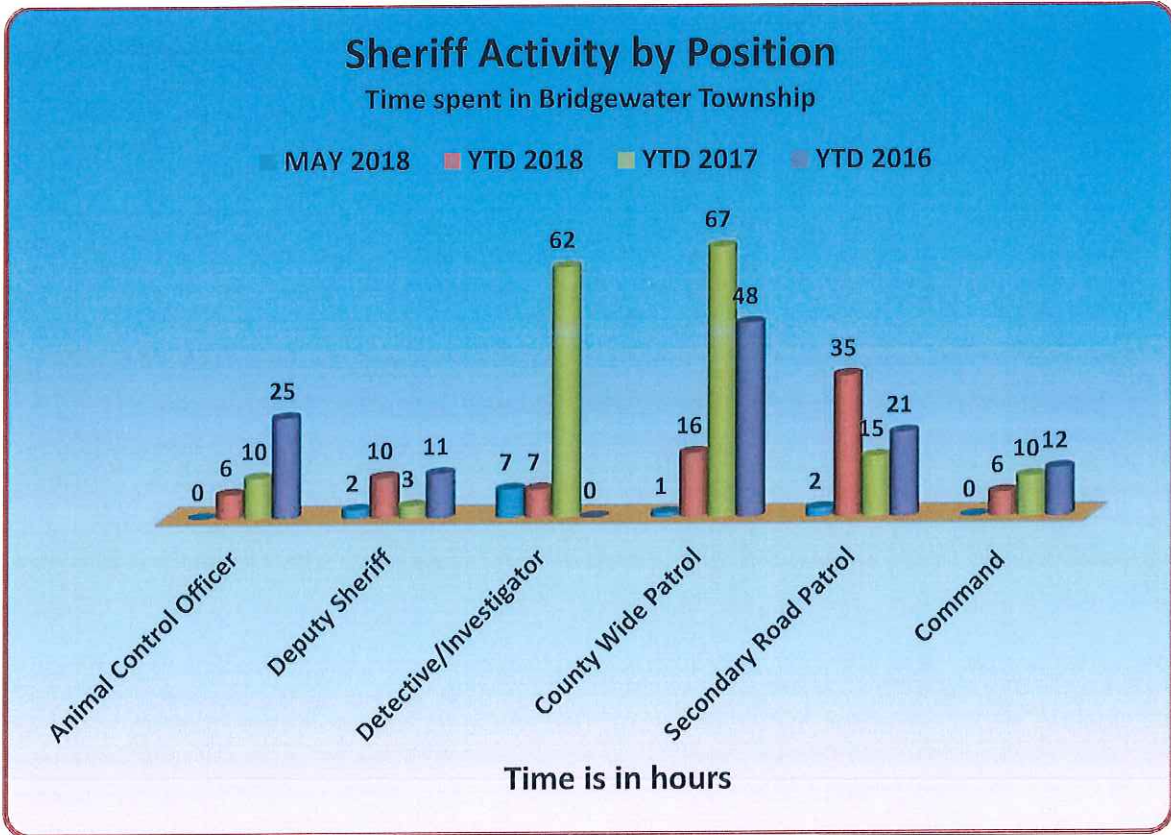
Please contact me at [kingl@ewashtenaw.org](mailto:kingl@ewashtenaw.org) or 734-994-8104 if you should need further information or clarification or wish to have this information in electronic form.

Respectfully,

Lisa King  
Lieutenant Western Operations



**Washtenaw County Sheriff's Office**  
 Bridgewater Township Services—MAY 2018



**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.

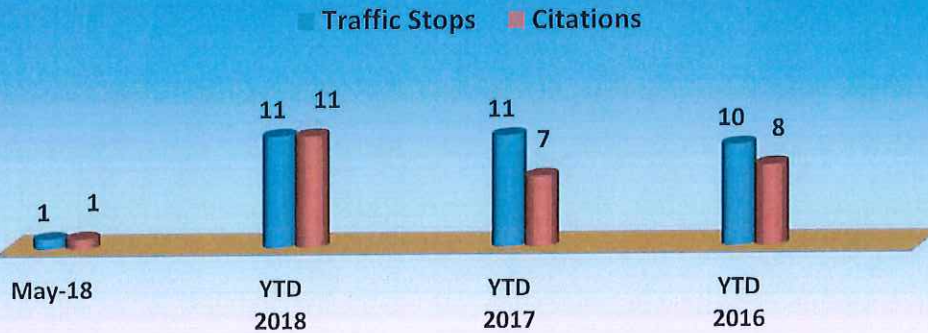
**Command:** Road patrol sergeants who supervise the above staff. Manages on duty staffing and coordinated on scene police response.





**Washtenaw County Sheriff's Office**  
**Bridgewater Township Services—MAY 2018**

**Traffic Enforcement--Bridgewater Township**



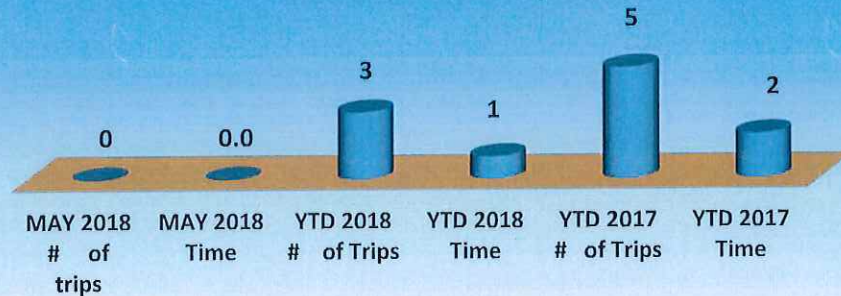
**Bridgewater Township Calls for Service**

Includes WCSO & MSP



**Contract Deputies into Bridgewater Township**

■ Manchester-Lodi Deputies



Time is in hours



# 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](mailto:sheriff@ewashtenaw.org)

MARK A. PTASZEK  
UNDERSHERIFF

7/12/2018

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

Dear Ms. Fromhart,

Attached you will find the June 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 38 calls for service for the month of June. Of the 38 calls the Michigan State Police responded to 11. The Sheriff Office responded to 3 calls, 24 calls were administratively cleared this month with no police response. In general these calls are typically: BOL's (Be on the Lookout), ambulance requests transferred to Huron Valley Ambulance, cancelation of call due to other resolution, example, alarm company cancels due to home owner request.

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

Respectfully,

Lisa King  
Lieutenant Western Operations



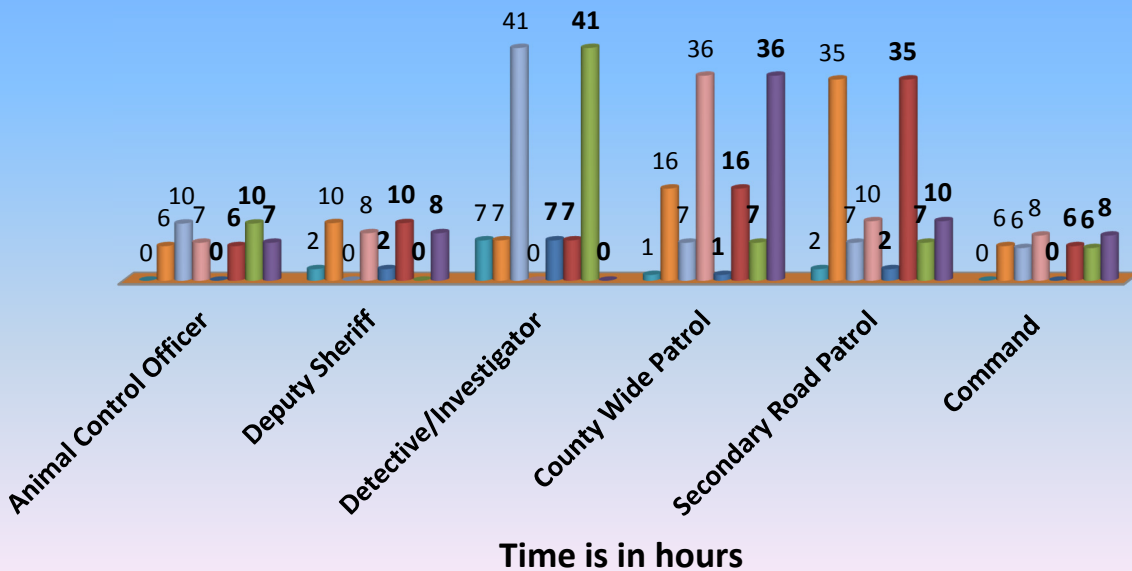
# Washtenaw County Sheriff's Office

## Bridgewater Township Services—JUNE 2018

### Sheriff Activity by Position

Time spent in Bridgewater Township

■ JUNE 2018 
 ■ YTD 2018 
 ■ YTD 2017 
 ■ YTD 2016  
■ JUNE 2018 
 ■ YTD 2018 
 ■ YTD 2017 
 ■ YTD 2016



**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.

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

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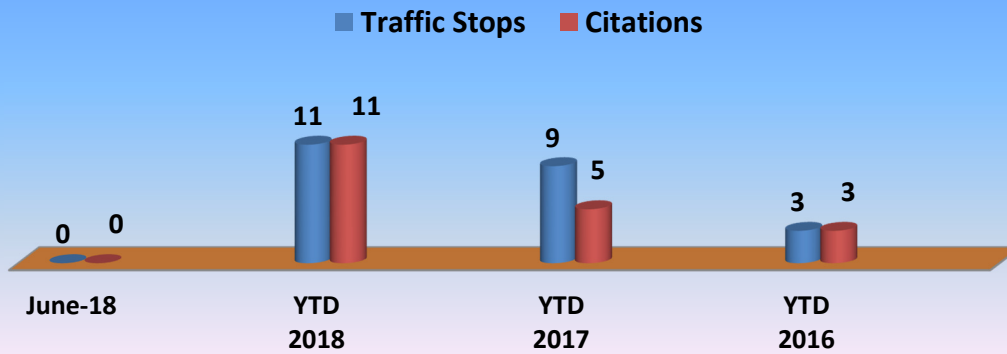
**Command:** Road patrol sergeants who supervise the above staff. Manages on duty staffing and coordinated on scene police response.



# Washtenaw County Sheriff's Office

## Bridgewater Township Services—JUNE 2018

### Traffic Enforcement--Bridgewater Township



### Bridgewater Township Calls for Service

Includes WCSO & MSP



### Contract Deputies into Bridgewater Township

Manchester-Lodi Deputies



Time is in hours

STATE OF MICHIGAN

WASHTENAW COUNTY CIRCUIT COURT

TOWNSHIP OF BRIDGEWATER,  
a Michigan municipal corporation,  
Plaintiff,

File No. \_\_\_\_\_-CE

v

Hon.

JONATHAN SAMUELS  
Defendant.

---

Frederick Lucas (P29074)  
LUCAS LAW, PC  
Attorney for Plaintiff  
7577 US 12, Ste A  
Onsted, MI 49265  
517-467-4000

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Pursuant to MCR 2.113(C)(2), there is no other pending or resolved civil action arising out of the transactions or occurrences alleged in this complaint

**COMPLAINT**

Plaintiff, Township of Bridgewater by its attorney, Frederick Lucas, complains of defendant Jonathan Samuels of 12460 E. Michigan Ave., Clinton, MI 49236 company as follows:

1. Plaintiff, Township of Bridgewater, is a Michigan municipal corporation located in Washtenaw County, Michigan.

2. Defendant, Jonathan Samuels, owns real property located in Bridgewater Township, Washtenaw County at 12460 East Michigan Ave, Clinton, MI (the Property) and more fully described as:

Land situated in the Township of Bridgewater, County of Washtenaw, State of Michigan, to-wit:

All that part of the North 'A of the Southeast 1/ 4 lying Northerly of U.S. Highway 12, Section 25, T4S, R4E, Bridgewater Township, Washtenaw County, Michigan.

Parcel No.: Q -17-25-400-001

3. Venue is proper in Washtenaw County because the property which is the subject matter of this litigation is located within the County.

4. Jurisdiction is proper in this court as plaintiff is seeking equitable relief.

### **JUNK ORDINANCE VIOLATION**

5. The Township has adopted an ordinance to regulate the storage and disposal of waste materials, junk, inoperable appliances and vehicles within the Township.

6. Pursuant to the Bridgewater Township Storage and Disposal of Junk Ordinance (the Junk Ordinance), attached as Exhibit A, it is unlawful for person to “store or maintain refuse, waste, junk, demolition materials, waste building materials, inoperable vehicle(s), inoperable equipment, non-functional house trailer(s), non-functional motor trailer(s) or parts from such vehicles, equipment or trailers on any area of public or private property that is not fully enclosed by a building or refuse container.”

7. Based upon complaints received concerning the condition of the Property, the Township Zoning Administrator, Rodney C. Nanney, inspected the Property and determined that defendant is in violation of the Junk Ordinance by virtue of the fact that he has and is allowing refuse, waste and junk to accumulate on the Property which is not a fully enclosed building or refuse container. See attached photos marked as Exhibit B.

8. Despite repeated requests from the Township and having been ample time to comply with the ordinance, the Property remains in violation of the Junk Ordinance.

9. On June 7, 2018, defendant appeared before the Township Board at a regularly scheduled meeting. At that meeting defendant was given one last opportunity to

clean up his property before the Township commenced action in Circuit Court to compel his compliance with the Junk Ordinance.

10. Defendant was told that he had until June 22, 2018 to bring his property into compliance with the Junk Ordinance.

11. After the June 22, 2018 deadline passed, the Zoning Administrator again inspected the Property and determined that the Property has not been cleaned and remains in violation of the Junk Ordinance.

WHEREFORE, plaintiff, Township of Bridgewater prays this court enter an order as follows:

A. Preliminarily and permanently enjoining defendant violating the provisions of the Junk Ordinance by either removing the offending materials from his property or enclosing those materials within a wholly enclosed building.

B. If defendant fails to bring the Property into compliance with this Court's order within 14 days of its issuance, authorize the Township to enter onto the Property and clean the Property of all waste thereon by removing such items and either selling them or disposing them as waste, at the discretion of the Township.

C. Hold defendant liable for the costs of cleanup of the Property.

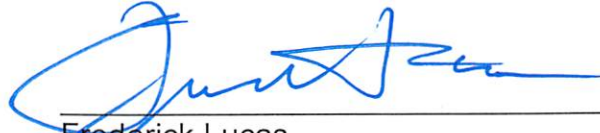
D. Grant the Township its costs and actual attorney fees incurred in bringing this action.

E. To secure payment by Defendant for the cost of cleanup of the Property and all costs and attorney fees, permit the Township to assess all such costs against the Property and permit the assessment be added to the tax roll.

F. Grant the Township such other relief as this court may determine to be appropriate.

Dated: June 24, 2018

LUCAS LAW, PC



---

Frederick Lucas  
Attorney for Plaintiff



Ordinance 37  
Township of Bridgewater  
Storage and Disposal of Junk

---

*An ordinance to regulate the storage and disposal of junk.*

---

**THE TOWNSHIP OF BRIDGEWATER ORDAINS:**

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

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

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

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

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

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

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

Published in Manchester Enterprise October 11, 2001.

### **Certification of Township Clerk**

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

Motion: Parr  
Supported by Weidmayer.  
Ayes: 5  
Nays: 0  
Absent: 0  
Motion Passed

---

Karen Weidmayer  
Township Clerk

## Bridgewater Township

### Ordinance Enforcement Update – May 31, 2018

12460 E. Michigan Ave Rd., Clinton (Samuels, (parcel no. #Q-17-25-400-001) - Outdoor Storage of Junk



April 11, 2016



February 22, 2017



March 22, 2017



April 22, 2017



June 6, 2017



June 28, 2017



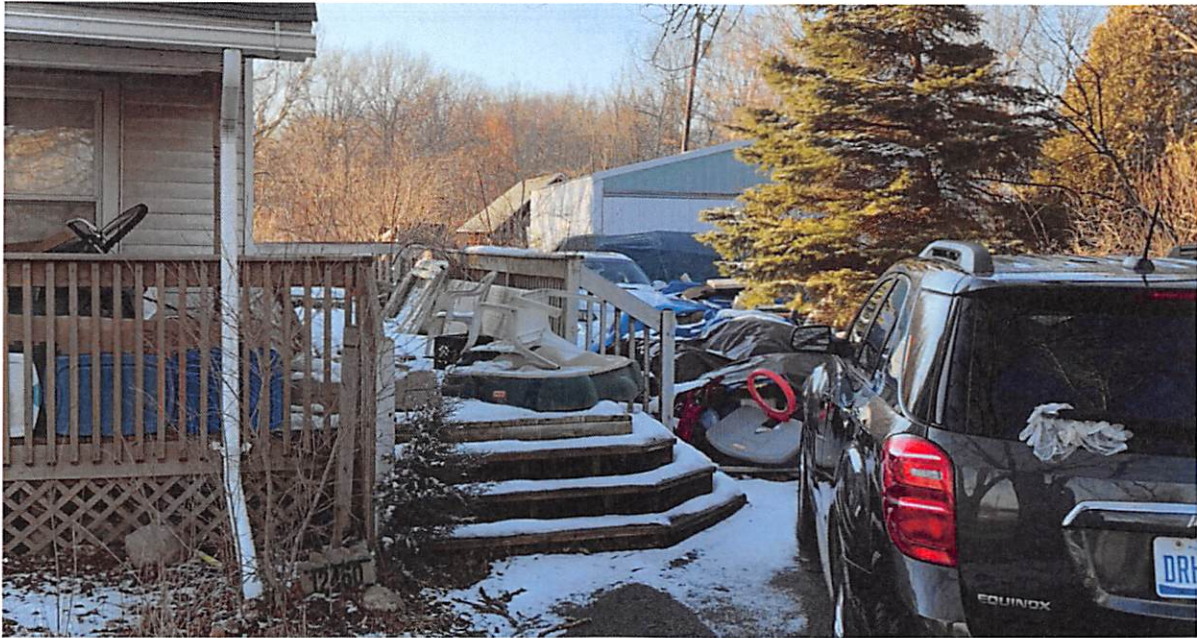
August 14, 2017



September 5, 2017



January 8, 2018



March 12, 2018



April 21, 2018



May 14, 2018

**PROOF OF SERVICE**

**SUMMONS AND COMPLAINT**  
Case No. 18-723-CB

**TO PROCESS SERVER:** You are to serve the summons and complaint not later than 91 days from the date of filing or the date of expiration on the order for second summons. You must make and file your return with the court clerk. If you are unable to complete service you must return this original and all copies to the court clerk.

**CERTIFICATE/AFFIDAVIT OF SERVICE / NONSERVICE**

|  |    |  |
|--|----|--|
| <input type="checkbox"/> <b>OFFICER CERTIFICATE</b><br>I certify that I am a sheriff, deputy sheriff, bailiff, appointed court officer, or attorney for a party (MCR 2.104[A][2]), and that: (notarization not required) | OR | <input checked="" type="checkbox"/> <b>AFFIDAVIT OF PROCESS SERVER</b><br>Being first duly sworn, I state that I am a legally competent adult who is not a party or an officer of a corporate party, and that: (notarization required) |
|--|----|--|

I served personally a copy of the summons and complaint.  
 I served by registered or certified mail (copy of return receipt attached) a copy of the summons and complaint, together with \_\_\_\_\_  
 List all documents served with the Summons and Complaint  
Ordinance and pictures

| Defendant's name | Complete address(es) of service            | Day, date, time       |
|------------------|--|-----------------------|
| Jonathan Samuels | 12460 E. Michigan Ave<br>Clinton, MI 49236 | Mon. 7-9-18<br>7:56pm |
|                  |  |                       |
|                  |  |                       |

I have personally attempted to serve the summons and complaint, together with any attachments, on the following defendant(s) and have been unable to complete service.

| Defendant's name | Complete address(es) of service | Day, date, time |
|------------------|---------------------------------|-----------------|
|                  |                                 |                 |
|                  |                                 |                 |
|                  |                                 |                 |

I declare that the statements above are true to the best of my information, knowledge, and belief.

|             |                |             |           |
|-------------|----------------|-------------|-----------|
| Service fee | Miles traveled | Mileage fee | Total fee |
| \$ 26.00    | 40             | \$ 32.70    | \$ 58.70  |

Signature: Carol Rodriguez  
 Name (type or print): Process Server  
 Title: Lenawee County, Michigan.

Subscribed and sworn to before me on JUL 10 2018 Date  
 My commission expires: 7-21-2019 Date Signature: Nancy Flores  
 Notary public, State of Michigan, County of Lenawee Deputy court clerk/Notary public

**ACKNOWLEDGMENT OF SERVICE**

I acknowledge that I have received service of the summons and complaint, together with see above Attachments  
Loveh on mon. 7-9-18 Day, date, time  
 on behalf of \_\_\_\_\_



Signature: Aprox 50  
W/male 5'6" 150-165  
Brown hair & Balding  
glasses

|   |                              |  |
|---|------------------------------|--|
| STATE OF MICHIGAN<br>JUDICIAL DISTRICT<br>22nd JUDICIAL CIRCUIT<br>COUNTY PROBATE | <b>SUMMONS AND COMPLAINT</b> | CASE NO.<br><b>18-723</b> -CE<br><b>David S Swartz</b> |
|---|------------------------------|--|

Court address: 101 E. Huron St., Ann Arbor, MI 48104  
 Court telephone no. (734) 222-3001

Plaintiff's name(s), address(es), and telephone no(s).  
 TOWNSHIP OF BRIDGEWATER,  
 a Michigan municipal corporation

---

Plaintiff's attorney, bar no., address, and telephone no.  
 Frederick Lucas (P29074)  
 7577 US-12, Suite A  
 Onsted, MI 49265  
 (517) 467-4000

v

Defendant's name(s), address(es), and telephone no(s).  
 JONATHAN SAMUELS  
 12460 E. Michigan Ave.  
 Clinton, MI 49236

RECEIVED

JUL 06, 2018

BY: LCPS

**SUMMONS** NOTICE TO THE DEFENDANT: In the name of the people of the State of Michigan you are notified:

- You are being sued.
- YOU HAVE 21 DAYS** after receiving this summons to file a written answer with the court and serve a copy on the other party or take other lawful action with the court (28 days if you were served by mail or you were served outside this state). (MCR 2.111(C))
- If you do not answer or take other action within the time allowed, judgment may be entered against you for the relief demanded in the complaint.

|        |  |             |
|--------|--|-------------|
| Issued | This summons expires<br><b>OCT 01 2018</b> | Court clerk |
|--------|--|-------------|

\*This summons is invalid unless served on or before its expiration date. This document must be sealed by the seal of the court.

**COMPLAINT** Instruction: The following is information that is required to be in the caption of every complaint and is to be completed by the plaintiff. Actual allegations and the claim for relief must be stated on additional complaint pages and attached to this form.

- This is a business case in which all or part of the action includes a business or commercial dispute under MCL 600.8035.
- Family Division Cases
  - There is no other pending or resolved action within the jurisdiction of the family division of circuit court involving the family or family members of the parties.
  - An action within the jurisdiction of the family division of the circuit court involving the family or family members of the parties has been previously filed in \_\_\_\_\_ Court.
- The action  remains  is no longer pending. The docket number and the judge assigned to the action are:

|            |       |         |
|------------|-------|---------|
| Docket no. | Judge | Bar no. |
|------------|-------|---------|

- General Civil Cases
  - There is no other pending or resolved civil action arising out of the same transaction or occurrence as alleged in the complaint.
  - A civil action between these parties or other parties arising out of the transaction or occurrence alleged in the complaint has been previously filed in \_\_\_\_\_ Court.
- The action  remains  is no longer pending. The docket number and the judge assigned to the action are:

|            |       |         |
|------------|-------|---------|
| Docket no. | Judge | Bar no. |
|------------|-------|---------|

**VENUE**

|   |   |
|---|---|
| Plaintiff(s) residence (include city, township, or village) | Defendant(s) residence (include city, township, or village) |
| Place where action arose or business conducted              |   |

06/26/2018  
Date

  
Signature of attorney/plaintiff

If you require special accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.



|  |  |                                    |
|--|--|------------------------------------|
| <b>STATE OF MICHIGAN<br/>JUDICIAL DISTRICT<br/>22ND JUDICIAL CIRCUIT</b> | <b>DEFAULT<br/>REQUEST, AFFIDAVIT, AND ENTRY</b> | <b>CASE NO.<br/><br/>18-723-CE</b> |
|--|--|------------------------------------|

Court address **101 East Huron St  
Ann Arbor, Michigan 48104** Court telephone no. **(134) 222-3001**

Plaintiff name(s), address(es), and telephone no(s).  
**Bridgewater Township  
10990 Clinton Road  
Manchester, MI 48158  
(517) 456-7728**

v

Defendant name(s), address(es), and telephone no(s).  
**Jonathan Samuels  
12460 East Michigan Ave  
Clinton, Michigan 49236**

Plaintiff's attorney, bar no., address, and telephone no.  
**Frederick Lucas, P29074  
7577 US Highway 12  
ONsted, Michigan 49265  
(517) 467-4000**

Defendant's attorney, bar no., address, and telephone no.

Party in default: Jonathan Samuels

**REQUEST AND AFFIDAVIT**

1. I request the clerk to enter the default of the party named above for failure to plead or otherwise defend as provided by law.
2. The defaulted party is not an infant or incompetent person.
3.  It is unknown whether the defaulted party is in the military service.  The defaulted party is not in the military service.  
 The defaulted party is in the military but there has been notice of pendency of the action and adequate time and opportunity to appear and defend has been provided. Attached, as appropriate, is a waiver of rights and protections provided under the Servicemembers Civil Relief Act. Facts upon which this conclusion is based are: (specify)  
**Based on information from Township officials regarding his present occupation.**
4. This affidavit is made on my personal knowledge and, if sworn as a witness, I can testify competently to the facts in this affidavit.

Subscribed and sworn to before me on 07/31/18, Lenawee County, Michigan.  
Date

P29074  
Applicant/Attorney signature Bar no.

My commission expires: 11/20/21 Signature: \_\_\_\_\_  
Date Deputy court clerk/Notary public

Notary public, State of Michigan, County of Lenawee

NOTE: Default can be entered by a district court clerk without the request of a party.

**DEFAULT ENTRY**

The default of the party named above for failure to plead or otherwise defend is entered.

\_\_\_\_\_  
Date Court clerk

**CERTIFICATE OF MAILING**

I certify that on this date I served copies of this default on the appropriate parties or their attorneys by first-class mail addressed to their last-known addresses as defined by MCR 2.107(C)(3).

\_\_\_\_\_  
Date Signature

STATE OF MICHIGAN

WASHTENAW COUNTY CIRCUIT COURT

TOWNSHIP OF BRIDGEWATER,  
a Michigan municipal corporation,  
Plaintiff,

File No. 18-723-CE

v

Hon. David S. Swartz

JONATHAN SAMUELS  
Defendant.

---

Frederick Lucas (P29074)  
LUCAS LAW, PC  
Attorney for Plaintiff  
7577 US 12, Ste A  
Onsted, MI 49265  
517-467-4000

---

### Default Judgment

At a session of the court held on \_\_\_\_\_, 2018 at  
the Washtenaw County Courthouse in Ann Arbor, Michigan.

PRESENT: Honorable DAVID S. SWARTZ  
Circuit Judge

Plaintiff, Bridgewater Township, by its attorney Frederick Lucas and defendant  
Jonathan Samuels having consented to the entry of judgment,

IT IS ORDERED AND ADJUDGED AS FOLLOWS:

1. Defendant is in violation of Bridgewater Township's Storage and Disposal  
of Junk Ordinance (the Junk Ordinance) by permitting a public nuisance to exist on his  
property located at 12460 East Michigan Ave, Clinton, MI which is located in the Township  
(hereafter "Property") and more particularly described as follows:

Land situated in the Township of Bridgewater, County of Washtenaw, State of Michigan, to-wit:

All that part of the North 'A of the Southeast 1/ 4 lying Northerly of U.S. Highway 12, Section 25, T4S, R4E, Bridgewater Township, Washtenaw County, Michigan.

Parcel No.: Q -17-25-400-001

2. Within 14 days of the date of entry of this default judgment, defendant shall abate the nuisance by removing from the Property all refuse, waste and junk which has accumulated on the Property or by placing all such materials in a fully enclosed building or refuse container.

3. Defendant shall thereafter be permanently enjoined from violating the Township's Junk Ordinance.

4. If defendant fails to abate the nuisance by removing from his Property or placing in fully enclosed building or refuse container all refuse, waste and junk within the time permitted, the Township may enter onto Property and clean up any refuse, waste and junk located on the Property, by removing and disposing of any materials that are in violation of the Township's Blight Ordinance.

5. Defendant shall reimburse the Township for its filing fees and service fees in the amount of \$208.70 and pay the Township its actual attorney fees in the amount of \_\_\_\_\_ for bringing this action.

6. If defendant fails to comply with this judgment within the time permitted and the Township enters onto the property to remove any materials remaining thereon in violation of the Junk ordinance, defendant shall pay to the Township all costs incurred by the Township for the removal of all debris and other items being stored on the Property in violation of the Junk Ordinance.

7. Should defendant fail to pay the Township within seven (7) days of being billed by the Township for the cost of cleaning up the Property and its attorney fees and costs, all such costs may be assessed against the Property and placed on the tax roll.

8. Further, the Township shall have a lien of all of real property located in Michigan owed by defendant, by recording a copy of this Judgment with the register of deeds, to secure the payment of all amounts owed to the Township.

\_\_\_\_\_  
Hon. David S. Swartz  
Circuit Judge

Dated entered: \_\_\_\_\_

PREPARED BY:

\_\_\_\_\_  
Frederick Lucas  
Attorney for Plaintiff

**FIELD OBSERVATION REPORT NUMBER 1**

**Bridgewater Commons**

JoAnn Trail (NE corner of Austin Rd and Boettner Rd)

**From:** Kristofer Enlow, P.E.  
Beckett & Raeder, Inc.

**To:** Laurie Fromhart, Supervisor  
Bridgewater Township

**Field Observation Date:** July 6, 2018  
**Field Observation Time:** 1:00pm  
**Field Weather Conditions:** 85+ degrees, sunny

**Reason for Site Visit:**

Inspector of the wearing course of asphalt that was installed during the prior month. The visual inspection is based on the Bridgewater Commons plans dated December 18, 2006. It should be noted that the asphalt thickness could not be verified as we did not observe the installation of the asphalt.

**Summary of Field Observations:**

During the site visit, BRI made the following observations:

1. Six buildings have been constructed with a seventh under construction, all on the east and north side of JoAnn Trail.
2. In general, the wearing course of asphalt appears to have been placed to meet the curb/gutter elevations and maintain the cross slopes of the road in areas where the "typical interior road section" applies.



3. Portions of the asphalt, south of the island, are questionable in terms of drainage. Sheet 4 of the plans state that "roadway grading not typical of std. pavement section. Contractor to grade to elev. Shown for top/curb and place asphalt to maintain positive drainage patterns." It is unclear whether or not stormwater will drain south across the pavement. It is recommended that an observation be taken during a rain event.







4. Connection to Austin Road:





5. Connection to Boettner Road:



6. It should be noted that no sidewalks have been installed. Sidewalks are shown on the plans, but they have not been constructed.

**END OF FIELD OBSERVATION REPORT**

**FIELD OBSERVATION REPORT NUMBER 1**

**Bartlett Road**

From US-12 (Michigan Ave) to Allen Road (GS Materials)

**From:** Kristofer Enlow, P.E.  
Beckett & Raeder, Inc.

**To:** Laurie Fromhart, Supervisor  
Bridgewater Township

**Field Observation Date:** July 6, 2018  
**Field Observation Time:** 4:00pm  
**Field Weather Conditions:** 85+ degrees, sunny

**Reason for Site Visit:**

To perform a visual inspection of the road condition.

**Summary of Field Observations:**

During the site visit, BRI made the following observations:

1. The portion of the road in Lenawee County has received some maintenance in the form of crack sealing, while the portion in Washtenaw County has not had any visible maintenance:



2. The southern most portion of the road (about 250-feet) is concrete and appears to be in satisfactory condition:



In summary:

- The Washtenaw County segment is in need of preventative maintenance in the form of crack sealing and/or chip sealing.
- One small section of Bartlett Road, over what appeared to be a culvert, showed signs of more significant stress. A full depth spot repair five to ten feet in width may be needed to correct this area.
- The Lenawee County segment (asphalt and concrete) appears to be in satisfactory condition at this time.

**END OF FIELD OBSERVATION REPORT**



DO  
NOT  
PASS











# Bridgewater Township

## Zoning Administrator Report

June 2018

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

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

1. **Zoning Compliance Certificate – Croghan (14490 E. Austin Rd., Manchester).** Application for zoning approval to construct a new rear deck and a planned future barrier-free access ramp from the deck to the driveway. Approved.
2. **Zoning Compliance Certificate – Ernst-Feldkamp (11941 Bemis Rd., Manchester).** Renewal of a 2016 zoning approval to construct a pole barn and a swimming pool in the rear yard, plus the addition of a new covered rear porch. Approved.

### Ordinance Enforcement:

3. **12460 E. Michigan Ave Rd., Clinton (Samuels) – outdoor storage of junk.** During our 6/22/2018 inspection, we noted that Dr. Samuels had increased his clean-up activities and removed additional material from the property. However, I would estimate that the clean-up remains only about 15% complete. Accordingly, I notified the Twp. Attorney that the work was not done. Dr. Samuels insisted several times during my inspection that he will have the property completely cleaned up “in two more weeks.” I will continue to monitor the site with regular visits and follow up inspections.
4. **11840 Hogan Rd. – complaint about excessive barking of kennel dogs.** In response to the neighbor’s comments about during the June Twp. Board meeting, I have visited the property and communicated with the kennel owner several times regarding excessive barking. Most of the complaints are related to late evening, overnight or early morning noise from the kennel. During my initial evening visit, I witnessed an extended period (more than five minutes) of multiple dogs and puppies barking, including one case in response to the noise from my car door closing. Similar behavior was noted during another nighttime visit. During a recent (daytime) visit, no noise was heard.

This kennel was the subject of similar enforcement action in 2016. At that time, the owner put additional measures in place, including use of anti-barking collars, which resolved the matter. Unfortunately, these measures were neglected this year. In response to an emailed notice of violation, the owner confirmed that she had purchased and was once again making use of anti-barking collars. We are continuing to monitor the property, and have scheduled a zoning inspection of the kennel facilities for early July.

5. **10950 Burmeister Rd. – complaint about condition of property.** I received a complaint about the condition of this property. No ordinance violations were noted during a site visit, but the yard of this rental property was unmaintained (very tall grass/weeds). A courtesy notice was sent to the landlord/owner on 6/14/2018.
6. **9175 Willow Rd. – complaint about junk and inoperable vehicles.** I received a complaint about junk and inoperable vehicles stored on this parcel and encroaching on to the neighbor’s parcel, which has been the subject of previous ordinance enforcement activity. A notice of violation was sent to the owner on 6/27/2018.

## **Bridgewater Township Zoning Administrator's Report**

**June 2018**

**Page 2**

- 7. 9129 & 9229 Willow Rd. – complaints about condition of property and outdoor storage of junk and other materials.** I received complaints from both neighbors regarding conditions on the other neighbor's property. I spoke with both parties by phone, and visited both parcels. By the time of my initial visit, the material stored on one of the parcels, which may have been in violation of Ord. No. 37 (Junk), had already been removed. A follow up letter was sent to both parties regarding ordinance compliance.

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

- 8. 13115 E. Michigan Ave.** The owner of this parcel in the AG (General Agriculture) zoning district contacted me about the possibility of using the existing building and surrounding land for a recreational vehicle storage business, which would require either a rezoning of the land or a Planning Commission approval of a "substitution of nonconforming uses" (the site was occupied by a commercial business years ago, but is currently used for storage of the owner's personal vehicles and equipment). I understand that the owner plans to discuss his proposal with the Planning Commission in July.
- 9. Documentation of local zoning permit approval now required for county Health Department permits.** I received a letter from Mr. Dave Dean, Senior Sanitarian for the Washtenaw County Health Department, regarding the county Health Department's new policy to require property owners and other applicants for county permits to provide documentation of local zoning approval. The intent of this change is to avoid circumstances where a well or septic permit is issued for an illegal use of land or a structure constructed in violation of the Zoning Ordinance.
- 10. Romanian cultural event at the monastery.** I received a call from a monastery representative, who was meeting with the Supervisor, with questions about Township approvals needed for a potential Romanian cultural event planned for September on the monastery property at 15143 Sheridan Rd. The representative was directed to file an application for approval of the event under Section 6.34 (Transient and Amusement Enterprises), which requires an initial acceptance of the application by Township Board action, and a follow up administrative approval of the activities as a temporary use by the Zoning Administrator. I understand that the representative intends to file an application with plans for security, traffic control, parking management, hour/days of activity, anticipated number of visitors, and other event details in time to be on the regular August Twp. Board agenda.
- 11. Telephone calls, emails, and meetings.** I received numerous telephone calls and emails seeking information regarding zoning districts for individual parcels, home occupation standards for a beauty salon business activity, and zoning requirements for lot splits, new home construction, private stables, and pole barn construction during the month.

Please contact me at (734) 483-2271 or [Rodney@BuildingPlace.net](mailto:Rodney@BuildingPlace.net) with any questions.  
Thank you.

Respectfully submitted,

**Rodney C. Nanney**  
Zoning Administrator

# Bridgewater Township

## Zoning Administrator Report

July 2018

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

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

1. **Administrative Site Plan Approval – Bridgewater Bank Tavern (8452 Boettner Rd., Saline).** Application for administrative site plan approval to construct a small addition to the northwest corner of the building to accommodate a new cooler, and for replacement of the existing deck in front of the building. Approved per revised plans showing changes to the deck railing and confirmation that this project will not result in an increase in the outdoor seating capacity, which would require parking improvements and a Planning Commission action.
2. **Zoning Compliance Certificate – Houttekier (14018 E. Austin Rd., Manchester).** Application for zoning approval to construct an addition to the front of an existing dwelling. Approved.
3. **Zoning Compliance Certificate – Clampit (13500 Willow Rd., Manchester).** Application for zoning approval to construct a large deck off the rear entrance to an existing dwelling. Approved.
4. **Zoning Compliance Certificate – Mazur (12727 Hogan Rd., Clinton).** Application for zoning approval for two (2) agricultural buildings to shelter horses constructed without the required zoning permit in the front yard area, and to install a gate across the existing driveway. This application is associated with ordinance enforcement activity (see below). The proposed gate conformed to Zoning Ordinance requirements and was approved. The two structures do not comply with the requirements of Section 5.108 (Private..Stables), and were denied.
5. **Zoning Compliance Certificate – Hutchison (8812 Schellenberger Rd., Manchester).** Application for zoning approval for a detached pole barn accessory structure constructed without the required zoning permit in the rear yard area. This application is associated with ordinance enforcement activity (see below). Approved per revised plans.

### Ordinance Enforcement:

6. **12460 E. Michigan Ave Rd., Clinton (Samuels) – outdoor storage of junk.** During our follow up to the property during the month, we noted that Dr. Samuels has increased his clean-up activities again, and has removed additional material from the property. I would estimate that the clean-up is now getting close to 25% complete. During each of my (unannounced) visits, Dr. Samuels was on the property along with a helper, and was actively working on the clean-up. He told me during one visit that he had received notice of the Township's court action. I will continue to monitor the site with regular visits.
7. **11840 Hogan Rd. – complaint about excessive barking of kennel dogs.** In early July, I conducted a (scheduled) inspection of the kennel facility to verify compliance with Zoning Ordinance requirements, per Section 7.06 (Compliance with Special Land Use Approval). I have also visited the property several times at different hours during the day and evening. During my inspection, I found the kennel facilities to be in good order and

well-maintained, and all of the dogs were healthy in appearance and well-behaved. The owner's additional measures to reduce barking, including renewed use of anti-barking collars, have had a positive impact. I did not hear any barking from the kennel facility during any of my visits.

However, I have heard several instances of one or multiple dogs barking near the facility. One source turned out to be a large dog owned by a neighbor on the north side of Willow Road to the west. The other source (multiple dogs) is not yet known, but sounded just like the kennel dogs. During a late evening visit I confirmed that it was not coming from the kennel, but rather from an unknown location to the west/southwest.

The owner also complained to me about a pack of loose dogs in the area that were behaving in a threatening manner towards her sheep, and about "many feral cats" being fed by a nearby property owner that are coming on to her property and riling up her dogs. For these issues, I recommended that she contact the police and the Humane Society.

8. **9175 Willow Rd. – complaint about junk and inoperable vehicles.** In response to our 6/27/2018 notice of violation about junk and inoperable vehicles stored on this parcel, the owner contacted me, and has taken prompt action to correct the violations. Most of the clean-up was complete when we visited the site in late July.
9. **12727 Hogan Rd. – structures constructed without a zoning permit.** A notice of violation was sent to the owner on 7/11/2018 about two (2) agricultural buildings to shelter horses constructed without the required zoning permit. The owners promptly responded to the notice and filed the required zoning permit application. Section 5.108 requires these horse shelter structures to be located to the rear of any dwelling on the property, and a minimum of 50-feet from lot boundaries. Both are located in the front yard, and one encroaches five feet into this required setback. The applicant has requested and received an application form for the Zoning Board of Appeals, and has been granted additional time to resolve the matter either by removing/relocating the structures or by submitting an application to seek variance approval to allow them to remain in place.

I also received a complaint forwarded to me from the Supervisor that the owners of this property may be operating a kennel without the required special use permit (keeping of four or more dogs over 6-months of age is subject to kennel approval). After checking into the matter, I confirmed that the owners continue to own two large dogs. In addition, an adult daughter regularly brings two small dogs with her when she visits. Based on these findings, I determined that the kennel requirements do not apply at this time.

10. **8812 Schellenberger Rd. – structure constructed without a zoning permit.** A notice of violation was sent to the owner on 7/11/2018 about a pole barn structure/private stable building recently constructed without a zoning permit and within the minimum required 50-foot setback from lot boundaries for private stables. The owner promptly responded to the notice and filed the required zoning permit application. The owner also confirmed that the structure would only be used for storage of animal feed, vehicles, and household items – not for keeping of horses as originally planned. The structure complied with the 30-foot minimum setback requirements that apply generally to residential accessory structures, so once the zoning permit was approved this matter was closed.

11. **12742 Clinton Rd. – complaint about “a bomb going off.”** On 7/12/2018, I received a written complaint from a neighbor about “blasting of a cannon sound (gun powder packet)” coming from the above lot, which repeatedly rattled the gentleman’s windows and sounded “like a bomb going off.” The Township does not currently have a general noise ordinance that would apply to this rural residence. When I spoke to the gentleman, I recommended that he call the police and report this and any future incidents.

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

12. **Holy Trinity Romanian Orthodox Monastery – application for a special cultural event in September.** The monastery’s representative, Fr. Sebastian, has file an application for approval of a cultural event to be held on September 1 – 2, 2018 under Section 6.34 (Transient and Amusement Enterprises). The purpose of this event is, in part, to raise funds to complete their new church building and remaining site improvements.

This process requires an initial acceptance of the application by Township Board action, and a follow up administrative approval of the activities as a temporary use by the Zoning Administrator. Fr. Sebastian has provided operational plan details (security, traffic control, parking management, hour/days of activity, anticipated number of visitors, etc.) for the event in response to our preliminary review comments, and all application materials have been forwarded to the Twp. Clerk for inclusion on the 8/2/2018 Twp. Board meeting agenda.

During our preliminary review, we found that the proposed event can conform to the requirements of Section 6.34, and that the proposed operation plan and parking/vehicular circulation pattern appear to be well-considered and thorough. The event will include an outdoor stage and music, so it does have some potential to impact neighbors. However, it will be of relatively short duration (two days), and activities are proposed to end by 10:00pm. We would recommend that Twp. Board action on this application be in the form of a motion to:

- a. *Accept the application for administrative action by the Zoning Administrator per Section 6.34;*
  - b. *Reject the application because it is found by the Board to be incomplete or not in compliance with Section 6.34; or*
  - c. *Postpone action on the application with a request for additional information.*
13. **13115 E. Michigan Ave.** The owner of this parcel in the AG (General Agriculture) zoning district presented a proposal to the Planning Commission on 7/9/2018 about the possibility of using the existing building and surrounding land for a recreational vehicle storage business, which would require either a rezoning of the land or a Planning Commission approval of a “substitution of nonconforming uses” (the site was occupied by a commercial business years ago, but is currently used for storage of the owner’s personal vehicles and equipment). The commissioners generally discouraged the rezoning option, noting that a change to a commercial zoning district would not be consistent with the Master Plan or pattern of development in the area.

To be eligible for the “substitution of nonconforming uses” option, the owner would need to provide documentation that there had been a lawfully established commercial use on

the property that later became legally nonconforming due to a change in the Zoning Ordinance or Official Zoning Map. In this case, my preliminary research shows that the property was never zoned commercial. In addition, historical documentation shows that a prior owner (Mr. Velardi) originally received a building permit on 10/2/1984 to construct a "farm workshop building" to be used for a "workshop and storage."

At some point after construction, the building was unlawfully converted to an industrial use (a sheet metal fabrication operation), which has never been an allowable land use in the AG District. If this is the case, then there never was a legal nonconforming use on the property and the "substitution" option would not be available. The owner is continuing to explore his options.

14. **Telephone calls, emails, and meetings.** I received numerous telephone calls and emails seeking information regarding zoning districts for individual parcels, home occupation standards, and zoning requirements for lot splits, pole barn construction, and private and commercial stables during the month.

Please contact me at (734) 483-2271 or [Rodney@BuildingPlace.net](mailto:Rodney@BuildingPlace.net) with any questions.  
Thank you.

Respectfully submitted,

**Rodney C. Nanney**  
Zoning Administrator

## WASHTENAW COUNTY ROAD COMMISSION

**TO:** Washtenaw County Board of Road Commissioners

**FROM:** Roy D. Townsend, P.E.  
Managing Director

**SUBJECT:** Staff Report – 5-28-18 to 6-10-18

**DATE:** June 19, 2018

### TOWNSHIP REPORT

#### OPERATIONS REPORT

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##### A. MAINTENANCE

Patching of paved roads took place throughout the County. In addition, the following specific maintenance activities were performed in individual townships.

##### ANN ARBOR TOWNSHIP

- HMA Resurfacing – Earhart Road
- Local Road Dust Control

##### AUGUSTA TOWNSHIP

- Chipseal – Willis Road
- Fallen Trees – Hitchingham Road
- Limestone Patch – Hitchingham Road, Judd Road, Macey Road, McCrone Road, McKean Road, Pitman Road, Tuttle Hill Road: 430 tons
- Primary Road Dust Control
- Repair Washout – Rawsonville Road
- Roadside Debris – Judd Road

##### BRIDGEWATER TOWNSHIP

- Chipseal – Austin Road

##### DEXTER TOWNSHIP

- Lima Center Road Limestone Resurfacing – 4,389 tons
- Local Road Dust Control

##### FREEDOM TOWNSHIP

- Chipseal – Bethel Church Road, Fletcher Road, Reno Road, Schneider Road
- Limestone Patch – Ellsworth Road, Schneider Road: 38 tons

##### LIMA TOWNSHIP

- Chipseal – Fletcher Road
- Gravel Patch – Steinbach Road: 6 tons
- Limestone Patch – Fletcher Road, Guenther Road, Jerusalem Road, Steinbach Road, Trinkle Road: 100 tons
- Jerusalem Road Limestone Resurfacing – 1,589 tons
- Lima Center Road Limestone Resurfacing – 5,188 tons

## WASHTENAW COUNTY ROAD COMMISSION

**TO:** Washtenaw County Board of Road Commissioners  
**FROM:** Sheryl Soderholm Siddall, P.E.  
Managing Director  
**SUBJECT:** Staff Report – 6-11-18 to 6-24-18  
**DATE:** July 3, 2018

### TOWNSHIP REPORT

#### OPERATIONS REPORT

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#### MAINTENANCE

Patching of paved roads took place throughout the County. In addition, the following specific maintenance activities were performed in individual townships.

#### ANN ARBOR TOWNSHIP

- Chipseal – Dixboro Road
- Limestone Patch Shoulders – Pontiac Trail: 10 tons
- Sweeping – N Dixboro Road, Earhart Road

#### AUGUSTA TOWNSHIP

- Limestone Patch – Arkona Road, Fuller Road, Gooding Road, Macey Road, Talladay Road, Tuttle Hill Road: 471 tons
- Local Road Dust Control
- Roadside Debris – Bunton Road, Hitchingham Road, Judd Road, McKean Road, Rosbolt Road

#### BRIDGEWATER TOWNSHIP

- Gravel Patch – Neblo Road, Eisman Road, Schellenberger Road: 88 tons
- Limestone Patch – Kies Road, Willow Road: 82 tons
- Limestone Patch Shoulders – Austin Road: 66 tons
- Local Road Dust Control
- Roadside Debris – Schellenberger Road
- Burmeister Road Limestone Resurfacing – 562 tons
- Kaiser Road Limestone Resurfacing – 5,446 tons

#### DEXTER TOWNSHIP

- Fallen Trees – Dexter-Pinckney Road, Wylie Road
- Gravel Patch Shoulders – Dexter-Pinckney Road, Dexter-Townhall Road, Island Lake Road, N Territorial Road: 35 tons
- Limestone Patch – Brand Road, Riker Road, Wylie Road: 16 tons
- Primary Road Dust Control



## WASHTENAW COUNTY ROAD COMMISSION

**TO:** Washtenaw County Board of Road Commissioners

**FROM:** Sheryl Soderholm Siddall, P.E.  
Managing Director

**SUBJECT:** Staff Report – 6-25-18 to 7-8-18

**DATE:** July 17, 2018

### TOWNSHIP REPORT

#### OPERATIONS REPORT

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##### MAINTENANCE

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

##### ANN ARBOR TOWNSHIP

- Local Road Dust Control

##### AUGUSTA TOWNSHIP

- Berming – Butler Road, Willis Road
- Fallen Trees – Stony Creek Road, Willis Road, Wright Road
- HMA Crush and Shape – Willis Road
- Local Road Dust Control
- Roadside Debris – Arkona Road, Whittaker Road

##### BRIDGEWATER TOWNSHIP

- Cut Trees – Sheridan Road
- Local Road Dust Control
- Burmeister Road Limestone Resurfacing – 4,710 tons
- Ernst Road Gravel Resurfacing – 3,750 tons
- McCollum Road Limestone Resurfacing – 5,309 tons

##### DEXTER TOWNSHIP

- Limestone Patch – Island Lake Road, Riker Road, Winston Road: 31 tons

##### FREEDOM TOWNSHIP

- Limestone Patch Shoulders – Pleasant Lake Road: 13 tons
- Local Road Dust Control
- Ernst Road Gravel Resurfacing – 3,950 tons

##### LIMA TOWNSHIP

- Gravel Patch – Lima Center Road, N Steinbach Road, Trinkle Road: 64 tons
- Limestone Patch – N Fletcher Road, Trinkle Road: 36 tons
- Local Road Dust Control