

AGENDA  
BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES  
Date October 1, 2015 7:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION

Public Comment: Any person shall be permitted to address a meeting of the Township Board.

Public comment shall be carried out in accordance with following board rules and procedures:

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

APPROVE MINUTES: September 3, 2015 Regular Meeting

REVIEW AND APPROVE AGENDA

ANNUAL FINAL AUDIT REPORT PHILIP RUBLEY

PUBLIC-SAFETY REPORT

REPORTS & CORRESPONDANCE

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

REGULAR AGENDA

1. Financials, Approve Disbursements
2. WWTP
3. Parking Lot
4. Supplier Invoice Procedure

CITIZEN PARTICIPATION

ADJOURN

Upcoming Meetings and Events:

Township Planning Commission October 12, 2015, Bridgewater Township Hall, 7:00 p.m.

Township Board of Trustees: November 5, 2015 Bridgewater Township Hall, 7:00 p.m.

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

**BRIDGEWATER TOWNSHIP  
BOARD OF TRUSTEES MEETING  
MINUTES OF MEETING  
THURSDAY, AUGUST 6, 2015**

**I. CALL TO ORDER**

The regular monthly meeting of the Bridgewater Township Board of Trustees was called to order by Supervisor Smith at 7:05 p.m. followed by the pledge of allegiance to the flag at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Supervisor Ronald Smith, Clerk Laurie Fromhart and Trustee David Faust.

Absent: Treasurer Michelle McQueer and Trustee Geoffrey Oliver.

Attendance: 2

**II. CITIZEN PARTICIPATION**

A resident asked about the WCRC work being performed on Schwab Road and if it included an application of limestone.

**III. APPROVAL OF MINUTES**

**Smith moved to approve the July 9, 2015 meeting minutes as amended. Faust seconded the motion which was adopted unanimously.**

**IV. REVIEW AND APPROVE AGENDA**

**Smith moved to approve the agenda as amended removing item #4 Parking Lot Discussion. Faust seconded the motion which was adopted unanimously.**

**Public Safety Report**

The Sheriff's Department submitted a written report to the Board on the law enforcement activities for the month of June 2015.

**V. REPORTS AND CORRESPONDANCE**

**A. Treasurer's Report**

McQueer submitted a written report to the Board.

**B. Clerk's Report**

Fromhart reported the Washtenaw County Board of Commissioners voted to move the 800 MHz project millage renewal proposal to the March 2016 election and have suspended the .5 mill proposal for roads indefinitely, however, Saline Area Schools have called for a special election in November for a bonding proposal.

**C. Supervisor's Report**

Smith reported on the progress of the modifications to the clarifiers at the WWTP.

**D. Trustees' Report**

Faust reported he still needs information for the air relief structure on Parker Road and the grinder pump tub for Nelson's feed store is cracked but there is too much water coming in from an unknown source and needs to be shut off before the tub can be fixed or replaced.

**E. Written Reports**

Board packets included reports from the Assessor, Zoning Administrator, and Planning Commission.

## **VI. PRIORITY BUSINESS**

### **A. WC Consortium for Solid Waste Management**

**Smith moved to continue Washtenaw County Consortium for Solid Waste Management membership and pay the membership dues for 2015 in the amount of \$75. Fromhart seconded the motion. Roll Call Vote: Faust yes, Fromhart yes, Smith yes. Motion passed.**

### **B. Approve Disbursements from July 10, 2015 through August 6, 2015**

**Smith moved to pay the monthly bills from the general and sewer funds in the total amount of \$27,886.70. Faust seconded the motion. Roll Call Vote: Faust yes, Fromhart yes, Smith yes. Motion passed.**

### **C. Decriminalization and Civil Infraction Ordinances**

**Fromhart reported non-zoning/police power ordinances have to be adopted by roll call vote. Fromhart moved to adopt Ordinance #69 Bridgewater Township Municipal Civil Infractions and Municipal Civil Infractions Bureau Ordinance. Smith seconded the motion. Roll Call Vote: Faust yes, Fromhart yes, Smith yes. Motion passed. Fromhart moved to adopt Ordinance #70 Bridgewater Township Decriminalization Ordinance. Roll Call Vote: Faust yes, Fromhart yes, Smith yes. Motion passed.**

## **VII. CITIZEN PARTICIPATION**

There were no public comments.

## **VIII. ADJOURNMENT**

**Smith moved to adjourn the meeting at 7:52 p.m. Faust seconded the motion which was adopted unanimously.**

Respectfully submitted,  
Laurie Fromhart  
Bridgewater Township Clerk

**BRIDGEWATER TOWNSHIP  
BOARD OF TRUSTEES MEETING  
MINUTES OF MEETING  
THURSDAY, SEPTEMBER 3, 2015**

**I. CALL TO ORDER**

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

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

Attendance: 5

**II. CITIZEN PARTICIPATION**

A resident expressed concern about the lack of police coverage in the Township and asked the Board to consider a police millage proposal for more police support in the upcoming elections.

A resident asked if the Township has no 24 hour contract with the county perhaps residents could call the sheriff's department in Manchester in cases of emergency.

A resident asked if her sister's cremains could be buried on the family's existing grave site.

A resident thanked the Township supervisor for following up with the WCRC regarding the placement of limestone on Schwab Road.

**III. APPROVAL OF MINUTES**

**Smith moved to approve the August 6, 2015 meeting minutes as drafted. Faust seconded the motion which was adopted unanimously.**

**IV. REVIEW AND APPROVE AGENDA**

**Fromhart moved to approve the agenda as amended changing item #4 to Civil Infractions Bureau Discussion and adding item #6 Miss Dig Membership. Faust seconded the motion which was adopted unanimously.**

**Public Safety Report**

The Sheriff's Department submitted a written report to the Board on the law enforcement activities for the month of July 2015.

**V. REPORTS AND CORRESPONDANCE**

**A. Treasurer's Report**

McQueer reported summer taxes are due September 14<sup>th</sup> and new coupons were mailed to all sewer customers along with an advisory letter from the Township supervisor, and a list of do's and don'ts in cases of emergency.

**B. Clerk's Report**

Fromhart reported the Election Commission met tonight and approved precinct consolidation with the City of Saline for the November 3<sup>rd</sup> special election. Fromhart noted she will be mailing postcards to all residents within the Saline Area School District notifying them of the change in the polling location. Fromhart also reported the auditor will be attending the Board's October meeting to present the audit report.

### **C. Supervisor's Report**

Smith reported the grating over the top of the WWTP's is near completion however the one clarifier continues to leak at a rate of 4 gallons per minute. Smith noted the plant operator has switched clarifiers to see if he can find the leak. Smith also reported the WWTP had no permit failures for the month of July.

### **D. Trustees' Report**

Oliver reported the WWCA's financials are looking good for the year with numbers in the positive again for the second quarter.

### **E. Written Reports**

Board packets included reports from the Assessor, Zoning Administrator, and Planning Commission.

## **VI. PRIORITY BUSINESS**

### **A. Approve Disbursements from August 7, 2015 – September 3, 2015**

**Oliver moved to pay the monthly bills from the general and sewer funds in the total amount of \$45,252.52. Smith seconded the motion. Roll Call Vote: Faust yes, Fromhart yes, McQueer yes, Oliver yes, Smith yes. Motion passed.**

### **B. Parking Lot Discussion**

The Board discussed Jon Way's list of proposed parking lot improvements and drawing dating back from 2005. The Board discussed using the 1300 tons of gravel that is due to the Township from GS Materials LLC and converting it to limestone to improve the parking lot. After further discussion Trustees Faust and Oliver agreed to provide the Board with a parking lot improvement plan for the October meeting.

### **C. Cemetery Discussion**

The Board discussed a resident's request to bury her sister's cremains on top of an existing family grave site. Fromhart noted the Township has no policy or cemetery ordinance that regulates such requests and the last recorded burial was in 1974. McQueer reported there is no state statute governing Township cemeteries and that it is up to the local jurisdiction regarding regulations. The Board agreed to give permission for the burial provided the relative can furnish the Township with a letter granting authority to bury the cremains on top of the family grave site.

### **D. Civil Infractions Bureau Discussion**

Smith reported the Treasurer has to establish rules for the bureau now that the Board has formally adopted the ordinance.

### **E. Zoning Fees Discussion**

The Board agreed to postpone discussion to next month.

### **F. Miss Dig Membership**

**Fromhart moved to approve the Miss Dig membership and associated fees and to authorize the Supervisor to sign the membership agreement. Oliver seconded the motion. Roll Call Vote: Faust yes, Fromhart yes, McQueer yes, Oliver yes, Smith yes. Motion passed.**

## **VII. CITIZEN PARTICIPATION**

There were no public comments.

## **VIII. ADJOURNMENT**

**Fromhart moved to adjourn the meeting at 8:52 p.m. Oliver seconded the motion which was adopted unanimously.**

Respectfully submitted,  
Laurie Fromhart  
Bridgewater Township Clerk

DRAFT



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON  
SHERIFF

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

MARK A. PTASZEK  
UNDERSHERIFF

September 4, 2015

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

Dear Mr. Smith,

Attached you will find the August 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 30 calls for service for the month of August. Of the 30 calls the Michigan State Police responded to 11. The Sheriff Office responded to 1 call, 18 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.

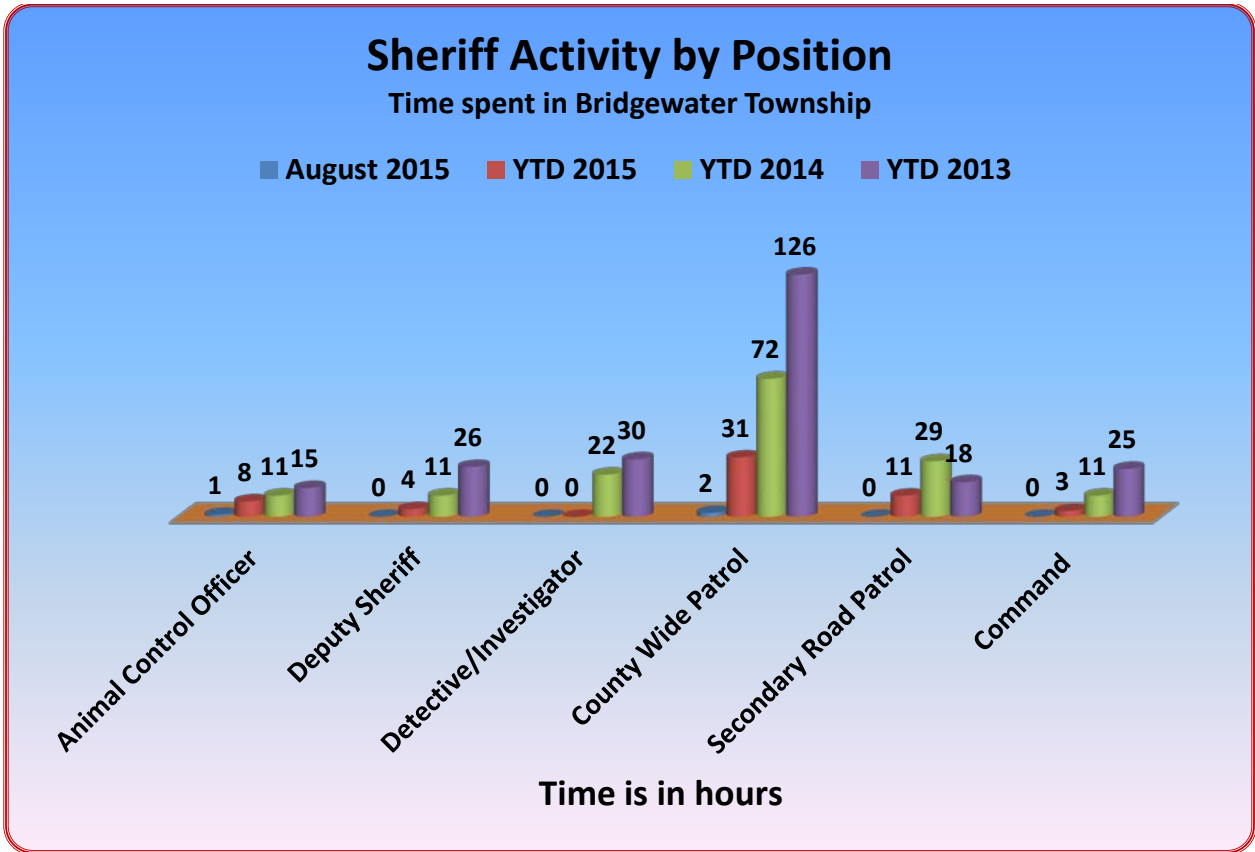
Respectfully,

Lisa King  
Lieutenant Western Operations



# Washtenaw County Sheriff's Office

## Bridgewater Township Services—August 2015



**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.

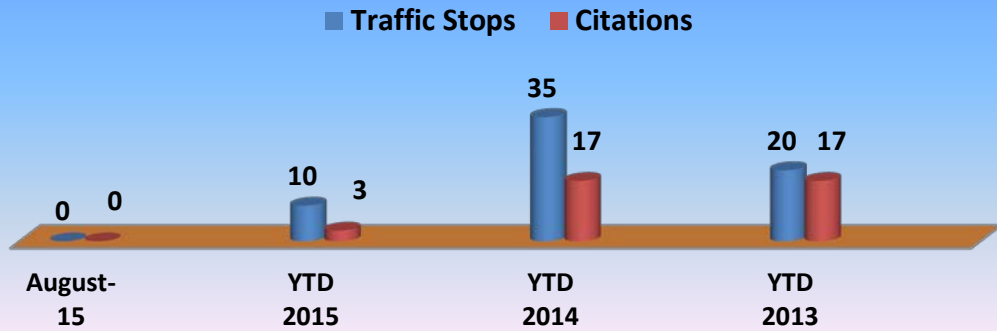
**Command:** Road patrol sergeants who supervise the above staff. Manages on duty staffing and coordinated on scene police response.





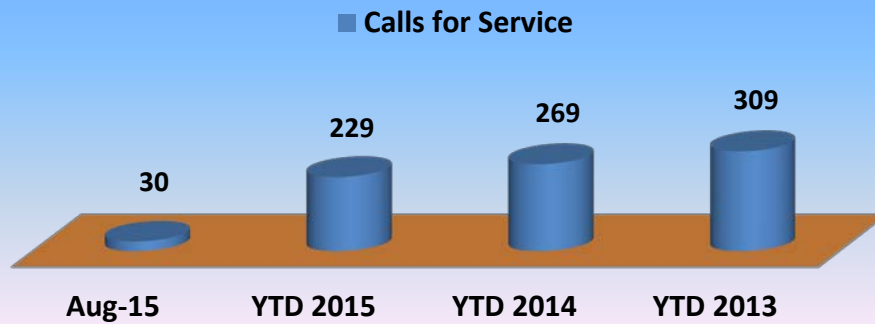
**Washtenaw County Sheriff's Office**  
 Bridgewater Township Services—August 2015

**Traffic Enforcement--Bridgewater Township**



**Bridgewater Township Calls for Service**

Includes WCSO & MSP



**Contract Deputies into Bridgewater Township**

Manchester-Lodi Deputies



# Treasurer's Report 10/01/2015

## **Banking**

Banking reconciliations for all Township accounts for the month of August were completed and distributed to all board members. Copies of all bank statements were given to the Clerk. There were no deficiencies noted.

.

## **Sewer Loan**

We received the invoice for the additional sewer retirement payment. It includes the interest due to date in the amount of \$2,467.50.

## **Taxes**

The summer tax season is now closed. I have collected 98% of all property taxes billed. Property owners can continue to pay late tax payments to me with a 1% interest per month through February 29<sup>th</sup> 2016. I have disbursed the monies received to all taxing units. I received 53 property tax deferral requests for the 2015 tax season. All request were granted. There are 4 delinquent personal property tax bills due. I have sent out a second tax billing for these 4 parcels.

Respectfully submitted,

Michelle McQueer  
Bridgewater Township Treasurer

# Bridgewater Township

## Zoning Administrator Report

August 2015

Prepared by: **Rodney C. Nanney, Zoning Administrator**

During this month, the following zoning compliance certificate application was received, reviewed, and acted upon. Also included below is a summary of other ordinance enforcement and administration-related activities:

### **Zoning Compliance Certificates:**

1. **Zoning Compliance Certificate – Eden Home, Inc. (10490 Hogan Rd., Manchester).** Based on a determination that the applicant's latest revised plans for the new, 7,143 square-foot building on a 60.25-acre parcel in the AG District conform to applicable Zoning Ordinance standards that apply to single-family dwellings and attached accessory structures, a zoning compliance permit was approved on 9/3/2015.
2. **Zoning Compliance Certificate – Barr (12119 Hogan Road, Clinton).** Application for approval of a new 3-car detached garage. Conforms to all dimensional and lot requirements for the zoning district. Approved 9/18/2015.
3. **Zoning Compliance Certificate – Oliver (15843 Sheridan Road, Clinton).** Application for approval of a new family room/basement addition and future decks. Conforms to all zoning district dimensional and lot requirements. Approved 9/19/2015.

### **Ordinance administration and enforcement:**

4. **Auto repair business and outdoor storage of inoperable vehicles in the AG District.** Site visit in response to a complaint about numerous vehicles, trailers, and junk on the property. Prepared and sent a 9/28/2015 initial notice of violation and request for correction to the owner (letter attached).
5. **Telephone calls and emails.** Received numerous telephone calls and several emails from residents, realtors, and contractors seeking information regarding zoning requirements for new home and pole barn construction, private recreational facilities, and keeping of animals.

### **Other information:**

6. **Holy Ascension Monastery – Cemetery/Chapel project.** On August 10, 2015, the Planning Commission granted conditional approval of the final site plans for this project, subject to the applicant's architect addressing the remaining issues raised in the consultants' reports. With the receipt of a second set of revised plan details on 9/28/2015, the updated site plan was found to be consistent with the conditions imposed by the Commission and all applicable Zoning Ordinance requirements. The Twp. Building Inspector has been notified that building permits can be issued and construction can proceed. Copies of the final Twp. Planner and Twp. Engineer reports are attached.

Please contact me at (734) 483-2271 or via email at [Rodney@BuildingPlace.net](mailto:Rodney@BuildingPlace.net) if you have any questions about this information. Thank you.

Respectfully submitted,

**Rodney C. Nanney**  
Zoning Administrator



## **FINAL SITE PLAN APPROVAL REPORT** **Bridgewater Township**

### **Holy Ascension Monastery – Cemetery and Chapel**

15143 Sheridan Road - Parcel No. Q-17-31-200-009

Original Report: August 7, 2015 Current Report: September 28, 2015

#### **1. Description**

- 1.01 Action Requested.** The applicant is requesting administrative approval of a revised final site plan from the Township Planner and Township Engineer for development of a 317-space cemetery, a chapel building, and a separate accessory structure. The purpose of this administrative review is to confirm that all outstanding issues noted in the consultants' previous reports have been addressed by the applicant consistent with the Planning Commission's 8/10/2015 conditional approval action.
- 1.02 Applicant and Landowner.** Holy Ascension Orthodox Christian Monastery, 15143 Sheridan Rd., Clinton, MI 49236.
- 1.03 Location.** Approximately 40.0 acres of land in the NW  $\frac{1}{4}$  of Section 31, located on the east side of Sheridan Rd. in the PSP (Public/Semi-Public Services) District.

#### **2. Review for Compliance with the Planning Commission's Action**

In response to our earlier 9/18/2015 report, the applicant's architect submitted a revised landscape plan (sheet C-3) dated 9/21/2015 and revised exterior lighting plans (sheets E-2 through E-4) dated 9/28/2015 to our office via email on 9/28/2015. We have reviewed the revised plan sheets for compliance with applicable Zoning Ordinance standards, including Sections 5.302 (Cemetery), 5.305 (Institutional Uses), 8.07 (Required Site Plan Information), and 8.10 (Standards for Site Plan Approval). Based on our review, we have made the following findings and determinations:

- 2.01 Exterior Lighting Details.** The revised exterior lighting fixtures shown on the updated sheets E-2 through E-4 are fully shielded and directed downward in conformance with Section 11.20 (Exterior Lighting) requirements.
- 2.02 Landscaping Details.** Replacement trees #52.1 – 52.13, #53.1 – 53.7, and #235.1 – 235.4 on sheet C-3 have been relocated outside of the road right-of-way, and the missing details for tree #430 have been added to the planting list. The revised landscape plan fully conforms to Zoning Ordinance requirements.
- 2.03 Township Engineer Approval.** On 9/21/2015, the Twp. Engineer issued a letter (attached) indicating that the applicant had satisfied all required engineering details. The limited corrections to sheets C-3 and E-2 through E-4 do not include any alterations to the engineering of the site.

**3. Conclusion**

The final site plan for this project, including the revised landscape plan (sheet C-3) dated 9/21/2015 and revised exterior lighting plans (sheets E-2 through E-4) dated 9/28/2015, fully conforms to all applicable Zoning Ordinance requirements and engineering standards.

**For the applicant:** Two (2) sets of the complete final site plan, including all updated sheets, should be mailed to the Twp. Planner's office (one set will be kept by the Zoning Administrator, and the other will be filed at the Township Hall). One (1) additional set of the complete final site plan should be mailed to the Twp. Engineer's office for his file and any necessary inspections.

**To all interested parties:** Please accept this letter and the attached letter from the Twp. Engineer as documentation of zoning compliance approval for this project.

Please call us with any questions about this information at (734) 483-2271.

Respectfully submitted,

**Donald N. Pennington**  
**Rodney C. Nanney, AICP**

September 21, 2015

David Horney  
Planning Commission Chairman  
Bridgewater Township  
10990 Clinton Road  
Manchester, MI 48158

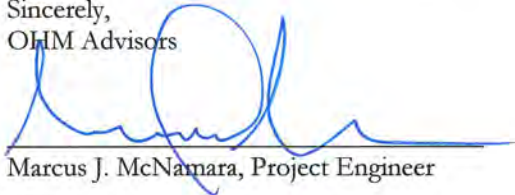
Re: Holy Ascension Monastery – Cemetery and Chapel  
Final Site Plan Review No. 3  
OHM Job. No. 0022-15-1011

Dear Mr. Horney:

The applicant is requesting administrative approval of a revised final site plan for a cemetery expansion and monastery at an existing church site on the east side of Sheridan Road south of Allen Road. We have completed our review of the documents and recommend final site plan approval from an engineering standpoint. We understand minor revisions to the plans are necessary to comply with the Zoning Ordinance. Once these changes are made, the plans can be resubmitted to our office for the project file.

Please contact me at (734) 522-6711 if you have any other questions.

Sincerely,  
OHM Advisors



Marcus J. McNamara, Project Engineer

cc: Ron Smith, Township Supervisor  
Rodney Nanney, AICP, Twp. Planner

P:\0000\_0100\SITE\_BridgewaterTwp\Site\_2015\0022151010\_Monastery\Monastery\_FSP03.docx

# BRIDGEWATER TOWNSHIP

**Rodney C. Nanney**  
**Zoning Administrator**  
P.O. Box 464  
Whitmore Lake, MI 48189

September 28, 2015

Allen Gregory Dobroy  
13024 E. Michigan Ave.  
Clinton, MI 49236

**Subject: Unlawful outdoor storage of vehicles and motor vehicle repair business activity at 13024 E. Michigan Ave. in the AG (General Agriculture) District. (parcel #Q-17-35-100-002)**

Dear Mr. Dobroy:

This letter is intended to make you aware that my office recently received a complaint regarding unlicensed or inoperable vehicles that have been stored for an extended period of time on your property at 13024 E. Michigan Ave. During a



recent site visit, we noticed multiple vehicles and trailers stored outside around the pole barn on the McCollum Rd. frontage, some of which appeared to not be in full working order. Additional unlicensed or inoperable vehicles and trailers can be seen in your back yard on a recent aerial photo (2015 Google Earth photo at right).

The Zoning Ordinance limits parking of vehicles on a parcel used for a residence to designated parking areas, such as a garage, pole barn or driveway (see Section 12.03.1). Parking or storage of motor vehicles elsewhere in the yard is prohibited, and all storage of inoperable or unlicensed vehicles should take place completely within an enclosed structure [see Section 12.02.2 of the Zoning Ordinance and Ord. No. 37 (Storage and Disposal of Junk)].



In addition, it appears that you may be operating a vehicle repair business on this property, which is also a violation of the Township Zoning Ordinance (see Article 4.0 and Section 5.204C). Motor vehicle repair is not a permitted land use in the AG District. To be able to operate this type of business at this location would require Township Board approval of a rezoning to the C (Local Commercial) zoning district, and approval of a special use permit by the Planning Commission. If you are interested in considering this option, please contact the Twp. Supervisor or me immediately.

To resolve these ordinance violations, please take action within 15 days of this letter (by Thursday, October 15, 2015) to:

1. Relocate all unlicensed or inoperable vehicles and trailers to lawfully store them within a structure, or remove them from the property;
2. Remove from the property all vehicles and trailers not owned by you, other permanent residents of the property, or visiting guests;
3. Relocate all remaining vehicles and trailers out of the yard and on to the existing, improved parking areas on the property in accordance with the Zoning Ordinance requirements; and
4. Permanently cease all vehicle repair business activities on the property.

Copies of the referenced ordinances and additional information are available on the Township's website at <http://twp-bridgewater.org>. Paper copies of the Zoning Ordinance can also be found at the Clinton, Saline, and Manchester public libraries in the reference section. **Please contact me with any questions about this information at (734) 483-2271, or via email at [Rodney@buildingplace.net](mailto:Rodney@buildingplace.net).**

Respectfully submitted,

*Rodney C. Nanney*  
Zoning Administrator



I. 10-Aug-15 meeting called to order 7:05 P.M. by Dave Horney

II. Roll Call

Cal Messing	Dave Horney	<del>Mark Iwanicki</del>
Ron Smith	Tom Wharam	

III. Citizen Participation

- None

IV. Review and Approve Agenda

- Motion to approve the agenda as amended; switch VII A & B - Dave Horney
- Second to motion – Ron Smith
- Vote – unanimous

V. Approval of Minutes

- Motion to approve minutes from 8-Jun-15 as presented – Ron Smith
- Second to motion - Cal Messing
- Vote – unanimous

VI. Public Hearings

- None

VII. Old Business

A. Monastery site plan update

- Rodney Nanney sent out a report
- Marcus McNamara; from OHM ran through his Final Site Plan Review
  - Must still get WCRC approval
  - Have to correct the grading and scale on the site plan, designed to maximum capacity, should design a little less, he has recommendations for monastery engineer, Arexki Mekhaldi
  - Flood plan limits should be shown as should tree removal and retention pond
  - All changes are minor
  - A report was provided and is on record
- Rodney Nanney walked through his Final Site Plan Report
  - The perimeter fence encroaches the right-of-way in order to go around the drain field
  - No landscape improvements are shown within the required landscape strip adjacent to the road right-of-way
  - There are minor changes that need to be made to the landscaping and screening
  - Replacement trees are required and must be shown on the site plan
  - No new landscaping along the road right-of-way; these satisfy the landscaping requirement; although they should consider removing poor quality trees and replacing with new trees
  - Need to show the transition buffer on north side of the property line
  - Landscaping installation and maintenance details are needed
  - Parking arrangement is acceptable
  - Exterior lighting needs to meet the lighting standard; need to see details
  - All changes are minor
  - A report was provided and is on record

## Bridgewater Township Planning Commission Minutes - Approved

- In summary, can revise and resubmit site plan or approve upon these conditions being met
- All items to be changed are details
- Markus McNamara would like to see comments from all of the other concerned parties
- Stefena Romanov said that they would want to remove the old trees and planting new ones
- **Motion to conditionally approval of the site plan upon meeting the conditions listed below:**
  - Marcus McNamara's Final Site Plan Review;
  - Rodney Nanney's Final Site Plan Report;
  - Acceptance of the revised final site plan meeting the items changed as mention in the two reports. - Dave Horney
- **Second to motion** - Cal Messing
- **Roll Call**

Cal Messing – yes	Dave Horney – yes	Mark Iwanicki - absent
Ron Smith - yes		Tom Wharam - yes
- Motion passes

- B. Update forms for clerk/update fees – subcommittee report
- Ron Smith said the fee schedule will be presented to the board in the September meeting

- C. Accessory dwelling (detached, not meeting current ordinance)
- Rodney Nanney has not completed the requested report
  - If it is a SLU, would need a public hearing

### VIII. New Business

- A. GS materials application
- Ross Mellgren is working with DEQ on lake modeling and wet land delineation
  - GS Materials is still mining what is permitted
  - There have been no complaints about the operations
  - Marcus McNamara summarized his Review of Application for Mineral Extraction License
    - DEQ permits will drive the operation and phasing plan
    - 3 foot difference between the two lakes
    - Wet land impacts
    - GSM owned parcel is under consent, Crego Trust property is under ordinance 59; may want to leave this way
    - Two distinct ownerships with different setback issues
  - Rodney Nanney summarized his Mineral Extraction License Report
    - The application is missing some required information based upon Ord. No. 59; assuming that this would be one project
    - Additional berms will have to be clarified on plan
    - There are several CAD issues; i.e. the wetland area markings need to be cleaned up
    - A public hearing is required
  - Reclamation costs per acre; Marcus suggested that costs be listed as part of permit review; should have the applicant propose a value
  - Ron Smith brought up the point of the 20 year road which is 16 years into it's life; the next 20 years need to be considered
  - Rodney Nanney mentioned the plans should be on 24" x 36" sheets
  - Scale should be 1:50

## Bridgewater Township Planning Commission Minutes - Approved

- Info missing from site inventory; i.e. fencing
- Should include the consent agreement in Appendix 1
- Would like a description of which direction moving (1 or 2 parcels)
- Berm height needs to increase
- Need an end use of property in reclamation report
- Listed the six criteria needed from the Ord. No. 59, Sec. 8 when approving an application
- Have 180 day deadline to accept or reject the application
- Should set a public hearing date
- Revised application should include the road improvements
  - Motion to set the public hearing for the Mineral Extraction License Application approval for Monday, 12-Oct-15 – Tom Wharam
  - Second to motion - Dave Horney
  - Vote – unanimous

### B. Fair Housing regulations update

- Rodney Nanney summarized the new administrative rule
- This affects communities that accept block grant money
- Bridgewater township should not be affected
- Needs to add to next master plan update

## IX. Communications

### A. Report from Zoning Administrator – Rodney Nanney

- A report was provided and is on record

### B. Report on 2-Jul-15 Board of Trustees meeting – Ron Smith

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

## X. Informational Items

- None

## XI. Public Comment

- None

## XII. Adjournment

- Next planning commission meeting is 14-Sep-15 at 7:00 P.M.
- Motion to adjourn – Dave Horney
- Second to motion – Tom Wharam
- Vote – unanimous

Meeting adjourned at 9:00 P.M.

## Bridgewater Township Planning Commission Minutes - Draft

- I. 14-Sep-15 meeting called to order 7:10 P.M. by Dave Horney
- II. Roll Call

Cal Messing	Dave Horney	Mark Iwanicki
Ron Smith	Tom Wharam	
- III. Citizen Participation
  - None
- IV. Review and Approve Agenda
  - Motion to approve the agenda as presented – Tom Wharam
  - Second to motion – Dave Horney
  - Vote – unanimous
- V. Approval of Minutes
  - Motion to approve minutes from 10-Aug-15 as presented – Ron Smith
  - Second to motion - Mark Iwanicki
  - Vote – unanimous
- VI. Public Hearings
  - None
- VII. Old Business
  - A. Monastery site plan update-WCRC/Rodney/OHM reviews
    - Rodney Nanney said that he did receive the WCRC permit
    - The plans were submitted and most items have been resolved
    - The site plan needs a few more updates; especially the lighting
    - Marcus McNamara also received plans but has not submitted a report
    - Rodney Nanney will continue to interface with Arexki Mekhaldi on the site plan
  - B. Update forms for clerk/update fees – subcommittee report
    - Ron Smith said the fees still need to be updated and he continues to work with Laurie Fromhart on this
  - C. Fair Housing regulations update
    - Ron Smith said Bridgewater Township is a member of the Urban County Consortium which is regulated by the Fair Housing Regulations
    - Bridgewater Township gets the same number of votes as all other communities
    - We have taken advantage of some of the perks of the consortium but may have to drop out if there are restrictions because of our affiliation
  - D. Accessory dwelling (detached, not meeting current ordinance)
    - Ron Smith said we are a single family community and our zoning encourages this
      - Motion to that it is the opinion of the Planning Commission that there is no action warranted to revise the existing ordinance for accessory dwellings at this time –Dave Horney
      - Second to motion - Mark Iwanicki

- Vote – unanimous

E. GS materials application

- The DEQ requested that the site plan be updated to have two separate lakes; they are baulking at one lake
- Bridgewater Township still needs an agreement for the road required improvements
- The October public hearing should be cancelled
- Since Chip Tokar was not present, the following motion was presented
  - Motion to cancel the October public hearing and to postpone any further action until the revised plans have been received and reviewed –Dave Horney
  - Second to motion - Mark Iwanicki
  - Vote – unanimous

VIII. New Business

A. Controlled substance/marijuana farming ordinance

- A gentlemen from the Bowling Green area asked Rodney Nanney about growing medical marijuana in a nursery; Mr. Nanney explained that medical marijuana does not fall under agricultural zoning
- He later said that he wanted to grow the amount that a caregiver is allowed to grow under Michigan law
- Rodney explained that being a care giver is a business
- One care giver can serve five patients
- A dispensary is several care givers working together
- The question was raised; do we want to address the care giver situation in the zoning ordinance
- There are currently no legal cases where the care giver needs to be addressed in the zoning ordinance
- Fred Lucas needs to be kept in the loop
- Medical marijuana is a residential use

IX. Communications

A. Report from Zoning Administrator – Rodney Nanney

- A report was provided and is on record
- Mark Iwanicki asked about Philips garage service; Rodney Nanney said that they have taken control of the property; it will be an annex to Saline facility; they cannot do an work there; they are storing equipment there
- Mark said that there are cars for sale at the property
- Rodney talked that the are asking for a substitution of non-conforming use

B. Report on 3-Sep-15 Board of Trustees meeting – Ron Smith

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

X. Informational Items

- None

XI. Public Comment

- None

XII. Adjournment

- Next planning commission meeting is 12-Oct-15 at 7:00 P.M.
- Motion to adjourn – Dave Horney
- Second to motion – Mark Iwanicki
- Vote – unanimous

Meeting adjourned at 8:35 P.M.

DRAFT

**Bridgewater Township**  
**General Ledger**  
 As of October 1, 2015

Type	Date	Num	Name	Split	Amount
Check	09/04/2015	autopay	Paychex	5215727 · Clerk supplies & expense	-134.29
Check	09/10/2015	autopay	Detroit Edison Company - 67-069A	5440852 · Street lighting	-283.42
Check	09/14/2015	autopay	Consumers Energy	5265728 · Maintenance & Utilities	-12.50
Check	09/14/2015	autopay	Frontier	5265728 · Maintenance & Utilities	-89.18
Check	09/22/2015	online	Staples	office supplies	-227.44
Check	09/29/2015	autopay	Detroit Edison Company	5265728 · Maintenance & Utilities	-90.36
Check	10/01/2015	autopay	Cardmember Service	2050 · Comerica - Clerk/Treasurer	-514.54
Check	10/01/2015	9216	Apex Software	5209810 · Assessor Expense	-470.00
Check	10/01/2015	9217	Orchard, Hiltz & McCliment, Inc.	engineering services	-1,403.75
Check	10/01/2015	9218	The Sun Times	printing & publishing	-420.00
Check	10/01/2015	9219	Lucas Law, PC	legal services	0.00 voided check
Check	10/01/2015	9220	Washtenaw County Treasurer	4402 · Property tax - operation	-43.43
Check	10/01/2015	9221	J & M Way Mowing	5265728 · Maintenance & Utilities	-485.00
Check	10/01/2015	9222	Mary Rider	assessing services	-1,825.00
Check	10/01/2015	9223	Fromhart, Laurie A.	5215727 · Clerk supplies & expense	-70.00
Check	10/01/2015	autopay	Paychex	payroll	-5,622.76
Check	10/01/2015	9224	Lucas Law, PC	legal services	-212.50
					-11,904.17

## Bridgewater Township Profit & Loss Budget vs. Actual April 1 through October 1, 2015

	<u>Apr 1 - Oct 1, 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>			
4402 · Property tax - operation	8,020	70,040	-62,020
4447 · Tax administration fee	35,288	26,000	9,288
4448 · Tax collection fees	50	3,500	-3,450
4460 · Township permits	2,875	1,500	1,375
4465 · Land division fees	0	400	-400
4574 · Revenue sharing	38,986	128,833	-89,847
4601 · Fire charge collection	0	2,000	-2,000
4665 · Interest Income	101	600	-499
4671 · Other Income - Fund Balances	0	30,000	-30,000
4672 · Other Income	6,976	1,000	5,976
4675 · Metro Auth.-restricted to roads	2,491	3,000	-509
4685 · FOIA Request Income	8	0	8
4690 · Mineral Extraction License Fees	2,000	1,000	1,000
4700 · Election Reimbursement	0	2,500	-2,500
<b>Total Income</b>	<u>96,795</u>	<u>270,373</u>	<u>-173,578</u>
<b>Gross Profit</b>	96,795	270,373	-173,578
<b>Expense</b>			
<b>5101000 · Township Board</b>			
5101703 · Trustee salary	2,400	4,800	-2,400
5101727 · Township supplies & expenses	387	600	-213
5101770 · Conferences & Training	0	750	-750
<b>Total 5101000 · Township Board</b>	<u>2,787</u>	<u>6,150</u>	<u>-3,363</u>
<b>5171000 · Supervisor</b>			
5171703 · Supervisor Salary	7,803	15,607	-7,804
5171727 · Supervisor Expense	0	500	-500
<b>5209000 · Assessor</b>			
5209705 · Board of Review expenses	0	1,500	-1,500
5209805 · Assessor	10,350	20,700	-10,350
5209810 · Assessor Expense	1,479	3,000	-1,521
<b>Total 5209000 · Assessor</b>	<u>11,829</u>	<u>25,200</u>	<u>-13,371</u>
<b>Total 5171000 · Supervisor</b>	19,632	41,307	-21,675
<b>5173000 · Other General Government</b>			
5173715 · Social Security	2,279	5,400	-3,121
5173801 · Attorney & Consulting Expenses	1,770	3,000	-1,230
5173802 · Audit fees	3,300	4,000	-700
5173811 · Membership fees & dues	1,599	2,000	-401
5173895 · Website Administrator	150	500	-350
5173912 · Insurance & Bonds	5,527	5,500	27



## Bridgewater Township Profit & Loss Budget vs. Actual April 1 through October 1, 2015

	Apr 1 - Oct 1, 15	Budget	\$ Over Budget
5173955 · Miscellaneous	0	200	-200
<b>Total 5173000 · Other General Government</b>	<b>14,625</b>	<b>20,600</b>	<b>-5,975</b>
<b>5215700 · Clerk</b>			
5173900 · Printing & publishing	650	1,000	-350
5174810 · Deputy Clerk	880	1,600	-720
5191727 · Election expense	1,430	2,500	-1,070
5215703 · Clerk salary	8,107	16,214	-8,107
5215727 · Clerk supplies & expense	1,614	3,200	-1,586
<b>Total 5215700 · Clerk</b>	<b>12,681</b>	<b>24,514</b>	<b>-11,833</b>
<b>5253700 · Treasurer</b>			
5253701 · Tax Collection Expense	674	3,000	-2,326
5253703 · Treasurer salary	8,808	17,615	-8,807
5253704 · Deputy Treasurer Wages	228	1,000	-772
5253727 · Treasurer supplies & expenses	1,055	2,000	-945
<b>Total 5253700 · Treasurer</b>	<b>10,765</b>	<b>23,615</b>	<b>-12,850</b>
<b>5265000 · Building &amp; Grounds</b>			
5265728 · Maintenance & Utilities	4,504	6,000	-1,496
5265925 · Cemetery care	88	200	-112
5265980 · Building improvement & equipmen	168	5,000	-4,832
<b>Total 5265000 · Building &amp; Grounds</b>	<b>4,760</b>	<b>11,200</b>	<b>-6,440</b>
<b>5301800 · Public Safety</b>			
5339727 · Fire protection billing expense	14,047	50,000	-35,953
<b>Total 5301800 · Public Safety</b>	<b>14,047</b>	<b>50,000</b>	<b>-35,953</b>
<b>5400700 · Planning &amp; zoning</b>			
<b>5400701 · Planning</b>			
5400727 · Planning comm. wage & expense	1,430	4,000	-2,570
5400801 · PC Attorney Fees	0	500	-500
5400802 · Master Plan	0	500	-500
5400803 · Planning consultant - on-going	2,550	10,000	-7,450
<b>Total 5400701 · Planning</b>	<b>3,980</b>	<b>15,000</b>	<b>-11,020</b>
<b>5410726 · Zoning</b>			
5410704 · Land Division Processing Fees	900	1,500	-600
5410727 · Zoning ad.wage & expense	2,110	1,000	1,110
<b>Total 5410726 · Zoning</b>	<b>3,010</b>	<b>2,500</b>	<b>510</b>
<b>Total 5400700 · Planning &amp; zoning</b>	<b>6,990</b>	<b>17,500</b>	<b>-10,510</b>
<b>5440000 · Public works</b>			

**Bridgewater Township**  
**Profit & Loss Budget vs. Actual**  
 April 1 through October 1, 2015

	<u>Apr 1 - Oct 1, 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
5440846 · Road Improvements	41,074	60,000	-18,926
5440847 · Drains at large	0	10,000	-10,000
5440852 · Street lighting	1,452	3,200	-1,748
<b>Total 5440000 · Public works</b>	<b>42,526</b>	<b>73,200</b>	<b>-30,674</b>
5500000 · Contingencies	0	2,287	-2,287
<b>Total Expense</b>	<b>128,813</b>	<b>270,373</b>	<b>-141,560</b>
<b>Net Income</b>	<b>-32,018</b>	<b>0</b>	<b>-32,018</b>

**Bridgewater Township Sewer Operation**  
**General Ledger**  
 As of October 1, 2015

Type	Date	Num	Name	Split	Amount
<b>Key-Sewer O/M</b>					
Check	09/09/2015	autopay	Frontier	Phone Service	-39.19
Check	09/25/2015	autopay	DTE Energy	Electricity	-1,074.93
Check	10/01/2015	1136	Alexander Chemical Corporation	Chemicals	-903.50
Check	10/01/2015	1137	RLS Pump Service, LLC	Grinder Pump repairs	-2,869.52
Check	10/01/2015	1138	Jon Way	Building & Grounds Maintenance	-220.00
Check	10/01/2015	1139	Village of Manchester	Plant Operator	<u>-2,600.00</u>
Total Key-Sewer O/M					-7,707.14
<b>Key Sewer Retirement Checking</b>					
Check	10/01/2015	1006	Washtenaw County Treasurer	Interest	<u>-2,467.50</u>
Total Key Sewer Retirement Checking					-2,467.50

**Bridgewater Township Sewer Operation**  
**Profit & Loss Budget vs. Actual**  
 April 1 through October 1, 2015

	Bond - Sewer		
	Apr 1 - Oct 1, 15	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Customer Finance Charge	0.00	0.00	0.00
Interest Income Master Account			
Interest Income Checking	0.00	0.00	0.00
<b>Total Interest Income Master Account</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Operation Maintenance Income	0.00	0.00	0.00
Special Assessment Revenue	9,511.31	53,500.00	-43,988.69
<b>Total Income</b>	<u>9,511.31</u>	<u>53,500.00</u>	<u>-43,988.69</u>
<b>Gross Profit</b>	9,511.31	53,500.00	-43,988.69
<b>Expense</b>			
<b>Collection System</b>			
<b>Billing</b>			
Billing Clerk	0.00	0.00	0.00
Office Supplies	0.00	0.00	0.00
<b>Total Billing</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Forcemains -Flushing & Disposal	0.00	0.00	0.00
Grinder Pump repairs	0.00	0.00	0.00
<b>Total Collection System</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Insurance	0.00	0.00	0.00
<b>Legal &amp; Professional</b>			
Audit	0.00	0.00	0.00
Engineer	0.00	0.00	0.00
Legal Fees	0.00	0.00	0.00
<b>Total Legal &amp; Professional</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Miscellaneous Expense	0.00	0.00	0.00
New Equipment	0.00	0.00	0.00
<b>Treatment Plant</b>			
Building & Grounds Maintenance	0.00	0.00	0.00
Chemicals	0.00	0.00	0.00
Diesel Fuel/Propane	0.00	0.00	0.00
Electricity	0.00	0.00	0.00
Equipment Repairs	0.00	0.00	0.00
Generator Maintenance Contract	0.00	0.00	0.00
NPDES Permit	0.00	0.00	0.00
Phone Service	0.00	0.00	0.00
Plant Operator	0.00	0.00	0.00
Sludge Handling & Disposal	0.00	0.00	0.00

## Bridgewater Township Sewer Operation Profit & Loss Budget vs. Actual

April 1 through October 1, 2015

	Bond - Sewer		
	Apr 1 - Oct 1, 15	Budget	\$ Over Budget
Supplies	0.00	0.00	0.00
Total Treatment Plant	0.00	0.00	0.00
Total Expense	0.00	0.00	0.00
Net Ordinary Income	9,511.31	53,500.00	-43,988.69
Other Income/Expense			
Other Expense			
Contingencies/Reserves	0.00	6,000.00	-6,000.00
Washtenaw Cty Debt Svc			
Accounting Charges	737.50	0.00	737.50
Interest	5,287.50	7,500.00	-2,212.50
Washtenaw Cty Debt Svc - Other	35,250.00	40,000.00	-4,750.00
Total Washtenaw Cty Debt Svc	41,275.00	47,500.00	-6,225.00
Total Other Expense	41,275.00	53,500.00	-12,225.00
Net Other Income	-41,275.00	-53,500.00	12,225.00
Net Income	-31,763.69	0.00	-31,763.69

**Bridgewater Township Sewer Operation**  
**Profit & Loss Budget vs. Actual**  
 April 1 through October 1, 2015

	Operation - Sewer		
	<u>Apr 1 - Oct 1, 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Customer Finance Charge	1,000.58	2,500.00	-1,499.42
Interest Income Master Account			
Interest Income Checking	20.06	0.00	20.06
<b>Total Interest Income Master Account</b>	<u>20.06</u>	<u>0.00</u>	<u>20.06</u>
Operation Maintenance Income	49,800.00	98,420.00	-48,620.00
Special Assessment Revenue	0.00	0.00	0.00
<b>Total Income</b>	<u>50,820.64</u>	<u>100,920.00</u>	<u>-50,099.36</u>
<b>Gross Profit</b>	50,820.64	100,920.00	-50,099.36
<b>Expense</b>			
<b>Collection System</b>			
<b>Billing</b>			
Billing Clerk	312.00	624.00	-312.00
Office Supplies	127.93	200.00	-72.07
<b>Total Billing</b>	<u>439.93</u>	<u>824.00</u>	<u>-384.07</u>
Forcemains -Flushing & Disposal	75.00	1,500.00	-1,425.00
Grinder Pump repairs	7,239.12	10,000.00	-2,760.88
<b>Total Collection System</b>	<u>7,754.05</u>	<u>12,324.00</u>	<u>-4,569.95</u>
Insurance	1,228.00	1,300.00	-72.00
<b>Legal &amp; Professional</b>			
Audit	1,650.00	1,650.00	0.00
Engineer	0.00	1,500.00	-1,500.00
Legal Fees	112.50	2,000.00	-1,887.50
<b>Total Legal &amp; Professional</b>	<u>1,762.50</u>	<u>5,150.00</u>	<u>-3,387.50</u>
Miscellaneous Expense	0.00	25.00	-25.00
New Equipment	0.00	10,000.00	-10,000.00
<b>Treatment Plant</b>			
Building & Grounds Maintenance	1,370.00	2,000.00	-630.00
Chemicals	2,568.25	4,000.00	-1,431.75
Diesel Fuel/Propane	385.40	1,000.00	-614.60
Electricity	7,049.47	15,000.00	-7,950.53
Equipment Repairs	1,650.00	7,500.00	-5,850.00
Generator Maintenance Contract	0.00	1,200.00	-1,200.00
NPDES Permit	0.00	2,000.00	-2,000.00
Phone Service	231.11	400.00	-168.89
Plant Operator	15,600.00	31,200.00	-15,600.00
Sludge Handling & Disposal	0.00	3,500.00	-3,500.00

## Bridgewater Township Sewer Operation Profit & Loss Budget vs. Actual

April 1 through October 1, 2015

	Operation - Sewer		
	Apr 1 - Oct 1, 15	Budget	\$ Over Budget
Supplies	0.00	300.00	-300.00
Total Treatment Plant	28,854.23	68,100.00	-39,245.77
Total Expense	39,598.78	96,899.00	-57,300.22
Net Ordinary Income	11,221.86	4,021.00	7,200.86
Other Income/Expense			
Other Expense			
Contingencies/Reserves	0.00	4,021.00	-4,021.00
Washtenaw Cty Debt Svc			
Accounting Charges	0.00	0.00	0.00
Interest	0.00	0.00	0.00
Washtenaw Cty Debt Svc - Other	0.00	0.00	0.00
Total Washtenaw Cty Debt Svc	0.00	0.00	0.00
Total Other Expense	0.00	4,021.00	-4,021.00
Net Other Income	0.00	-4,021.00	4,021.00
Net Income	11,221.86	0.00	11,221.86