

**BRIDGEWATER TOWNSHIP
BOARD OF TRUSTEES MEETING
THURSDAY, OCTOBER 5, 2017**

AGENDA

- I. CALL TO ORDER / PLEDGE ALLEGIANCE
- II. CITIZEN PARTICIPATION
- III. APPROVAL OF BOARD MEETING MINUTES – SEPTEMBER 7, 2017
- IV. REVIEW AND APPROVE AGENDA
- V. SRSLY PRESENTATION
- VI. UNFINISHED BUSINESS
 - A. Beckett & Raeder, Inc. Proposal - Review of GSM Annual Report & Inspection
 - B. Sewer Committee Appointments
- VII. NEW BUSINESS
 - A. Financials, Approve Budget Amendment & Disbursements from September 1, 2017 through September 30, 2017
 - B. Auditor's Comments
 - C. Bridgeway Cummins Planned Equipment Maintenance Proposal 3-Year Term
- VIII. REPORTS & CORRESPONDANCE
 - A. Public Safety Report - Written report from Sheriff's Department
 - B. Supervisor's Report - Written report from Laurie Fromhart
 - 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
- IX. CITIZEN PARTICIPATION
- X. ADJOURNMENT

Bridgewater Township Board of Trustees Minutes

I. CALL TO ORDER

3-Aug17 meeting called to order by Supervisor Fromhart at 7:01 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Trustee Faust; Supervisor Fromhart; Treasurer McQueer; Trustee Oliver; Clerk Wharam
Citizen attendance: 15

II. CITIZEN PARTICIPATION

- None

III. APPROVAL OF MINUTES

- Motion to approve the 1-Jun-17 meeting minutes as drafted – Mr. Faust; support –Ms. McQueer;
Vote – unanimous

IV. REVIEW AND APPROVE AGENDA

- Motion to approve the agenda as amended – Ms. McQueer; support – Mr. Wharam; Vote – unanimous

V. UNFINISHED BUSINESS

A. Stantec's Scope of Services for GSM Annual Inspection

- GS Materials' legal counsel to express concern over the cost of the Stantec annual site inspection
- GS Materials is concerned about cost redundancy; water testing, aerial topography
- Ms. Fromhart said that the township needs tri-annual storage tank inspection, soil erosion, industrial storm water, NPDES waste water permit, Ms. Fromhart will send out delinquent items to GS Materials, GS Materials will respond
- Stantec will reduce price by \$2000 if use water sample taken by NRM Solutions
- GS Materials needs to talk to Mr. Chip Tokar about use of Stantec photos in GS Materials annual report
- Motion to table until Sep meeting – Ms. Fromhart; support – Mr. Oliver; Vote: Unanimous

VI. NEW BUSINESS

A. Financials, Approve Disbursements from 1-Jun-17 through 31-Jul-17

- Motion to approve disbursements of \$45,289.94 for general operations and \$9,767.55 for sewer operations and for a total of \$55,056.76 – Mr. Oliver; support – Mr. Faust; vote – unanimous

B. Michigan Broadband Cooperative Presentation – Mr. Ben Fineman

- Non-profit for broadband coverage in western Washtenaw county
- Showed ways to bring broadband to Bridgewater township
- Several citizens volunteered to assist getting the word out
- The treasurer will add a survey to the winter tax bills to start the process

C. Baker Propane Quote

- Motion to table purchase 250 gallon tank (unless a 500 gallon tank is less expensive) and fill with propane supplied by Baker's Propane – Ms. Fromhart; support – Ms. McQueer; Vote: Unanimous

D. Medical Marijuana Facilities Licensing Planning Commission Recommendations

- Mr. Nanney submitted letter of Planning Commission recommendations
- Mr. Cal Messing reported that processing facilities are normally relatively small
- Mr. Messing says most chemicals used are benign

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- E. Washtenaw County Immigration Policy Resolutions Discussion
- No other townships are moving forward

VII. REPORTS AND CORRESPONDENCE

A. Public Safety Report

- The sheriff's office report was received and is on file

B. Supervisor's Report

- Complaints on Mr. Enzer truck traffic
- Mr. Enzer needs site plan review for new warehouse; Ms. McQueer recommends that Mr. Nanney handle these type items
- ~~Ms. Fromhart~~Mr. Lucas sent Mr. Finkbeiner a letter re: private road
- Soil erosion; DEQ & attorney general is reviewing on; ~~Mr. Lucas is generating a letter~~
- Mr. Ken Jewison re: capital improvement plan for sewer plant
- Need to have a sewer committee to make decisions to present to board; will be on next month's meeting
- Web site is almost ready; can see at Bridgewater.ITRight.biz; Ms. Fromhart would like feedback
- No update on Bemis Rd bridge

C. Assessor's Report

- Ms. Rider presented timeline on John Ball property division
- Mr. Lucas recommended that no new letter be sent since there are no restrictions on the deed
- Ms. Fromhart recommended ~~no an~~ update to letter; requested attorney advice but had not received a response

D. Clerk's Report

- People need to cash their pay checks
- People need to fill out time sheets
- Clinton Road between Austin Road and County Line; between 9 am and 3 pm; rumble strips
- No August election, November election is millage only
- Need motion to raise the sewer billing rate to reflect the amount of time spent on next month agenda

E. Treasurer's Report

- The treasurer's report was received and is on file

F. Trustees' Report

- Trustee Faust:
 - Mr. Dan Geyer wants limestone around new pad; Mr. Faust suggested filling in the low spot at the sewer plant; Mr. Faust will provide a quote
 - Replaced 3 pumps
- Trustee Oliver:
 - WCRC will work on Logan Rd and Willow Rd

G. Zoning Administrator's Report

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

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H. Planning Commission

- The PC submitted a written report to the board and it is on record

VIII. CITIZEN PARTICIPATION

- None

IX. ADJOURNMENT

Supervisor Fromhart adjourned the meeting at 9:15 p.m.

APPROVED

Bridgewater Township Board of Trustees Minutes

I. CALL TO ORDER

7-Sep-17 meeting called to order by Supervisor Fromhart at 7:03 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Trustee Faust; Trustee Fromhart; Trustee McQueer; Trustee Oliver; Trustee Wharam
Citizen attendance: 14

II. CITIZEN PARTICIPATION

- None

III. APPROVAL OF MINUTES

- Motion to approve the 3-Aug-17 meeting minutes as amended – Mr. Faust; support – Ms. McQueer; Vote – unanimous

IV. REVIEW AND APPROVE AGENDA

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

V. PRESENTATION OF 2017 AUDIT – Philip R. Rubley, CPA

- Mr. Rubley walked through the Annual Financial report
- The township is in excellent financial shape with no material weaknesses
- The annual financial report is on file

VI. UNFINISHED BUSINESS

A. Stantec's Scope of Services for GSM Annual Inspection

- Received comments from GSM in email and hard copy 25-Aug-17
- Most items requested by the township were received; the executed copy of the bond is still not available
- Stantec's first proposal was received in May
- Stantec is willing to share the aerial photographs (~\$5000 value) with GSM & use GSM water sample (~\$2000 cost reduction); township to provide accounting
- New quote \$9000 - \$14,000 for annual verification of GSM annual report
- Mr. Oliver stated that according to ordinance the gravel pit must produce annual report; engineer reviews report; if a deficiency is found, board decides what to do next
- Stantec suggested we find a different engineer
- Motion for voice vote on the acceptance of Stantec's proposal to evaluate & inspect annual report - Ms. McQueer; support - Mr. Faust

Vote:

Mr. Faust – no

Ms. Fromhart – yes

Ms. McQueer – no

Mr. Oliver – no

Mr. Wharam – no

VII. NEW BUSINESS

A. Financials, Approve Disbursements from 1-Aug-17 through 31-Aug-17

- Motion to approve disbursements of \$39,469.59 for general operations and \$7,021.90 for sewer operations and for a total of \$46,491.49 – Mr. Oliver; support – Mr. Faust; vote – unanimous
- Motion to approve \$26,197.00 for the pre-payment of the Bemis Road bridge – Mr. Oliver; support – Mr. Oliver;

Vote:

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Mr. Faust – yes Ms. Fromhart – yes Ms. McQueer – yes
Mr. Oliver – yes Mr. Wharam – yes

B. Medical Marijuana Facilities Licensing Act Draft Ordinance Discussion

- A draft ‘Medical Marijuana Facilities Ordinance’ and a draft ordinance to amend the Bridgewater Township Zoning Ordinance, ‘Ordinance 67, for the purpose of permitting medical marijuana facilities were submitted’
- Information from the MTA was in the board packet.
- The planning commission must still submit a finalized an amendment to the zoning ordinance with public hearing
- Mr. Oliver stated that township receives 3% of shared revenue & annual fee but 100% of problems; do we want to limit to hamlet or special set-backs
- No outdoor growing; could have green house with retractable roof
- If want most control; say no by not passing any laws
- This is a first draft of ordinance
- First action is ‘do we want to allow this to move forward’
- Should have 2nd public hearing on zoning ordinance and facility ordinance
- Mr. Nanney suggests informal setting to inform public and get opinions
- Ms. Fromhart suggests joint PC and Board meeting
- Post card mailing cost about \$400
- Set up a tentative meeting for October 17th at 7:00 PM

C. Baker Propane Quote

- Motion to purchase 500-gallon propane tank for sewer plant for \$999.34 – Mr. Oliver; support – Mr. Faust; vote - unanimous

D. Sewer Committee Appointments

- Deferred to next month

E. Sewer Billing Agent Pay Rate

- Currently \$52.00/month; originally \$300/year;
- Motion to increase pay \$100/month – Mr. Wharam; support - Mr. Faust;

Vote:

Mr. Faust – yes Ms. Fromhart – yes Ms. McQueer – abstain
Mr. Oliver – yes Mr. Wharam – yes

F. PA 116 Application for Mr. Bross

- Motion to approve PA 116 application for Mr. Gary Bross – Ms. Fromhart; support – Mr. Faust; vote unanimous

VIII. REPORTS AND CORRESPONDENCE

A. Public Safety Report

- The sheriff’s office report was not received

B. Supervisor’s Report

- Bridgewater Commons – will do final paving

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- It was asked why Ms. Fromhart did not issue citation herself instead of putting it on Mr. Nanney
- Mr. Nanney said that a Development Agreement is needed; it is voluntary; is a contract agreement between the township and Mr. Finkbeiner; Mr. Finkbeiner is declined
- Mr. Finkbeiner must amend site plan without a Development Agreement
- Mr. Nanney suggests Mr. Nanney & Mr. Lucas sit down with Mr. Finkbeiner & his attorney

C. Assessor's Report

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

D. Clerk's Report

- Getting ready for November election

E. Treasurer's Report

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

F. Trustees' Report

- Trustee Faust:
 - Motion to approve ~\$900 for stone for sewer plant – Ms. Fromhart; support - Ms. McQueer; vote unanimous
 - Motion to order two grinder pumps kits for units 5 & 6 at Bridgewater Commons ~\$4000.00 – Ms. Fromhart; support – Mr. Oliver; vote unanimous
- Trustee Oliver:
 - Nothing

G. Zoning Administrator's Report

- Mr. Nanney submitted a written report to the board and it is on record
- Dr. Samuels is working on cleaning up his house; may not meet November deadline

H. Planning Commission

- The PC submitted a written report to the board and it is on record

I. Farmland Preservation Board Report

- The Farmland Preservation Board submitted a written report to the board and it is on record

IX. CITIZEN PARTICIPATION

- Dave Horney suggested Cal Messing for sewer committee
- A citizen is opposed to the marihuana

X. ADJOURNMENT

Ms. Fromhart adjourned the meeting at 9:37 p.m.



Resolution To Protect Our Communities' Youth from the Marijuana Industry

SRSLY is a coalition of local community members dedicated to preventing destructive behavior in youth in the Chelsea, Dexter, Stockbridge, and Manchester school districts. The coalitions have drafted the following resolution with the goal of reducing youth access to marijuana and youth exposure to pro-marijuana messaging.

WHEREAS Gov. Rick Snyder signed three new Michigan state laws in September 2016 that add to the Michigan Medical Marijuana Act of 2008, including the Medical Marijuana Facilities Licensing Act, which authorizes applications for state operating licenses for medicinal marijuana facilities including growers, processors, provisioning centers, secure transporters and safety compliance facilities, beginning Dec. 15, 2017; and

WHEREAS local governments are *not* required by this law to allow medicinal marijuana facilities in their municipalities, but have the option whether to accept and regulate medicinal marijuana facilities and would need to adopt an ordinance to do so. Local governments that do not create such an ordinance effectively prohibit medicinal marijuana facilities in their jurisdictions; and

WHEREAS marijuana is still illegal under federal law under the Controlled Substances Act, which does not differentiate between medicinal and recreational marijuana use, and local governments who accept tax revenue from marijuana facilities, as well as organizations that accept donations from marijuana facilities, could be held liable under federal law; and

WHEREAS the National District Attorneys Association states that "state laws that authorize, license and regulate the possession, production, use and distribution of marijuana directly conflict with and are subject to preemption by federal drug laws that prohibit those same activities," and that the Department of Justice could decide to enforce these federal laws at any time²⁴; and

WHEREAS medicinal marijuana is a cash-only industry and banks open themselves up to government seizure by the Federal Deposit Insurance Corporation (FDIC) if they choose to accept money from a federally illegal act; and

WHEREAS for every \$1 gained from alcohol and tobacco tax revenues, \$10 is lost in legal, health, social, and regulatory costs¹; and

WHEREAS states that have legalized marijuana for medicinal use have seen an increase in marijuana-related traffic deaths¹⁶; and

WHEREAS marijuana is designated as a Schedule I drug under the Controlled Substances Act, for which the government states that the drug has a "high potential for abuse, has no currently accepted medical use in treatment in the United States, and has a lack of accepted safety for use of the drug or other substance under medical supervision³;" and

WHEREAS "currently accepted medical use" is defined as the drug's chemistry is known and reproducible, there are adequate safety studies, there are adequate and well-controlled studies proving efficacy, the drug is accepted by qualified experts, and the scientific evidence is widely available³; and

THE MEDICINAL MARIJUANA INDUSTRY IS NOT WELL REGULATED

WHEREAS the U.S. Food and Drug Administration has *not* approved any product containing or derived from botanical marijuana *for any indication*, meaning FDA has not found any such product to be *safe or effective* for the treatment of any disease or condition⁴; and

WHEREAS the FDA states that scientific studies using clinically-controlled trials are needed to assess the safety and effectiveness of marijuana for medicinal use⁴; and

WHEREAS the American Medical Association has called for more scientific research into the potential benefits and harms of medicinal marijuana, stating that this "should not be viewed as an endorsement of state-based medical cannabis programs, the legalization of marijuana, or that scientific evidence on the therapeutic use of cannabis meets the current standards for a prescription drug product⁵."

WHEREAS the American Society of Addiction Medicine states that any type of medicinal marijuana "should be subject to the same safety and efficacy standards that are applicable to other prescription medications and medical devices. Such products should not be distributed or otherwise provided to patients unless and until they have received marketing approval from the FDA⁶;" and

WHEREAS doctors cannot legally prescribe marijuana for medicinal use, but must write a "recommendation" for a person to obtain a medicinal marijuana card, which does not restrict dosage or means of use; and

WHEREAS employees of medicinal marijuana dispensaries are not required to have any regulated level of education; this is unlike pharmacists, who are required to have a doctorate of pharmacy degree and be licensed by the Michigan Board of Pharmacy in order to dispense medicine; and

WHEREAS in Michigan and in other states with medicinal marijuana laws, 80% or more of users report using marijuana to treat "chronic or severe pain" and less than 5% of medicinal marijuana users have a diagnoses of HIV, AIDS, cancer, glaucoma, or epilepsy⁷; and

WHEREAS the FDA *has* approved of the drugs Marinol and Syndros, which both contain synthetic forms of THC, to treat nausea and vomiting caused by cancer chemotherapy, as well as weight loss and poor appetite in patients with AIDS.⁴ These drugs can be legally prescribed by a doctor, come in the form of a pill (Marinol) and liquid (Syndros), have regulated dosages, and are sold in pharmacies by licensed pharmacists and technicians; and

WHEREAS in the state of California, where medicinal marijuana was legalized in 1996, the average medical marijuana patient was found to be a 30-year-old white male with a history of alcohol and substance abuse and no history of life-threatening illnesses⁸; and

WHEREAS residents of states with medical marijuana laws have abuse and dependence rates almost twice as high as states with no such laws¹⁶; and

WHEREAS the concentration of THC, the psychoactive substance in marijuana, has increased significantly from approximately 4% in the early 1980s to upward of 14% in 2014¹⁷, increasing the risk of adverse effects and the potential for addiction⁹; and

WHEREAS marijuana-infused baked goods and candies, known as edibles, have a potency several times that of smoked marijuana; and

WHEREAS a large, nationally representative sample of U.S. adults found that more than 4 in 10 people who ever used marijuana went on to use other illicit drugs²²; and

WHEREAS the Centers for Disease Control has found that individuals who are addicted to marijuana are three times more likely to become addicted to heroin²³; and

HARMFUL EFFECTS ON YOUTH

WHEREAS the American Academy of Pediatrics states that the legalization of recreational and medicinal marijuana by many states has “created an environment in which marijuana increasingly is seen as acceptable, safe, and therapeutic;”⁹ and

WHEREAS medicinal marijuana is easily diverted to youth¹⁰; and

WHEREAS the human brain is not fully developed until the early 20s, and the National Institute on Drug Abuse states that when individuals begin using marijuana as teenagers, marijuana can reduce thinking, memory, and learning functions and affects how the brain builds connections between the areas necessary for these functions¹¹. The NIDA also states that marijuana’s effects on these abilities may last a long time or even be permanent¹¹; and

WHEREAS there is evidence that heavy use of marijuana as a teenager can result in a permanent IQ loss of up to eight points¹²; and

WHEREAS marijuana use is linked to lower grades, higher likelihood of dropping out of school, and a lower likelihood of enrolling in college¹³; and

WHEREAS evidence suggests that marijuana use prior to driving increases the risk of being involved in a motor vehicle accident¹⁴; and

WHEREAS evidence suggests that marijuana use is likely to increase the risk of developing schizophrenia, other psychoses, and social anxiety disorders¹⁴. Heavy marijuana users are also more likely to report thoughts of suicide¹⁴; and

WHEREAS marijuana can be addictive and research shows that 1 in 6 individuals who use marijuana before the age of 18 will become addicted¹⁵; and

WHEREAS the percentage of youth who believe marijuana use is harmful is decreasing, and as perception of harm decreases, youth marijuana use increases¹⁸; and

WHEREAS states that have legalized marijuana have seen a surge in marijuana-related poison control calls, especially for children²⁵; and

ADVERTISING & SPONSORSHIP

WHEREAS the advertising of marijuana is currently unrestricted and unregulated in the State of Michigan; and

WHEREAS the American Academy of Pediatrics states that advertising has a pervasive influence on children and adolescents and may contribute significantly to substance use¹⁹; and

WHEREAS several marijuana products use colorful packaging and names that can be easily confused for similar food and candy products; and

WHEREAS as part of the Master Settlement Agreement, tobacco companies are not allowed to market or advertise directly or indirectly to youth, to use cartoons in marketing, or advertise on billboards²⁰; and

WHEREAS in the state of Colorado, where recreational and medicinal marijuana is legal, advertising retail marijuana is prohibited on TV, on radio, in print, and via the internet when 30 percent or more of the audience is reasonably expected to be under the age of 21. Advertising or signage that specifically targets individuals under the age of 21, including the use of cartoon characters, is also prohibited²¹; and

WHEREAS the state of Colorado prohibits the advertising of marijuana that is visible to members of the public from any street, sidewalk, park or other public place, including billboards²¹; and

WHEREAS as part of the Master Settlement Agreement, tobacco companies are not allowed to sponsor events in which the intended audience is comprised of a significant percentage of youth or in which any paid participants or contestants are youth²⁰; and

WHEREAS in the state of Colorado, retail marijuana establishments are not allowed to sponsor charity, sporting or similar events unless the establishment has reliable evidence that no more than 30 percent of the audience at the event and/or viewing the advertising in connection with the event is reasonably expected to be under the age of 21²¹;and

WHEREAS unlike free speech, commercial speech does not enjoy the same protections under the First Amendment of the U.S. Constitution;

THEREFORE, BE IT RESOLVED that the SRSLY Coalition, and the signatories of this resolution who represent a diverse set of community members, urges local governments to consider scientific facts and historical evidence in deciding what is best for our communities; and be it

FURTHER RESOLVED that the SRSLY Coalition urges local governments that have chosen not to adopt ordinances permitting medicinal marijuana facilities in their municipalities to make public comment or distribute an official press release announcing their forbearance; and, be it

FURTHER RESOLVED that the SRSLY Coalition urges local businesses and schools to refuse to allow advertising and signage for medicinal marijuana and/or the distribution of publications or media that have such advertising on their premises; and, be it

FURTHER RESOLVED that the SRSLY Coalition urges local organizations, non-profits, and schools to refuse donations or sponsorships from the medicinal marijuana industry; and, be it

FURTHER RESOLVED that the SRSLY Coalition urges public schools and administration to prohibit representatives from the medicinal marijuana industry to give presentations to students.

Works Cited

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 25. Rocky Mountain Poison and Drug Center

September 28, 2017

Bridgewater Township

10990 Clinton Road
Manchester, MI 48158

Attn: Laurie Fromhart, Township Supervisor

Regarding: GS Materials Mining Review

i
initiative

Ms. Fromhart,

We appreciate the opportunity to submit a proposal for engineering review services for the GS Materials parcel in Bridgewater Township. Beckett & Raeder, Inc. (BRI) understands its work scope to be:

- Review of background material (first review only)
- Review of the applicant's annual report pursuant to Ordinance Number 59.
- Field inspection of mining site.
- Written review letter including our comments on the annual report and field inspection.
- Attendance at a public meeting to present the review letter.

For the work outlined above, BRI proposes to complete the work based on our hourly rate schedule (attached). It is anticipated that our office will be able to review the annual report, complete a site walk, and generate a review letter within two weeks of authorization/receiving the annual report for review. Our initial estimated review fee range is \$1,800 to \$2,700 with subsequent reviews being less.

We look forward to working with Bridgewater Township. Please feel free to contact me to discuss any components of our proposal.

Sincerely,



Kristofer Enlow, P.E.
Principal

Attachments: 2017 Professional Service Fee and Structure

Beckett & Raeder, Inc.
535 West William, Suite 101
Ann Arbor, MI 48103

734 663.2622 ph
734 663.6759 fx

www.bria2.com

Petoskey Office
113 Howard St.
Petoskey, MI 49770

231.347.2523 ph
231.347.2524 fx

Traverse City Office
921 West 11th St., Suite 2E
Traverse City, MI 49684

231.933.8400 ph
231.944.1709 fx

Toledo, Ohio
419.242.3428 ph

2017 Professional Service Fee and Structure

Beckett & Raeder, Inc. / BRI, Inc. is pleased to submit for consideration the following fees for professional services and time / material services:

AS REQUIRED BY CLIENT:

Principal	\$140.00 Hour
Senior Professional Engineer	\$130.00 Hour
Senior Associate	\$120.00 Hour
Project Manager	\$120.00 Hour
Professional Engineer	\$115.00 Hour
Associate	\$110.00 Hour
Senior Landscape Architect	\$110.00 Hour
Senior Planner	\$110.00 Hour
Senior Project Site Representative	\$ 95.00 Hour
Project Engineer	\$ 95.00 Hour
Project Professional	\$ 90.00 Hour
Project Planner	\$ 90.00 Hour
Resident Project Site Representative	\$ 75.00 Hour
Computer Technician /CAD Technician	\$ 75.00 Hour
Clerical	\$ 60.00 Hour
Interns (non-degreed)	\$ 55.00 Hour
Inspection Forms	At Cost
Printing and Duplicating	At Cost
Photography	At Cost
Postage / UPS / FedEx	At Cost
Permit Application Fees	At Cost
Site Plan Review Fees	At Cost
Travel Expenses (Airfare, Lodging, Meals, Fares, etc)	At Cost
Mileage	At Current Federal Rate

Note: Rates will be adjusted on the first of each year and billings will reflect the rates in effect at the time of services rendered



What is the difference between a ‘committee’ and a ‘commission’?

Sometimes committees are confused with statutory boards or commissions, particularly if they are long-standing committees that pre-date current board members and staff or if they have ambiguous names, such as “planning and zoning committee” or “parks and recreation board.” It’s important to determine if the body is statutory or a committee, because that will establish the extent—or the limit—of that body’s authority. In my personal opinion, I do not recommend calling a committee anything other than a committee, because it creates confusion.

A statutory board or commission is a public body provided for by law, with the law designating the authority, composition, and functions for that body.

Committees are not mandated or authorized by specific statutes. A township board may choose to establish committees to collect information, make recommendations and participate in township programs. But committees have no authority of their own. They can do only what the board has authorized them to do. Or as I explain it, committees are like imaginary friends! They exist only as long as you believe in them—or the board wants them.

What can a committee be used for?

Committees may deal with internal administration tasks, such as developing a personal policy or making recommendations for township park management. They may also be formed to gather information or resources for other township bodies, such as a committee created to conduct a survey of township residents or to gather information on how other townships finance fire protection.

Committees can offer interested and active citizens a way to support township programs and services. Some townships have established permanent beautification, cemetery or recreation committees. Other townships use temporary committees or panels that are directed to study an issue or project and report their findings to the township board, such as a road needs committee established for one year and charged with developing a five-year road improvement plan.

Before a committee is established, the township board should consult state laws and the township’s attorney to ensure that the proposed committee does not assume powers or duties assigned to statutorily established or authorized boards or commissions, such as a salary commission or planning commission.

How does a township board create a committee?

Once a township board decides to create a committee, it should determine the committee’s name, purpose or goals statement, the number of persons to be appointed and the length of the term they will serve, and a timeline to report findings or recommendations, if applicable. The board should direct who will appoint members to the committee. Committee members may be appointed by the township board or individual officials, such as the supervisor, clerk, treasurer or superintendent, as the board designates. The board may wish to leave administrative decisions, such as who will chair the committee, to the committee.

A township board can create a committee by simple board motion or a resolution. The board is not required to file a record of establishing a committee, other than what is recorded in the township board minutes. For public information, and to encourage additional citizen participation, the board may wish to list committees and meeting dates in the township newsletter or website.

The board should consider the following:

- Determine the number of members and composition of the committee.
- Establish how often the committee should meet.
- Determine compensation, if any, for committee members.
- Establish the scope or limit of the committee’s purpose. (What kind of recommendations may they make to the board? When will they be done?)
- Direct the committee to comply with the Open Meetings Act (OMA) and Freedom of Information Act (FOIA).
- Review the committee’s recommendations—final decisions are made by the board, not the committee.
- Consider not authorizing a committee to make any expenditures. If they are authorized by the township board to make expenditures, require that any and all expenditures be approved by the township board (checks and payments may be issued only through the standard township board approval process).
- Establish a “sunset” date or dissolve the committee when the project is completed or when the committee is no longer needed.

Discuss the following questions:

1) Will compensation or expense reimbursements be given?

There is no requirement that compensation or expense reimbursements be given to advisory committee members, but a township board can determine a per diem payment or reimbursement for meetings and place a limit on the number of meetings held in a given period.

2) Are committees required to comply with the Open Meetings and Freedom of Information Acts?

Purely advisory committees are not subject to the Open Meetings Act, but a township board may require them to comply with the OMA.

Under certain circumstances, even a committee may be required by law to comply with the OMA, so a township board should consult with its attorney for a determination of whether a specific committee would be required to comply. Because the courts—and the public—may view any committee established by the township as a public body, I suggest that, while not automatically required by law, a township board consider requiring township committees to comply with the OMA.

Committee records are public records subject to the FOIA unless they fall under an exception in the FOIA.

3) Will committee members take an oath of office?

Committees are not required by law to take the oath of office. The township board may choose to require that committee members take the oath. Taking the oath lends credibility to the position and provides a record of the date and expiration of the appointment. Each signed oath must be filed with the township clerk.

4) Will a township board member serve on the committee?

Township board members may serve on committees, as long as a quorum of the board is not meeting. Often one or two board members serve on an advisory committee to maintain contact with and act as a liaison to the township board. This is an excellent way to utilize the skills of township trustees.

Note that the Charter Township Act states that the supervisor (or superintendent) is a member of all committees of the township board. (MCL 42.10(h))

5) Will the committee have bylaws?

It's a good idea to incorporate the board's decisions as bylaws for the committee. This can help ensure that the committee is actually working toward the purpose established by the board, and that it will not unintentionally violate state or federal statutes. If the committee develops its own bylaws, the township board should review and approve them.

Hello, MTA ... ? provides general information on typical questions asked by township officials. Readers are encouraged to contact an attorney when specific legal guidance is needed. Member township officials and personnel may contact MTA Member Information Services with questions or requests from 8 a.m. to 5 p.m., weekdays, at (517) 321-6467 or fax (517) 321-8908.

YOUR PARTNER IN RETIREMENT

MERS provides our members with:

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- Sole fiduciary oversight

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of Northville

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Bridgewater Township Monthly Expenses

August 27 through September 30, 2017

Type	Date	Check #	Name	Description	Amount	
Sep 30, 17	Bill	08/27/2017	9491	Apex Software	5209810 · Assessor Expense	470.00
	Bill	09/25/2017	9492	Building Place – Rodney C. Nanney	-SPLIT-	931.25
	Bill	09/06/2017	EFT	Cardmember Service	2050 · Comerica - Clerk/Treasurer	226.76
	Bill	09/13/2017	EFT	Consumers Energy	5265728 · Maintenance & Utilities	13.79
	Bill	08/29/2017	EFT	Detroit Edison Company	5265728 · Maintenance & Utilities	89.48
	Bill	09/28/2017	EFT	Detroit Edison Company	5265728 · Maintenance & Utilities	88.83
	Bill	09/11/2017	EFT	Detroit Edison Company - 67-069A	5440852 · Street lighting	303.15
	Bill	09/13/2017	EFT	Frontier	5265728 · Maintenance & Utilities	97.95
	Bill	09/17/2017	9493	Jon Way	-SPLIT-	370.00
	Bill	09/24/2017	9494	Mary Rider	-SPLIT-	1,843.73
	Bill	09/25/2017	EFT	Paychex	-SPLIT-	5,577.03
	Bill	09/26/2017	EFT	Paychex_fees	5215727 · Clerk supplies & expense	170.17
	Bill	09/25/2017	9495	Reau & Associates, P.C.	5215727 · Clerk supplies & expense	60.00
	Bill	09/19/2017	9496	Stantec Consulting Michigan Inc.	-SPLIT-	804.25
	Bill	09/20/2017	EFT	Staples	5171727 · Supervisor Expense	70.98
	Bill	09/22/2017	9497	Susan Ahrens	-SPLIT-	93.73
	Bill	09/22/2017	9498	Tom Wharam	5101770 · Conferences & Training	48.69
	Bill	09/06/2017	9499	Washtenaw County Treasurer	5440846 · Road Improvements	26,197.00
Sep 30, 17						<u>37,456.79</u>

Clerk: _____

Treasurer: _____

Bridgewater Township
Profit & Loss Budget vs. Actual
April 2017 through March 2018

	Apr '17 - Mar 18	Budget	\$ Over Budget
Income			
4402 · Property tax - operation	3,219	71,443	-68,224
4447 · Tax administration fee	14,746	28,354	-13,608
4448 · Tax collection fees	100	3,670	-3,570
4460 · Township permits	100	1,000	-900
4465 · Land division fees	175	500	-325
4574 · Revenue sharing	67,422	128,498	-61,076
4600 · Collection Fee-Sewer Fund	0	1,600	-1,600
4601 · Fire charge collection	0	1,000	-1,000
4665 · Interest Income	62	1,600	-1,538
4672 · Other Income	3,003	1,500	1,503
4675 · Metro Auth.-restricted to roads	3,217	3,500	-283
4700 · Election Reimbursement	206	0	206
Total Income	92,251	242,665	-150,414
Gross Profit	92,251	242,665	-150,414
Expense			
5101000 · Township Board			
5101703 · Trustee salary	2,400	4,800	-2,400
5101727 · Township supplies & expenses	41	500	-459
5101770 · Conferences & Training	429	1,000	-571
Total 5101000 · Township Board	2,870	6,300	-3,430
5171000 · Supervisor			
5171703 · Supervisor Salary	7,803	15,607	-7,804
5171727 · Supervisor Expense	645	1,000	-355
5209000 · Assessor			
5209705 · Board of Review expenses	98	1,500	-1,403
5209805 · Assessor Wages	10,350	20,700	-10,350
5209810 · Assessor Expense	1,627	2,500	-873
Total 5209000 · Assessor	12,074	24,700	-12,626
Total 5171000 · Supervisor	20,522	41,307	-20,785
5173000 · Other General Government			
5173715 · Social Security	2,301	5,000	-2,699
5173801 · Attorney & Consulting Expenses	2,415	5,000	-2,585
5173802 · Audit fees	3,100	3,500	-400
5173811 · Membership fees & dues	1,546	2,000	-454
5173895 · Website Administrator	925	1,300	-375
5173912 · Insurance & Bonds	4,977	5,500	-523
Total 5173000 · Other General Government	15,264	22,300	-7,036
5215700 · Clerk			
5173900 · Printing & publishing	308	1,000	-692
5174810 · Deputy Clerk	495	1,000	-505
5191727 · Election expense	157	1,000	-843
5215703 · Clerk salary	8,107	16,214	-8,107
5215727 · Clerk supplies & expense	1,610	3,200	-1,590
Total 5215700 · Clerk	10,676	22,414	-11,738
5253700 · Treasurer			
5253701 · Tax Collection Expense	704	2,500	-1,796
5253703 · Treasurer salary	8,808	17,615	-8,807
5253704 · Deputy Treasurer Wages	307	1,000	-693
5253727 · Treasurer supplies & expenses	356	2,000	-1,644
Total 5253700 · Treasurer	10,175	23,115	-12,940
5265000 · Building & Grounds			
5265728 · Maintenance & Utilities	2,828	6,000	-3,172
5265925 · Cemetery care	1,840	2,000	-160
5265980 · Building improvement & equip...	272	1,000	-728
5265000 · Building & Grounds - Other	128		
Total 5265000 · Building & Grounds	5,069	9,000	-3,931

Bridgewater Township
Profit & Loss Budget vs. Actual
April 2017 through March 2018

	Apr '17 - Mar 18	Budget	\$ Over Budget
5301800 · Public Safety			
5339727 · Fire protection billing expense	26,821	55,000	-28,179
Total 5301800 · Public Safety	26,821	55,000	-28,179
5400700 · Planning & zoning			
5400701 · Planning			
5400727 · Planning comm. wage & expe...	1,834	4,200	-2,366
5400803 · Planning consultant - on-going	3,728	10,000	-6,272
5400806 · FPB Consultant	432	500	-69
Total 5400701 · Planning	5,993	14,700	-8,707
5410726 · Zoning			
5410704 · Land Division Processing Fees	825	1,700	-875
5410727 · Zoning ad.wage & expense	3,450	7,500	-4,050
5411727 · Zon Bd of Appeals Expense	575	325	250
Total 5410726 · Zoning	4,850	9,525	-4,675
5400700 · Planning & zoning - Other	16		
Total 5400700 · Planning & zoning	10,859	24,225	-13,366
5440000 · Public works			
5440846 · Road Improvements	50,363	30,000	20,363
5440847 · Drains at large	0	5,000	-5,000
5440849 · Clean-up Day	3,206	5,000	-1,794
5440852 · Street lighting	1,862	3,500	-1,638
Total 5440000 · Public works	55,432	43,500	11,931
5500000 · Contingencies	0	504	-504
66900 · Reconciliation Discrepancies	-0		
Total Expense	157,688	247,665	-89,977
Net Income	-65,437	-5,000	-60,437

Bridgewater Township
Balance Sheet
 As of September 30, 2017

	Sep 30, 17
ASSETS	
Current Assets	
Checking/Savings	
1002 · General Checking-Key Bank	12,564.20
1010 · General Savings-Key Bank	114,354.27
1016 · Bank of Ann Arbor 5yr	101,178.20
1017 · Old National 2 yr	107,937.21
Total Checking/Savings	336,033.88
Accounts Receivable	
1200 · Accounts Receivable	8,775.00
Total Accounts Receivable	8,775.00
Other Current Assets	
1081 · Due from Sewer Operations	-1,118.75
Total Other Current Assets	-1,118.75
Total Current Assets	343,690.13
Fixed Assets	
1600 · Buildings	98,329.35
1610 · Equipment	28,244.21
1620 · Land	70,863.09
1630 · Siding & Windows	17,049.00
1640 · Township Hall Improvements	54,079.30
1650 · Accumulated Depreciation	-87,336.47
Total Fixed Assets	181,228.48
TOTAL ASSETS	524,918.61
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	-470.06
Total Accounts Payable	-470.06
Credit Cards	
2050 · Comerica - Clerk/Treasurer	333.32
Total Credit Cards	333.32
Other Current Liabilities	
2217 · Escrow Deposits Payable	
2220 · Due to SMR-Elliott parcel	2,500.00
2233 · Due to SMR-Crego/Peltcs	4,762.00
2239 · Due to GS Materials MEL Exp ...	-215.25
2250 · Greg Lanford	200.00
2251 · Bridgewater Bank	4,152.28
2252 · Metro General Contractors, Inc	1,000.00
Total 2217 · Escrow Deposits Payable	12,399.03
2295 · Deferred Revenue	463.12
Total Other Current Liabilities	12,862.15
Total Current Liabilities	12,725.41
Total Liabilities	12,725.41
Equity	
3900 · Fund Balance	396,088.40
3940 · Invested in Capital Assets, Net	181,229.22
Net Income	-65,124.42
Total Equity	512,193.20
TOTAL LIABILITIES & EQUITY	524,918.61

Bridgewater Township Sewer Operation Monthly Expenses

Sep 17	<u>Type</u>	<u>Date</u>	<u>Check #</u>	<u>Name</u>	<u>September 2017</u>	<u>Amount</u>
	Bill	09/21/2017	1261	Baker's Propane, Inc.	-SPLIT-	1,431.34
	Bill	09/27/2017	EFT	DTE Energy	Electricity	1,082.03
	Bill	09/11/2017	EFT	Frontier	Phone Service	42.10
	Bill	09/17/2017	1262	Jon Way	Building & Grounds Maintenance	165.00
	Bill	09/10/2017	1263	Michigan Pump Sales	-SPLIT-	1,590.62
	Bill	09/05/2017	1264	USIC Locating Services, LLC	Miss Dig Locator Service	41.20
	Bill	09/01/2017	1265	Village of Manchester	Plant Operator	2,600.00
Sep 17						<u>6,952.29</u>

Clerk: _____

Treasurer: _____

Bridgewater Township Sewer Operation Profit & Loss Budget vs. Actual April through September 2017

	Apr - Sep 17	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Connection Fees			
Easement Fee	250.00	0.00	250.00
Grinder Pump Reimb + 10%	8,189.20	0.00	8,189.20
Inspection Fee	150.00	0.00	150.00
Tap Fee	44,029.90		
Total Connection Fees	52,619.10	0.00	52,619.10
Customer Finance Charge	0.00	500.02	-500.02
Interest Income Master Account			
Interest Income Checking	26.48	100.00	-73.52
Total Interest Income Master Acc...	26.48	100.00	-73.52
Operation Maintenance Income	50,400.00	50,049.98	350.02
Special Assessment Payoff	0.00	0.00	0.00
Special Assessment Revenue	6,133.29	48,627.61	-42,494.32
Total Income	109,178.87	99,277.61	9,901.26
Gross Profit	109,178.87	99,277.61	9,901.26
Expense			
Collection System			
Billing			
Billing Clerk	360.00	600.00	-240.00
Billing Other	0.00	0.00	0.00
Office Supplies	0.00	99.98	-99.98
Total Billing	360.00	699.98	-339.98
Force mains -Flushing & Disposal	0.00	500.02	-500.02
Grinder Pump repairs	1,060.00	5,000.02	-3,940.02
Miss Dig Locator Service	370.80	999.98	-629.18
WWTP Operations Committee	0.00	600.00	-600.00
Total Collection System	1,790.80	7,800.00	-6,009.20
Insurance	0.00	750.00	-750.00
Legal & Professional			
Audit	1,500.00	750.00	750.00
Engineer	0.00	1,250.02	-1,250.02
Legal Fees	0.00	249.98	-249.98
Total Legal & Professional	1,500.00	2,250.00	-750.00
Miscellaneous Expense	0.00	12.52	-12.52
New Equipment	0.00	5,000.02	-5,000.02
Reconciliation Discrepancies	-0.48		
Treatment Plant			
Building & Grounds Maintenance	2,295.00	999.98	1,295.02
Chemicals	1,577.50	3,000.00	-1,422.50
Depreciation	0.00	0.00	0.00
Diesel Fuel/Propane	1,900.00	500.02	1,399.98
Electricity	7,075.32	7,749.98	-674.66
Equipment Repairs	14,027.62	2,499.98	11,527.64
Generator Maintenance Contract	0.00	549.98	-549.98
NPDES Permit	0.00	999.98	-999.98
Phone Service	246.31	225.00	21.31
Plant Operator	15,600.00	15,600.00	0.00
Sludge Handling & Disposal	0.00	1,749.98	-1,749.98
Supplies	111.92	150.00	-38.08
Treatment Plant - Other	733.13		
Total Treatment Plant	43,566.80	34,024.90	9,541.90
Total Expense	46,857.12	49,837.44	-2,980.32
Net Ordinary Income	62,321.75	49,440.17	12,881.58

8:35 AM

09/30/17

Accrual Basis

Bridgewater Township Sewer Operation
Profit & Loss Budget vs. Actual
April through September 2017

	<u>Apr - Sep 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Other Income/Expense			
Other Expense			
Contingencies/Reserves	0.00	3,741.38	-3,741.38
Washtenaw Cty Debt Svc			
Accounting Charges	0.00	0.00	0.00
Interest	3,701.25	4,582.50	-881.25
Principal	35,250.00	41,066.25	-5,816.25
Washtenaw Cty Debt Svc - Other	0.00		
Total Washtenaw Cty Debt Svc	<u>38,951.25</u>	<u>45,648.75</u>	<u>-6,697.50</u>
Total Other Expense	<u>38,951.25</u>	<u>49,390.13</u>	<u>-10,438.88</u>
Net Other Income	<u>-38,951.25</u>	<u>-49,390.13</u>	<u>10,438.88</u>
Net Income	<u>23,370.50</u>	<u>50.04</u>	<u>23,320.46</u>

**Bridgewater Township Sewer Operation
 Balance Sheet
 As of September 30, 2017**

	<u>Sep 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
Key-Sewer O/M	23,834.02
Key Sewer O/M Saving	63,168.58
Key Sewer Retirement Checking	59,660.89
Total Checking/Savings	<u>146,663.49</u>
Accounts Receivable	
Accounts receivable	69,422.48
Total Accounts Receivable	<u>69,422.48</u>
Other Current Assets	
Due From Tax	2,970.00
Prepaid Insurance	1,300.00
Undeposited Funds	100.00
Total Other Current Assets	<u>4,370.00</u>
Total Current Assets	220,455.97
Fixed Assets	
Accessory Building	53,320.02
Accumulated Depr - Access Bldg	-7,227.79
Accumulated Depr - Equipment	-12,368.83
Accumulated Depr - Sewer System	-532,578.58
Equipment	41,652.77
Land	55,355.06
Sewer System Plant	1966444.05
Total Fixed Assets	<u>1564596.70</u>
Other Assets	
Special Assessment Receivable	197,700.00
Total Other Assets	<u>197,700.00</u>
TOTAL ASSETS	<u>1982752.67</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Due to General Fund	360.00
Total Other Current Liabilities	<u>360.00</u>
Total Current Liabilities	360.00
Long Term Liabilities	
2004 Bonds Wastewater Expans...	211,500.00
Total Long Term Liabilities	<u>211,500.00</u>
Total Liabilities	211,860.00
Equity	
Invested in capital assets, net	1306730.68
Restricted for Debt Service	262,426.04
Unrestricted Funds (QB RE acct)	178,365.45
Net Income	23,370.50
Total Equity	<u>1770892.67</u>
TOTAL LIABILITIES & EQUITY	<u>1982752.67</u>



9/28/2017

Bridgewater Twp
10990 Clinton Rd
Manchester, MI 48158
RE: Planned Maintenance Proposal

Dear Laurie Fromhart,

Cummins Sales and Service is a premier engine and power generation systems provider committed to delivering fast and proven solutions to our customers. We are pleased to offer you a Planned Maintenance Proposal for your review and approval. Due to the critical nature of your standby power system, this Agreement was developed based on your specific needs and equipment to ensure maximum performance and reliability.

Benefits of Planned Maintenance

- Improves system reliability.
- Maintenance performed by certified technicians specifically trained in power generation.
- PM customers receive preferred service for unscheduled emergency repairs.
- Creation of a service record for customer equipment.
- Additional maintenance recommendations documented at that time.
- Scheduling managed by Cummins Sales and Service to ensure timely maintenance intervals.
- Eliminates administrative burden, covers equipment from multiple vendors.

Please sign, date and return the enclosed Agreement to our office along with any purchase documentation necessary so we can tend to your servicing needs. Planned Maintenance Agreements are "auto-renewed" annually prior to the end of your agreement. Should you have any questions or require additional information on this or any other subject relating to your equipment, please feel free to contact me. We look forward to the opportunity to earn your trust and business.

Sincerely,

Brian Marschner

Brian Marschner
Equipment Maintenance Sales Representative
Office: (248) 573-1532
Cell: (313) 215-3742
Email: brian.s.marschner@cummins.com



Cummins Inc.
 54250 Grand River Ave.
 New Hudson, MI 48165
 Phone: (248) 573-1900
 Fax: (248) 573-1538

PLANNED EQUIPMENT MAINTENANCE AGREEMENT

Customer Address	Customer Contact	Quote Information	
Bridgewater Twp 10990 Clinton Rd Manchester, MI 48158 Customer #: 275361 Payment Type: Prepaid	Name: Laurie Fromhart Phone: 517-456-6725 Cell: Fax: E-mail: bridgewaterwpsupervisor@yahoo.com	Quote Date: Quote Expires: Quote ID: Quoted By: Quote Term:	9/28/2017 11/27/2017 QT-43720 Brian Marschner 3 Year

Site Name:WWTP (8820 KAISER ROAD SALINE MI 48176)						
Unit Name: 8820 Kaiser	Year	Month of 1st Service	Service Type	Qty	Sell Price	Extended Price
Make: Onan	1	March	Inspection	1	\$328.94	\$328.94
Model: 150.0DGFA-5693126/P	1	September	Full Service	1	\$654.05	\$654.05
S/N: J040700408	Year 1 Total:\$982.99					
Size: 150kW	2	March	Inspection	1	\$328.94	\$328.94
ATS Qty: 1	2	September	Full Service	1	\$654.05	\$654.05
Notes:	Year 2 Total:\$982.99					
	3	March	Inspection	1	\$339.75	\$339.75
	3	September	Full Service	1	\$679.58	\$679.58
	Year 3 Total:\$1,019.33					

Total Agreement Amount:* **\$2,985.31**
**Quote does not include applicable taxes*



Cummins Inc.
 54250 Grand River Ave.
 New Hudson, MI 48165
 Phone: (248) 573-1900

PLANNED EQUIPMENT MAINTENANCE AGREEMENT

Customer Address	Customer Contact	Quote Information	
Bridgewater Twp 10990 Clinton Rd Manchester, MI 48158 Customer #: 275361 Payment Type: Prepaid	Name: Laurie Fromhart Phone: 517-456-6725 Cell: Fax: E-mail: bridgewaterwpsupervisor@yahoo.com	Quote Date: Quote Expires: Quote ID: Quoted By: Quote Term:	9/28/2017 11/27/2017 QT-43720 Brian Marschner 3 Year

Total Agreement Amount:*

\$2,985.31

**Quote does not include applicable taxes*

Comment:

Total Agreement Amount Does Not Include Applicable Taxes. Please call (855) 879-6135 or Email pm.service@cummins.com for invoice total prior to sending payment.

Planned Equipment Maintenance Agreements are designed with an automatic renewal provision. Details of this provision are listed in the "Planned Equipment Maintenance Agreement Terms and Conditions". If you do not wish to participate in the auto renew option, please check the box below to opt out.

Opt out of Automatic Renewal.

Please return signed agreement to:

Cummins Inc.
 Attn: PEM Administration Group
 21810 Clessie Court
 New Hudson, MI 48165
 Fax 248-573-1960
 Email: pm.service@cummins.com

Seller hereby agrees to sell to Buyer, and Buyer hereby agrees to buy from Seller, the foregoing products/services upon the terms and conditions set forth in the "Planned Equipment Maintenance Agreement Terms and Conditions" attached hereto, which are hereby incorporated herein by reference.

Customer Approval (Quote ID QT-43720)

Cummins Inc. Approval

Signature: _____ Signature: _____

Date: _____ Date: _____

Please return signature sheet only.

PLANNED MAINTENANCE AGREEMENT TERMS AND CONDITIONS

These Planned Maintenance Agreement Terms and Conditions, together with the Quote on the front side and the Scope of Services, are hereinafter referred to as this "Agreement" and shall constitute the entire agreement between the customer identified in the Quote ("Customer") and Cummins Inc. and supersedes any previous agreement or understanding (oral or written) between the parties with respect to the subject matter of this Agreement.

1. SCOPE OF SERVICES; PERFORMANCE OF SERVICES. Cummins Inc. shall perform the maintenance ("Services") on the equipment identified in the Quote ("Equipment") in accordance with the schedule specified in the Quote. The Services include those services defined in the "Service Event" section of the Quote. No additional services or materials are included in this Agreement unless agreed upon by the parties in supplemental documentation. Cummins Inc. shall provide the Services in a safe and workmanlike manner. Cummins Inc. has licenses, permits, authorizations, or registrations necessary to perform the Services. Unless otherwise indicated in the Quote, Cummins Inc. will provide the labor and tools necessary to perform the Services and shall keep Customer's property free from accumulation of waste materials caused by Cummins Inc.' operations. Customer shall provide Cummins Inc. safe access to Customer's site and arrange for all related services and utilities necessary for Cummins Inc. to perform the Services. During the performance of the Services, Customer shall fully and completely secure all or any part of any facility where the Equipment is located for any and all safety issues that an electrical service interruption might cause, including but not limited to injury to facility occupants, customers, invitees, or any third party and/or property damage or work interruption arising out of the Services.

2. PAYMENT TERMS. If Customer has approved credit, as determined by Cummins Inc., payment terms are net thirty (30) days from the date of invoice unless otherwise specified in the Quote. If payment is not received when due, in addition to any rights Cummins Inc. has under the law and charges that Cummins Inc. may levy against Customer under statute (including attorney fees and costs of collection), Cummins Inc. may charge Customer eighteen percent (18%) annually, or the maximum amount allowed by law, on late payments. If Customer does not have approved credit payment shall be due immediately at the time of invoice.

3. DELAYS. Cummins Inc. shall not be liable for any delays in performance that result directly or indirectly from acts of Customer or causes beyond Cummins Inc.' control, including but not limited to acts of God, accidents, fire, explosions, flood, unusual weather conditions, acts of government authority, labor disputes, and/or union mandated procedures resulting in a loss of time and productivity in services being performed.

4. WARRANTY. Limited warranties apply for select parts and components as defined by the respective component manufacturer's limited warranties. All Services shall be free from defects in workmanship for a period of ninety (90) days after completion of Services. In the event of a warrantable defect in workmanship, Cummins Inc.' obligation shall be limited to correcting the defective workmanship. Cummins Inc. shall correct the nonconforming Services where (i) such nonconformity becomes apparent to Customer during the warranty period; (ii) Cummins Inc. receives written notice of any nonconformity within thirty (30) days following discovery by Customer; and (iii) Cummins Inc. has determined that the Services are nonconforming. Services corrected or re-performed shall be subject to the remaining warranty period of the original warranty of the Services. New parts supplied during correction or re-performance of Services are warranted for the balance of the warranty period still available from the original warranty of such parts. The remedies set forth in this Section 4 shall not be deemed to have failed of their essential purpose so long as Cummins Inc. is willing to correct defective Services or refund the purchase price therefor.

5. LIMITATIONS ON WARRANTIES AND REMEDIES.

Cummins Inc. expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability and warranty for fitness of a particular purpose, to the extent permitted by law. The warranties set forth herein are the sole warranties made by Cummins Inc. Some states do not allow limitation on warranties, so these limitations may not apply to you.

THE MAXIMUM LIABILITY, IF ANY, OF EITHER PARTY FOR ANY DAMAGES, INCLUDING WITHOUT LIMITATION, AGREEMENT DAMAGES AND DAMAGES FOR PROPERTY, WHETHER ARISING FROM CUMMINS INC.' INDEMNITY HEREUNDER, BREACH OF AGREEMENT, BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY, OR OTHER TORT, IS LIMITED TO AN AMOUNT NOT TO EXCEED THE PRICE OF THE SERVICES PAID BY CUSTOMER UNDER THIS AGREEMENT WHICH SHALL BE THE SOLE REMEDY UNDER THIS AGREEMENT. IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION DOWNTIME, PROPERTY DAMAGE, LOSS OF PROFIT OR REVENUE, LOSS OF DATA, DAMAGE TO GOODWILL) HOWSOEVER CAUSED ARISING FROM THIS AGREEMENT OR THE BREACH OF THIS AGREEMENT, WHETHER IN INDEMNITY, TORT, CONTRACT, OR OTHERWISE. NOTHING IN THIS AGREEMENT EXCLUDES OR LIMITS LIABILITY FOR DEATH OR PERSONAL INJURY CAUSED BY A PARTY'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT. BY ACCEPTANCE OF THIS AGREEMENT, CUSTOMER ACKNOWLEDGES CUSTOMER'S SOLE REMEDY AGAINST CUMMINS INC. FOR ANY LOSS SHALL BE THE REMEDY PROVIDED HEREIN.

6. INDEMNITY. Each party shall indemnify and hold harmless the other party, its affiliates, subsidiaries, officers, directors, agents and employees from and against any and all third party losses, costs, liabilities, damages and expense, including reasonable attorney and expert fees (collectively, "Losses"), subject to the limitations on claims and damages in Section 5, attributable to bodily injury or property damage to the extent it is conclusively determined that such Losses were directly caused by the gross negligence or willful misconduct of such party. The party seeking indemnification shall give written notice to the other party promptly upon learning of the events giving rise to such claim; provided, however, that failure to provide such notice promptly shall only relieve an indemnifying party of its obligations hereunder to the extent it is prejudiced by such delay. The indemnifying party shall select counsel to control and manage the defense of a claim and the settlement thereof and shall keep the indemnified party apprised of all material developments with respect to such claim. The indemnified party may, at its expense, select additional co-counsel. The indemnifying party shall have no obligation to indemnify or hold harmless the indemnified party for any Losses conclusively determined to be caused by the negligence or willful misconduct of the indemnified party.

7. CONFIDENTIALITY. Each party shall keep confidential any information received from the other that is not generally known to the public and at the time of disclosure, would reasonably be understood by the receiving party to be proprietary or confidential, whether disclosed in oral, written, visual, electronic or other form, and which the receiving party (or agents) learns in connection with this Agreement including, but not limited to: (a) business plans, strategies, sales, projects and analyses; (b) financial information, pricing, and fee structures; (c) business processes, methods and models; (d) employee and supplier information; (e) specifications; and (f) the terms and conditions of this Agreement. Each party shall take necessary steps to ensure compliance with this provision by its employees, and agents.

8. GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of the State in which services are to be rendered or performed without giving effect to any choice or conflict of law provision. The parties agree that the courts of the State in which services are to be rendered or performed and shall have exclusive jurisdiction to settle any dispute or claim arising in connection with this Agreement.

9. INSURANCE. Upon Customer's request, Cummins Inc. will provide to Customer a Certificate of Insurance evidencing Cummins Inc.' relevant insurance coverage.

10. ASSIGNMENT. This Agreement shall be binding on the parties and their successors and assigns. Customer shall not assign this Agreement without the prior written consent of Cummins Inc.

11. IP. Any intellectual property rights created by Cummins Inc. in the course of the performance of any Agreement or otherwise shall remain Cummins Inc.' property. Nothing in these conditions shall be deemed to have given Customer a licence or any other rights to use any of the intellectual property rights of Cummins Inc.

12. MISCELLANEOUS. Cummins Inc. shall be an independent contractor with respect to the Services performed under this Agreement. All notices under this Agreement shall be in writing and be delivered personally, mailed via first class certified or registered mail, or sent by a nationally recognized express courier service to the addresses set forth in the Quote. No amendment of this Agreement shall be valid unless it is writing and signed by the parties hereto. Failure of either party to require performance by the other party of any provision hereof shall in no way affect the right to require such performance at any time thereafter, nor shall the waiver by a party of a breach of any of the provisions hereof constitute a waiver of any succeeding breach. Any provision of this Agreement that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms hereof.

13. Termination. Either party has the right, to terminate this Agreement within thirty (30) days prior notice, unless the work has already been performed and completed.

Power Generation System Planned Equipment Maintenance

INSPECTION (MONTHLY, QUARTERLY, OR ONE-TIME PER YEAR)

Battery & Battery Charger System

- Check battery charger functions
- Cable connections, termination cleanliness and security
- Check electrolyte level, vent caps of all cells in the starting batteries
- Battery Conductance Test

Fuel System

- Inspect main tank/day tank fuel level
- Inspect day tank controls and pumps. Test operate day tank controls (where available)
- Inspect all fuel hoses, clamps, pipes, components, and fittings
- Inspect governor linkage
- Visually inspect rupture/containment basin
- Water in Fuel Test - Sub-base, day tanks
- Optional - fuel sample for laboratory analysis*

Engine Cooling System

- Inspect all hoses and clamps for leaks, coolant level and condition
- Inspect radiator cap and filler neck condition
- Inspect drive belts, observe alignment and deflection
- Observe coolant heater operations
- Utilize DCA test strip to record coolant properties
- Inspect radiator surfaces, shrouds, and barriers for obstruction
- Visually inspect low temperature after cooler coolant
- Optional –coolant sampling*

Engine & Lubrication System

- Inspect lubrication system (visually check oil level)
- Inspect crankcase ventilation system
- Inspect spark ignited ignition system

Intake/Exhaust System

- Inspect air cleaner element and entire intake system
- Inspect exhaust system and rain cap
- Inspect louver operations

Generator Controls & Power Connections

- Visually inspect all engine mounted wiring, senders, and devices
- Visually inspect all control mounted components and wiring
- Lamp test all lights and indicators
- Visually inspect breaker and power connections
- Manually operate generator main breaker(s) open and closed*

*NOTE: Will not exercise breakers or contactors on a paralleling device.

Generator Operations

- Start and observe generator and equipment operations
- Verify engine and generator safeties for proper operation
- System test with or without load

Automatic Transfer Switch

(Paralleling Switchgear, Bypass Switchgear, Manual Transfer Switches)

- Visually inspect all power and control wiring
- Visually inspect switch mechanism and enclosure
- Visually inspect controls and time delays settings
- Verify function of exercise clock

FULL SERVICE (INCLUDES INSPECTION)

Operational & Functional Review of Generator Critical Components

- Inspect engine cooling fan & fan drives for excessive wear or shaft wobble
- Check all pulleys, belt tensioners, slack adjusters & idler pulleys for travel, wear & overall condition
- Inspect/lubricate drive bearings, gear or belt drives, lovejoy and other shaft connecting hardware

Lubrication Oil and Filtration Service

- Change engine lubrication oil
- Change primary lubrication and bypass filters
- Change fuel filters
- Post lube service operation of genset (unloaded) at rated temperature
- Optional - oil sample for laboratory analysis*

***Additional Charge**

Any additional repairs, parts or services which are required will be brought to the attention of the owner. Repairs will only be made after proper authorization from the owner is given to Cummins Sales and Service. Any additional repairs, maintenance or service performed by Cummins Sales and Service for a Planned Equipment Maintenance Agreement holder will be at current Cummins Sales and Service labor rates.



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

JERRY L. CLAYTON
SHERIFF

MARK A. PTASZEK
UNDERSHERIFF

September 8, 2017

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

Dear Ms. Fromhart,

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 34 calls for service for the month of August. Of the 34 calls the Michigan State Police responded to 7. The Sheriff Office responded to 5 calls, 22 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 or 734-994-8104 if you should need further information or clarification or wish to have this information in electronic form.

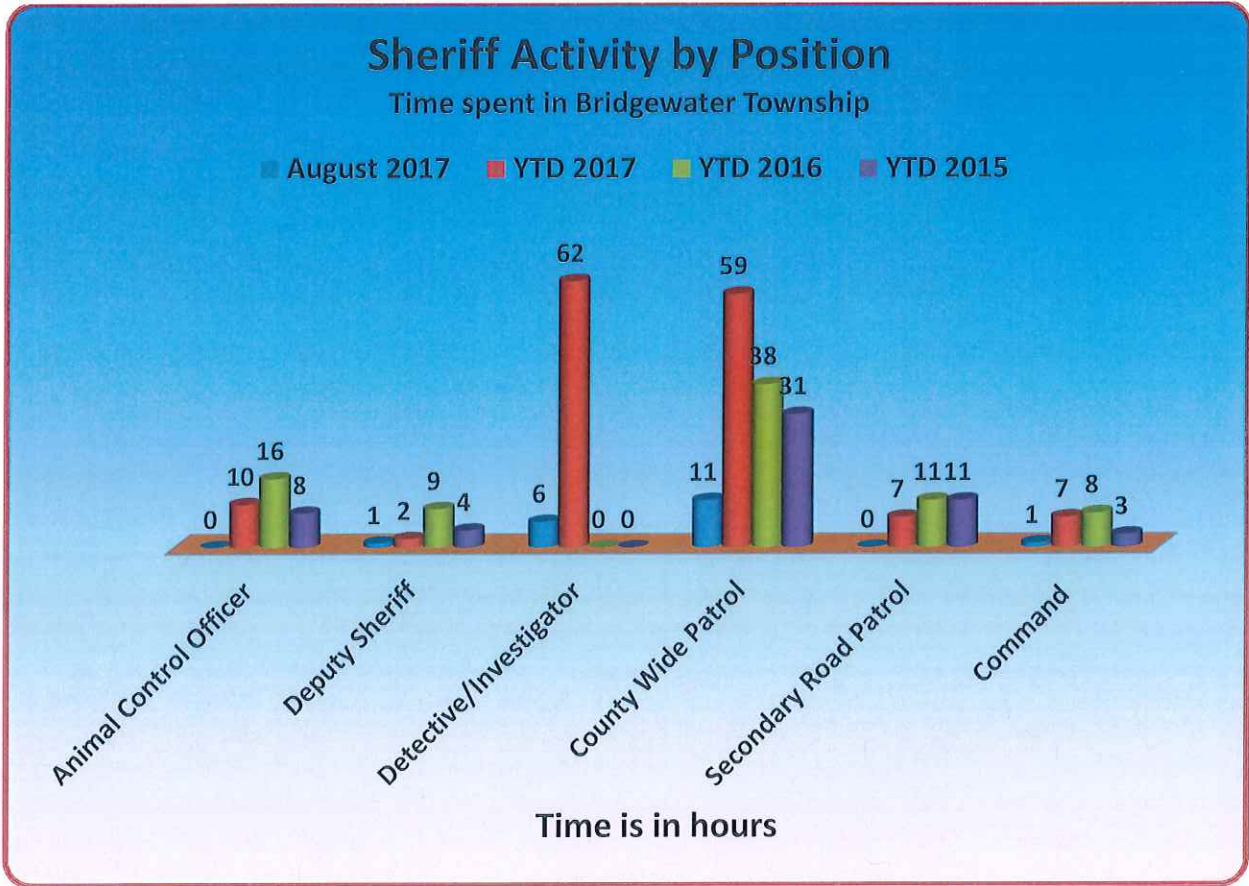
Respectfully,

Lisa King
Lieutenant Western Operations



Washtenaw County Sheriff's Office

Bridgewater Township Services—August 2017



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.

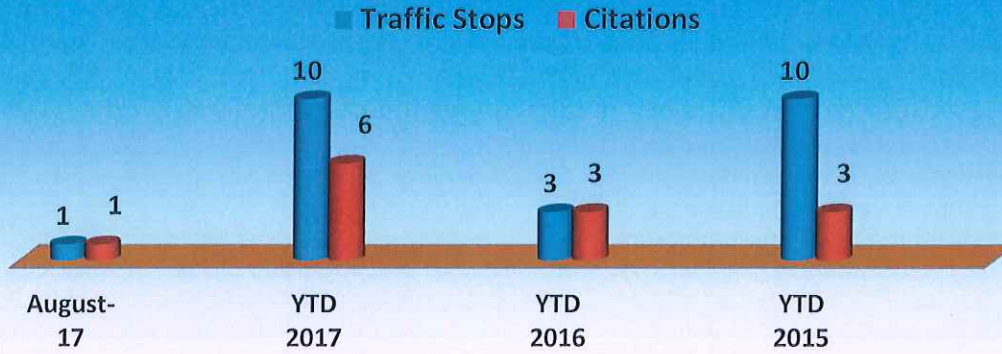
Command: Road patrol sergeants who supervise the above staff. Manages on duty staffing and coordinated on scene police response.



Washtenaw County Sheriff's Office

Bridgewater Township Services—August 2017

Traffic Enforcement--Bridgewater Township



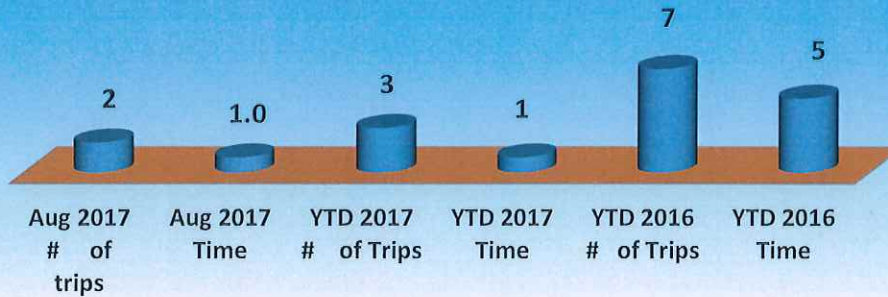
Bridgewater Township Calls for Service

Includes WCSO & MSP



Contract Deputies into Bridgewater Township

■ Manchester-Lodi Deputies



Time is in hours

SUPERVISOR'S REPORT
October 5, 2017

Bemis Road Culvert

I attended the preconstruction meeting held at the WCWRC offices on September 20th for the J.J. Knapp Drain project. Construction of the new Bemis Road culvert is scheduled to begin on Monday, October 9th. The minutes of the meeting are included in the Board packet.

WWTP Propane Tank

Baker's installed the new propane tank at the WWTP on September 21st. Amerigas however has refused to issue the Township a credit for the 30% of remaining propane.

Engineering Services for GS Materials Mining Review

I contacted several engineering firms (SME, Engineering Technologies, Ripstra & Scheppelman, Midwestern Consulting, and Beckett & Raeder Inc.) requesting proposals for review of GS Materials annual report and field inspection. I received one proposal from Beckett & Raeder Inc. that is on the agenda for the Board's consideration. All other firms were either too busy to take on any additional work at this time or were not interested. I also asked Stantec if they would consider reducing their proposed scope of work but they respectfully declined.

Website

The final requested changes have been completed on the new website and I.T. Right has contacted Washtenaw County letting them know they need the DNS changed to take the new website live.

Medical Marijuana Informational Meeting

The Medical Marijuana informational meeting is scheduled for Tuesday, October 17th at 7pm. A sample of the postcard notice is included in the Board packet. I would like to thank Michelle McQueer, Amy Riley, & Mary Rider for their assistance with this project.

Soil Erosion

There have been no recent updates from Rep. Donna Lasinski's office regarding the current status of the soil erosion issue.

Respectfully submitted,

Laurie Fromhart
Bridgewater Township Supervisor



MEETING MINUTES

PROJECT:	J.J. Knapp Drain	DATE:	September 20, 2017
SUBJECT:	Preconstruction Meeting	START:	2 p.m.
		ADJOURN:	3 p.m.
MEETING SITE:	Washtenaw County Water Resources Commissioner’s Office	DISTRIBUTED:	September 29, 2017
PREPARED BY:	Brian McKissen, PE/nac	PROJECT NO.:	160848
ATTENDING:	See Attached Attendance Sheet	Attachments <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
DISTRIBUTION:	Attendees	Individuals in the distribution list will receive all attachments unless noted otherwise.	

If information contained herein is thought to be inaccurate or incorrect, please contact writer at once for resolution.

As-Bid Amount: \$158,635
Prime Contractor: C & D Hughes, Inc.

1. Introductions
 - a. The attendees introduced themselves.
2. Designation of Key Personnel
 - a. Washtenaw County Water Resources Commissioner (WCWRC)
 - Scott Miller, PE – 734.222.6818
 - b. Fishbeck, Thompson, Carr & Huber, Inc. (FTCH)
 - Project Manager: Brian McKissen – 248.770.7381
 - Contract Administration: Bryan Turczynski – 248.924.5203
 - Inspector: Charlie Pauls – 517.599.3018
 - c. Contractor: C & D Hughes, Inc.
 - Project Manager: Lance Anderson – 517.599.2437
 - Project Superintendent: Lance Anderson – 517.599.2437
 - Safety Supervisor: Brent Bedaine – 517.204.4875
 - Equal Employment Opportunity Officer: Cheryl Hughes – 517.645.0111
 - d. Washtenaw County Road Commission (WCRC)
 - Kelly Jones, PE – 734.327.6647
3. Comments from Bridgewater Township and Freedom Township
 - a. Bemis Road has been closed for some time at this point. Priority should be placed on completing the Bemis Road construction before beginning Saline Waterworks Road.



4. Addenda
 - a. The following addendum was issued for this project:
 - Addendum No. 1 issued on August 29, 2017.
5. Progress Schedule
 - a. C & D Hughes submitted a preliminary schedule (attached).
 - Schedule will be based on a start date of October 9, 2017.
 - Schedule will take into account approximately one week road closures at each location.
 - b. Road Closures:
 - C & D Hughes anticipates 2 full days of road closure at Saline Waterworks Road.
 - Bemis Road is already closed.
 - c. Order of work: Bemis Road, then Saline Waterworks Road.
 - Bridgewater Township, Freedom Township, WCRC, and WCWRC stressed the importance of beginning work on Bemis Road before Saline Waterworks Road.
 - d. Substantial completion on or before December 31, 2017.
 - e. Final completion by May 31, 2017.
 - f. Written notification of Substantial Completion in accordance with Sections 00 65 16 and 01 77 00.
 - g. Liquidated Damages in accordance with Section 00 73 00.
6. Utilities
 - a. The Contractor is reminded to call the **MISS DIG** system (**1-800-482-7171**) three full working days in advance of any digging or excavation activities.
 - b. Utility information can be found on Page 1 of the Drawings.
 - c. Public utilities notification in accordance with Section 01 18 13.
 - d. Closest overhead lines are well outside of the project limits according to Clay Combee from DTE Energy.
7. Private Conflicts
 - a. Maintain/coordinate access to driveways during construction.
 - b. WCWRC will send a notice to affected residents about the upcoming construction.
8. Prevailing Wages in accordance with Section 00 52 00.
9. Subcontractors
 - a. Subcontract Agreements:
 - NERC (Restoration).
 - Spartan (Barricades/Traffic).
 - Action Traffic (Guardrail).
 - Construction Video Media.
 - b. C & D Hughes, Inc. to submit subcontractor agreements.
10. Digital Electronic Signatures
 - a. The contractor has the ability to use digital signatures for this project.
11. Progress Payments: Page 52 of the General Conditions (Section 00 72 00)
 - a. Payments to be submitted monthly.
 - b. Based on short duration of the project, C & D Hughes only anticipates one or two requests.
 - c. Send requests to Brian McKissen at FTCH.
 - d. Retainage required unless a single payment is requested.



12. Completion Forms

- a. Substantial Completion Form can be found in Section 00 65 16.
 - Engineer inspection within 10 days of submittal.
 - Additional work if required.
- b. Final Inspection Request can be found in Section 00 65 16.

13. General Conditions of Contract

- a. Shop Drawing Submittal Procedure can be found on Page 30 of the General Conditions (Section 00 72 00).
 - C & D Hughes will provide a shop drawing for the culvert, which will be sourced through Cadillac Culvert, as soon as possible.
 - Seed mixes must be a submittal.
- b. Procedure for Change Orders can be found on Page 40 of the General Conditions (Section 00 72 00).

14. Environmental Conditions

- a. Bypass Pumping:
 - C & D Hughes will provide their own pump to complete bypass pumping in wet conditions and will follow soil erosion and sedimentation control (SESC) plans.
 - Bypass pumping will discharge into a filter bag to meet WCWRC SESC requirements.
 - C & D Hughes will notify FTCH before bypass pumping begins at each location.
 - WCWRC requested that C & D Hughes wash their equipment before performing any work to prevent the spread of phragmites and other invasive plant species.

15. Work Summary can be found in Section 01 11 00

- a. Protection of site elements.
- b. Work site hours: Monday through Friday, 7 a.m. to 7 p.m.

16. Staking Requests in accordance with Section 01 12 23

- a. C & D Hughes will work with FTCH for any staking requests.

17. Final Restoration

- a. Protection of private property.
- b. Restoration after structure cleaning/rehabilitation.
- c. Permanent restoration.
 - Plan notes state to complete permanent restoration within 5 days of completing final grade.
 - Lawn restoration.
 - Watering after seed placement in accordance with Section 32 92 00.

18. Preconstruction Video found in Section 02 22 26

19. A List of Permits Obtained can be found in Section 01 41 00

- a. Michigan Department of Environmental Quality (MDEQ)
 - MDEQ is reviewing the general county drain permit application.
 - FTCH will send a copy of permit to WCWRC and C & D Hughes when it is available.
- b. WCRC
 - A certificate of general liability insurance for the contractor naming WCRC additionally insured and certificate holder shall be placed on file with the WCRC Permit Section.
 - C & D Hughes to submit a detour plan for WCRC approval for the Saline Waterworks culvert.



20. Materials Incorporated into the Project

- a. Must have all requirements before being paid.
- b. Submittal of a revised documentation.

21. Road Replacement

- a. Sections: Gravel.
- b. FTCH will provide soil compaction/density testing at both locations.
- c. WCWRC reviewed guardrail calculations and determined guardrail is not necessary on Bemis Road, but would like guardrail at Saline Waterworks Road in accordance with the plans.

22. 24-Hour Emergency Contact Number

- a. The 24-hour emergency contact numbers are those listed under Designation of Key Personnel.

23. Traffic Control and Road Closures

- a. Saline Waterworks Road will be closed for two full weeks.
 - Scott Miller stressed construction should start at the beginning or middle of the road closure window and should not be delayed.
 - C & D Hughes will submit a Saline Waterworks Road detour plan to FTCH for review, and the final version will be sent to WCRC.
 - Barricade should be placed at Steinbach Road in an attempt to reduce traffic on Saline Waterworks Road.
- b. Bemis Road is already closed.

24. Future Meetings

- a. As necessary.

25. Other Comments

- a. WCWRC is requesting C & D Hughes to wash equipment before work begins to reduce the potential of Phragmite transfer.
- b. C & D Hughes will coordinate with FTCH for in-stream work, specifically during the installation of rock vane.
- c. C & D Hughes will let FTCH know where the stone for rock vanes is sourced.
- d. Brian McKissen from FTCH will be the media contact.
- e. Kelly Jones from WCRC will send an advisory to the WCRC contact list regarding road closures.

ATTENDANCE SHEET



MEETING: Preconstruction Meeting
DATE: September 20, 2017 **PROJECT NAME:** J.J. Knapp Drain
TIME: 2 p.m.
LOCATION: Washtenaw County Water Resources **PROJECT NO.:** 160848
 Commissioner's Office

NAME	PHONE #	E-MAIL	COMPANY REPRESENTED
Sarah Rutkowski	317-201-2445	smrutkowski@ftch.com	FTCH
Dale Weidmayer	429-7101	DSWEIDMAYER@yahoo.com	freedom Township
BRIAN TURCZYNSKI	2-924-5203	bturczynski@ftch.com	FTCH
BRIAN MCKISSEN	248-770-7381	BLMCKISSEN@FTCH.COM	FTCH
CLAY COMBEE	734.397.4112	clay.combee@dteenergy.com	DTE ELECTRIC
Laurie Fromhart	734-223-2166	bridgewatertwp.supervisor@yahoo.com	Bridgewater Township
SCOTT MILLER	222-6880	MILLERS@EWASHTENAW.ORG	WCWRC
Kelly Jones	734-327-6647	jonesk@wvroads.org	WCRC
STEVE STRASSER	517-719-5111	STEVE@CDHUGHESINC.NET	C&D HUGHES

MEDICAL MARIJUANA



BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES
CORDIALLY INVITES YOU TO AN INFORMATIONAL MEETING
ON
THE LICENSING OF MEDICAL MARIJUANA FACILITIES

GET INFORMED AND SHARE YOUR THOUGHTS ON WHETHER
THE TOWNSHIP SHOULD OPT-IN OR OPT-OUT OF PERMITTING
MEDICAL MARIJUANA FACILITIES

TUESDAY, OCTOBER 17, 2017 @ 7:00 P.M.
BRIDGEWATER TOWNSHIP HALL
10990 CLINTON ROAD
MANCHESTER, MI 48158

Questions please contact Township Supervisor Laurie Fromhart at 734.223.2766

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BRIDGEWATER TOWNSHIP HALL
10990 CLINTON ROAD
MANCHESTER, MI 48158

Questions please contact Township Supervisor Laurie Fromhart at 734.223.2766

Bridgewater Township

Zoning Administrator Report

September 2017

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 – Remy Long (10297 Kies Rd., Manchester).** Application for zoning approval for construction of a new agricultural accessory structure (a duck coop). Approved 9/14/2017.

Addressing: New addresses were provided for the following vacant parcels:

2. **Waltz – Q-17-24-400-011 (9020 Willow Rd., Saline).**
3. **Niethammer – Q-17-01-400-029 (8710 Kaiser Rd., Saline).**

Ordinance Enforcement:

4. **12460 E. Michigan Ave Rd., Clinton (Samuels) – outdoor storage of junk.** We are continuing to monitor activity on this site. Each time we have visited, we have noted modest progress. We have also reminded the property owner of the deadline he agreed to for completion.

Ordinance Administration and Other Items of Interest:

5. **The Bank Tavern’s building/site improvements/demolition of house at 8436 Boettner Rd.** The project engineer confirmed to me during a telephone call that they have submitted plans to the county Road Commission for approval of the drainage improvements within the right-of-way and new driveway access points. He indicated that they intend to submit plans to the Township Planning Commission for final site plan approval as soon as they receive word from the Road Commission that their plans are acceptable. He also indicated that the owners have decided to put a temporary hold on demolition of the adjacent house for the moment.
6. **Aaron Enzer – proposed fireworks business warehouse structure on Burmeister Rd.** A prospective contractor contacted me to confirm Mr. Enzer’s assertion that he needed no zoning or building permit approvals to construct a 50,000 square-foot warehouse for his fireworks business operation because of the consent agreement he has with the Township. After consulting with the Twp. Attorney, I confirmed to the contractor that, consistent with the consent agreement, the proposed use was allowed on the site but Planning Commission approval of preliminary/final site plans and building permit approval would be required before the building could be constructed. Mr. Enzer later contacted me to arrange a meeting to discuss his plans.

On 9/20/2017, I met with Mr. Enzer on-site for over 90 minutes to go over the ordinance requirements and the proposed building location. During the meeting, he indicated that his plans were to build a much smaller warehouse building than the consent agreement

would allow – approximately 14 – 16,000 square-feet. The building would house equipment associated with his business operations, and would not include any storage of fireworks or explosive materials.

He also asserted that an administrative zoning permit signed by the previous Zoning Administrator in September of 2014 allows him to build what he wants. I reviewed the copy he provided (I have no record of this permit), which included the office building he subsequently installed on the property along with an adjacent 5,000 square-foot warehouse structure. I explained that, per Section 1.07 (Certificates of Zoning Compliance) of the Zoning Ordinance, the permit for the unbuilt warehouse expired after 365 days and is no longer valid. I also explained to him that the previous Zoning Administrator exceeded his authority to act under the Zoning Ordinance, since Planning Commission approval was required for this type of construction in 2014, and remains so today. Finally, I explained that, even if the 2014 permit had remained valid, it could not be used to justify construction of a completely different building several times larger in size.

Consistent with the Twp. Attorney's direction, I explained that the consent agreement establishes that the allowable uses of his land includes the fireworks business office, a warehouse, and other outbuildings not otherwise allowed in the zoning district, and that the locations of these uses will be in general conformance to the sketched layout exhibit attached to the agreement. Mr. Enzer stated several times that he is not seeking any special treatment, and I confirmed that the requirement for site plan approval is exactly the same as for any similar building proposed to be constructed in a zoning district where the Zoning Ordinance allows the use by right. We discussed the requirements for site plan approval and whether he could prepare and submit his own plans (the ordinance does allow for this option). I recommended that he consider consulting with a civil engineer to make certain that drainage from the project and other engineering details are properly handled.

Mr. Enzer told me at the end of our meeting that he would get back with me within the month as to how he plans to proceed.

7. **Telephone calls and emails.** Received numerous telephone calls from residents, realtors, and property owners seeking information regarding zoning district classifications for several parcels, and zoning requirements for new pole barns, alterations to existing structures, zoning requirements for freestanding outdoor donation bins, and one new call regarding the Township's policies/ordinances related to medical marijuana facilities.

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

Respectfully submitted,

Rodney C. Nanney
Zoning Administrator

Bridgewater Township Planning Commission Minutes - Draft

I. 11-September–17 meeting called to order at 7:05 P.M. by Dave Horney

II. Roll Call

Cal Messing, Dave Horney, Mark Iwanicki all present. Rodney Nanney was also present.

III. Citizen Participation

- None

IV. Review and Approve Agenda

- Motion to approve the agenda – Dave Horney
- Second to motion - Mark Iwanicki
- Vote – all aye

V. Approval of Minutes

- Motion to approve minutes from 14-August–17 as amended. – Mark Iwanicki
- Second to motion - Dave Horney
- Vote – all aye

VI. Public Hearings

A. None

VII. Old Business

A. Bridgewater Bank site plan update

- Dave Horney reported that he talked to the Bank people again and they said that they had submitted a plan to the Road Commission and were waiting on a reply. Site drainage issues were discussed with the township engineer but have not been resolved. Construction on the planned expansion may not occur this construction season.

B. Marijuana Ordinance Update

- Another rough draft of a possible ordinance was available from the Township attorney which would allow a greenhouse-type grow facility as proposed by Mr. Stone at the August PC meeting. Such a facility would not be allowed under the rough draft seen at the August meeting. There was discussion among the PC members and Rodney Nanney about the source of the “no emissions” provision in the draft seen at the

August PC meeting and whether it implied that odors from growing marijuana would be objectionable to neighbors. No one at the meeting knew the answer to that question.

- Dave Horney asked whether “processing” would include making edibles from marijuana or its extracts - not known.
- Rodney Nanney said that the Township board is planning a township public information session for October 17, 2017. Further discussion will be held by the PC after that meeting.

VIII. New Business

A. GIS data/capabilities

- Dave Horney reported that he attended a Farmland Preservation meeting and learned that the county has a lot of GIS data on land in the county and they use it produce scores for preservation of farmland. He noted that we could have input to that data and asked if we should have some sort of GIS database of our own. Rodney Nanney reported that his company relies on a service for GIS data needs and the Township may want to do the same. Dave noted that we are allowed to have input on the criteria for farmland preservation in the township and may want to do that. Rodney suggested that we request that no conservation easements be granted for Section 1 of the Township, where the hamlet is located, because that is where the Master Plan allows possible non-agricultural development. The Planning Commission should coordinate with the Farmland Preservation Board in this regard.

IX. Communications

A. Report from Zoning Administrator – Rodney Nanney

- A report was provided and is on record - very busy for zoning permits this month.

B. Trustees report - none

XI. Public Comment

A. None

XII. Adjournment

- Next planning commission meeting is 13-Oct-17 at 7:00 P.M. (no September meeting - Cal Messing away - no quorum)
 - Motion to adjourn – Dave Horney
 - Second to motion – Mark Iwanicki
 - Vote – all aye
- Meeting adjourned at 8:37 P.M.

Bridgewater Township Farmland Preservation Board
Meeting Minutes 9-18-2017

I. Call to Order

18:38

II. Roll Call

Present: McQueer, Long, Scaturo, Faust

Absent: Howard

III. Citizen Participation

None.

IV. Review and Approve Agenda

Motion to approve agenda: Long

Second: McQueer

V. Old Business

A. Approve Meeting Minutes (August)

Re-recording policies need to be detailed in minute corrections, as well as Scaturo's other grammatical edits.

Motion to approve August minutes: Scaturo

Second: McQueer

VI. Discussion Items

A. Review August Presentations

McQueer was unable to access data from Washtenaw County Parks' Rosie Paul-Donaldson, who sent GIS data via DropBox. Need to request access via different channel. Long will follow up with Rosie, and send out data to farmland board via email, and bring printed copies next meeting.

Scaturo recommends open house mailing be sent out through a partner organizations, such as Legacy Land Conservancy or Washtenaw County Parks and Recreation Commission. Long recommends including invitation in the newsletter from the township only, so as to make sure the appeal is from the local farmland board instead of another organization.

Consevation/Preservation district in township master plan is discussed -- its original purpose and intent.

Scaturo prompts discussion on stand-alone wastewater treatment plants as a measure for creating clustered housing and PUD developments, to limit impacts on landscape-level land losses.

McQueer is going to follow up with Horning to discuss the 5 year master plan review.

B. Review 2017 Goal -

1. Preservation workshop details - who, what, and when

McQueer presents draft workshop flyer, as well as copy of last year's newsletter for reference on what format our invite will be sent out in.

Long spoke with Nick Machinski of the Washtenaw County Conservation District's MAEAP program. He is the certifier for the MAEAP program in Washtenaw County.

List of potential vendors for the open house: MAEAP, Legacy Land Conservancy, Raisin Valley Land Trust, NRCS, Washtenaw County Parks and Recreation Commission.

Once we have a list of who will be a vendor at the event, we will need to settle on logistics: location, tables, chairs, refreshments, etc. -- and settle on a date.

May try to invite a conservation easement landowner who can speak to the experience of protecting their land and give their perspectives to the attendees.

VII. Citizen Participation

October 16 630 pm Bridgewater

VIII. Next Meeting

October 16th, 2016 at 6:30pm at Bridgewater Township Hall

IX. Adjournment

Motion to adjourn: Long
Second: Faust