

AGENDA
BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES
Date November 5, 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: October 1, 2015 Regular Meeting

REVIEW AND APPROVE AGENDA

PUBLIC-SAFETY REPORT

REPORTS & CORRESPONDANCE

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

REGULAR AGENDA

1. Financials, Approve Disbursements
2. Snow Removal Bids
3. 2014-2015 Audit
4. Newsletter

CITIZEN PARTICIPATION

ADJOURN

Upcoming Meetings and Events:

Township Planning Commission November 9, 2015, Bridgewater Township Hall, 7:00 p.m.

Township Board of Trustees: December 3, 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, 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 14th 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 3rd 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

APPROVED

**BRIDGEWATER TOWNSHIP
BOARD OF TRUSTEES MEETING
MINUTES OF MEETING
THURSDAY, OCTOBER 1, 2015**

I. CALL TO ORDER

The regular monthly meeting of the Bridgewater Township Board of Trustees was called to order by Supervisor Smith at 7:03 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.

Also Present: Auditor Philip R. Rubley

Attendance: 3

II. CITIZEN PARTICIPATION

There were no public comments.

III. APPROVAL OF MINUTES

Smith moved to approve the September 3, 2015 meeting minutes as drafted. McQueer seconded the motion which was adopted unanimously.

IV. REVIEW AND APPROVE AGENDA

Smith moved to approve the agenda as presented. Oliver seconded the motion which was adopted unanimously.

PRESENTATION OF AUDIT REPORT – PHILIP RUBLEY

Philip Rubley presented the audit of the Township financial statements for fiscal year ending March 31, 2015. Rubley explained pages 3 through 9 of the audit report consists of management's discussion and analysis with a comparison analysis of governmental activities and business-type activities for 2014 and 2015. Rubley reported the Township's total governmental fund equity is \$433,788 which is a very strong position and that the Township could pay two years of operating expenses without any revenue if those expenses were equal. Rubley noted the Board can assign or commit the fund equity for improvements in the future but nothing can be permanently assigned or committed and that only sources of revenue can be restricted. Rubley reported the sewer fund total net assets are \$1,704,107 with a net income of \$49,132 after depreciation which is a very strong position for a utility fund. Rubley reported the cash flow statements are reflected on pages 20 and 21, and the ending balance of the tax collection fund is shown on page 22. Rubley also reported the notes to financial statements are listed on pages 23 through 35 with the budgetary comparison schedule reflected on page 36 which shows the original budget, amended budget, actual budget, and variance with the amended budget. Rubley stated he issued an unqualified opinion which is the highest opinion he can rendered and is not one that is easily given. Rubley stated the Township's accounting system is very good, things balanced very well, and that he had excellent help with personnel. Rubley noted the Township does qualify to be audited biannually based on its population and because it no longer carries a bond for the sewer system.

Public Safety Report

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

V. REPORTS AND CORRESPONDANCE

A. Treasurer's Report

McQueer submitted a written report to the Board.

B. Clerk's Report

Fromhart reported on the cremation burial of a resident's sister and thanked Trustee Oliver for his help. Fromhart reported the 800 MHz millage renewal proposal cannot be held on the Presidential Primary due to changes in election law, the worker's compensation payroll audit is scheduled for October 8th and a recent FOIA request is asking for employee earning records for 2013 and 2014. Fromhart also reported she received complaints from residents on Clinton Road about hearing explosions which they later discovered were caused by a neighbor shooting at an exploding target.

C. Supervisor's Report

Smith reported he is in the process of completing the Miss Dig membership paperwork and that the Village of Manchester may do the location work for the Township. Smith reported while he was filling out the Miss Dig paperwork he discovered the county actually owns the WWTP and that Township is leasing the WWTP from the county. Smith reported the county has agreed the Township should be the title holder of the WWTP and is currently working with the Township attorney to resolve the issue of ownership. Smith also reported the WWTP had no permit violations this summer and the plant operator is working on fixing the leaky clarifier by vacuuming it out and pouring sealant on it. Smith noted he is meeting with the Township assessor and Township attorney tomorrow to discuss Rustic Glen's MTT hearing that is scheduled for October 7th.

D. Trustees' Report

Oliver reported the WWCA met and they are doing well financially and seeing an increase in permits.

E. Written Reports

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

VI. PRIORITY BUSINESS

A. Approve Disbursements from September 4, 2015 – October 1, 2015

Oliver moved to pay the monthly bills from the general and sewer funds in the total amount of \$22,218.81. Faust seconded the motion. Roll Call Vote: Faust yes, Fromhart yes, McQueer yes, Oliver yes, Smith yes. Motion passed.

B. WWTP

Smith noted the Township attorney is currently working with the county to resolve the issue of ownership of the WWTP that he previously reported on.

C. Parking Lot

Faust and Oliver presented two plan drawings for parking lot improvements. The Board discussed the proposed plans and agreed to have Faust and Oliver prepare a bid of estimated costs for the Board to consider and discuss next month.

D. Supplier Invoice Procedure

Fromhart reported she received a statement from Attorney Lucas with two invoices attached for his work on the civil infractions ordinance and review of Peter DeLoof's letter. The statement also listed several invoices for Rustic Glen but were not included with the statement. Fromhart reported she contacted Lucas' office requesting a copy of the invoices and was told the Supervisor had all the invoices on Rustic Glen. Fromhart reported she had prepared a check for the full amount of the statement assuming she would get a copy of the invoices from the Supervisor only to find out that the Supervisor didn't have the invoices. Fromhart reported she voided the

check and prepared a check for the two invoices she received and informed Lucas' office accordingly. Smith reported he had previously reviewed a statement from Lucas that was wrong and received a revised statement but no invoices were attached. Smith indicated he would follow up with Lucas regarding the Rustic Glen invoices.

VII. CITIZEN PARTICIPATION

There were no public comments.

VIII. ADJOURNMENT

Fromhart moved to adjourn the meeting at 9:30 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

MARK A. PTASZEK
UNDERSHERIFF

October 4, 2015

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

Dear Mr. Smith,

Attached you will find the September 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 21 calls for service for the month of September. Of the 21 calls the Michigan State Police responded to 9. The Sheriff Office responded to 2 calls, 10 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.

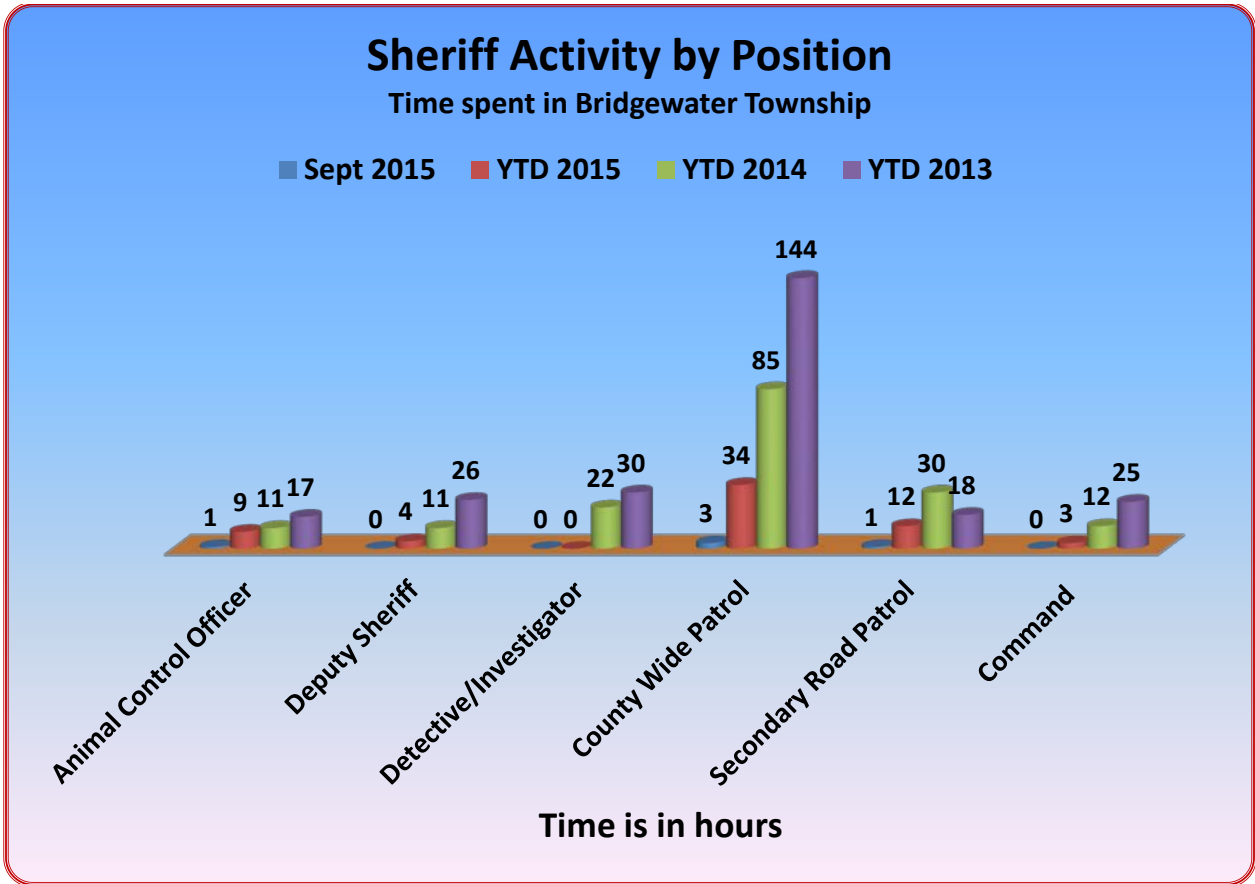
Please contact me at kingl@ewashtenaw.org or 734-994-8104 if you should need further information or clarification or wish to have this information in electronic form.

Respectfully,

Lisa King
Lieutenant Western Operations



Washtenaw County Sheriff's Office
 Bridgewater Township Services—September 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.

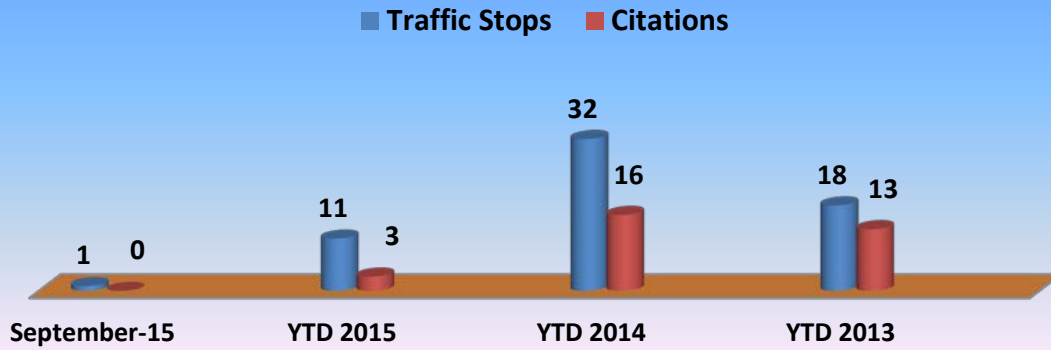
Secondary Road Patrol: A partially funded grant to provide traffic enforcement on secondary roads throughout the County. Respond to and investigate traffic related incidents on secondary roads. On call investigators for serious injury and fatal motor vehicle crashes.

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



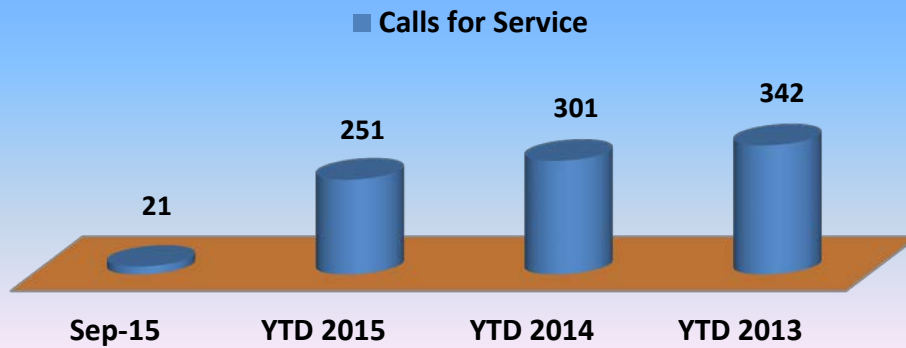
Washtenaw County Sheriff's Office
 Bridgewater Township Services—September 2015

Traffic Enforcement--Bridgewater Township



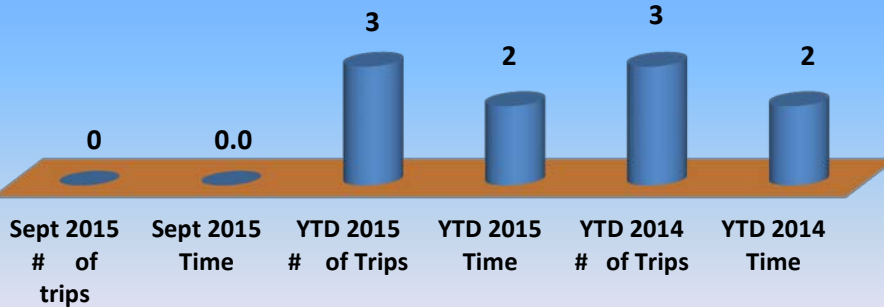
Bridgewater Township Calls for Service

Includes WCSO & MSP



Contract Deputies into Bridgewater Township

■ Manchester-Lodi Deputies



Time is in hours

Treasurer's Report 11/05/2015

Banking

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

Sewer

Letters were sent to all delinquent sewer accounts with balances as of September 30, 2014. The letter reminds customers that any outstanding balances as of September 30th of each year will be placed on the winter tax bill.

Taxes

The process of creating the winter tax bill has commenced. I hope to have all tax bills in the mail by the first of December.

Happy Thanksgiving!

Respectfully submitted,

Michelle McQueer

Bridgewater Township Treasurer

Bridgewater Township

Zoning Administrator Report

October 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 – Gregory (8825 Neal Road, Manchester).** Application for approval of modifications to an existing deck and construction of new decks around an existing dwelling and attached garage. Conforms to all dimensional and lot requirements for the zoning district. Approved 10/22/2015.

Ordinance administration and enforcement:

2. **Auto repair business and outdoor storage of inoperable vehicles in the AG District.** During a follow up visit to the property, I noted that the owner has begun to clean up the site, including removal of some vehicles and a portion of the junk that was stored outside around the pole barn. I spoke with the owner, who confirmed that he is taking steps to correct the violations while asking for additional time. I requested a written action plan with specific milestone dates for completion, which he agreed to provide by 11/6/2015.
3. **Trucking operation and outdoor storage of vehicles and debris in the AG District.** Site visit to 8844 Willow Rd. in response to a complaint about dangerous semi-truck traffic exiting the property. During the visit, I noted multiple large trucks and trailers on the property. Follow up review of recent aerial photography showed substantial outdoor junk and vehicle storage around the site. Prepared and sent a 10/23/2015 initial notice of violation and request for correction to the owner (letter attached).

During a follow up phone call, the owner confirmed the existence of the trucking operation, stating that his real estate agent had told him it was “allowed in such a rural area.” The business includes a separate warehouse facility (currently without sufficient area for parking of trucks and trailers) in Livonia, MI. The owner stated that he would clean up the junk and remove all vehicles other than his personal truck, but asked for additional time to correct the violations. I requested a written action plan with specific milestone dates for completion, which he agreed to provide by 11/13/2015.

4. **Animal-related issues.** Received a notice of animal-related concerns associated with a property on Hogan Rd. north of Allen Rd., including dogs barking at all hours, and livestock encroaching on and damaging neighboring property. I have spoken with the property owner and one neighbor regarding the issues of concern, and am currently in the process of determining whether any Township ordinances have been violated.
5. **Telephone calls and emails.** Received numerous telephone calls and several emails from residents, realtors, and contractors seeking information regarding zoning requirements for pole barn construction, keeping of animals, and use of a temporary dwelling during construction of a new home.

Other information:

6. **13115 E. Michigan Ave.** Philip Hinojosa from Felip's Auto Service in Saline has indicated to me that he is planning to submit an application for approval of a "nonconforming use substitution" under Section 16.09B (Expansion or Substitution of a Nonconforming Use), associated with an existing non-residential storage building and site at 13115 Michigan Ave. (US-12) that is currently vacant. The Zoning Ordinance treats this type of application like a Special Use Permit application, including the need for a public hearing.

Mr. Hinojosa has done some exterior painting and has cleaned up some junk that was on the site, but understands that he cannot occupy the building or site at this time for any use not otherwise allowed in the AG District. I have also made it clear to him that any approval under this "substitution" provision is at the discretion of the Planning Commission, and that it is his responsibility to demonstrate to the Planning Commission's satisfaction that his project conforms to Section 16.09B.5 (Criteria for Approval).

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

Respectfully submitted,

Rodney C. Nanney
Zoning Administrator

BRIDGEWATER TOWNSHIP

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

October 23, 2015

Aurica or Pepru Lupascu
8844 Willow Rd.
Saline, MI 48176

Subject: Notice of complaint regarding business activity and outdoor storage at 8844 Willow Rd. in the AG (General Agriculture) District. (parcel #Q-17-24-400-002)

Dear Aurica or Pepru Lupascu:

This letter is intended to make you aware that my office recently received a complaint regarding truck traffic and conditions on your property at 8844 Willow Rd. in the AG (Agricultural) zoning district. We have observed that your property is occupied by what appears to be a substantial trucking operation, including on-site parking and storage of multiple trucks and bulk hauling trailers. We also observed on recent Google Earth aerial photography of your property (attached) that there is a substantial amount of outside storage of other vehicles and debris that appears to be associated with this trucking operation.

Operating a trucking or bulk hauling business on this property is a violation of the Township Zoning Ordinance, as this 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 LI (Light Industrial) zoning district, and approval of a special use permit by the Planning Commission.

In addition, 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)].

To resolve these ordinance violations, please take action within 15 days of this letter (by Monday, November 9, 2015) to:

- 1. Remove all unlicensed or inoperable vehicles from the property or relocate them to storage within a structure; and**
- 2. Clean up and remove the debris from the property;**
- 3. Permanently cease all trucking and bulk hauling business activities on the property, and remove the trucks and trailers from 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 to confirm receipt of this notice at (734) 483-2271, or via email at Rodney@buildingplace.net.**

Respectfully submitted,

Rodney C. Nanney
Zoning Administrator



Willow Pitt

123456789

123456789

Google

Bridgewater Township Planning Commission Minutes - Approved

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; especial 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.

APPROVED

I. 12-Oct-15 meeting called to order 7:09 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 – Dave Horney
- Second to motion – Mark Iwanicki
- Vote – unanimous

V. Approval of Minutes

- Motion to approve minutes from 14-Sep-15 as presented – Mark Iwanicki
- Second to motion - Dave Horney
- Vote – unanimous

VI. Public Hearings

- None

VII. Old Business

A. Marijuana ordinance

- Rodney Nanney handed out several articles related to current cases
- Rodney Nanney explained about the current bills brought before the house dealing with the regulation of marihuana
- If the laws are adopted, the distribution facilities could be regulated by zoning ordinances
- If something is not specifically permitted by the zoning ordinance, it is not allowed in the township
- Rodney Nanney believes that marihuana should be addressed in the zoning ordinance but the township does not want to be a test case so the current zoning ordinance should be left as is
- If the bills are approved, then we will have to update the zoning ordinance accordingly

VIII. New Business

A. None

IX. Communications

A. Report from Zoning Administrator – Rodney Nanney

- A report was provided and is on record
- The final site plan approval of the monastery is complete, construction has begun

B. Report on 1-Oct-15 Board of Trustees meeting – Dave Horney

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

X. Informational Items

Bridgewater Township Planning Commission Minutes - Draft

- Rodney Nanney handed out a case study about a planning commissioner; to remind us about not abusing the power of the position

XI. Public Comment

- None

XII. Adjournment

- Next planning commission meeting is 9-Nov-15 at 7:00 P.M.
- Motion to adjourn – Tom Wharam
- Second to motion – Mark Iwanicki
- Vote – unanimous

Meeting adjourned at 8:12 P.M.

Bridgewater Township
General Ledger
 As of November 5, 2015

Type	Date	Num	Name	Split	Amount
Check	10/02/2015	autopay	Paychex	5215727 · Clerk supplies & expense	-149.11
Check	10/12/2015	autopay	Detroit Edison Company - 67-069A	5440852 · Street lighting	-283.42
Check	10/13/2015	autopay	Consumers Energy	5265728 · Maintenance & Utilities	-12.50
Check	10/14/2015	autopay	Frontier	5265728 · Maintenance & Utilities	-89.18
Check	10/23/2015	online	Staples	5191727 · Election expense	-19.59
Check	10/28/2015	autopay	Detroit Edison Company	5265728 · Maintenance & Utilities	-84.13
Check	11/01/2015	autopay	Cardmember Service	2050 · Comerica - Clerk/Treasurer	-50.00
Check	11/05/2015	9226	The Sun Times	5173900 · Printing & publishing	-40.00
Check	11/05/2015	9227	Donald N. Pennington	planning consultant & zoning admin services	-1,587.50
Check	11/05/2015	9228	Orchard, Hiltz & McCliment, Inc.	engineering services	-786.25
Check	11/05/2015	9229	Village of Clinton	5339727 · Fire protection billing expense	-5,000.00
Check	11/05/2015	online	Paychex	payroll	-5,114.12
Check	11/05/2015	9230	Mary Rider	assessing services	-1,988.30
Check	11/05/2015	9231	Michelle McQueer	treasurer & sewer billing expense	-223.42
Check	11/05/2015	9232	Fromhart, Laurie A.	clerk & twp expense	-84.26
Check	11/05/2015	9233	Bridgewater Depot	5253701 · Tax Collection Expense	-980.00
Check	11/05/2015	9234	Jon Way	5265728 · Maintenance & Utilities	-575.00
Check	11/05/2015	9235	Manchester Township	5339727 · Fire protection billing expense	-1,534.40
					<u>-18,601.18</u>

Bridgewater Township

Profit & Loss Budget vs. Actual

April 1 through November 5, 2015

	<u>Apr 1 - Nov 5, 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
4402 · Property tax - operation	-43	70,040	-70,083
4447 · Tax administration fee	31,502	26,000	5,502
4448 · Tax collection fees	100	3,500	-3,400
4460 · Township permits	2,975	1,500	1,475
4465 · Land division fees	0	400	-400
4574 · Revenue sharing	19,747	128,833	-109,086
4601 · Fire charge collection	0	2,000	-2,000
4665 · Interest Income	129	600	-471
4671 · Other Income - Fund Balances	0	30,000	-30,000
4672 · Other Income	6,954	1,000	5,954
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	1,295	2,500	-1,205
Total Income	<u>67,158</u>	<u>270,373</u>	<u>-203,215</u>
Gross Profit	67,158	270,373	-203,215
Expense			
5101000 · Township Board			
5101703 · Trustee salary	2,800	4,800	-2,000
5101727 · Township supplies & expenses	402	600	-198
5101770 · Conferences & Training	0	750	-750
Total 5101000 · Township Board	<u>3,202</u>	<u>6,150</u>	<u>-2,948</u>
5171000 · Supervisor			
5171703 · Supervisor Salary	9,104	15,607	-6,503
5171727 · Supervisor Expense	0	500	-500
5209000 · Assessor			
5209705 · Board of Review expenses	0	1,500	-1,500
5209805 · Assessor	12,075	20,700	-8,625
5209810 · Assessor Expense	1,643	3,000	-1,357
Total 5209000 · Assessor	<u>13,718</u>	<u>25,200</u>	<u>-11,482</u>
Total 5171000 · Supervisor	22,822	41,307	-18,485
5173000 · Other General Government			
5173715 · Social Security	2,642	5,400	-2,758
5173801 · Attorney & Consulting Expenses	1,100	3,000	-1,900
5173802 · Audit fees	3,300	4,000	-700
5173811 · Membership fees & dues	1,599	2,000	-401
5173895 · Website Administrator	175	500	-325
5173912 · Insurance & Bonds	5,527	5,500	27

Bridgewater Township
Profit & Loss Budget vs. Actual
 April 1 through November 5, 2015

	<u>Apr 1 - Nov 5, 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
5173955 · Miscellaneous	0	200	-200
Total 5173000 · Other General Government	14,343	20,600	-6,257
5215700 · Clerk			
5173900 · Printing & publishing	690	1,000	-310
5174810 · Deputy Clerk	1,034	1,600	-566
5191727 · Election expense	1,485	2,500	-1,015
5215703 · Clerk salary	9,458	16,214	-6,756
5215727 · Clerk supplies & expense	1,818	3,200	-1,382
Total 5215700 · Clerk	14,485	24,514	-10,029
5253700 · Treasurer			
5253701 · Tax Collection Expense	1,654	3,000	-1,346
5253703 · Treasurer salary	10,276	17,615	-7,339
5253704 · Deputy Treasurer Wages	228	1,000	-772
5253727 · Treasurer supplies & expenses	1,273	2,000	-727
Total 5253700 · Treasurer	13,431	23,615	-10,184
5265000 · Building & Grounds			
5265728 · Maintenance & Utilities	5,315	6,000	-685
5265925 · Cemetery care	88	200	-112
5265980 · Building improvement & equipmen	168	5,000	-4,832
Total 5265000 · Building & Grounds	5,571	11,200	-5,629
5301800 · Public Safety			
5339727 · Fire protection billing expense	20,581	50,000	-29,419
Total 5301800 · Public Safety	20,581	50,000	-29,419
5400700 · Planning & zoning			
5400701 · Planning			
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	2,888	10,000	-7,112
Total 5400701 · Planning	4,318	15,000	-10,682
5410726 · Zoning			
5410704 · Land Division Processing Fees	1,000	1,500	-500
5410727 · Zoning ad.wage & expense	2,685	1,000	1,685
Total 5410726 · Zoning	3,685	2,500	1,185
Total 5400700 · Planning & zoning	8,003	17,500	-9,497
5440000 · Public works			

Bridgewater Township
Profit & Loss Budget vs. Actual
April 1 through November 5, 2015

	<u>Apr 1 - Nov 5, 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	1,735	3,200	-1,465
Total 5440000 · Public works	42,809	73,200	-30,391
5500000 · Contingencies	0	2,287	-2,287
Total Expense	145,247	270,373	-125,126
Net Income	-78,089	0	-78,089

Bridgewater Township Sewer Operation General Ledger

As of November 5, 2015

Type	Date	Num	Name	Split	Amount
Check	10/13/2015	autopay	Frontier	Phone Service	-39.19
Check	10/28/2015	autopay	DTE Energy	Electricity	-1,293.75
Check	11/05/2015	1140	Faust Sand & Gravel, INC.	Grinder Pump repairs	-625.00
Check	11/05/2015	1141	Alexander Chemical Corporation	Chemicals	-619.00
Check	11/05/2015	1142	Village of Manchester	Plant Operator	-2,600.00
Check	11/05/2015	1143	Jon Way	Building & Grounds Maintenance	-275.00
					<u>-5,451.94</u>

Bridgewater Township Sewer Operation Profit & Loss Budget vs. Actual

April 1 through November 5, 2015

	Bond - Sewer		
	Apr 1 - Nov 5, 15	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Customer Finance Charge	0.00	0.00	0.00
Interest Income Master Account			
Interest Income Checking	0.00	0.00	0.00
Total Interest Income Master Account	<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
Total Income	<u>9,511.31</u>	<u>53,500.00</u>	<u>-43,988.69</u>
Gross Profit	9,511.31	53,500.00	-43,988.69
Expense			
Collection System			
Billing			
Billing Clerk	0.00	0.00	0.00
Office Supplies	0.00	0.00	0.00
Total Billing	<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
Total Collection System	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Insurance	0.00	0.00	0.00
Legal & Professional			
Audit	0.00	0.00	0.00
Engineer	0.00	0.00	0.00
Legal Fees	0.00	0.00	0.00
Total Legal & Professional	<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
Treatment Plant			
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 November 5, 2015

	Bond - Sewer		
	Apr 1 - Nov 5, 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 November 5, 2015

	Operation - Sewer		
	Apr 1 - Nov 5, 15	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Customer Finance Charge	913.40	2,500.00	-1,586.60
Interest Income Master Account			
Interest Income Checking	30.10	0.00	30.10
Total Interest Income Master Account	<u>30.10</u>	<u>0.00</u>	<u>30.10</u>
Operation Maintenance Income	58,100.00	98,420.00	-40,320.00
Special Assessment Revenue	0.00	0.00	0.00
Total Income	<u>59,043.50</u>	<u>100,920.00</u>	<u>-41,876.50</u>
Gross Profit	59,043.50	100,920.00	-41,876.50
Expense			
Collection System			
Billing			
Billing Clerk	364.00	624.00	-260.00
Office Supplies	141.35	200.00	-58.65
Total Billing	<u>505.35</u>	<u>824.00</u>	<u>-318.65</u>
Forcemains -Flushing & Disposal	75.00	1,500.00	-1,425.00
Grinder Pump repairs	6,008.26	10,000.00	-3,991.74
Total Collection System	<u>6,588.61</u>	<u>12,324.00</u>	<u>-5,735.39</u>
Insurance	1,228.00	1,300.00	-72.00
Legal & Professional			
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
Total Legal & Professional	<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
Treatment Plant			
Building & Grounds Maintenance	1,645.00	2,000.00	-355.00
Chemicals	3,187.25	4,000.00	-812.75
Diesel Fuel/Propane	385.40	1,000.00	-614.60
Electricity	8,343.22	15,000.00	-6,656.78
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	270.30	400.00	-129.70
Plant Operator	18,200.00	31,200.00	-13,000.00
Sludge Handling & Disposal	0.00	3,500.00	-3,500.00

Bridgewater Township Sewer Operation Profit & Loss Budget vs. Actual

April 1 through November 5, 2015

	Operation - Sewer		
	Apr 1 - Nov 5, 15	Budget	\$ Over Budget
Supplies	0.00	300.00	-300.00
Total Treatment Plant	33,681.17	68,100.00	-34,418.83
Total Expense	43,260.28	96,899.00	-53,638.72
Net Ordinary Income	15,783.22	4,021.00	11,762.22
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	15,783.22	0.00	15,783.22

Green Meadows

Lawn Care & Landscaping Inc.

15843 Sheridan . Clinton, Michigan 49236. (517) 456-7700. Fax (517) 456-7711

2015-2016 Winter Snow Removal Bid

Location: Bridgewater Township Hall
Date: 10.13.15

Twp. Building: Manchester Clinton Rd

- | | |
|---------------------------------------|-------------------------|
| A. Snow removal drives/parking lot(s) | \$ 45.00 /push* |
| B. Snow removal walks | \$ 26.00 /push |
| C. Salting walks (sidewalk salt) ** | \$ 27.00/ occurrence ** |

*Per push= any snowfall equaling 1"-3": for every additional 1" there will be an additional charge of \$ 5.75 per inch.

**Salting will be done after every push of 1" of snow or more. 1" or less accumulations will be a salting event.

IF CUSTOMER REQUESTS THAT NO SALTING BE DONE, THEY ASSUME ALL RESPONSIBILITY.

PLEASE SIGN HERE: _____ DATE _____

Notice to all customers:


Any salt pricing in this contract may vary according to the current market price and availability. Green Meadows Lawn Care & Landscaping Inc. feels confident that we have enough salt in our possession and/or on reserve to take care of all of our accounts accordingly.

Green Meadows Lawn Care and Landscaping Inc. is not responsible for any slip and fall accidents due to any snow or ice accumulation on premises.

All residential properties will be completed after all commercial accounts are finished. No exceptions.

All snow removal will be done by 7:00 a.m., weather permitting.

Green Meadows Lawn Care and Landscaping Inc. is fully insured with all necessary liability insurance. An up to date policy is available upon request. If you have any questions, please feel free to contact us at anytime at 517-456-7700.



Green Meadows Lawn Care
and Landscaping, Inc.

DATE: 10.13.15

CUSTOMER /Date