

BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES MEETING
THURSDAY, FEBRUARY 1, 2024, 7:00 P.M.
BRIDGEWATER TOWNSHIP HALL
10990 CLINTON RD, MANCHESTER, MI 48158

AGENDA

- I. CALL TO ORDER / ESTABLISH QUORUM / PLEDGE ALLEGIANCE
- II. REVIEW AND APPROVE AGENDA
- III. CITIZEN PARTICIPATION
- IV. APPROVAL OF REGULAR BOARD MEETING MINUTES – JANUARY 4, 2024
- V. NEW BUSINESS
 - A. River Raisin Watershed Council 2024 Membership Dues
 - B. Approval of Claims Listing for January 1, 2024 through January 31, 2024
 - C. MMLLPP 2024 Renewal - 3/1/2024
 - D. Architectural Proposal – Design Works Architecture LLC
 - E. 2024-2025 FY General Fund Budget Review – Set Public Hearing
 - F. 2024-2025 FY Sewer Fund Budget and Capital Improvement Plan Review
- VI. REPORTS & CORRESPONDANCE
 - A. Public Safety Report – Written report from WCSO
 - B. Zoning Administrator’s Report – Written report from Rodney Nanney
 - C. Assessor’s Report
 - D. Supervisor’s Report – Request to purchase new laptop computer
 - E. Clerk’s Report
 - F. Treasurer’s Report
 - G. Trustees’ Report
 - H. Planning Commission Report – Minutes included in Board packet
 - I. Farmland Preservation Board Report
- VII. CITIZEN PARTICIPATION
- VIII. ADJOURNMENT

Bridgewater Township Board of Trustees Minutes

I. CALL TO ORDER

4-Jan-24 meeting called to order by Supervisor Fromhart at 7:13 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 Ahrens, Trustee Oliver
Absent: 0
Citizen attendance: 2

II. CITIZEN PARTICIPATION

- No citizen comments.

III. REVIEW AND APPROVE AGENDA

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

IV. APPROVAL OF MINUTES

- Motion to approve the 1-Dec-22 meeting minutes as amended. Ms. Fromhart; support – Ms. Ahrens; vote – unanimous.

V. NEW BUSINESS

A. Approval of Claims Listing

- Motion to approve disbursements of \$15,040.50 for general operations and \$6,728.03 for sewer operations; total expenditure of \$21,768.53 for the month of December – Mr. Oliver; support – Mr. Faust; vote – unanimous.

B. Snow Removal Quote- Neff Trucking

- Motion to approve the contract from Neff Trucking for the 2024 snow removal season. – Ms. McQueer; support – Ms. Ahrens; vote – unanimous

C. Board of Review Resolution

- Motion to approve Board of Review Resolution 2024-01. - Ms. McQueer; support Ms. Ahrens; vote – unanimous

D. Xela Pac Sampling Results Discussion.

- The Board had a lengthy discussion regarding the sampling results from Xela Pac. The results were within acceptable levels. Mr. Gentile from Xela Pac was present and shared in the discussion. Mr. Gentile stated that they were very willing to assist the Township in resolving any problems that may be leading to the Phosphorus violations. Xela Pac will have water in taps tested to rule out any issues with the water source. Mr. Gentile will let Supervisor Fromhart know if any product changes occur.

E. 2024 Proposed Road Projects Discussion.

- The Board had a brief conversation about the proposed 2024 roadwork contract from Washtenaw County Road Commission. The Board asked the Supervisor to invite the WCRC to our next meeting to discuss our options.

F. Fire Millage Renewal Discussion.

- Motion to approve putting a millage renewal for fire on the August ballot. - Ms. McQueer; support Ms. Ahrens; vote – unanimous

Bridgewater Township Board of Trustees Minutes

G ARPA Award – Obligation of Funds Discussion.

- The Board needs to obligate the funds by December 2024 and spend the funds by December 2026. The Supervisor and Clerk are looking into possible grants to add to the ARPA funds for a township hall addition.

VI. REPORTS AND CORRESPONDENCE

A. Public Safety Report

- No Report.

B. Supervisor's Report

- See the board packet.
- Created letter for sewer rate increase.
- Attended Renewables meeting.
- John Holland is working on capital improvements for sewer plant.

C. Assessor's Report

- No report presented.

D. Clerk's Report

- Shared early voting postcards with the Board, they will be mailed over the weekend.
- Absent ballot applications are being mailed in the next week.
- Reported the Bridgewater General Store has sold, we may need to move the recycling bins.

E. Treasurer's Report

- Working hard collecting winter taxes..

F. Trustees' Report

- Trustee Faust
- Trustee Oliver
- No report.

G. Zoning Administrator's Report

- A written report from Mr. Nanney is included in the board packet.

H. Planning Commission

- Minutes are included in the packet.

I. Farmland Preservation Board Report

- Next meeting is January 8th at 6:30.

VII. CITIZEN PARTICIPATION

- None

VIII. ADJOURNMENT

- Ms. Fromhart adjourned the meeting at 9:17 p.m.

Bridgewater Township Board of Trustees Minutes

I. CALL TO ORDER

7-Dec-23 meeting called to order by Supervisor Fromhart at 7:11 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present:5 Trustee Faust; Trustee Fromhart; Trustee Ahrens, Trustee Oliver, Trustee McQueer .

Absent:0

Citizen attendance:2

II. REVIEW AND APPROVE AGENDA

- Motion to approve the agenda as amended removing item F-Snow Removal contract and adding item F-Banking Resolution 2023-13 – Ms. Fromhart; support –Ms. Ahrens; vote – unanimous.

III. CITIZEN PARTICIPATION

- None

IV.

APPROVAL OF MINUTES

- Motion to approve the previous meeting minutes as drafted – Ms. Ahrens; support – Mr. Faust; vote – unanimous.

V. NEW BUSINESS

A. Approval of Claims Listing

- Motion to approve disbursements of \$13,199.26 for general operations and \$12,623.41 for sewer operations; total expenditure of \$25,822.67 for the month of November –Ms. Ahrens; support – Mr. Faust; vote – unanimous.

B. Board of Trustees 2024 Regular Meeting Dates Resolution.

Motion to approve The Bridgewater Township Board of Trustee 2024 Regular Meeting Dates Resolution 2023-11, as amended– Mr. Oliver: support – Ms. Ahrens vote – unanimous.

C. Bridgewater Township Hall Study Proposal – Rueter Associates Architects.

- The Board discussed the proposal and agreed it was too expensive. The board agreed to look at other options, getting other quotes and using current plans with an engineer's approval. Discussed possible contractors in the area to get bids. Looking at a possible 2025 start date depending on cost.

D. Village of Manchester WWTP Operation & Maintenance Contract.

- Motion to approve the Village of Manchester WWTP O & M contract. Ms. McQueer; support – Mr. Faust vote – Roll call; Ahrens, Faust, Fromhart, McQueer, Oliver - Yes

E. Resolution 2023-12, to Amend Sewer Usage Charges.

- Motion to approve Resolution 2023-12, to Amend Sewer Usage Charges.
Ms. McQueer; support – Mr. Oliver vote – Roll call; Ahrens, Faust, Fromhart, McQueer, Oliver - Yes

F. Investment Banking Resolution 2023-13.

- Motion to approve Investment Banking Resolution 2023-13.

Ms. Fromhart; support – Ms. McQueer; vote – Roll call; Ahrens, Faust, Fromhart, McQueer, Oliver - Yes

Bridgewater Township Board of Trustees Minutes

VI. REPORTS AND CORRESPONDENCE

A. Public Safety Report

- No report.

B. Supervisor's Report

- Newsletter was mailed with the Dember Tax bill, Supervisor thanked everyone that contributed.
- Shared information about speed control in the Hamlet.
- Sampler collection started at Xelapak on Monday.

C. Assessor's Report

- No report.

D. Clerk's Report

- Motion to increase the Deputy Clerk and Treasurer's hourly wage to \$15.00, effective immediately. Ms. Fromhart; support – Mr. Faust; vote – unanimous.
- Motion to increase Election Inspector's wage to \$15.00 and Election Chair's hourly wage to \$16.00, effective immediately. Ms. Ahrens; support – Mr. Faust; vote – unanimous.
- Motion to allow up to \$500.00 per election for staff meals and supplies. Ms. Ahrens; support – Mr. Olive; vote – unanimous.
- Motion to expense \$ 300.00 for a new locking filing cabinet for the Clerk. Ms. Ahrens; support – Mr. Olive; vote – unanimous.
- The clerk reported on estimated cost for each 9 early days of voting to be \$3,600.00. There will be 3 elections in 2024. There may be opportunities for grant reimbursement.
- Reported on the November 7 election, 110 absentee voter ballots and 77 in person voters. The Manchester Schools Milage did not pass in Bridgewater Township. It passed with the district wide vote.

E. Treasurer's Report

- Tax bills were mailed December 1, 2023.
- Treasure will invest \$200,000.00 in a new CD at County Wide Bank.
- Getting many calls about higher tax bills due to this year's rate of inflation increase.

F. Trustees' Report

- Trustee Faust
No Report
- Trustee Oliver
No report

G. Zoning Administrator's Report

- A written report from Mr. Nanney is included in the board packet.

H. Planning Commission

- A written report is included in the board packet.

VII. CITIZEN PARTICIPATION

- Mr. Gentile spoke about Xelapak and the possible sewer concerns.

VIII. ADJOURNMENT

- Ms. Fromhart adjourned the meeting at 9:32 p.m.

Bridgewater Township General Fund

Monthly Expenses

January 2024

Type	Date	Num	Name	Split	Amount
Jan 24					
▶ Bill	01/31/2024		AT&T	5253727 · Treasurer supplies & expenses	43.94
Bill	01/31/2024		Cardmember Service	-SPLIT-	472.96
Bill	01/31/2024		Clayton and Mary Rider Assessing Ser...	-SPLIT-	2,377.51
Bill	01/31/2024		Consumers Energy	5265728 · Maintenance & Utilities	82.80
Bill	01/31/2024		Detroit Edison Company - Hall	5265728 · Maintenance & Utilities	61.38
Bill	01/31/2024		Detroit Edison Company - Street Lights	5440852 · Street lighting	364.46
Bill	01/31/2024		Donald N. Pennington	-SPLIT-	1,788.75
Bill	01/31/2024		Frontier	5265728 · Maintenance & Utilities	213.53
Bill	01/31/2024		Iron Free & SoftWater Systems	5265728 · Maintenance & Utilities	25.00
Bill	01/31/2024		Michelle McQueer	5215727 · Clerk supplies & expense	363.12
Bill	01/31/2024		Paychex - fees	5215727 · Clerk supplies & expense	460.81
Bill	01/31/2024		Paychex - payroll	-SPLIT-	6,162.71
Bill	01/31/2024		River Raisin Watershed Council	5173811 · Membership fees & dues	167.00
Bill	01/31/2024		Spectrum Printers	5191727 · Election expense	2,183.76
Bill	01/31/2024		Toshiba	5101727 · Township supplies & expenses	18.60
Bill	01/31/2024		Village of Clinton	5339727 · Fire protection billing expense	7,524.50
Jan 24					22,310.80

Jan 26, 2024
 Accrual Basis

Bridgewater Township Profit & Loss Budget vs. Actual April 2023 through March 2024

	Apr '23 - Mar 24	Budget	\$ Over Budget
Income			
Clean-up Day Grant	3,769	2,500	1,269
Clean Up Donation	227	100	127
4402 · Property tax - operation	50,905	95,000	-44,095
4405 · Property tax - fire millage	29,638	50,000	-20,362
4447 · Tax administration fee	27,184	38,000	-10,816
4448 · Tax collection fees	2,523	3,800	-1,278
4460 · Township permits	11,150	500	10,650
4465 · Land division fees	900	700	200
4574 · Revenue sharing	145,643	176,349	-30,706
4665 · Interest Income	815	3,500	-2,685
4672 · Other Income	7	100	-93
4675 · Metro Auth.-restricted to roads	4,787	3,800	987
4700 · Election Reimbursement	1,335	0	1,335
Total Income	278,882	374,349	-95,467
Gross Profit	278,882	374,349	-95,467
Expense			
5101000 · Township Board			
5101703 · Trustee salary	4,245	5,094	-849
5101727 · Township supplies & expenses	1,053	1,000	53
5101770 · Conferences & Training	0	1,000	-1,000
5102703 · Designated rep	150	500	-350
Total 5101000 · Township Board	5,448	7,594	-2,146
5171000 · Supervisor			
5171703 · Supervisor Salary	14,286	19,048	-4,762
5171727 · Supervisor Expense	22	1,000	-978
5209000 · Assessor			
5209705 · Board of Review expenses	1,025	1,500	-475
5209805 · Assessor Wages	20,489	22,800	-2,311
5209810 · Assessor Expense	1,805	2,800	-995
Total 5209000 · Assessor	23,319	27,100	-3,781
5171000 · Supervisor - Other	1,587		
Total 5171000 · Supervisor	39,214	47,148	-7,934
5173000 · Other General Government			
5173715 · Social Security	4,808	6,000	-1,192
5173801 · Attorney & Consulting Expenses	3,730	2,000	1,730
5173802 · Audit fees	0	5,000	-5,000
5173811 · Membership fees & dues	2,429	2,500	-71
5173890 · Newsletter (non-recyc)	247	1,000	-753
5173895 · Website Administrator	527	1,000	-473
5173912 · Insurance & Bonds	6,462	8,000	-1,538
5173955 · Miscellaneous	754	1,000	-246
5174800 · Bank Fees	-50	0	-50
Total 5173000 · Other General Government	18,907	26,500	-7,593
5215700 · Clerk			
5173900 · Printing & publishing	103	500	-397
5174810 · Deputy Clerk	1,046	1,600	-555
5191727 · Election expense	5,401	2,000	3,401
5215703 · Clerk salary	16,490	19,788	-3,298
5215727 · Clerk supplies & expense	3,654	3,500	154
Total 5215700 · Clerk	26,694	27,388	-694

Jan 26, 2024
 Accrual Basis

Bridgewater Township Profit & Loss Budget vs. Actual April 2023 through March 2024

	Apr '23 - Mar 24	Budget	\$ Over Budget
5253700 · Treasurer			
5253701 · Tax Collection Expense	1,802	3,000	-1,198
5253703 · Treasurer salary	17,914	21,497	-3,583
5253704 · Deputy Treasurer Wages	450	1,600	-1,150
5253727 · Treasurer supplies & expenses	1,430	3,000	-1,570
Total 5253700 · Treasurer	21,596	29,097	-7,501
5265000 · Building & Grounds			
5265728 · Maintenance & Utilities	6,593	10,000	-3,407
5265925 · Cemetery care	3,147	2,800	347
5265980 · Building improvement & equipmen	5,348	5,000	348
Total 5265000 · Building & Grounds	15,089	17,800	-2,711
5301800 · Public Safety			
5339727 · Fire protection billing expense	78,381	80,000	-1,619
Total 5301800 · Public Safety	78,381	80,000	-1,619
5400700 · Planning & zoning			
5400701 · Planning			
5400727 · Planning comm. wage & expense	4,365	7,000	-2,635
5400803 · Planning consultant - on-going	4,441	7,000	-2,559
5411810 · Conferences & Training	100	1,000	-900
Total 5400701 · Planning	8,906	15,000	-6,094
5410726 · Zoning			
5410704 · Land Division Processing Fees	1,575	1,800	-225
5410727 · Zoning ad.wage & expense	6,200	7,500	-1,300
5411727 · Zon Bd of Appeals Expense	0	500	-500
Total 5410726 · Zoning	7,775	9,800	-2,025
Total 5400700 · Planning & zoning	16,681	24,800	-8,119
5440000 · Public works			
5440846 · Road Improvements	97,709	150,000	-52,291
5440847 · Drains at large	33,832	63,832	-30,000
5440849 · Clean-up Day	4,564	3,500	1,064
5440852 · Street lighting	3,084	5,000	-1,916
5440000 · Public works - Other	0	97,709	-97,709
Total 5440000 · Public works	139,189	320,041	-180,852
5500000 · Contingencies	0	522	-522
66900 · Reconciliation Discrepancies	-0		
Total Expense	361,199	580,890	-219,691
Net Income	-82,317	-206,541	124,224

Bridgewater Township General Fund

Balance Sheet

As of January 31, 2024

Jan 26, 2024
Accrual Basis

	Jan 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1002 · General Checking-Key Bank	175,175.73
1010 · General Savings-Key Bank	238,079.26
1016 · Bank of Ann Arbor 5yr	106,418.05
1017 · Old National 5 yr	118,737.71
Total Checking/Savings	638,410.75
Accounts Receivable	
1200 · Accounts Receivable	26,627.00
Total Accounts Receivable	26,627.00
Other Current Assets	
1081 · Due from Sewer Operations	2,323.68
1201 · Accounts Receivable 2	1,590.00
Total Other Current Assets	3,913.68
Total Current Assets	668,951.43
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	-112,272.85
Total Fixed Assets	156,292.10
TOTAL ASSETS	825,243.53
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	-2,379.83
Total Accounts Payable	-2,379.83
Credit Cards	
2050 · Comerica - Clerk/Treasurer	-738.40
Total Credit Cards	-738.40
Other Current Liabilities	
2100 · Payroll Liabilities	39.27
2202 · Accounts Payable.	-12,980.00
2217 · Escrow Deposits Payable	
2220 · Due to SMR-Elliott parcel	2,500.00
2233 · Due to SMR-Crego/Peltcs	2,500.00
2252 · Due Metro General Contractors	1,000.00
2253-01 · Due to Bridgewater Commons	485.00
2253-02 · Bridgewater Commons - Landscapi	2,600.00
2970 · Tillman Escrow	65.00
Total 2217 · Escrow Deposits Payable	9,150.00
Total Other Current Liabilities	-3,790.73
Total Current Liabilities	-6,908.96

Bridgewater Township General Fund

Balance Sheet

As of January 31, 2024

Jan 26, 2024
Accrual Basis

	<u>Jan 31, 24</u>
Long Term Liabilities	
2900 · Deferred revenue-ARPA	181,543.75
Total Long Term Liabilities	<u>181,543.75</u>
Total Liabilities	174,634.79
Equity	
3900 · Fund Balance	576,633.76
3940 · Invested in Capital Assets, Net	156,292.10
Net Income	-82,317.12
Total Equity	<u>650,608.74</u>
TOTAL LIABILITIES & EQUITY	<u><u>825,243.53</u></u>

Bridgewater Township Sewer Operation Monthly Expenses

January 2024

Type	Date	Num	Name	Split	Amount
Jan 24					
▶ Bill	01/31/2024		DTE Energy	Electricity	1,735.24
Bill	01/31/2024		DuBois-Cooper Associates	-SPLIT-	12,174.00
Bill	01/31/2024		Haviland	Chemicals	1,534.50
Bill	01/31/2024		Village of Manchester	-SPLIT-	3,254.26
Jan 24					18,698.00

Jan 26, 24
 Accrual Basis

Bridgewater Township Sewer Operation Profit & Loss Budget vs. Actual April 1, 2023 through January 26, 2024

	Apr 1, '23 - Jan 26, 24	Budget
Ordinary Income/Expense		
Income		
Connection Fees		
Easement Fee	250.00	0.00
Grinder Pump Reimb + 10%	12,100.00	0.00
Inspection Fee	150.00	0.00
Tap Fee	104,082.20	0.00
Total Connection Fees	116,582.20	0.00
Interest Income Master Account		
Interest Income Checking	516.11	100.00
Total Interest Income Master Account	516.11	100.00
Operation Maintenance Income	86,100.00	100,000.00
Total Income	203,198.31	100,100.00
Gross Profit	203,198.31	100,100.00
Expense		
Bank Service Charges	130.00	0.00
Collection System		
Billing		
Billing Clerk	0.00	1,200.00
Office Supplies	0.00	200.00
Total Billing	0.00	1,400.00
Grinder Pump repairs	23,626.56	15,000.00
Miss Dig Locator Service	2,591.77	2,500.00
New Grinders	0.00	10,000.00
Total Collection System	26,218.33	28,900.00
Insurance	0.00	4,000.00
Legal & Professional		
Audit	0.00	1,500.00
Engineer	1,500.00	1,000.00
Total Legal & Professional	1,500.00	2,500.00
Miscellaneous Expense	807.00	0.00
Treatment Plant		
Building & Grounds Maintenance	1,872.18	3,500.00
Chemicals	10,525.90	7,000.00
Diesel Fuel/Propane	784.41	1,000.00
Electricity	18,639.87	24,000.00
Equipment Repairs	6,699.50	5,000.00
Generator Maintenance Contract	0.00	1,000.00
NPDES Permit	2,371.69	2,400.00
Phone Service	0.00	1,200.00
Plant Operator	29,874.22	36,000.00
Sludge Handling & Disposal	5,551.20	5,000.00
Supplies	96.07	500.00
Total Treatment Plant	76,415.04	86,600.00
Total Expense	105,070.37	122,000.00
Net Ordinary Income	98,127.94	-21,900.00
Net Income	98,127.94	-21,900.00

Bridgewater Township Sewer Operation

Balance Sheet

As of January 31, 2024

Jan 26, 2024
Accrual Basis

	Jan 31, 24
ASSETS	
Current Assets	
Checking/Savings	
Key-Sewer O/M	
Capital Improvements Reserve	42,000.00
Key-Sewer O/M - Other	30,108.95
Total Key-Sewer O/M	72,108.95
Key Sewer O/M Saving	209,322.00
Total Checking/Savings	281,430.95
Accounts Receivable	
Accounts receivable	11,642.30
Total Accounts Receivable	11,642.30
Other Current Assets	
Current Year Tx Roll Receivable	12,980.00
Due From Tax	-9,790.20
Inventory Asset	65,756.00
Total Other Current Assets	68,945.80
Total Current Assets	362,019.05
Fixed Assets	
Accessory Building	53,320.00
Accumulated Depr - Access Bldg	-13,359.63
Equipment	101,752.20
Accumulated Depr - Equipment	-86,061.44
Sewer System Plant	1,966,444.05
Accumulated Depr - Sewer System	-827,544.78
Land	55,355.06
Total Fixed Assets	1,249,905.46
Other Assets	
Special Assessment Receivable	8,331.24
Total Other Assets	8,331.24
TOTAL ASSETS	1,620,255.75
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
*Accounts Payable	-2,982.10
Total Accounts Payable	-2,982.10
Other Current Liabilities	
Due to General Fund	-1,986.00
Total Other Current Liabilities	-1,986.00
Total Current Liabilities	-4,968.10
Total Liabilities	-4,968.10
Equity	
Invested in capital assets, net	1,315,661.00
Unrestricted Funds (QB RE acct)	230,132.91
Net Income	79,429.94
Total Equity	1,625,223.85
TOTAL LIABILITIES & EQUITY	1,620,255.75

Liability and Property insurance renewal for the Township of Bridgewater effective March 1, 2024 with the MML Liability & Property Pool

From: Brian Steckroth (brian.steckroth@meadowbrook.com)

To: bridgewaterwpsupervisor@yahoo.com

Date: Thursday, January 11, 2024 at 02:45 PM EST

Hi Laurie,

Attached is the renewal proposal, please review. The renewal premium for the Liability and Property insurance renewal for the Township of Bridgewater effective March 1, 2024-2025 with the MML Liability & Property Pool is \$10,174, compared to the expiring premium of \$9,818. This is a premium increase of \$356.

There are a couple reasons for the change in premium:

- a) The property values increased by 4% (\$108,060) due to inflation guard
- b) There was a small rate increase for the MML Pool

Please note that the property deductible has increased this renewal to \$500 from \$250.

The Board of Directors of the MML Liability & Property Pool voted to return another post renewal dividend in 2024 to renewing Members. The Township of Bridgewater's portion of the dividend return is about \$849. The Township of Bridgewater will receive the dividend the month after paying the renewal premium.

All I need is for you to respond to this message allowing me to process the Invoice, Certificates and Binder.

I would also like to take this opportunity to remind you know that the Township of Bridgewater has Cyber Liability / Data Breach Coverage as part of the base Policy with a limit of \$100,000 aggregate. There is no additional charge for this. There has been a significant increase in the frequency and severity of these crimes as well as an increase in the amount of the demands for "ransom". I would strongly suggest that the Township of Bridgewater consider obtaining increased limits for this coverage. I can assist you with this if you would like. There is an option to increase the coverage as part of the MML Pool Policy as well as a few other carriers that, in some cases, offer more enhanced coverage and limits than the base limits on the Policy. If you would like to obtain a quote for higher limits, I will send you the application and get you the figures. Just let me know.

Please let me know if you have any questions.

Thank you,

Brian M. Steckroth

MML Service & Sales Manager
MML Liability & Property Pool
MML Workers' Compensation Fund



michigan municipal league

Liability & Property Pool

Proposal

for the

Township of Bridgewater

Presented By:

Brian Steckroth
MML Liability & Property Pool
(248) 204-8283

January 11, 2024

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This proposal is intended to be only a summary of coverages and services. For specific details on coverage terms and conditions, please refer to the Michigan Municipal League Liability and Property Pool coverage document.

Executive Overview

The Michigan Municipal League Liability and Property Pool has been a stable source of comprehensive municipal insurance and risk management services since 1982. It is financially secure and positioned for long-term stability.

The **Township of Bridgewater** has been a Pool member since **1992**.

The Pool staff is made up of municipal insurance experts. Municipal risk management is our only business, and we're proud of it!

The Pool provides insurance coverage designed specifically for Michigan municipal exposures, combined with a package of loss control programs, claims administration, legal defense, and membership services that you won't find anywhere else in Michigan.

This quotation is based on the limits of coverage requested by the **Township of Bridgewater**. Higher limits may be available, subject to underwriting review by Pool Management. Please submit requests for higher limits in writing to your Account Executive. Your request will be considered by Pool Management.

The insurance and related services described more fully in this proposal are being offered to the **Township of Bridgewater** for an annual premium of **\$10,174** (plus \$200 MML Annual Associate Member Fee). When compared to last year's cost of \$9,818 (plus \$200 MML Annual Associate Member Fee), it represents a premium increase of \$356. In addition, the MML Liability & Property Pool Board of Trustees voted to return another post-renewal dividend for Members renewing in 2024. The **Township of Bridgewater's** portion of the dividend return is \$849. The **Township of Bridgewater** will receive this dividend in the month following payment of your 2024 renewal premium.

We encourage you to compare the Pool with our competition. Compare us based on price, coverage, service, financial security, experience, and commitment to municipal risk management. When you do, the advantages of Pool membership become clear.

Thank you for being a Pool member. We look forward to servicing your risk management program for many years to come.

Our Mission

To be a long-term, stable, cost-effective risk management alternative for members of the Michigan Municipal League Liability and Property Pool.

Introduction

What You Can Expect Of Us

- ✓ A commitment to learn, understand and respond to your insurance needs;
- ✓ Continuous planning and innovation in product development and service delivery;
- ✓ Products that meet your needs in terms of price, coverage and service;
- ✓ Prompt, accurate, and courteous response to your questions, problems and claims; and
- ✓ Knowledgeable and professional staff serving your needs consistently and with integrity.

Your Pool Insures More Than . . .

- | | |
|--------------------------------|----------------------------------|
| ✓ 437 Public Entity Members | ✓ 182 Water Utilities |
| ✓ 136 Fire Departments | ✓ 214 Sewer Utilities |
| ✓ 147 Law Enforcement Agencies | ✓ 17 Municipal Marinas |
| ✓ 2,111 Police Officers | ✓ \$6 Billion of Property Values |
| ✓ 6,730 Miles of Streets/Roads | ✓ 182 Water Service Operations |
| ✓ 7,258 Vehicles | ✓ 6 Dams |
| ✓ 18 Electric Utilities | |



Coverage and Cost Summary Township of Bridgewater

Effective 03-01-2024 to 03-01-2025

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Municipal General Liability (Coverage A)	\$5,000,000	N/A	\$0
Sewer Back-Up Sublimit	\$100,000	\$100,000	\$0
Personal Injury Liability (Coverage B)	\$5,000,000	N/A	\$0
Medical Payments (Coverage C)	\$10,000	N/A	N/A
Public Officials Liability (Coverage D)	\$5,000,000	N/A	\$0
Law Enforcement Liability (Coverages A, B, and D)	No Coverage	N/A	N/A
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$0
Fire Legal Liability	\$100,000	N/A	N/A
Cyber Liability & Data Breach Response	\$100,000	\$100,000	See Declaration
Dam Liability	No Coverage	N/A	N/A
Marina Operator Liability	No Coverage	N/A	N/A
Uninsured/Underinsured Motorists Coverage	\$100,000	N/A	\$0
Automobile Liability (Coverages A and B)	\$5,000,000	N/A	\$0
# Vehicles	<u>Comp</u>	<u>Coll</u>	
No Covered Vehicles			

Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$5,000,000 regardless of the number of coverages involved in the occurrence.

Property

Property - Blanket Basis	\$2,819,240	N/A	\$500
Boiler and Machinery	Included	N/A	\$500
Building(s)	Included	N/A	\$500
Contents	Included	N/A	\$500
Property in the Open	Included	N/A	\$500
Protection & Preservation	Included	N/A	N/A
Property - Actual Cash Value	N/A	N/A	N/A
Property - Limited Replacement Cost	N/A	N/A	N/A
Property - No Coverage	N/A	N/A	N/A
Property - Replacement Cost	See Schedule	N/A	\$0
Accounts Receivable	\$100,000	N/A	\$250
Consequential Damage	\$100,000	N/A	N/A
Debris Removal - the lesser of 25% of physical damage loss or	\$5,000,000	\$5,000,000	N/A



Coverage and Cost Summary Township of Bridgewater

Effective 03-01-2024 to 03-01-2025

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Demolition & Increased Costs of Construction Limit	\$100,000	N/A	N/A
Earth Movement	\$2,000,000	\$2,000,000	\$5,000
Electronic Data Processing Equip	\$25,000	\$25,000	\$250
Expediting Expense	\$100,000	N/A	N/A
Extra Expense	\$100,000	N/A	N/A
Fine Arts	\$100,000	N/A	\$250
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Fungal Pathogens	\$25,000	\$25,000	\$250
Loss of Income	\$100,000	N/A	N/A
Loss of Rents	\$100,000	N/A	N/A
Miscellaneous Equipment	\$5,520	N/A	\$250
Ornamental Trees, Shrubs, Plants or Lawn	\$5,000	\$10,000	\$250
Personal Effects & Property of Others	\$500	\$2,500	\$250
Valuable Papers	\$100,000	N/A	\$250
Voting Equipment	\$10,404	N/A	\$250
<u>Comprehensive Crime Coverage</u>			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A
Computer Fraud	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Funds Transfer Fraud	\$100,000	N/A	N/A
Impersonation Fraud	\$100,000	N/A	N/A
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
<u>Bonds</u>			
Bond #: A Treasurer	\$100,000	N/A	N/A
Bond #: B Deputy Treasurer	\$100,000	N/A	N/A
Bond #: C Clerk	\$100,000	N/A	N/A
Bond #: D Deputy Clerk	\$100,000	N/A	N/A

Only one deductible applies to claims involving two or more property coverages.



Coverage and Cost Summary Township of Bridgewater

Effective 03-01-2024 to 03-01-2025

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
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The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$10,174.

Cyber Coverage

TOWER 1 Limit	POLICY AGGREGATE LIMIT OF LIABILITY	\$100,000	For all Damages, Claims Expenses, Penalties and PCI Fines, Expenses and Costs
	Information Security and Privacy Sublimit	\$100,000	each Claim and in the Aggregate
	Regulatory Defense and Penalties Aggregate Sublimit:	\$20,000	each Claim and in the Aggregate
	Website Media and Content Liability Aggregate Sublimit:	\$100,000	each Claim and in the Aggregate
	PCI Fines, Expenses and Costs Aggregate Sublimit:	\$10,000	each Claim and in the Aggregate
	Cyber Extortion Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate
	First Party Data Protection Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate
	First Party Network Business Interruption Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate
	Note: The above Sublimits are part of, and not in addition to, the overall Policy Aggregate Limit of Liability		
Liability Retention Per Claim:			
TOWER 1 Retention	All other coverages Retention:	\$0	each Claim
	Cyber Extortion:	\$5,000	each Extortion Threat
	First Party Data Protection:	\$5,000	each Data Protection Loss
	First Party Network Business Interruption:	\$5,000	each Business Interruption Loss Waiting Period: 12 hours
Limits of Coverage - Privacy Breach Response Services			
TOWER 2 Limit	Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Aggregate Sublimit:	\$50,000	per Incident and in the Aggregate
TOWER 3 Limit	Notified Individuals:	10,000	Notified Individuals in the Aggregate
	A sublimit of up to 10% of Notified Individuals residing outside the United States, which is part of and not in addition to the Notified Individuals Aggregate Limit of Coverage		
Note: The Privacy Breach Response Services Limits of Coverage are separate from and in addi			
Privacy Breach Response Services Threshold/Retention (Each Incident):			
TOWER 2 Retention	Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Retention:	\$0	each Incident
TOWER 3 Retention	Notification Services/Call Center Services/Breach Resolution and Mitigation Services Threshold:	0	each Incident

Your Team of Experts



Brian Steckroth
Service & Sales Manager
(248) 204-8283



Michael J. Forster
Pool Administrator
(734) 669-6340



Katelyn Petracca
248-204-6160
(Le – Z)

Alpha Split:



Joan Opett
248-204-8579
(A – La)

Customer Service Representatives



Christopher Flechsig
Liability Claims Supervisor
(810) 844-8146



Matt Heins
Loss Control Supervisor
Law Enforcement Action Forum Coordinator
(248) 791-4371

Benefits of Pooling with the MML

- ✓ Proven long-term availability and stability
- ✓ Broad coverage document written specifically for Michigan municipalities
- ✓ Services tailored to unique needs of Michigan municipalities
- ✓ Member assets controlled by an elected Board of municipal officials
- ✓ Equitable rating based on Pool experience in Michigan
- ✓ Aggressive defense strategy – positive impact on case law
- ✓ Professional, dedicated, and experienced local management, oversight and service
- ✓ Decisions made and problems resolved by a group of your peers
- ✓ Investment income and underwriting surplus used to benefit members
- ✓ Lower expenses through tax-exempt and non-profit status
- ✓ Special loss avoidance training sessions including:
 - ✓ Safety aspects of emergency vehicle operations
 - ✓ Accident investigation for supervisors
 - ✓ Confined spaces training

The advantages of pooling can be summarized by:

Service + Control + Value

Township of Bridgewater Has . . .

- ✓ \$67,426 Annual Payroll
- ✓ \$2,819,240 of total values for real and personal property

Increased Liability Limits

We cannot guarantee the adequacy of any limit of liability. Due to the following factors, it may be prudent to consider higher limits:

- ✓ Increased jury awards in your jurisdiction
- ✓ Increased litigation trends
- ✓ Protection of tax base against judgments in excess of your policy limits

If you are interested in increasing your liability limits, please contact your Account Executive.

Highlights of Coverages Provided

Who Is Insured?

The Pool member entity, elected and appointed officials, employees and authorized volunteers, and any person officially appointed to a Board or Commission

General Liability

In addition to standard liability coverages (bodily injury, property damage, products and completed operations) the Pool provides coverages that municipalities need on an **occurrence basis with no aggregate liability limits**:

- ✓ Liability resulting from mutual aid agreements
- ✓ Premises medical payments
- ✓ Host liquor liability
- ✓ Watercraft liability, owned less than 26' and non-owned less than 50'
- ✓ Special events **excluding** -
 - Fireworks (unless endorsed)
 - Liquor Liability
 - Mechanical Amusement Rides
- ✓ Fire legal liability for real property
- ✓ Ambulance and EMT malpractice

Fireworks Coverage Options: (Fireworks application must be completed before coverage is endorsed)

1. The MML Liability & Property Pool is primary (the Member is not added as an additional insured on a pyrotechnician's coverage):

Annual Aggregate Sublimit	Additional Premium
\$500,000	Yes
\$1,000,000	Yes
2. The MML Liability & Property Pool is excess (the Member is added as an additional insured on a pyrotechnician's coverage):

NO ADDITIONAL PREMIUM

- ✓ Athletic participation liability
- ✓ Employee benefit liability
- ✓ Cemetery operations coverage
- ✓ Marina Operators coverage available
- ✓ Up to \$10 million in liability limits available
- ✓ Pollution coverage for Hazardous Response Teams
- ✓ Cyber Liability and Data Breach Response Coverage – as described on MMLCYD (09/17)

General Liability Exclusions . . .

The following is a partial list of general liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution (except for Hazmat operations).
- ✓ Nuclear energy / nuclear material hazards
- ✓ Expected or intended injury
- ✓ Breach of contract
- ✓ Failure of dams (unless endorsed)
- ✓ Backup of Sewers and Drains (**exception -- \$100,000 Annual Aggregate Sublimit for Sewer and Drain Liability**)
- ✓ Aircraft Liability – (Unless Endorsed -- Limited Coverage for Unmanned Aircraft—MML236)
- ✓ Contractual Liability
- ✓ Failure to supply utilities
- ✓ Electromagnetic radiation
- ✓ Medical malpractice for doctors and physicians
- ✓ Criminal activity--Intentional acts w/knowledge of wrongdoing

Cyber Liability and Data Breach Response Coverage

- ✓ Information Security and Privacy Liability
- ✓ Privacy Breach Response Services
- ✓ Regulatory Defense and Penalties
- ✓ Website Media Content Liability
- ✓ PCI Fines, Expenses and Costs
- ✓ Cyber Extortion
- ✓ First Party Data Protection
- ✓ First Party Business Interruption

Public Officials Liability Coverage

“Wrongful Acts”, including intentional acts, defined as any actual or alleged error, misstatement, act of omission, neglect or breach of duty including:

- ✓ Neglect of duty
- ✓ Zoning defense and land use litigation
- ✓ Malfeasance
- ✓ Violation of civil rights
- ✓ Discrimination
- ✓ Employment practices
- ✓ Misfeasance
- ✓ Cable TV broadcasting

Public Officials Liability Exclusions

The following is a partial list of public officials’ liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution and Nuclear Energy
- ✓ Fraud, dishonesty, intentional and criminal acts
- ✓ Failure to purchase coverage or adequate coverage
- ✓ Return of governmental grants or subsidies
- ✓ Intentional acts with knowledge of wrongdoing
- ✓ Eminent domain / takings
- ✓ Illegal profit
- ✓ Labor union actions
- ✓ ERISA violations
- ✓ Backup of Sewers and Drains

Personal Injury & Advertising / Broadcasters Liability Coverage

- ✓ Mental anguish and stress
- ✓ Libel, slander or defamation of character; violation of an individual’s right of privacy
- ✓ Proactive services for non-monetary damage claims

Property Coverage

In addition to covering buildings, contents and personal property, the Pool provides:

- ✓ Blanket coverage -- All member-owned property insured (unless specifically excluded)
- ✓ Coverage based on ownership rather than on a "schedule on file" avoids coverage gaps due to errors or oversight
- ✓ Property of others in custody of the Member for which the Member has an obligation to provide coverage
- ✓ Boiler & Machinery coverage, including Boiler certification inspections
- ✓ Replacement Cost or Actual Cash Value available
- ✓ Fungal Pathogens (Mold) Limited Coverage
- ✓ Demolition/increased cost of construction
- ✓ No coinsurance
- ✓ Valuable papers
- ✓ Loss of Rents
- ✓ Property in the open
- ✓ Extra expense
- ✓ Expediting expense

Property Exclusions

The following is a partial list of property coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Nuclear reaction/ contamination
- ✓ War
- ✓ Cyber Risk
- ✓ Fungal Pathogens (Mold) excess of sub-limit
- ✓ Failure to supply utilities
- ✓ Transmission Lines and Poles
- ✓ Dishonest acts
- ✓ Acts of Terrorism excess of Pool's Aggregate Sublimit -- MMLC TR (9/1/10)
- ✓ Wear and tear
- ✓ Computer failures/ viruses

Only one deductible applies to claims involving two or more property coverages.

Comprehensive Crime Coverage

- ✓ Employee Dishonesty/ Faithful Performance of Duty coverage provided on a blanket basis
- ✓ Loss Inside the Premises
- ✓ Loss Outside the Premises
- ✓ Money Orders/ Counterfeit Currency
- ✓ Depositors Forgery
- ✓ Position Fidelity Bonds
- ✓ Computer Fraud
- ✓ Funds Transfer Fraud

Automobile Coverage Highlights

What Is Covered?

Coverage is afforded while operating land motor vehicles, trailers or semi-trailers designed for travel on public roads.

Auto Coverages Provided

- ✓ Non-owned and hired auto

Pool Risk Management Services

- ✓ Review and service of all municipal insurance matters
- ✓ Public entity experts address various liability issues
- ✓ Aggressive, member-oriented defense strategy
- ✓ Former police officials address law enforcement risks
- ✓ Physical inspection by municipal loss control consultants
- ✓ Law enforcement risk control programs (LEAF and LERC)
- ✓ Property appraisal services available

Online Services

www.mml.org (click on the *Insurance* button) – offers Pool members an outstanding resource for municipal risk management information and self-help tools in one attractive, simple-to-navigate location. File a claim on line. Download your renewal application. Request a loss control service visit. E-mail us a question. Other services available online:

- ✓ Online Forms (including Sewer Backup Sample Documents)
- ✓ Risk Resources:
 - ✓ Risk Control Solutions
 - ✓ Safety & Health Manual
 - ✓ Risk Management is Good Management Program
 - ✓ Law Enforcement Newsletters
 - ✓ Access to Safetysurance website -- <http://www.safetysurance.com/>
- ✓ MML Pool Audited Financial Statements
- ✓ Intergovernmental Contract
- ✓ Board of Directors, Pool Administrator and Staff Profiles and Contact Information

Membership Responsibilities

Membership in the Michigan Municipal League Liability and Property Pool provides numerous benefits. Likewise, individual members have certain responsibilities to the other members, which are detailed in the Intergovernmental Contract. The following is a summary of the membership responsibilities. Please refer to the Intergovernmental Contract, Articles 5 and 6, for more information.

- ✓ If a Member intends to leave the Pool, the Member must send a written notice to the Pool at least 60 days prior to its next renewal date.
- ✓ A Member must pay its premium when due. The Pool must give each member 20 days written notice of intent to terminate membership for nonpayment of premium. Payment of premium before the 20 days notice is effective will entitle the Member to reinstatement.
- ✓ Members must maintain membership or associate membership status in the Michigan Municipal League.
- ✓ A Member will allow attorneys employed by the Pool to represent the Member in defense of any claim made against the Member within the scope of coverage provided by the Pool. A Member will cooperate with the assigned attorneys, claims adjusters, service company or other agents of the Pool relating to the defense of claims for which the Pool is providing coverage.
- ✓ A Member will follow loss reduction and prevention measures established by the Pool.
- ✓ A Member will report to the Pool as promptly as possible all incidents that the Member reasonably believes may result in a claim against the Member.

DesignWorks

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Architecture, LLC

January 17, 2024

**Project: Bridgewater Township Hall Building Addition -
10990 Clinton Rd. Bridgewater, Mi.**

Dear Laurie,

DesignWorks is pleased to present this Fee Proposal for architectural services for the Township Hall building addition project. Based on our meeting at the Hall, the scope of the project can be outlined as follows.

SCOPE OF THE PROJECT:

1. Building addition of about 1000sf (both at ground level and the basement) to the existing Township Hall building to improve circulation for voting, accommodate additional toilets, office, kitchen space, rental functions and storage.
2. Site investigation to study options for additional parking and additional site exit.
3. Exterior hardscape/landscape integrated into the addition design as site circulation in/out of buildings (walks/ramps) for parking.
4. Minor revisions to the existing exterior/interior of the existing Town Hall building associated with the new structure(s) for an integrated, cohesive facility.

The Project outlined above requires Design Phase to develop and to define one design direction for the project outlined above. The following is the scope of architectural services for the Design Phase only.

SCOPE OF ARCHITECTURAL SERVICES FOR DESIGN PHASE:

1. Initial meeting and this Fee Proposal letter.
2. Developing **existing conditions drawings** of the **existing site** based on the provided aerial images and County information, for reference only, until a professional survey is obtained.
3. Developing **existing conditions drawings** of the **existing building** based on measuring and photos: ground floor plan, basement plan (for reference only), roof plan and exterior elevations (4).
4. **Zoning Ordinance review** to establish current parking/other compliance and site design parameters.
5. **Building Code review** to establish design criteria.
6. **Site Design phase** consisting of generating 2-3 schemes for new building location and amenities, site circulation, pedestrian and vehicular.
Site Design phase will generate the following drawings:
 - Site plan showing the proposed new addition, drives, walks, parking areas, fences.
7. **Building Design phase** consisting of generating 2-3 schemes for the new building addition (based on the selected location in the Site Design phase).
8. **Building Design schemes** will include plan layouts showing all architectural elements, roof, new partition, doors/windows and furniture for consideration of function, scale and circulation.

DesignWorks

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Architecture, LLC

Design phase will generate the following presentation drawings:

- Floor plan showing the proposed building
- Exterior elevations and integration with the existing building.
- Roof plan
- Key interior elevations

SPECIAL CONSIDERATIONS:

This Proposal is based on the following considerations:

1. It is the Architect's recommendations that the project is budget-checked by a contractor (selected by the Board) before proceeding to the next phase (permit drawings). Detailed cost estimating by the Architect is not included. Drawing revisions by the Architect resulting from budget estimates would be additional fee as the project budget is not stated.
2. Functional Checklists prepared by the Architect to be completed by the Client will be the basis for the functional program of the design.
3. There is no substantial design scope in the existing building or the basement beyond connecting with the new work.
4. The Site Design phase will be conceptual and based on the existing site plan drawing generated from the Township information/images and information on existing septic system location. The Client will provide a professional survey of the existing site (with project relevant information) for the next phase(s) of the project.

Note: status of the existing septic system (its location, capacity, age, etc) will be a key consideration in the building design options, ranging from excluding its location from building activities up to removal and placement of a new system.

5. The project involves new mechanical/ electrical/other systems to be developed, and/or existing systems to be revised in conjunction with the project in the next phase; conceptual coordination of m/e systems by DesignWorks is included in the Design phase.
6. After the Site Design and Building Design phases are completed and one concept is defined and approved, a separate phase can follow to develop drawings for the building permit and construction. The Architect will prepare a separate proposal for these services for the selected scheme, if desired. The following phase will (most likely) require additional consultants such as civil engineering, structural design, M/E design, or others for additional respective fees– not included in the architectural fee. The Architect will help to solicit and coordinate the consultants.

FEES AND SCHEDULE:

DesignWorks will provide the drawings and services listed above for a total **fee of \$ 14 700.**

This fee breaks down into these components:

- documenting **existing conditions - site:** images/measuring, photos, CAD drawings (site plan)
- \$800
- documenting **existing conditions - building:** measuring, photos, CAD drawings (plans, exterior elevations - 4)
- \$2200
- **Ordinance review**
- \$500
- **Building Code review**
- \$500
- **Site Design phase:** design activities for 2-3 schemes, meetings, presentation drawings, research, revisions towards the 'final' design
- \$2200
- **Building Design phase:** design activities for 2-3 schemes, meetings, presentation drawings, research, revisions towards the 'final' design
- \$8500

DesignWorks

.....
Architecture, LLC

The fees above include a budget of 8 in-person meetings plus zoom, email and phone communications as needed. Any additional in-person meetings requested will be billed on hourly basis, per rates below.

Note: Services can be stopped at any time with fees prorated for services to-date.

The project shall be invoiced at the completion of phases of the services (as above). Payment is due within 15 days of the invoice.

Work shall be billed at the rate of \$110 per hour - Architect, \$85 per hour – Interior Design, \$65 per hour – Drafting; up to the amounts stated above.

An approx. 10% retainer is expected (\$1500); to be credited at the first invoice.

Work shall commence upon receipt of one signed copy of the Fee Proposal and the retainer.

Time frame for completion of the services and drawings listed above will align with your schedule and decision-making process.

Please feel free to call me if you have any questions. I am looking forward to working with you and the Board on your project.

Yvonne Wertemberger, RA
Architect, LEED AP
DesignWorks Architecture, LLC

In acceptance of this Proposal



1-17-2024

Owner's Signature

Date

Architect's Signature

Date

PROPOSAL MEMO

PROJECT: Bridgewater Township Hall - Study

DATE: November 22, 2023

TO: Laurie Fromhart
Township Supervisor
10990 Clinton Rd
Manchester MI 48158



Dear Ms. Fromhart:

It was a pleasure to meet with you and to hear about your desire to keep improving the Township Hall. You would like to make the township hall code compliant as a polling place and to construct a new service area, office, storage and additional restrooms conforming to the ADA (American with Disabilities Act). We welcome the opportunity to provide architectural services for Bridgewater Township. Rueter Associates Architects can assist you in reviewing your needs and can develop a plan for your building and site.

Our approach would be to team up with Dexter Builders who would provide updated preliminary costs. We would revise our original study completed in 2009 and bring it up to date with respect to your present needs and current building codes. Priorities for an expansion and renovation of the existing building are explained below.

In phase I we will evaluate the structural, mechanical and electrical systems with respect to the improvements you have already completed. We will review present building codes, barrier-free requirements and take photographs.

Following the completion of phase I is phase II, a space allocation and design phase. This includes an evaluation of the existing building's use as a voter polling station, a possible outside activity venue, and required office and service spaces. The report would include floor plans, elevations and additional documents necessary for cost estimating and evaluation by the Township.

The Township will be responsible for providing us with the most recent data about the building and all related technical information if any. At this time we do not anticipate needing outside engineering services.

When the design is approved in writing by the Client, we will provide a final report to the Contractor. Dexter Builders will then prepare a preliminary cost estimate. Upon its completion we will provide a final report to the client for use in a capital finance phase.

WORK TO BE PROVIDED: Design Services.

Phase I. Existing Facility Survey:

- A. As-Built measurements and drawings. Verify original report.
- B. Existing Building Programing and Needs Assessment - verify.
- C. Reevaluations of structural, mechanical and electrical systems
- D. Building code and barrier-free requirements for proposed uses.
- E. Review voter polling station deficiencies
- F. Photographic documentation.

Proposed Fee for Phase II \$1,500.00

Phase II. Space schematic, existing building program and new building and site design.

- A. Office design and service area lay-out.
- B. Site Plan expansion options.
- C. Egress and circulation requirements.
- D. Site work required for barrier-free and parking and egress.
- E. Other spaces if room within the building is available.
- F. Coordinate products:
 - 1.) Schematic plans for new work,
 - 2.) Written description of work, and
 - 3.) Cost estimates (coordinate with Dexter Builders).

Proposed Fee for Phase II \$4,500.00
Proposed Fee for Cost Estimating \$4,000.00

NOTE: Changes in the scope of the project as presented in this proposal may result in additional fees to those quoted here.

Additional fees to the basic services outlined above:

1. **Reimbursable costs** such as mileage (over 20 miles), travel costs, printing, and administrative fees (e.g. permits). Please refer to the rate card for a list of reimbursable costs.
2. **Revisions requested by owner**, including any significant changes in scope of the project from what is outlined here, will be prepared at hourly rates.
3. **Additional services** (optional at request of Owner): These services will be billed at hourly rates.

Billing: Invoices will be sent out monthly with payment due in 20 days. A 1.5% interest charge will be added to accounts that are 30 days past due. Time for all work is billed either as a fixed fee or on an hourly basis using the above quoted figures and is itemized on the monthly invoices.

Once you have approved the preliminary design, any changes you request will be treated as revisions and billed accordingly. One \$500 retainer will be required for this project and is to be submitted with a signed copy of this proposal. Credit for this retainer will be applied on the last invoice of our work.

Please call if you have any questions regarding this proposal. I look forward to working with you on this project.

Sincerely,



Marc M. Rueter, AIA, *LEED AP BD+C*
Rueter Associates Architects

Attachment (Hourly Rate Schedule)

{Sent via e-mail}

I have read the attached scope of work in this proposal and wish to contract for the above-described architectural services for a study of Bridgewater Township Hall, Ann Arbor, Michigan with Rueter Associates Architects as outlined in this proposal.

Laurie Fromhart
On behalf of the Bridgewater Township

Date:

**Please return one signed copy of this proposal to our office
with a \$500 check as your retainer,
made payable to "Rueter Associates Architects"**

Thank you.

	2nd Prior Year Actual 31-Mar-22	1st Prior Year Actual 31-Mar-23	Current Year Budget 2023-2024	Year to Date Actual Apr 23 - Jan 24	Proposed Estimated Budget 2024-2025	
Income						
Clean-up Day Grant	\$ 2,500.00		\$ 2,500.00	\$ 3,769.00	\$ 2,500.00	
Clean Up Donation	\$ 222.00	\$ 31.00	\$ 100.00	\$ 227.00	\$ 200.00	
4402 · Property tax - operation*	\$ 89,833.00	\$ 88,059.00	\$ 95,000.00	\$ 50,905.00	\$ 92,000.00	
4447 · Tax administration fee*	\$ 36,154.00	\$ 36,522.00	\$ 38,000.00	\$ 27,184.00	\$ 38,000.00	
4448 · Tax collection fees*	\$ 3,675.00		\$ 3,800.00	\$ 2,523.00	\$ 3,800.00	
4460 · Township permits	\$ 150.00	\$ 325.00	\$ 500.00	\$ 11,150.00	\$ 500.00	
4465 · Land division fees*	\$ 525.00		\$ 700.00	\$ 900.00	\$ 1,000.00	
4574 · Revenue sharing	\$ 172,154.00	\$ 157,697.00	\$ 176,349.00	\$ 145,643.00	\$ 178,249.00	
4600 · Collection Fee-Sewer Fund				\$ -	\$ -	
4405 Fire Millage	\$ 51,621.00	\$ 53,859.00	\$ 50,000.00	\$ 29,638.00	\$ 55,000.00	
4665 · Interest Income	\$ 7,741.00	\$ 466.00	\$ 3,500.00	\$ 815.00	\$ 1,000.00	?
4672 · Other Income			\$ 100.00	\$ 7.00	\$ 100.00	
4675 · Metro Auth.-restricted to roads	\$ 3,649.00	\$ 3,736.00	\$ 3,800.00	\$ 4,787.00	\$ 5,000.00	
4700 · Election Reimbursement	\$ 598.00			\$ 1,335.00	\$ 2,000.00	
Total Income	\$ 368,822.00	\$ 340,695.00	\$ 374,349.00	\$ 278,883.00	\$ 379,349.00	
Gross Profit	\$ 368,822.00	\$ 340,695.00	\$ 374,349.00	\$ 278,883.00	\$ 379,349.00	
Expense						
5101000 · Township Board						
5101703 · Trustee Salary	\$ 4,816.00	\$ 5,024.00	\$ 5,094.00	\$ 4,245.00	\$ 5,196.00	2%inc
5101727 · Township supplies & expenses	\$ 317.00	\$ 909.00	\$ 1,000.00	\$ 1,053.00	\$ 1,200.00	
5101770 · Conferences & Training		\$ 125.00	\$ 1,000.00		\$ 500.00	
Designated Representative	\$ 50.00	\$ 50.00	\$ 500.00	\$ 150.00		
Total 5101000 · Township Board	\$ 5,183.00	\$ 6,108.00	\$ 7,594.00	\$ 5,448.00	\$ 6,896.00	
5171000 · Supervisor						
5171703 · Supervisor Salary	\$ 16,915.00	\$ 18,674.00	\$ 19,048.00	\$ 15,873.00	\$ 19,429.00	2%inc
5171727 · Supervisor Expense	\$ 444.00	\$ 288.00	\$ 1,000.00	\$ 22.00	\$ 500.00	

5209000 · Assessor					
5209705 · Board of Review expenses	\$ 1,430.00	\$ 1,438.00	\$ 1,500.00	\$ 1,025.00	\$ 1,600.00
5209805 · Assessor Wages	\$ 22,467.00	\$ 22,800.00	\$ 22,800.00	\$ 20,489.00	\$ 27,118.00
5209810 · Assessor Expense	\$ 2,630.00	\$ 1,308.00	\$ 2,800.00	\$ 1,805.00	\$ 2,500.00
Total 5209000 · Assessor	<u>\$ 26,527.00</u>	<u>\$ 25,546.00</u>	<u>\$ 27,100.00</u>	<u>\$ 23,319.00</u>	<u>\$ 31,218.00</u>
Total 5171000 · Supervisor	<u>\$ 43,886.00</u>	<u>\$ 44,508.00</u>	<u>\$ 47,148.00</u>	<u>\$ 39,214.00</u>	<u>\$ 51,147.00</u>

5173000 · Other General Government					
5173715 · Social Security	\$ 5,118.00	\$ 5,574.00	\$ 6,000.00	\$ 4,808.00	\$ 7,000.00
5173801 · Attorney & Consulting Expenses	\$ 1,405.00	\$ 1,220.00	\$ 2,000.00	\$ 3,730.00	\$ 3,000.00
5173802 · Audit fees	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00
5173811 · Membership fees & dues	\$ 2,180.00	\$ 2,331.00	\$ 2,500.00	\$ 2,429.00	\$ 2,500.00
5173895 · Website Administrator	\$ 500.00	\$ 975.00	\$ 1,000.00	\$ 527.00	\$ 600.00
5173912 · Insurance & Bonds	\$ 7,065.00	\$ 5,730.00	\$ 8,000.00	\$ 6,462.00	\$ 7,880.00
MASCC Contract			\$ 1,000.00		\$ 500.00
Newsletter		\$ 770.00	\$ 1,000.00	\$ 247.00	\$ 300.00
Miscellaneous - Church				\$ 754.00	
Total 5173000 · Other General Government	<u>\$ 21,268.00</u>	<u>\$ 21,600.00</u>	<u>\$ 26,500.00</u>	<u>\$ 18,957.00</u>	<u>\$ 26,780.00</u>

5215700 · Clerk					
5173900 · Printing & publishing	\$ 333.00	\$ 532.00	\$ 500.00	\$ 103.00	\$ 1,000.00
5174810 · Deputy Clerk	\$ 978.00	\$ 1,578.00	\$ 1,600.00	\$ 1,046.00	\$ 3,600.00
5191727 · Election expense	\$ 266.00	\$ 4,715.00	\$ 2,000.00	\$ 5,401.00	\$ 12,000.00
5215703 · Clerk salary	\$ 17,573.00	\$ 19,400.00	\$ 19,788.00	\$ 16,490.00	\$ 20,184.00 2% inc
5215727 · Clerk supplies & expense	\$ 4,638.00	\$ 3,811.00	\$ 3,500.00	\$ 3,654.00	\$ 4,000.00
Total 5215700 · Clerk	<u>\$ 23,788.00</u>	<u>\$ 30,036.00</u>	<u>\$ 27,388.00</u>	<u>\$ 26,694.00</u>	<u>\$ 40,784.00</u>

5253700 · Treasurer					
5253701 · Tax Collection Expense	\$ 3,772.00	\$ 2,500.00	\$ 3,000.00	\$ 1,802.00	\$ 3,000.00
5253703 · Treasurer salary	\$ 19,090.00	\$ 21,075.00	\$ 21,497.00	\$ 17,914.00	\$ 21,927.00 2% inc
5253704 · Deputy Treasurer Wages	\$ 300.00	\$ 312.00	\$ 1,600.00	\$ 450.00	\$ 1,600.00
5253727 · Treasurer supplies & expenses	\$ 2,522.00	\$ 2,066.00	\$ 3,000.00	\$ 1,430.00	\$ 3,000.00
Total 5253700 · Treasurer	<u>\$ 25,684.00</u>	<u>\$ 25,953.00</u>	<u>\$ 29,097.00</u>	<u>\$ 21,596.00</u>	<u>\$ 29,527.00</u>

5265000 · Building & Grounds						
5265728 · Maintenance & Utilities	\$ 8,631.00	\$ 8,847.00	\$ 10,000.00	\$ 6,593.00	\$ 10,000.00	
5265925 · Cemetery care	\$ 2,595.00	\$ 2,387.00	\$ 2,800.00	\$ 3,147.00	\$ 3,500.00	
5265980 · Building improvement & equipmen	\$ 525.00	\$ 494.00	\$ 5,000.00	\$ 5,348.00	\$ 500.00	
Total 5265000 · Building & Grounds	\$ 11,751.00	\$ 11,728.00	\$ 17,800.00	\$ 15,088.00	\$ 14,000.00	

5301800 · Public Safety						
5339727 · Fire protection billing expense	\$ 71,209.00	\$ 73,267.00	\$ 80,000.00	\$ 78,381.00	\$ 80,000.00	
Total 5301800 · Public Safety	\$ 71,209.00	\$ 73,267.00	\$ 80,000.00	\$ 78,381.00	\$ 80,000.00	

5400700 · Planning & zoning						
5400701 · Planning						
5400727 · Planning comm. wage & expense	\$ 5,222.00	\$ 3,175.00	\$ 5,500.00	\$ 4,365.00	\$ 5,500.00	
5400802 · Master Plan						
5400803 · Planning consultant - on-going	\$ 5,823.00	\$ 4,954.00	\$ 7,000.00	\$ 4,441.00	\$ 7,000.00	
Recording Secretary			\$ 1,500.00			
5400806 · Farmland PB Consultant		\$ 60.00			\$ -	
5411810 · Conferences & Training			\$ 1,000.00	\$ 100.00	\$ 500.00	
Total 5400701 · Planning	\$ 11,045.00	\$ 8,189.00	\$ 15,000.00	\$ 8,906.00	\$ 13,000.00	

5410726 · Zoning						
5410704 · Land Division Processing Fees	\$ 1,575.00	\$ 2,075.00	\$ 1,800.00	\$ 1,575.00	\$ 2,000.00	
5410727 · Zoning ad.wage & expense	\$ 7,504.00	\$ 7,440.00	\$ 7,500.00	\$ 6,200.00	\$ 7,500.00	
5411727 · Zon Bd of Appeals Expense			\$ 500.00	\$ -	\$ 500.00	
Total 5410726 · Zoning	\$ 9,079.00	\$ 9,515.00	\$ 9,800.00	\$ 7,775.00	\$ 10,000.00	
Total 5400700 · Planning & zoning	\$ 20,124.00	\$ 17,704.00	\$ 24,800.00	\$ 16,681.00	\$ 23,000.00	

5440000 · Public works						
5440846 · Road Improvements	\$ 59,708.00	\$ 42,564.00	\$ 75,000.00	\$ 97,709.00	\$ 67,215.00	
5440847 · Drains at large	\$ 54,834.00	\$ 39,781.00	\$ 30,000.00	\$ 33,832.00	\$ 30,000.00	
5440849 · Clean-up Day	\$ 3,117.00	\$ 3,467.00	\$ 3,500.00	\$ 4,564.00	\$ 5,000.00	
5440852 · Street lighting	\$ 4,381.00	\$ 8,329.00	\$ 5,000.00	\$ 3,084.00	\$ 5,000.00	
Total 5440000 · Public works	\$ 122,040.00	\$ 94,141.00	\$ 113,500.00	\$ 139,189.00	\$ 107,215.00	

5500000 · Contingencies

\$ 522.00

Total Expense	\$ 344,933.00	\$ 325,045.00	\$ 374,349.00	\$ 361,248.00	\$ 379,349.00
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Net Income	\$ 23,889.00	\$ 15,650.00	\$ -	\$ (82,365.00)	\$ -
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Total Expenditures per audit	\$ 355,704.00	\$ 326,542.00
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Net Income Per Audit	\$ 13,118.00	\$ 14,153.00
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Bridgewater Township Sewer Operation Profit & Loss Budget vs. Actual

	2nd Prior Year Actual 31-Mar-22	1st Prior Year Actual 31-Mar-23	Current Year Budget 2023-2024	Year to Date Actual Apr. 23 - Jan 24	Proposed Estimated Budget 2024-2025
Income					
Connection Fees - Easement				\$ 500.00	
Connection Fees-Grinder Pumps+10%				\$ 24,200.00	
Inspection Fees				\$ 300.00	
Tap Fees		\$ 55,760.00	\$ -	\$ 91,582.20	\$ -
Grinder Pump Repair Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -
Customer Finance Charge			\$ -		\$ -
Interest Income					
Interest Income-Master Acct	\$ 59.28	\$ 377.00	\$ 100.00	\$ 516.11	\$ 500.00
Miscellaneous Income					
Operation Maintenance Income	\$ 112,490.00	\$ 98,730.00	\$ 136,800.00	\$ 86,100.00	\$ 136,800.00
Special Assessment Payoff					
Special Assessment Revenue					
Total Income	\$ 112,549.28	\$ 154,867.00	\$ 136,900.00	203,198.31	\$ 137,300.00
Expense					
Collection System					
Billing					
Billing Clerk	\$ 1,200.00	\$ 1,200.00	1,200.00		1,200.00
Office Supplies	\$ 120.00	\$ 116.00	200.00		200.00
Total Billing	\$ 1,320.00	\$ 1,316.00	1,400.00	\$ -	1,400.00
Forcemains -Flushing & Disposal	\$ -	\$ -		\$ -	
Collection System Equip Repairs	\$ 9,474.51				
Grinder Pump repairs	\$ 4,481.06	\$ 26,881.00	15,000.00	\$ 23,626.56	15,000.00
Miss Dig Locator Service	\$ 8,703.44	\$ 4,558.00	2,500.00	\$ 2,591.77	4,000.00
New Grinders		\$ 21,000.00	10,000.00		
Total Collection System	\$ 23,979.01	\$ 53,755.00	28,900.00	\$ 26,218.33	19,000.00

Bridgewater Township Sewer Operation Profit & Loss Budget vs. Actual

	31-Mar-22	31-Mar-23	2023-2024	Apr. 23 - Jan 24	2024-2025
Insurance	\$ 3,235.00	\$ 6,106.00	4,000.00		2,294.00
Legal & Professional					
Audit	\$ 1,300.00	\$ 1,300.00	1,500.00		2,000.00
Engineer		\$ 4,965.00	1,000.00	\$ 1,500.00	5,000.00
Legal Fees					
Total Legal & Professional	\$ 1,300.00	\$ 6,265.00	2,500.00	1,500.00	7,000.00
Miscellaneous Expense				807.00	
New Equipment		\$ 61,390.00			
Treatment Plant					
Building & Grounds Maintenance	\$ 3,305.78	\$ 17,550.00	3,500.00	1,872.18	4,000.00
Chemicals	\$ 5,202.02	\$ 7,980.00	7,000.00	10,525.90	8,903.00
Diesel Fuel/Propane	\$ 1,718.82	\$ 2,384.00	1,000.00	784.41	2,000.00
Electricity	\$ 21,579.28	\$ 21,183.00	24,000.00	18,639.87	25,000.00
Equipment Repairs	\$ 4,878.52	\$ 3,900.00	5,000.00	6,699.50	5,000.00
Generator Maintenance Contract	\$ 973.70	\$ 1,947.00	1,000.00		1,000.00
NPDES Permit	\$ 2,776.82	\$ 2,368.00	2,400.00	2,371.69	2,500.00
Phone Service	\$ 832.14		1,200.00		1,200.00
Plant Operator	\$ 35,057.64	\$ 33,065.00	52,403.00	29,874.22	52,403.00
Sludge Handling & Disposal	\$ 3,856.82	\$ 4,367.00	5,000.00	5,551.20	6,500.00
Supplies	\$ 89.45	\$ 1,740.00	500.00	96.07	500.00
Total Treatment Plant	\$ 80,270.99	\$ 96,484.00	\$ 103,003.00	\$ 76,415.04	\$ 109,006.00
Total Expense	\$ 108,785.00	\$ 224,000.00	\$ 138,403.00	\$ 104,940.37	\$ 137,300.00
Net Income	\$ 3,764.28	\$ (69,133.00)	\$ (1,503.00)	\$ 98,257.94	\$ -
Total Expense per audit	\$ 116,142.00	\$ 185,998.00			
Net Income per audit	\$ (3,562.00)	\$ (31,508.00)			

Bridgewater Township

Zoning Administrator Report

January, 2024

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

Zoning Compliance Certificates and Administrative Site Plan Approval:

1. **Zoning Compliance Certificate – Sievert (9089 Eisman Rd.).** Application for zoning approval to construct a new 1,200 square-foot pole barn accessory structure in the rear yard. Approved.

Ordinance Enforcement:

2. **Austin Rd.** In response to information provided by the Township's Building Inspector, I visited two separate parcels on Austin Road to look at conditions but did not observe any ordinance violations.

Ordinance Administration and Other Items of Interest:

3. **Telephone calls and emails.** During this period, I received and responded to telephone calls/emails regarding requests for zoning district information and questions about rezoning of land, nonconforming dwellings, and Zoning Ordinance standards for accessory structures. I also received a call about land use and assessments, which was referred to the Twp. Assessor.
4. **Bridgewater Commons.** I received an enquiry from Ron Finkbeiner with questions about land development, utilities, and site plan approval related for the remaining vacant land in Bridgewater Commons.
5. **Pipeline safety training.** I received the annual invitation as Zoning Administrator to participate in pipeline safety training and have signed up to attend one of the scheduled sessions.

Respectfully submitted,

Rodney C. Nanney
Zoning Administrator

Re: Solar Discussion - Meeting Availability?

From: Summer Roberts (summer@washtenawcd.org)

To: rmilkey@twp-manchester.org; supervisor@sharontownship.org; bridgewaterwpssupervisor@yahoo.com; llindemann@freedomtownshipmi.org

Cc: krol@umich.edu; sbmills@umich.edu

Date: Friday, January 5, 2024 at 04:36 PM EST

Hello All,

Thanks for your quick responses! To keep us all in the loop I packed a lot into this email, so I broke it into sections to aid with reading.

1. Scheduling Meeting Dates

Ron - Yes, let's plan on **2/21 at 7pm for the presentation at Manchester Twp**. Are you able to let me in at 6pm for setup? I'll follow-up as we get closer.

Laurie - Yes, let's plan on **3/21 at 6:30pm for the presentation at Bridgewater Twp**. Are you able to let me in at 5:30pm for setup? I'll follow-up as we get closer.

Kathy - To avoid back-to-back meetings, I'll let you know if we can find a couple of date options in early April. If not, maybe 3 options are enough? If the other Township Supervisors don't object, Sharon residents could still be invited to attend whichever meeting is most convenient.

Larry - Please let us know if Freedom might be willing to host Feb 26, 28 or March 4, 6, 7, 18.

2. Draft Presentation Outline (Word Doc Attached)

Please find attached a draft outline of the presentation and let us know if you have any comments, edits, concerns by 1/17. We'll go ahead and start working on the slides!

3. Draft Postcard Text

Below is draft text for the postcard we plan to mail to about 400 landowners in your townships. **Please let me know if you have edits by 1/17.** We are planning to mail them by 1/29 to give folks ample notice.

Rural Solar: The Good, The Bad, and The Trade-offs

Are you interested in leasing your land to a solar developer? Concerned your neighbor might? Interested in diversifying your revenue stream, but worried about farmland turning into solar fields? Join us to learn the pros, cons, and misconceptions - good & bad - about rural solar. We'll also discuss other options for land preservation and have ample time to address your questions. Content repeated at the following:

Manchester Twp Hall (275 S. Macomb Street, Manchester, MI 48158) from 7 - 8:30pm on 2/21

Freedom Twp Hall (11508 E Pleasant Lake Rd, Manchester, MI 48158) from TBD pm on 3/X

Bridgewater Twp Hall (10990 Clinton Road, Manchester, MI 48158) from 6:30 - 8pm on 3/21

Sharon Twp Hall (18010 Pleasant Lake Rd, Manchester, MI 48158) from TBD pm on 4/X

RSVP Appreciated: washtenawcd.org/events or 734-302-8715

4. WCCD Annual Meeting Invite

Lastly, I wanted to personally invite you all to WCCD's 76th Annual Meeting. It's a bit of a drive for you this year (we're trying to move around the county), but it would be wonderful to see you all there.

January 18th, 2024: WCCD 76th Annual Meeting

Thursday, January 18, 2024 at 5:30 p.m. to 8:30 p.m.

Ypsilanti Freighthouse, 100 Market Pl, Ypsilanti, MI 48198

Join us in celebrating 76 years of conservation work in Washtenaw County at the Ypsilanti Freighthouse in Ypsilanti, MI. The evening will feature a keynote presentation by Naim Edwards, Director of MSU Urban Ag Center, on urban agriculture and community resilience. The meeting will also include a presentation on our work at the WCCD, awards for key community leaders, and a snapshot of upcoming programming. Dinner will be provided by Angel Food Inc. Tickets are \$20 each, RSVP is required. **Tickets may be purchased by clicking here.**

Best,

Solar Presentation DRAFT Outline

Dates TBD in FEB/MARCH/APRIL?

Total Time: 1.5 hrs

-Intro (SR, 5 min)

- WCCD general intro
 - RA Survey - land use and development were #1 county resident concern
- Follow-up to traveling presentation - webpage announcement!
 - Other Land (Preservation) Options:
 - Washtenaw County Parks and Recreation Commission, Legacy Land Conservancy, Southeast Michigan Land Conservancy, The Nature Conservancy
 - Community questions around solar
 - Here to provide Impartial info, so you can make an informed decision about your land and how it impacts the landscape of your township

-Solar Overview (SM & MK, 35-45 min)

- Maybe 2-4 slides on how solar works and why is it happening/why is it happening here?
- Perspectives on Pros, Cons, & Misconceptions
 - Landowner Perspective: Why might a landowner want a solar development on their land? What pressures might encourage a landowner to install solar? Why might a landowner not want a solar development on their land? What are some ramifications of their decision?
 - Example Topics/Questions to Address:
 - Do solar panels leak toxic chemicals into the soil?
 - Can a solar field be used to grow commercial crops again?
 - 2-3 slides about what to consider/ask when approached about leasing land to solar development
 - One time payment vs. right-of-first refusal for maintenance of grounds
 - Neighbor Perspective: Why might neighbors support or not support solar development near them? How can a neighbor minimize the downsides of solar installation at a neighbors (e.g. privacy plantings...)?
 - Township Perspective: Where does the money go for a solar development (reinvest in farm/local business vs retirement to another state)?
 - Brief review of role of government
 - Changes in Lansing, MI -> lots of unanswered questions -> may change local control -> what that means for Landowners (don't expect local politics to make the decision for you)

-[MiFarmLink](#) (JD or SR, 15-20 min)

- Intro: Loss of farmland stats, average age of farmers
- MiFarmLink Development
- MiFarmLink Goals
 - Land Linking
 - Preview some farms

- Succession Planning
 - Resources
 - Mentorship
 - How to sign-up/get connected
- Q&A (All Presenters, 20-35 min)**



RENEWABLE ENERGY

UNDERSTANDING NEW LEGISLATION

PRESENTERS: ROBERT E. THALL &
CATHERINE P. KAUFMAN
MTA LEGAL COUNSEL

Powerpoint Template provided by Contoso

1



ROBERT E. THALL & CATHERINE P. KAUFMAN

MTA LEGAL COUNSEL

BAUCKHAM, THALL, SEEBER, KAUFMAN & KOCHES, PC

THALL@MICHIGANTOWNSHIP.LAW.COM

KAUFMAN@MICHIGANTOWNSHIP.LAW.COM

269-382-4500

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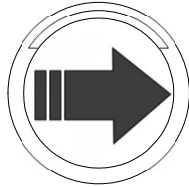


TODAY'S PRESENTATION



BACKGROUND

- History of legislation
- Key provisions



FLOWCHART

- What are the different processes?



WHAT NEXT?

- What power is left?
- What should we do now?



CONCLUSION

- Misc. questions
- Final thoughts



3

3

BACKGROUND

History of legislation; key provisions



4

4

OVERVIEW OF LEGISLATION

PA 233 OF 2023

- Contains the vast majority of new rules
- Signed Nov. 28, 2023
- Takes effect Nov. 29, 2024

- Limits local zoning based on PA 233
- Adds vested rights
- Signed Nov. 28, 2023
- Takes effect Feb. 13, 2024

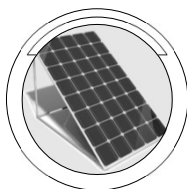
PA 234 OF 2023



5

5

PROJECTS COVERED BY NEW LAW



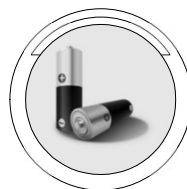
SOLAR

50 megawatts or more nameplate capacity across the entire project



WIND

100 megawatts or more nameplate capacity across the entire project



BATTERY STORAGE

50 megawatts or more nameplate capacity and energy discharge capability of 200 megawatt hours or more



EXISTING PROJECTS

Expansion, or repowering of any existing facility that meets the requirements listed to the left



6

6

SUMMARY OF PA 233

- Makes significant changes to the permitting process for utility-scale renewable energy facilities
 - Including solar, wind, and battery energy storage
- Allows developers to apply directly to the Michigan Public Service Commission (MPSC) to construct utility-scale renewable energy facilities
 - Unless all affected local units adopt “compatible renewable energy ordinance” (to be discussed shortly)
- Sets statewide standards for projects
- Severely limits local control



7

7

SUMMARY OF PA 234

- Signed alongside PA 233, but takes effect Feb. 13, 2024
- Amends MZEA to subject all zoning ordinances to provisions of PA 233
- Also adds the following:
 - “A renewable energy project that receives special land use approval under Section 502 **on or after January 1, 2021**, is considered to be a prior nonconforming use and the special land use approval shall not be revoked or modified if substantial construction has occurred or if an expenditure equal to 10% of the project construction cost or \$10,000, whichever is less, has been made.”
- Alters nonconforming use vested rights law to create a very low threshold for renewable energy projects



8

8

KEY PROVISIONS - WIND

Setbacks

- 2.1 times height to nearest outside wall of occupied building on nonparticipating property
- 1.1 times height to:
 - Nearest point of outside wall on participating property
 - Nonparticipating property lines
 - Centerline of road right-of-way

Noise

- 55 dBA average measured from nearest dwelling



9

9

KEY PROVISIONS - SOLAR

Setbacks

- 300 feet from occupied nonparticipating buildings
- 50 feet from road right-of-way
- 50 feet from nonparticipating property lines

Maximum height

- 25 feet at full tilt

Noise

- 55 dBA average - nearest dwelling



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10

KEY PROVISIONS – BATTERY STORAGE

Setbacks

- 300 feet from nonparticipating occupied buildings
- 50 feet from road right-of-way
- 50 feet from shared property lines

Noise

- 55 dBA average measured from nearest dwelling



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11

KEY PROVISIONS – “COMPATIBLE RENEWABLE ENERGY ORDINANCE” (CREO)

- CREO is an ordinance adopted by all local units transferring permitting authority to them instead of the State/MPSC
- CREO cannot be more restrictive on any of the items listed in 226(8)
 - Cannot be more restrictive on setbacks, noise restrictions, height restrictions listed on previous slides and all other items listed in the statute
- All affected local governments must have a CREO in order for applicant to be required to use it
 - This includes any townships, counties, villages, or cities where project is located
- CREO process is extremely fast
 - Township must approve or deny entire application within 120 days
- More on the CREO process is discussed in the next section

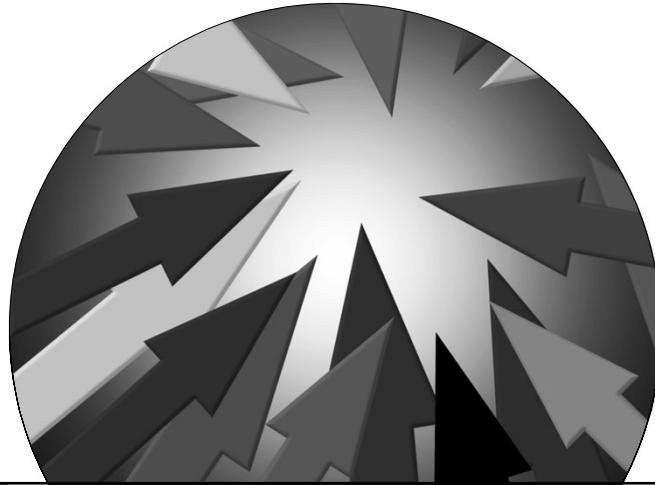


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12

FLOWCHART

What are the processes?



13

13

LAYING THE GROUNDWORK

Three main avenues for approval:

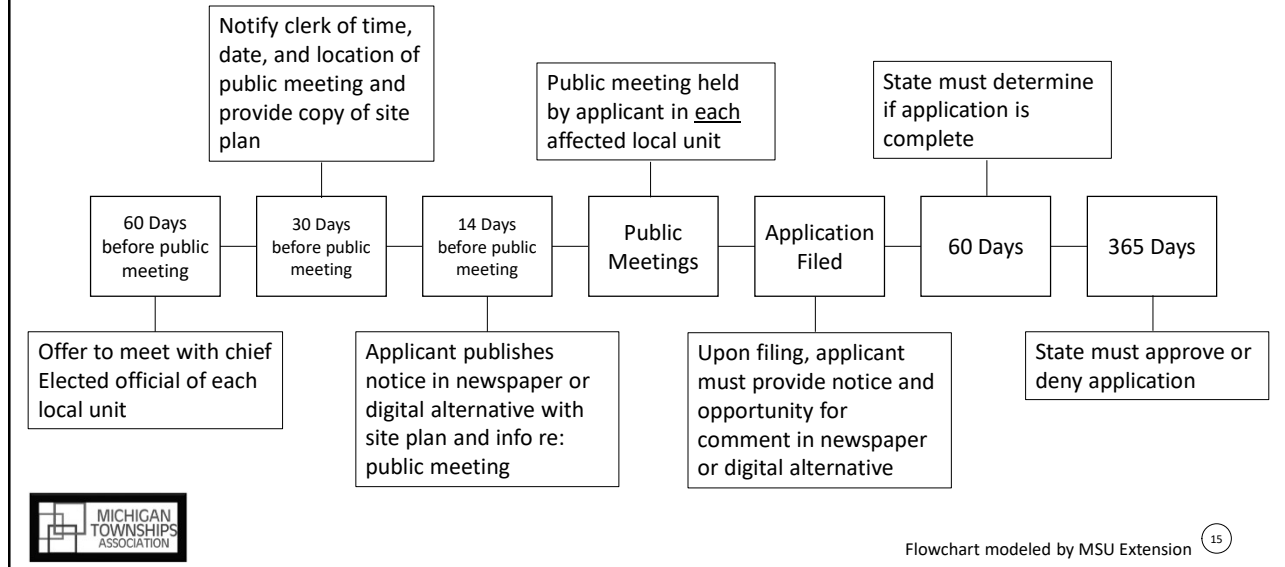
1. Entirely through the State (MPSC)
2. State-Township mix with a CREO
3. Entirely through the Township (non-CREO/"workable")



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MPSC PROCESS (MCL 460.1223)



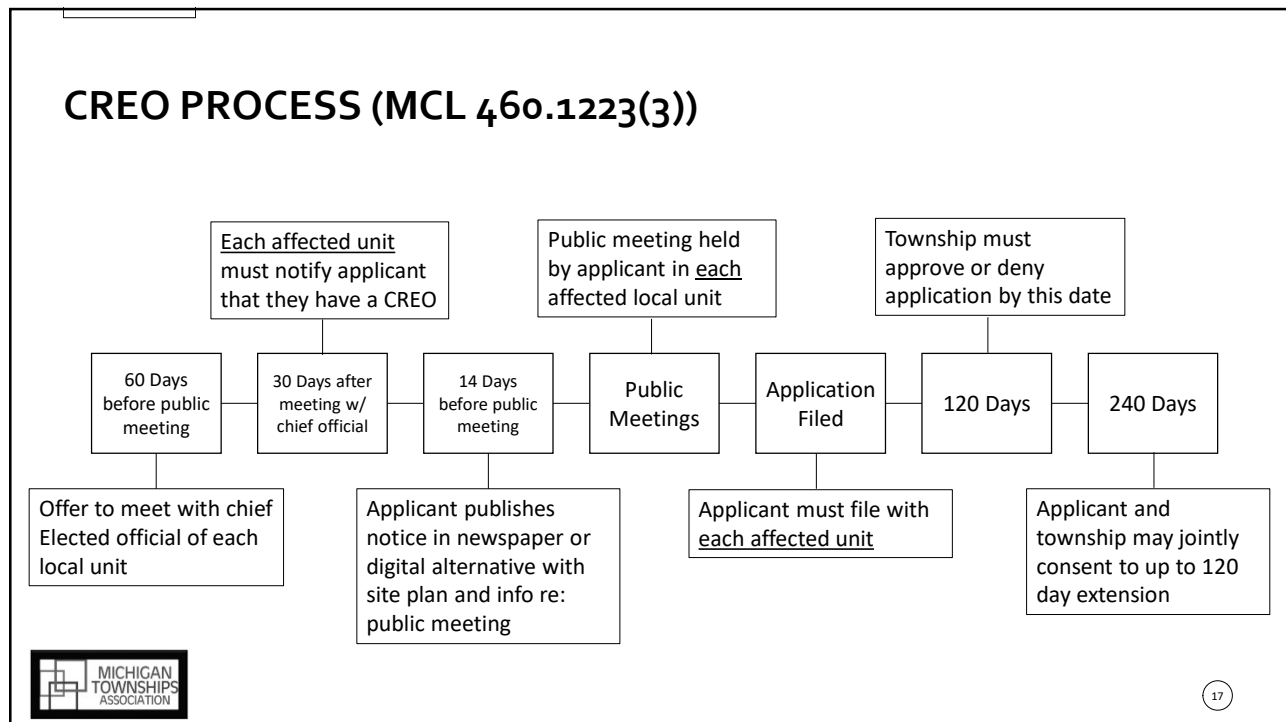
15

MONETARY BENEFITS TO LOCAL GOVERNMENTS

 <p>INTERVENOR FUND</p> <ul style="list-style-type: none"> Up to \$75,000 (to be determined by MPSC, likely much lower) Deposited into special fund <u>only</u> for use in challenging application during MPSC process 		 <p>HOST COMMUNITY AGREEMENT</p> <ul style="list-style-type: none"> One-time, \$2,000 per megawatt payment to the Township Must be used for police, fire, public safety, infrastructure. Can be used for other projects if applicant consents If Township refuses to enter agreement/take money, applicant can give the money to community groups instead
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CREO PROCESS (MCL 460.1223(3))

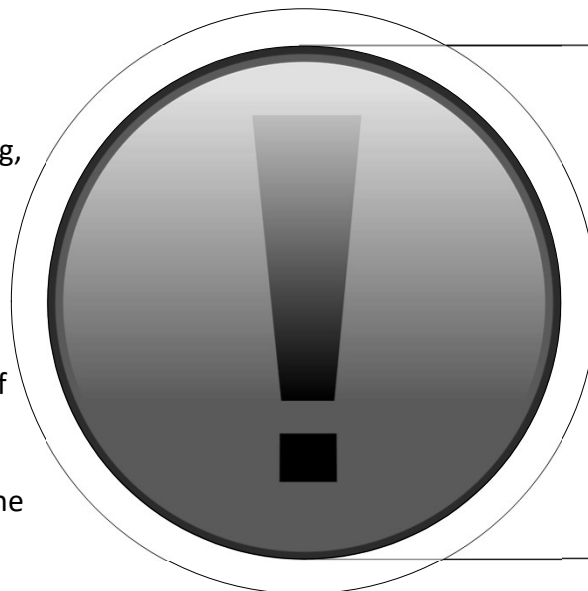


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CREO DANGERS

If Township does any of the following, the applicant can take the “streamlined” MPSC path (discussed on next slide)

- Township fails to act on the application within 120 days
- Application meets requirements of 226(8) but is wrongly denied
- Local unit amends ordinance after notifying applicant of CREO, and the new ordinance is more restrictive than 226(8)



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STREAMLINED MPSC PROCESS

Similar to regular process except:

- Your ordinance is declared invalid for all current and future projects;
- Applicant does not need to hold any public meetings in the Township and does not need to publish or provide any notices of activity;
- Applicant does not need to give any intervenor funds to local government.



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NON-CREO "WORKABLE" PROCESS

- Township adopts ordinance that it knows is not a CREO: sets standards above statute and/or regulates what State does not allow
- Developer voluntarily chooses to follow this local ordinance instead of MPSC
- Why would developer voluntarily choose this route?
 - Township may offer streamlined process; better value; more community support
- Caution: Developers are likely to be very wary of this option
 - It will not get them a state certificate
 - Presents serious risks: Township could be uncooperative or volatile, no statutes
 - State process will naturally appear much more secure for their huge investments



20

20

WHAT NEXT?

What power is left? What should we do now?



21

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IMPORTANT NEXT STEPS

1. Consult with your attorney and planner
 - These issues are complicated, not everyone agrees on interpretation
2. Decide whether you want to follow MPSC, CREO, or “workable”
3. If CREO: Talk to neighboring governments and County soon
 - Everybody needs to be on the same page for a CREO to work
4. Keep timelines for CREO adoption in mind
 - If it is a zoning ordinance – need time to draft, PC hearings, Board hearings
 - Need to provide notices of meetings, adoption, etc.
 - Extra time needed to collaborate with County and neighboring jurisdictions



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LOCAL AUTHORITY REMAINS, BUT LIMITED

- Can still regulate small scale utility projects
 - Those under megawatt limitations from earlier slide
- Can regulate roof-mounted or ground-mounted solar systems as accessory uses on property



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CONCLUSION

Miscellaneous questions; final thoughts



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MANY QUESTIONS REMAIN

- What exactly can be included in a CREO?
- What level of collaboration/consistency will be required between local units?
- Do “workable” ordinances really have a chance?
- How will the State handle these issues?
- What will Township input at the State level really look like?



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WORK IS ONGOING

- Attorneys at our office and elsewhere are carefully reviewing language
- MTA is seeking clarifications from the MPSC
- MPSC and State offices should be reviewing and drafting guidance and procedures
- Developers are reviewing all available options to move projects forward
- Township officials are educating themselves, consulting with neighbors



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FOR IMMEDIATE RELEASE

January 4, 2024

CONTACT

Jenell Leonard

517-268-0889

citizensforlocalchoice@gmail.com

**Ballot Initiative Committee Launches to Restore
Local Control of Utility Scale Solar and Wind**

Individuals Across the State Join Together to Restore Voters' Voice in Local Issues

DEERFIELD, Mich. – A bipartisan group of individuals from across the state today launched “Citizens for Local Choice,” a ballot committee formed to restore voters’ rights in land use decisions for industrial wind and solar operations, which were stripped away in House Bill 5120, now [Public Act 233](#) of 2023.

As passed by the Legislature and signed by the Governor, the new law significantly restricts local governments from participating in the decision-making process regarding utility-scale wind and solar projects in their communities. Unless a local government abides by all of the mandates in the new law, decision-making authority now rests with the 3 member, politically appointed Michigan Public Service Commission. Eighty-seven percent of voters across Michigan support local control and this ballot initiative will give voters the voice the Legislators and the Governor ripped away.

“We refuse to sit on the sidelines as local control gets stripped from our communities. We are committed to this effort and believe we have a real chance to rightfully restore control back into the locals’ hands,” said Norm Stephens, committee member for Citizens for Local Choice. “This will no doubt be a tough battle, but it is a battle that thousands of Michigan voters and I are ready to take on.”

The ballot effort is a proposed initiated law to allow local units of government to retain local authority to regulate the development of solar, wind, or energy storage facilities in their jurisdictions by repealing laws that would allow the Michigan Public Service Commission to override local energy facility development decisions. If enacted, this proposal will allow local ordinances to continue to regulate setback distance, structure height, shadow flicker, and the

amount of light and sound emitted by energy facilities and allow local units of government to approve and manage proposals to construct energy facilities.

The committee is in the process of submitting language for consideration by the Board of Canvassers. Upon approval, the Committee will have 180 days to collect and submit the required 356,958 valid signatures from registered voters. The required number of signatures would need to be submitted by May 29th in order for the initiative to be placed on the November 2024 ballot; otherwise, the initiative would advance to the November 2026 ballot. Those interested in getting involved in the effort can visit www.micitizenchoice.org for more information.

Individuals across the state share concerns about the new law and others indicate support for the ballot campaign effort:

Senator Dan Lauwers, 25th District

“State takeover of renewables is extreme and far too heavy-handed. There are many different solutions that could and should be fully considered, but stripping local control effectively removes the voices of those most directly impacted from the conversation.”

Senator Ed McBroom, 38th District, 4th generation dairy farmer in Dickinson County

“The law mandates 3 people, selected by the governor to guarantee affordable and reliable electricity, to override scientific and local preferences on land use so our monopoly utilities and billion dollar renewable companies can do their projects anywhere they drop a huge pile of government money. It is an astounding journey into foolish government determinism that reeks of elitism and crony capitalism. Far from protecting agriculture, it creates a dangerous scenario where farmers will have leased land swept away from them by government subsidized leases that will cripple their remaining operations from loss of ground and the infrastructure of the ag economy. No alternative outcome can be possible when targeting over 340,000 acres of our state’s second largest industry- agriculture- and its greatest asset: land.”

Representative Dave Prestin, 108th District, serving Menominee, Delta, Schoolcraft, Luce, Chippewa, and Mackinac counties

“For nine years, I served on the Alger-Delta Electric Cooperative board, including helping lead the cooperative through a period of transition where I had to dive deep on what exactly it takes to deliver power to our communities. I also served two terms as a county commissioner, where I learned that local governments know better than the state at solving local issues. Zoning is, and should remain, a local issue. Local governments know their communities better than any unelected Lansing bureaucrat, and they especially know better than the three members of the Michigan Public Service Commission.

From my time so far in Lansing, I can tell you that they will have to use the MPSC to stomp out local resistance to green energy projects in rural communities. Every conversation I have with my neighbors, every meeting I attend with the people who will deal with the consequences of this energy policy, and every townhall meeting I attend I hear the same thing: we can’t survive this. We won’t be ignored as the future of our communities get set on the back burner so special interests can harvest federal dollars. For the future of our U.P. and Michigan way of life, these laws must not stand.”



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY

LANSING



Phil Roos
DIRECTOR

December 27, 2023

VIA EMAIL

Bridgewater Township
Bridgewater Township WWTP
10990 Clinton Road
Manchester, MI 48158

Dear Bridgewater Township:

SUBJECT: Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS) and the Land Application of Biosolids – Notice of Modification of Approved Residuals Management Program
Designated Name: Bridgewater Township WWTP
Permit Number: MI0057118

In 2021, Bridgewater Township WWTP was provided notification that the Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division (WRD), modified the facility's Residuals Management Program (RMP) to incorporate conditions of the *Land Application of Biosolids Containing PFAS Interim Strategy (2021)*. With this letter, EGLE is providing notification of an update to the *Land Application of Biosolids Containing PFAS* (hereafter *2024 Interim Strategy*) and is hereby modifying the approved RMP for your facility by incorporating the conditions contained in the updated [2024 Interim Strategy](#). Specifically, facilities that plan to land apply biosolids on or after January 1, 2024, may have additional requirements concerning submittal and evaluation of results, potential limitations on land application, and communication of the results to landowners/farmers as provided herein.

The implementation of these updated measures is part of a strategy to mitigate risk to public health and the environment from potential adverse effects of emerging pollutants, specifically PFAS. These additional requirements are considered a modification to the approved RMP and are made in accordance with provisions outlined within Michigan's Part 24 Administrative Rules, Land Application of Biosolids, promulgated pursuant to Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA), specifically Rule 2404(1), and language contained within existing discharge permits.

The *2024 Interim Strategy* can be found by going to Michigan.gov/Biosolids; then under the *Information* section select "Michigan Biosolids PFAS-related information and links," then under the *Interim Strategy – Land Application of Biosolids Containing PFAS*

section select “Interim Strategy – Land Application of Biosolids Containing PFAS (2024)”.

Moving forward, and as new information becomes available, EGLE will continue to adapt to evolving science and make amendments to the *Interim Strategy*, as appropriate. Any future revisions to the *Interim Strategy* are to be presumed a modification to your approved RMP. The WRD will provide written notification of the updates to the *Interim Strategy* accordingly.

Background information about PFAS, as well as information about Michigan’s efforts regarding this issue, may be found in the *2021 Interim Strategy* and at Michigan.gov/PFASLandApplication.

Updated Interim Strategy Actions

As detailed in the *2024 Interim Strategy*, the WRD is revising the following actions for facilities with approved RMPs conducting land application:

- **Inclusion of PFOA as a Limiting Analyte** – Perfluorooctanoic acid (PFOA) will be an additional regulated analyte for the land application of biosolids. Required actions will be based on the concentrations of either perfluorooctane sulfonate (PFOS) or PFOA.
- **Industrially Impacted Threshold** – Biosolids with a PFOS or PFOA concentration of 100 micrograms per kilogram ($\mu\text{g}/\text{Kg}$) or parts per billion (ppb) or higher are deemed industrially impacted and cannot be land applied.
- **Mitigation and Additional Requirements** – Biosolids with PFOS or PFOA concentration at or above 20 $\mu\text{g}/\text{Kg}$, but below 100 $\mu\text{g}/\text{Kg}$, are considered elevated and require a reduced land application rate of 1.5 dry tons per acre (dt/acre) or an alternative risk mitigation strategy, sampling of the source effluent, and a source investigation.
- **Monitoring Frequency** – All facilities land applying Class A or Class B biosolids will be required to collect one representative sample per calendar year for PFAS prior to land application.
- **Biosolids designated as Exceptional Quality (EQ)** – For a facility to obtain and/or maintain the EQ designation for biosolids, the combined concentration of PFOS and PFOA must be below 20 $\mu\text{g}/\text{Kg}$ and the facility must demonstrate concentrations are maintained below these criteria via quarterly monitoring.
- **EPA Method 1633** – The United States Environmental Protection Agency (USEPA) is in the process of finalizing Draft Method 1633 for analysis of

wastewater and solids. USEPA has indicated they expect the method will be approved for biosolids analysis by the end of 2024. EGLE will not require facilities with National Pollutant Discharge Permits or groundwater discharge permits to analyze biosolids utilizing the approved method until it has formally been published in Title 40 of the Code of Federal Regulations (40 CFR), Part 136. That being said, the WRD recommends facilities begin researching lab availability to analyze biosolids using Method 1633 and consider utilization of the method once it is approved. The approved method will provide a consistent methodology for the analysis of 40 PFAS analytes moving forward.

All Required Actions

As part of the *2024 Interim Strategy*, the WRD is requiring continued implementation of the following actions for all facilities with approved RMPs for land application occurring in the State of Michigan:

- **PFAS Biosolids Sampling** – A representative sample of biosolids must be collected and analyzed for PFAS prior to land application. All samples must be submitted to the WRD via the MiEnviro Portal at least two weeks prior to land application.
- **Landowners and Farmers Communication** – Facilities with approved RMPs shall provide the PFAS analytical results and additional information specific to PFAS and biosolids in Michigan prior to land application of biosolids.
- **PFAS Source Identification and Reduction** – Source identification and reduction efforts may be required (based on PFOS and/or PFOA concentrations) of biosolids and/or effluent for facilities with approved RMPs.

These general requirements are described in more detail below.

Biosolids Sampling, Analysis, Frequency, Notification, and Evaluation Requirements

Sampling: Pre-application sampling of biosolids by facilities with approved RMPs is key to evaluating land application issues related to PFAS. Importantly, it will help assure industrially-impacted biosolids are not land applied. One representative sample of the final biosolids product per calendar year shall be collected prior to land application. Biosolids and sludge PFAS sampling guidance can be found by going to Michigan.gov/PFASResponse; then under the *Testing* section, select “Sampling Guidance”, then under the *For technical staff* section select “Biosolids and Sludge.”

Analysis: Currently, there are no USEPA-approved methods for PFAS analysis of sludge and biosolids. DRAFT EPA Method 1633 (an isotope dilution method) is

currently undergoing multi-laboratory validation as part of the federal Clean Water Act method approval process. When a final PFAS analytical method for wastewater and solids is published in Title 40 of the Code of Federal Regulations (40 CFR), Part 136, Guidelines Establishing Test Procedures for the Analysis of Pollutants, this method shall be required for sampling conducted under your Permit. *PFAS results shall include the 28 analytes previously used on the Michigan PFAS Action Response Team PFAS Minimum Laboratory Analyte List, which is enclosed for your reference.* Be sure to choose a laboratory experienced in PFAS biosolids analysis that has a usual reporting level of 2 µg/Kg for PFOS and PFOA. Also note that PFAS analyses typically have a long turnaround time, up to six weeks, depending on the laboratory chosen.

All biosolids and sludge samples, including those with low solids content, shall be analyzed as solids and must be reported on a dry weight basis. The dry weight analysis (i.e., moisture content) must be performed on the samples as received, not on centrifuged solids when centrifugation is performed. The entire sample is recommended to be extracted and analyzed, even if the solids are separated by centrifugation as part of the sample preparation.

Sampling Frequency and Notification:

- **All facilities with Class A or Class B biosolids** that intend to land apply in Michigan shall, prior to land application, collect and analyze a minimum of one representative biosolids sample for PFAS in each calendar year they intend to land apply. All results of PFAS biosolids analysis and associated laboratory reports shall be submitted a minimum of two weeks prior to initial land application each year via the MiEnviro Portal schedule, *Biosolids PFAS Monitoring Report*, or as otherwise required by WRD staff.
- **All facilities with EQ biosolids** that intend to land apply in Michigan shall, prior to land application, collect and analyze, at minimum, quarterly (4) representative biosolids samples for PFAS in each calendar year they intend to land apply. All results of PFAS biosolids analysis and associated laboratory reports shall be submitted a minimum of two weeks prior to initial land application each year via the MiEnviro Portal schedule, *Biosolids PFAS Monitoring Report*, or as otherwise required by WRD staff.

Evaluation of Results: PFAS results will be evaluated consistent with the updated *2024 Interim Strategy*. Please evaluate the results of your residuals and provide notification to the WRD and other parties as described below.

- **Facilities with approved RMPs with PFOS or PFOA at or above 100 µg/kg in their residuals** cannot land apply and are required to do all the following:
 - Immediately notify WRD's Biosolids Program staff of PFAS results by submittal via MiEnviro Portal.
 - Arrange for alternative treatment and/or disposal of solids.

- Sample the biosolids source wastewater treatment plant (WWTP) effluent.
- Investigate potential sources to develop a source reduction program if this has not already been done.
- **Facilities with approved RMPs with PFOS or PFOA at or above 20 µg/kg, but below 100 µg/kg, in their residuals** require a risk mitigation strategy prior to land application and are required to do all the following:
 - Immediately notify WRD's Biosolids Program staff of PFAS results by submittal via MiEnviro Portal.
 - Reduce land application rates to no more than 1.5 dry tons per acre or submit an alternative risk mitigation strategy for approval by WRD staff to reduce overall loading to the application site(s). Alternative risk mitigation strategies must be submitted to the WRD's Biosolids Program staff to provide adequate time to process (minimum of 14 days but preferably 30 days) prior to the planned land application date, via the MiEnviro Portal schedule, *Biosolids Program – Alternative Risk Mitigation Strategy Report*.
 - Communicate with landowners/farmers prior to land application.
 - Sample the biosolids source WWTP effluent.
 - Investigate potential sources to develop a source reduction program if this has not already been done.
- **Facilities with approved RMPs with PFOS or PFOA below 20 µg/kg in their residuals** may land apply after submittal of results via MiEnviro Portal and are required to do all the following:
 - Submit results via MiEnviro Portal.
 - Communicate with landowners/farmers prior to land application.

Additional requirements, including sampling for other PFAS analytes, sampling frequency, limits, and notification requirements, may be amended as new information becomes available. In order to prepare for full implementation, the WRD recommends that these same protocols be implemented prior to that time, but they are not required.

Communication to Landowners/Farmers

Prior to land application at a site, provide the PFAS analytical results to the landowner and farmer (if different), along with WRD contact information and additional information sources related to PFAS, such as Landowners/Farmers PFAS Resources available by going to Michigan.gov/Biosolids, then under the *Information* section, select "Michigan Biosolids PFAS-Related information and links", and then under the *Interim Strategy – Land Application of Biosolids Containing PFAS* section, select "Landowner/Farmer Notification Template Letter."

December 27, 2023

More Information

If you have questions about biosolids sampling procedures for PFAS or this effort, please contact your District Biosolids Program staff. Contact information can be found by going to Michigan.gov/Biosolids; then under the *Contact* section select “Biosolids Program Staff Map.”

If you have questions about PFAS and facilities with approved RMPs, please contact the Statewide Biosolids PFAS Contact or your Regional IPP PFAS Specialist. Contact information can be found at Michigan.gov/IPP; under the *PFAS* section select “IPP PFAS Initiative,” and then under the *Strategy and Implementation* section select “IPP PFAS Staff Map.”

Please be aware that compliance with the requirements outlined in this letter does not constitute a release or waiver of liability for compliance with your Permit, Permit Application, or Part 31, Water Resources Protection, of the NREPA.

Thank you for your cooperation in this matter and for doing your part to protect Michigan’s public health and environment from these emerging pollutants.

Sincerely,



Phil Argiroff, Acting Director
Water Resources Division

Enclosure

cc: Stephanie Kammer, EGLE

Sarah Campbell, EGLE

Spencer Mathews, Biosolids Program Staff, EGLE

Public Notice: 2024 Addendum to the Statewide *E. coli* TMDL (2)

From: Rippke, Molly (EGLE) (rippkem@michigan.gov)

To: rippkem@michigan.gov

Date: Friday, December 8, 2023 at 08:39 AM EST

Dear permittee,

The Michigan Department of Environment, Great Lakes, and Energy (EGLE) is announcing a public notice and comment period for

[draft 2024 Addendum to the Statewide *E. coli* TMDL](#). All waters of the state in Michigan are protected for designated uses, including safe swimming and recreation, and a Total Maximum Daily Load (TMDL) is required when these uses are not met. The

draft 2024 Addendum to the Statewide *E. coli* TMDL contains a list of water bodies that are newly proposed additions to the Statewide *E. coli* TMDL. **You have been identified as a stakeholder in this process because you hold a National Pollutant Discharge Elimination System (NPDES) with a facility or land-application site near a proposed impaired water body.**

Facilities that discharge to waters identified in the draft 2024 addendum to the Statewide TMDL may have additional responsibilities once the addendum is approved by the United States Environmental Protection Agency (USEPA). Permit requirements are evaluated at each reissuance and must be consistent with an approved TMDL. **Questions regarding permit requirements should be directed to NPDES district compliance staff (find them using our [staff maps](#)).**

The [Statewide *E. coli* TMDL](#) document provides restoration goals, known and potential sources, and possible solutions to prevent *E. coli* pollution of impaired waters. The Statewide *E. coli* TMDL document was approved by the USEPA in 2019 and is no longer open for comment (public comments were accepted and addressed, as appropriate, prior to approval).

The land area to which the draft addendum applies is known as the TMDL watershed and can be viewed on the TMDL interactive map ([Michigan.gov/EcoliTMDL](#)- click on the map, and go to the “*E. coli* Monitoring...” or “Point Source” tab). A map has been attached for your convenience (Figure 1).

The Statewide *E. coli* TMDL document, the draft 2024 Addendum, interactive mapper, and other resources can be found at

[Michigan.gov/EcoliTMDL](#).

Answers to frequently asked questions can be found at:

[FAQ: *E. coli* TMDL \(michigan.gov\)](#).

Comments on the draft 2024 Addendum to the Statewide *E. coli* TMDL will be accepted via email to rippkem@michigan.gov, until January 12, 2024.

Molly Rippke

RE: Public Notice: 2024 Addendum to the Statewide E. coli TMDL (2)

From: Tom Thompson (thompsont@vil-manchester.org)

To: bridgewaterwpsupervisor@yahoo.com

Date: Sunday, January 28, 2024 at 11:34 AM EST

Laurie,

This may be a requirement when the permit gets reissued. We are in the process of procuring an IDEXX machine for the Manchester lab fecal coliform tests that we run daily. This will be a newer, more accurate way to get fecal counts as well as the more specified E. Coli counts. We will be prepared if/when the requirement gets handed down.

Thanks,

Thomas J. Thompson
Village of Manchester
Water Superintendent
(734) 428-7171

From: Laurie Fromhart [mailto:bridgewaterwpsupervisor@yahoo.com]
Sent: Saturday, January 27, 2024 5:10 PM
To: Tom Thompson <thompsont@vil-manchester.org>
Subject: Fw: Public Notice: 2024 Addendum to the Statewide E. coli TMDL (2)

Tom,

Will this result in additional testing for us?

Thanks,

Fw: 11275 McCollum Road, Saline, MI

From: Mary Rider (bridgewaterwpasessor@yahoo.com)

To: bridgewaterwpasupervisor@yahoo.com

Date: Friday, January 12, 2024 at 01:31 PM EST

I did the first part but I can not do the second part and this parcel did not have a building on it prior to 1987 as it only became a parcel in 2018. So not sure how you want to proceed.

Mary Rider, MAAO, PPE

Assessor

Bridgewater Township

10990 Clinton Road

Manchester, MI 48158

Phone 517.980.6819

Fax 517.913.6126

email bridgewaterwpasessor@yahoo.com

----- Forwarded message -----

From: Stacey Grant <sgrant@mohrbuddslaw.com>

To: bridgewaterwpasessor@yahoo.com <bridgewaterwpasessor@yahoo.com>

Cc: Wilkinfarms@yahoo.com <wilkinfarms@yahoo.com>; carol.stillman@yahoo.com <carol.stillman@yahoo.com>

Sent: Thursday, 4 January 2024 at 12:50:25 pm GMT-5

Subject: 11275 McCollum Road, Saline, MI

To Whom It May Concern:

We are working with Carol Stillman in regard to releasing 11275 McCollum Road, Saline, MI (tax i.d. number Q-17-23-100-012) from a PA 116 Agreement. We have spoken with Jen Eyde from the Michigan Department of Agriculture and she needs 1) a listing of the taxable value of the parcel for the past seven years on Township letterhead and signed by the tax assessor and 2) a resolution from the zoning authority / township board indicating that at least one building on the property predates 1987 which is when the PA 116 Agreement was entered into.

Could you please provide us with the letter indicating the taxable value? Does Bridgewater Township have a resolution form that I could use and then submit? I looked on the website and was unable to locate one. In the alternative, I can use the resolution form that MDARD has on their website.

Thank you for your attention to this matter,

Stacey M. Grant
Mohr Budds Law, PLLC
Paralegal
7251 Ford Hwy.
Tecumseh, MI 49286
P.O. Box 368
Britton, MI 49229
517-815-1948

BRIDGEWATER TOWNSHIP

10990 Clinton Road
Manchester, Michigan 48158
Phone (517) 456-7728
Fax (517) 913-6126
Bridgewaterwpassessor@yahoo.com

Ms. Stacey M. Grant
Mohr Budds Law, PLLC
7251 Ford Hwy
Tecumseh, MI 49286
PO Box 368
Britton MI 49229

RE: Q-17-23-100-012
11275 McCollum Rd Saline MI

Dear Ms. Grant,

Parcel Q-17-23-100-012 has only been in existence since February 13, 2018. So here is the information that has been requested.

Parcel Number	Year	State Equalized Value	Taxable Value
Q-17-23-100-012	2023	108,200	76,249
Q-17-23-100-012	2022	109,900	72,790
Q-17-23-100-012	2021	108,400	70,465
Q-17-23-100-012	2020	108,200	69,493
Q-17-23-100-012	2019	100,700	68,198
Q-17-23-100-012	2018	93,400	66,600

If you have any further questions or concerns, feel free to contact me.

Sincerely,

Mary A Selover-Rider

Mary A. Selover-Rider, MAAO PPE
Assessor

Community Development Block Grant (CDBG) Estimated Allocations: Fiscal Year 2024

PLACE	FY 2024-25 % of Allocation	FY 2024-25 CDBG Project ESTIMATED Allocation
Ann Arbor City	44.78%	\$ 416,862
Ann Arbor Township	0.83%	\$ 7,742
Bridgewater Township	0.29%	\$ 2,737
Dexter Township	1.22%	\$ 11,359
Lima Township	0.51%	\$ 4,757
Augusta Township	1.10%	\$ 10,197
Manchester Township	0.86%	\$ 7,997
Northfield Township	1.70%	\$ 15,810
Pittsfield Township	8.67%	\$ 80,703
Salem Township	1.01%	\$ 9,391
Saline City	1.57%	\$ 14,660
Saline Township	0.39%	\$ 3,637
Scio Township	2.84%	\$ 26,417
Superior Township	3.79%	\$ 35,286
Webster Township	0.98%	\$ 9,078
York charter Township	1.22%	\$ 11,402
Ypsilanti City	8.69%	\$ 80,914
Ypsilanti Township	17.04%	\$ 158,611
City of Dexter	0.78%	\$ 7,304
Sylvan Township	0.53%	\$ 4,943
City of Chelsea	1.20%	\$ 11,198
TOTAL	100%	\$ 931,003

Allocation Formula: (% Population) + 2(%Poverty) + (% housing problems)

Definitions:

- 1) % Population = City/Township's % of total Urban County population (Source: 2022 ACS 5-year Estimates American Community Survey (DP05), census.gov/programs-surveys/acs/data.html)
- 2) % Poverty = City/Township's % of total people in poverty in Urban County (Source: 2022 ACS 5-year Estimates American Community Survey (S1701), census.gov/programs-surveys/acs/data.html)
- 3) % Housing Problems = % of total households in Urban County with at least 1 of 4 housing problems* (Source: HUD 2016-2020 Comprehensive Housing Affordability Strategy (CHAS) data, huduser.gov/portal/datasets/cp.html)

*The 4 Housing Problems are defined as: incomplete kitchen facilities, incomplete plumbing facilities, more than 1 person per room, and cost burden greater than 30%.

Source: 2022 5-year Estimates American Community Survey data profiles, U.S. Census Bureau

*Washtenaw Urban County Executive Committee: Policy & Procedures for CDBG Allocations to Local Units states in Item #8: During the annual Action planning process, any Local Units that do not submit an application for an eligible project will effectively "donate" that year's allocation to the County-wide Single-Family Rehab Program.

BRIDGEWATER TOWNSHIP
PLANNING COMMISSION MEETING
MONDAY JANUARY 15, 2024
MINUTES

- I. CALL TO ORDER - Meeting was called to order at 7:10 pm.
- II. ROLL CALL AND DETERMINATION OF QUORUM – Horney, Greenwald, Iwanicki, Oliver, Barbu present. Quorum obtained. Zoning Administrator, Nanney present.
- III. REVIEW AND APPROVE AGENDA – Approved by unanimous vote.
- IV. APPROVAL OF MINUTES –Approved by unanimous vote.
- V. CITIZEN PARTICIPATION –
 - A. Jeff Wyerf and Deborah Barnes from Grass Lake are owners of daycare facilities in Adrian and Tecumseh. They had questions regarding purchasing the empty church and property located on the corner of Allen and Clinton-Manchester Rd., for the purpose of establishing a daycare center. Discussion included details necessary for a Special Use Permit Application.
 - B. John and Penny Sanders are owners of a farm located at 8946 Willow Rd., Saline. They attended with questions regarding a proposed development/project named, “The Event Barn at Willow Gardens”. A formal Application for Site Review will be required. Their attendance at this meeting was to receive some guidance for submitting complete plans to the Planning Commission for review and a public hearing.
- VI. NEW BUSINESS– Review of Zoning Ordinance Articles 4.0, 5.1, and 5.2 were tabled at this time due to time devoted to Citizen Participation.
- VII. COMMUNICATIONS –
 - A. The Zoning Administrator gave his report on activities within the township.
 - B. Trustee’s report: None.
- VIII. INFORMATIONAL ITEMS – None.
- IX. PUBLIC COMMENT – None.
- X. ADJOURNMENT – 9:28 pm, by unanimous vote.
Meeting adjourned at 8:42 pm