

**BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES MEETING**  
**THURSDAY, MAY 2, 2024, 7:00 P.M.**  
**BRIDGEWATER TOWNSHIP HALL**  
**10990 CLINTON RD, MANCHESTER, MI 48158**

**AGENDA**

- I. CALL TO ORDER / ESTABLISH QUORUM / PLEDGE ALLEGIANCE
- II. CITIZEN PARTICIPATION
- III. APPROVAL OF REGULAR BOARD MEETING MINUTES – APRIL 4, 2024  
APPROVAL OF SPECIAL BOARD MEETING MINUTES – APRIL 4, 2024
- IV. REVIEW AND APPROVE AGENDA
- V. AUDIT OF MINIMUM ASSESSING REQUIREMENTS (AMAR) REVIEW – Assessor  
Mary Rider
- VI. UNFINISHED BUSINESS
  - A. Architectural Proposals – Follow up regarding township hall addition and grant funding opportunities
- VII. NEW BUSINESS
  - A. Approval of Claims Listing for April 1, 2024 through April 30, 2024
  - B. Auditor’s Engagement Letter – PSLZ PLLC
  - C. Resolution Honoring Marcie Scaturro
  - D. Sewer Plant Operator Proposals
- VIII. 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
  - 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
- IX. CITIZEN PARTICIPATION
- X. ADJOURNMENT

## Bridgewater Township Board of Trustees Minutes

### I. CALL TO ORDER

4-Apr-24 meeting called to order by Supervisor Fromhart at 7:08 p.m. followed by the Pledge of Allegiance at Bridgewater Township Hall, 10990 Clinton Road, Manchester, MI.

Present: Trustee Ahrens, Trustee Faust, Trustee Fromhart, Trustee McQueer, Trustee Oliver

Absent: None

Citizen attendance: 6

### II. CITIZEN PARTICIPATION

- None

### III. APPROVAL OF MINUTES

- Motion to approve the 7-Mar-24 meeting minutes as amended – Mr. Oliver; support – Mr. Faust - vote unanimous.

### IV. REVIEW AND APPROVE AGENDA

- Motion to approve the agenda as amended, changing item C to read “Audit service proposals.”. – Ms. McQueer; support – Ms. Ahrens. vote unanimous.

### V. HOUSING BUREAU FOR SENIORS’ PRESENTATION

- Yvonne Cudney, Community Outreach and Education Coordinator from UM Health gave a presentation of the services available to our community through the Poverty and Hardship program.

### VI. NEW BUSINESS

#### A. Approval of Claims Listing.

- Motion to approve disbursements of \$25,454.18 for general operations and \$9,079.57 for sewer operations; total expenditure of \$34,533.75 for the month of March – Mr. Oliver; support – Ms. Ahrens. - vote unanimous.

#### B. Architectural Proposal-Driven Design.

- Discussion about the multiple bids and how we pay for the build out and will be continued.

#### C. Audit Service Proposals.

- The Board had a brief discussion about the 3 bids Supervisor Fromhart received for a new Auditor. They noted the doubling in cost from the current Auditor. During the discussion Trustee McQueer stated that she received a call from our current Auditor, Rana Emmons, who explained that she had a family crisis in January that lasted until the end of February, and she apologized for not returning calls/emails/text from the Supervisor, Clerk and Treasurer. Rana also stated that she has reduced her workload and now has someone who can respond to our calls directly. Trustee McQueer stated that “due to the phone conversation she had with Rana and the massive cost savings”, she was making a motion to retain Rana Emmons as our Auditor under probation for 1 year, it was seconded by Trustee Ahrens and opened for discussion. Supervisor Fromhart was very displeased with this action.

Motion to retain Rana Emmons, as contracted for \$6,500.00, as our Auditor under probation for 1 year.

– Ms. McQueer: support – Ms. Ahrens.

Vote – Yes – Ms. Ahrens, Mr. Faust, Ms. McQueer, and Mr. Oliver      No- Ms. Fromhart

At approximately 8:00 p.m. Clerk McQueer, not feeling well, excused herself from the Board meeting and went home.

## Bridgewater Township Board of Trustees Minutes

### 2024 WCRC Agreement

- Motion to accept the Washtenaw County Road Commissions bid for 2024 road work to include Hogan & Logan to Wilbur Rd and Allen & Hogan to Bartlett Rd. – Ms. Fromhart: support – Mr. Oliver

### D. Fire Millage Ballot Language Resolution

- Motion to approve Fire Millage Resolution 2024-08 for the August 2024 ballot.  
– Ms. Fromhart: support – Mr. Oliver.  
Roll Call vote: Ahrens -yes Faust-yes Fromhart-yes, Oliver- Yes  
McQueer – Absent.

### E. WWTP Generator Repair Quote.

- Motion to approve Cummins Generator Quote for \$1,554.50.  
– Mr. Oliver: support – Mr. Faust.

## VII. REPORTS AND CORRESPONDENCE

### A. Public Safety Report

- No Report received.

### B. Supervisor's Report

- See Board packet.

### C. Assessor's Report

- No report.

### D. Clerk's Report

- Absent

### E. Treasurer's Report

- County settlement is complete.
- Will file ARPA expense report April 3,2024
- CD at Old National Bank renewal is due July 1, 2024.

### F. Trustees' Report

Trustee Faust

- a. Many Grinder pumps need to be rebuilt.

Trustee Oliver

- b. Trustee Oliver spoke about the visit to Ace Pyro today.

### G. Zoning Administrator's Report

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

### H. Planning Commission

- See minutes.

### I. Farmland Preservation Board Report

Next meeting is on April 8.

## VIII. CITIZEN PARTICIPATION

F. None

## IX. ADJOURNMENT

G. Ms. Fromhart adjourned the meeting at 09:58 p.m.

# Assessing your township's assessing

The questions haven't stopped since a major property assessing reform became law. With the passage of Public Act 660 of 2018 in late December, township officials want to know how they can prepare for the changes heading their way for this key township responsibility.

The sweeping legislation was designed to increase assessing expertise throughout Michigan, with the final bill establishing clear, specific processes that include an improved due process for local units rather than seizure of the tax roll. While most of the reforms don't take effect until 2022, township officials don't want to wait. They're asking the State Tax Commission (STC) what they can do now to make sure their township meets state standards.

Each time she talks with local officials, Heather Frick, former STC executive director and now director for the Bureau of Local Government and School Services, points back to the AMAR, or the Audit of Minimum Assessing Requirements. By striving to meet each standard—now codified in PA 660—your township will be well-positioned to thrive under the new assessing law.

But this responsibility doesn't just fall to your township's assessor. The township board is entrusted with final oversight

of your township's assessing. That means when its assessing isn't up to state standards, the board is ultimately responsible.

Township officials cannot afford to take a hands-off approach when it comes to property tax assessment. They aren't expected to know how to calculate economic condition factors or land values. Assessing is a complicated, detailed job that requires extensive training and experience that most board members don't have. But every board member should understand assessing enough to answer two basic questions: What is required of our assessing department? And are those requirements being met?

"The AMAR actually is a review of the local unit," Frick said. "The local unit is taking oversight and responsibility, and the assessor is one of the staff members or contractors working on this, but really the oversight falls on the local officials. Having an understanding of what that looks like is critically important to their success."





## What's in the assessing reform?

The comprehensive assessing reform under PA 660 is meant to provide a statutory framework to ensure proper, high-quality assessing for all taxpayers and local units. Requirements already outlined in the AMAR are cemented in statute as the determining factors for a local unit to be in substantial compliance with the General Property Tax Act. Land value maps, which were required under the previous version of the AMAR, are now optional. Timetables for audits, as well as follow-up audits, are included in the reform, along with a specific process for bringing a local unit into compliance if it remains noncompliant after a follow-up review.

Currently, local units that fail to correct their noncompliance within a certain period of time have their tax roll seized by the STC. PA 660 does away with this process. Instead, the STC may require the taxing entity to contract with a designated assessor in their county, which would be determined through an agreement with a majority of assessing entities within the county, a majority of the county board of commissioners, and the individual assessor. The designated assessor may stay in control of the entity's assessing for at least five years or upon STC approval to resume assessing.

Additionally, under PA 660, local assessing units must employ an assessor of record who oversees and administers an annual assessment of all property. They must also use a computer-assisted mass appraisal system approved by the STC as having sufficient software capabilities and that stores and backs up necessary data. In an effort to be more transparent and accessible, online information is required if the township office has broadband access, and the local unit must provide information on how property owners may contact the assessor, as well as an approximate response time.

The act also mandates training for local boards of review and allows for local units to combine boards of review for efficiency purposes. A village located within two assessing districts may request that the assessment of property be completed within one of the districts.

The STC is required to develop implementation guidelines, including minimum standards and model policies for compliance, as well as identify technical deficiencies and noncompliance deficiencies. Any policies or compliance guidelines identified by the STC prior to 2022 are anticipated to be implemented in the next cycle of AMAR audits starting in 2022.

The new standards provide correction earlier in the process, bringing a deficient local unit's assessing up to quality standards sooner. That's not just better for the local unit, Frick said—it's good for the taxpayer. The entire process is more transparent—laying out the audit provisions and the next steps that could occur in case of a deficiency. Local units have clearly defined steps they may take to correct their assessing deficiencies before their assessing is given to a designated assessor who can bring them into compliance.

Now in its seventh year, the AMAR is seeing more local units meeting compliance standards as they're audited a second time. Some local units even manage perfect

This continuing education article and accompanying self-assessment are worth 2.0 elective credits in MTA's Township Governance Academy. See page 27 for details.



### OBJECTIVE

To outline the basic components of property tax assessment, and the township board's responsibility and role in oversight.

### CORE COMPETENCIES

- Aware of financial matters affecting the township
- Demonstrates knowledge about township government responsibilities, functions and powers
- Understands how to objectively monitor administrative actions for compliance with existing policy and law, and to ensure that policies and practices serve the public well

# cover story

scores—and they're recognized for the achievement. By codifying the AMAR provisions, townships that are doing a good job will be successful in 2022.

*(The February 2019 issue of Township Focus explained the PA 660 assessing reform in detail. You can read the full article on the members-only side of [www.michigantownships.org](http://www.michigantownships.org); click on "Publications," then "Township Focus" after logging in.)*

## What do township boards need to know now?

Most of the reform provisions don't take effect for nearly three years, with a few exceptions. Land value maps were moved to the informational section of the AMAR and are no longer required. Additionally, the provision allowing boards of review to combine went into effect this year, allowing townships or cities that are contiguous and meet statutory provisions regarding size, composition and manner of appointment to combine their boards of review now.

While the transparency requirements aren't yet in effect, townships may also choose to post their information online now and take steps toward future compliance.

Through the process, the STC must provide guidance and interpretation of the law. This involves looking at the best forms that should be adopted to move the new statutory requirements forward. For now, the STC is meeting with MTA and other stakeholders to continue the conversation and gather information. "We don't want to come up with guidance or tools that aren't useful in helping this be successful in moving it forward," Frick said.

Starting this month, the STC will have a dedicated links on its website with tips and guidance, including a timeline of the audit process, one-pagers and recommendations for taxing units from 2019 to 2022. A dedicated email address, [AssessingReformQuestions@michigan.gov](mailto:AssessingReformQuestions@michigan.gov), was also established for questions regarding the reform.

One common misunderstanding is about the "designated assessor," which is a brand-new concept to Michigan. Frick clarified that this provision does not mandate that all assessors be an advanced or master level assessor, and it does not require countywide assessing. The STC plans to address this issue in one of its first information overviews.

## What should townships do?

Since the reform was passed last year, assessors have flooded Mecosta County Equalization Director Shila Kiander—who teaches assessing topics and *Board of Review Training* for MTA—with questions. They want to know how their jobs will change this year, and if they're expected to meet new requirements. For now, Kiander's answer is always the same: wait and see.

Essentially, assessors' responsibilities haven't changed. They're still tasked with meeting the requirements of the AMAR and assessing properties fairly and accurately. They're still required to complete a corrective action plan if they're deficient in any areas.



**Assessing is one of the three statutory duties required of townships, in addition to tax collection and election administration. Doing this job well is paramount to the success of townships—and to serving residents.**

Debby Ring, who is an assessor and *Board of Review Training* instructor for MTA and the coordinator of instructor and curriculum development for the Michigan Assessors Association, doesn't anticipate the reform package having a major impact on assessors already doing their job well. For new assessors without much experience, the margin for error could be slim, she said. Boards can help to support them by making sure they're connected with a more experienced assessor, who can act as a mentor.

Experts say now is the time for township boards to get their house in order. The best way to prepare for the new assessing reform is to get back to the basics of the AMAR, line by line. The STC's online AMAR review sheet (available at [www.michigan.gov/statetaxcommission](http://www.michigan.gov/statetaxcommission)) includes hyperlinks to laws, STC bulletins and other documents that dive further into what the STC is looking for. Preparing for your township's AMAR review isn't a guessing game. Everything you need to know is online, Frick said.

While the assessor is the one appraising properties and calculating taxable values, the township board is ultimately responsible. When the STC reviews your township's assessing, the board—not the assessor—will be held accountable.

"Part of passing the AMAR has nothing to do with the assessor," said Kiander. "It has everything to do with the township board, their policies and procedures, and the board of review."

## Assessing matters

Assessing is one of the three statutory duties required of townships, in addition to tax collection and election administration. Doing this job well is paramount to the success of townships—and to serving residents.

Your public's trust in many ways hinges upon quality assessing. If your township's properties aren't assessed accurately, the obligation to pay taxes that support schools and local services falls unfairly on some taxpayers while allowing others to skirt their responsibilities. Missing and under-assessed properties put pressure on policymakers to try to seek millage increases and other revenue sources to maintain quality education and services—or make budget cuts.

Getting an assessment wrong is downright expensive, too. When taxpayers appeal, the cost of defending the assessment isn't cheap, Ring said. The goal is to get it right, based on good sound market measures of what value is.

"The assessing process is the foundation of the income stream for most of our jurisdictions across the state," Ring said. "If we do the job wrong, if we don't get the assessments right and we don't get the taxable values right, because of Proposal A, it's a long time before we can actually repair some of those errors. We need to do it right, and we need to do it right every year."

If assessing deficiencies aren't corrected, there are consequences under PA 660. As is the current practice, the new statute provides for an initial AMAR and a corrective action plan to be approved by the STC. PA 660 then provides for a follow-up review to be conducted in accordance with the approved corrective action plan. If the local unit still is not compliant after the follow-up review, it has two options—it can employ a new assessor of record at the advanced or master level, or it can contract with the designated assessor for the county to serve as the assessor of record.

While most assessors do their jobs well and take pride in quality assessing, many were flagged for deficiencies in the STC's first five years of the AMAR, and the STC was forced to assume jurisdiction of some rolls. PA 660 was born from a need for greater consistency and quality throughout Michigan. Legislation may address some of these issues, but experts agree—the primary solution is for board members to hold their assessing departments accountable.

"Fairness and uniformity must be the cornerstone of a good property tax, so that taxpayers have faith in the system and we can ensure equitable and uniform assessments statewide," Frick said.

## Property taxes 101

Township officials don't need to know every nuance of the assessing process—and there are many. But they should at least have a basic understanding of the process. The assessor's four basic duties are:

- To inventory and list all property within the assessment jurisdiction.

- To equitably evaluate every item of taxable property.
- To calculate the taxable value for every taxable property.
- To prepare an assessment roll with all taxable property listed in an orderly fashion by parcel number or legal description.

To understand a property tax bill, you should understand three values—true cash value, assessed value and taxable value. The true cash value is the market price a property would likely receive if it was sold. By law, the assessed value must be 50 percent of the property's true cash value after equalization. These two values may change when they're evaluated through a sales study, which compare them to similar properties.

The taxable value is the number used to determine property taxes. It's calculated using the previous year's taxable value and multiplying it by the inflation rate multiplier or 5 percent, whichever is less, and adding or subtracting for any losses or additions to the property. Most homeowners who have owned their home for several years have a taxable value that is lower than their assessed value.

The only time a taxable value can increase beyond the state limit is when the property is sold or transferred in some way. Once this happens, the property is "uncapped," meaning the taxable value will be equal to the assessed value in the first tax year after the transfer. Then, the cap applies going forward.

## Assessor review checklist

- Completed continuing education credits?
- Recertification fee paid?
- Certified at proper level? Overcertified?
- Certification of roll signed and delivered to board of review timely?
- Certified post-board of review certificate and delivered roll and database to equalization timely?
- Required State Tax Commission and equalization forms submitted timely?
- Verified accuracy of assessment roll?
- Verified roll has not been factored by classification?
- 20 percent of properties physically inspected?
- Verified accuracy of record cards?
- Appraisal methods in line with uniform standards and manuals?
- Tax maps available?
- Land value maps available?
- Economic condition factor available?
- Mathew Gast Act improvements tracked?
- Attended board meetings?
- Provided written report to board?
- Met with property owners as necessary?



## The State Tax Commission shares some commonly asked AMAR questions

### 1. Why can't our township just use the county information?

County information can be reviewed and analyzed and if that analysis supports the same economic condition factors or land value as determined by the county, it can be used. However, it is not appropriate to simply use the county information without analysis. Assessing is done at the local—not county—level, and the county values may not reflect what is appropriate for your local unit.

### 2. What if we don't know how to complete our township's corrective action plan (CAP) or if we don't complete one at all?

State Tax Commission staff can explain how to complete a CAP and provide assistance. Contact (517) 335-3429 for assistance. If the township does not complete a CAP, the STC will provide one notice that it has not received the township's plan. If it is still not received, the township will be notified that it has 21 days to respond or the STC will assume jurisdiction of the assessment roll.

### 3. What happens if the township has not fixed anything by the follow-up review?

Currently, a local unit is given one additional opportunity to make the corrections. This will change with Public Act 660 of 2018 assessing reform. The local unit develops the CAP and proposes a timetable, and as such, there is no reason items should not be corrected by the follow-up review.

### 4. What if our assessor needs help?

The STC can provide assistance, and be reached at (517) 335-3429. Additional resources are also available at [www.michigan.gov/statetaxcommission](http://www.michigan.gov/statetaxcommission).

A property owner's property tax bill is determined by multiplying two factors—the local millage rate from all taxing entities and the property's taxable value. A mill is \$1 for every \$1,000 of taxable value, meaning that a homeowner with a \$100,000 taxable value and a millage rate of 30 mills would pay \$3,000 in property taxes.

Assessors are required to certify each year when they turn their assessment roll over to the board of review that they have met the requirements outlined in the STC's document "Supervising Preparation of the Assessment Roll" (available on the STC's website). This document is the basis for the AMAR review and should be reviewed by all township board members.

## All about the AMAR

The AMAR review is conducted in every local unit once every five years. Reviews are conducted on an entire county at a time, with all the local units in the county being reviewed at once. Tax Management Associates (TMA), which the state has contracted to conduct the reviews, sends the units a list of each item they'll need for the AMAR. Then, TMA gets a copy of the local unit's assessment database to analyze that information. Once the database analysis is complete, TMA schedules a time to meet with the assessors in person.

**Allan Berg, Belknap Township** (Presque Isle Co.) supervisor, assesses for a total of 17 local units—including his own. He's received multiple perfect AMAR scores for the variety of local units on his docket over the past several years. The answer to how, he says, is simple. A perfect score requires the time and attention to detail that just isn't possible for someone trying to assess 500 parcels on nights and weekends. The job is far too complicated and should be treated as such.

By now, every township in Michigan has been through an AMAR review at least once. However, your township doesn't have to wait for the STC to schedule its next review—the score sheet is online and available for anyone to use at any time. Kiander recommends printing out the review sheet and regularly using it as a checkup for your township's assessing department.

First, the board must understand who is responsible for each question on the AMAR score sheet. While many fall on the assessor, several are under the board's authority or other township officials. (*See article on page 25 for further details.*)

"I don't expect township officials to be assessors," Kiander said. "They're not going to understand unless they take the class and become a certified assessor. The question you need to ask is, did you get it done? Not *how* you got it done. That's something the assessor is trained to do."

Local units that don't meet one or more standards must submit a corrective action plan explaining in detail how they plan to fix the mistake. The corrective action plan must state how and when the local unit will fix these issues. Board





**While the assessor is the one appraising properties and calculating taxable values, the township board is ultimately responsible. When the State Tax Commission reviews your township's assessing, the board—not the assessor—will be held accountable.**

members can't leave this corrective action plan up to the assessor—they need to be involved in its development.

"This will be particularly important as we move forward with implementation of assessing reform," Frick said.

A follow-up review will be conducted in accordance with the approved corrective action plan. Follow-up reviews are conducted beginning in May each year. TMA will write to the township supervisor and assessor asking for a copy of the database, as well as supporting documentation for any deficiency on the original review. Because there's no in-person review, it's crucial that the assessor provides all necessary supporting documentation to prove they've corrected the deficiency.

### **What should board members do?**

Officials must first make sure that their township employs an assessor who is certified at the proper level for their unit. Assessors must be certified through the STC and can achieve three levels: Michigan certified assessing officer, Michigan advanced assessing officer and Michigan master assessing officer. The STC requires townships to have assessors at a certain level, based on the state equalized value of their real and personal property tax roll. Specific information regarding those levels is available on the STC website.

When choosing an assessor, the candidate's credentials must be the top consideration. Berg doesn't bid for jobs—he sits down with officials to discuss their needs and how he can help. Hiring the lowest bidder isn't likely to result in quality assessing.

"It's so complicated. I akin ourselves to a CPA or an attorney," Berg said. "You would never do that for a CPA or an attorney. You're going to evaluate their qualifications. I don't know if all townships get that."

Some assessors work for multiple townships. While this is a common practice, especially in rural townships, board members should monitor how many units their assessors are assessing. Even if they are within the state's limits for units they can assess, boards must ensure their township receives the highest quality work from their assessor. Quality, thorough work must be the priority in hiring an assessor, not the price.

Once the assessor is employed, boards should make sure the department has all of the tools and funding necessary. A township board should budget for continuing education and resources to meet all state requirements, as well as a salary high enough to keep a quality assessor.

Township boards need a relationship with their assessor based on open communication. From the moment the assessor is hired, the board should set expectations for how they'll communicate with one another, how often and what information must be reported. Healthy communication might look different for every township, and assessors have a wide variety of preferences. Some assessors provide regular updates at board meetings, while others keep their boards up to speed with monthly emails. Whatever method you choose, the board should stay apprised of the property tax calendar and what the assessor is up to, as well as any legislative changes.

As the township employer, boards should set annual benchmarks with their assessors and make sure they're being met. Officials should ask questions, such as whether the assessor visited 20 percent of the township's properties this year or if the assessment roll was certified on time. One way to do this is setting aside time at board meetings regularly to get reports from the assessor. Boards should review with their assessor the "Supervising Preparation of the Assessment Roll" STC document to ensure the requirements are being met. Boards should also review the AMAR document with their assessor prior to the audit to ensure all requirements are being met.

In its workshops on assessing, MTA recommends creating an annual checklist and meeting with the assessor to review it (*see page 21*). The checklist includes duties assessors are

### **MTA's June workshop explores how to *Hang on to Your Township's Assessing***

Assessment administration is one of only three mandated functions that townships are required to perform. **To keep this key function at the local level, your board simply cannot take a hands-off approach.** But we know that not everyone "speaks assessing"—how do you know what to ask and what to look for? **MTA can help.**

This month, we're heading to six locations around the state for an evening workshop, *Hang on to Your Township's Assessing*, where **MTA Member Information Services Liaison Cindy Dodge—a certified assessor—will identify steps you can take to ensure your assessing functions are running smoothly.**

Turn to page 28 for a registration form and to learn more. You can also register online at [www.michigantownships.org](http://www.michigantownships.org).

# cover story

expected to complete, such as earning their continuing education credits, turning in forms in a timely manner, certifying the assessment roll and handing it over to the board of review.

A township board that has concerns regarding its assessor's compliance with state requirements can take further steps to check the quality of the assessor's work. Possibilities include directing the supervisor or another knowledgeable board member to pull building permits to ascertain that the new construction has been added to the assessment roll and look at property cards to make sure they are actively updated. MTA workshops have suggested calling the county equalization director and the chair of your township's board of review and asking them questions about your assessor's performance.

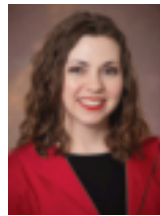
If your township's elected officials are unfamiliar with the assessing process, invite your assessor to give a presentation at a board meeting, which will help the board gain insights that are valuable to their work for the township. Board members should also be able to meet with the assessor one-on-one to ask questions and get a better feel for how assessing works.

The fact is, assessors won't make everyone happy. Some taxpayers won't like their assessment, and complaints are par

for the course. No matter how heated a taxpayer might get, Kiander cautions board members to back up their assessor, without automatically siding with the resident. Don't play the middle man—have the resident talk directly to the assessor. If you want to be part of the conversation, ask to be copied on their emails.

## Take action today

Property assessment is a core responsibility for Michigan townships, and all townships must focus on excellence in this area. Make this important function a priority, commit to learning all you can about the process and take steps to help your assessor succeed. Ensuring that your local assessing is done accurately and fairly can reap benefits for your township's bottom line—and its reputation with its residents.



**Bethany Mauger**, MTA Staff Writer

With contributions from Michigan State Tax Commission staff

Candidates in MTA's Township Governance Academy can earn 2.0 elective credits by completing the Continuing Education Self-Assessment on page 27. To learn more about the Academy, visit [www.michigantownships.org/members/tga.asp](http://www.michigantownships.org/members/tga.asp).

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## What's in the AMAR?

**H**ere's an inside look at the questions asked in the state Audit of Minimum Assessing Requirements (AMAR)—and what it's really asking your township.

*After collecting basic information, the AMAR asks several questions designed to help the local unit look at its policies and procedures and to provide statistical information to the STC.*

**What is the residential coefficient of dispersion for the local unit?** *This is the assessor's responsibility.* This statistic tells your assessor how close your township's properties are to the standard of 50 percent true cash value. If you don't know what the statistic is, and you don't know it means to your roll, Mecosta County Equalization Director Shila Kiander recommends taking a statistics class.

**What is the residential price-related differential for the local unit?** *This is the assessor's responsibility.* This statistic tells you if your township's high-value properties are being undervalued, and if lower-valued properties are being overvalued.

**Does the Form L-4022 in possession of the local unit match the L-4022 in possession of the county equalization director and the information uploaded on the L-4023 on the e-file site?** *This is the assessor's responsibility.* These are the totals for each class that the assessor signs after the board of review. The assessor should make sure that if a form is revised, the corrected forms get to the proper hands.

*The following are informational items for the STC.*

**Was Form 4142 completed and submitted to the state Department of Treasury by a county or township when the state's portion of principal residence exemption (PRE) denial interest is remitted?** *This is the township and/or county*

*treasurer's responsibility.* If a PRE is denied by the township, county or state Department of Treasury, the property is charged interest each month. Whoever denies the PRE receives 70 percent of the interest. In the case of a denial, the local treasurer must send Form 4142 and the amount of interest that should be received to Treasury, the county and the township.

**Does the local unit have written procedures, including audit procedures, for determining how to grant real property exemptions or remove real property exemptions when the property no longer qualifies for the exemption?** *This is the assessor's responsibility.* Michigan statute states that every property is taxable unless expressly exempted by law. Exemptions are either under the umbrella of real property, with no statutory application or procedure, and program exemptions, such as principal residence exemptions, air pollution control exemptions, disabled veterans exemptions and poverty exemptions. This question is meant to determine whether your township has procedures in place to determine if the applying property truly qualifies for the exemption.

**Does the local unit have land value maps?** *This is assessor's responsibility.* While this portion is now for informational purposes only, the STC recommends having land value maps as a good assessing practice.

*The next few items have not changed from previous AMAR reviews.*

**Does the local unit have properly calculated and documented economic condition factors (ECFs)?** *This is the assessor's responsibility.* An ECF adjusts the assessor's use of the *Assessors Manual* to the local market, helping to ensure uniformity of assessments. Assessors are required to determine

# cover story

and use an ECF in all cost appraisal situations where the *Assessors Manual* is used. The assessor must support their ECF with documentation and must use the ECF as calculated. This is the most common finding in Phase II of the AMAR, according to former STC Executive Director Heather Frick.

**Does the local unit have properly calculated and documented land values?** *This is the assessor's responsibility.* The assessor must develop a land value for every taxable parcel of property that is valued using the cost approach, according to the STC. In developing land values, an assessor must consider the general forces (economic, social, environmental or physical), and governmental (or legal) that affect the parcels' use, utility, and ultimately its value as well. Again, assessors can show the board their land value analysis and an example from the database to show it was properly applied.

**Does the true cash value on the roll agree with the true cash value on the record cards?** *This is the assessor's responsibility.* This is a measurement of the assessor's use of overrides, which are only to be used for unique properties or situations without a prescribed method of appraisal, such as a dam or a sports stadium—and when it's used, it should always be backed up with data. To make sure overrides aren't happening, township boards could ask the assessor for a report asking how many properties in the township's database have an override value.

*The next several questions zero in on the township's policies and procedures. While the assessor plays a role in some of these questions, most of them are the board's responsibility.*

**Does the local unit conduct an annual personal property canvass as required by the *Supervising Preparation of the Assessment Roll* guidance document?** *This is the assessor's responsibility.* This is to ensure all personal property is accounted for on the assessment roll. Kiander recommends assessors document their canvassing with a checklist.

**Did the local unit grant any exemptions under the small business taxpayer exemption? And if so, does a sampling indicate the local unit properly processed the exemption?** *This is the assessor's responsibility.* Townships need procedures in place to ensure all exemptions were granted properly, including eligibility for the exemption and timely received. An audit program should also be in place to determine a property's continued eligibility.

**Did the local unit grant any poverty exemption guidelines?** *This is the board's and board of review's responsibility.* These guidelines require a board vote and are not under the assessor's authority. Does the local unit have poverty exemption guidelines and an asset test? Both are required by statute. Does a sampling of the exemptions granted indicate the statutory requirements were met and the guidelines followed? While boards may deviate from the guidelines, they must have a documented and compelling reason to do so.

**Does a sample of the July and December board of review actions indicate the board met the requirements of MCL 211.53b and considered only those items over which they**

**have statutory authority?** *This is the assessor's and board of review's responsibility, as the assessor sets the board of review's agenda.* If a taxpayer brings an issue to the board of review that does not fall under its authority, board of review members must be aware of their authority and direct improper issues to the correct official. The township board must encourage board of review members to receive at least the minimum training, which MTA provides each year.

**Does the local unit follow the requirement under MCL 211.27b to levy the interest and penalty for failure to file a property transfer affidavit? If waived, did the local unit waive the interest and penalty by resolution, and is that resolution kept on file?** *This is the board's and assessor's responsibility.* If the purchaser does not file the affidavit within 45 days, the township is required to bill that person a dollar amount per day, up to a certain amount. Unless the township has a resolution waiving the fee, state statute requires them to charge it. It's the board's responsibility to have the resolution waiving that fee on file (*a sample resolution is available at [www.michigan.gov/statetaxcommission](http://www.michigan.gov/statetaxcommission), under the "Audit of Minimum Assessing Requirements" section*). The assessor, in turn, must date stamp documents as they're processed in order to prove an affidavit is or is not timely filed. Then, the board needs a procedure for how property owners are billed.



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## Funding Opportunities

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From: Frost, Georgia (georgia.frost@mail.house.gov)

To: bridgewaterwpsupervisor@yahoo.com

Date: Friday, October 27, 2023 at 02:57 PM EDT

---

Hi Laurie,

As promised, please see below for funding available at the federal and state levels for the two projects we discussed.

---

### Wastewater infrastructure

Federal:

1. [USDA Rural Development's Water & Waste Disposal Loan & Grant Program in Michigan](#): Provides funding for clean and reliable drinking water systems, sanitary sewage disposal, sanitary solid waste disposal, and storm water drainage to households and businesses in eligible rural areas.
  - a. If interested, contact the USDA's Rural Development Flint Office at 810-230-8766 x 4.
2. [EPA's Water Infrastructure Finance and Innovation Act \(WIFIA\)](#) (thanks, Andrea!): A federal credit program administered by EPA for eligible water and wastewater infrastructure projects. Funding is available on an ongoing basis.
  - a. Contact [wifia@epa.gov](mailto:wifia@epa.gov).
  - b. There is an [informational webinar](#) this Wednesday, October 25th, from 2 - 3 pm.
  - c. You can sign up for a program newsletter [here](#).

State programs made possible by federal funding:

1. [Clean Water State Revolving Fund \(CWSRF\) and the Drinking Water State Revolving Fund \(DWSRF\) Programs](#): Provides low cost financing for municipal wastewater facilities and drinking water projects, respectively.
2. [EGLE Drinking Water Asset Management](#): Provided grant funding to assist community drinking water supplies with asset management plan development and updates, and/or distribution system materials inventories as defined in Michigan's revised Lead and Copper Rule. I do not know if this program will be renewed in the future. That would be a question for EGLE.
  - a. Contact EGLE's Leanne Hardisty at [hardistyl@michigan.gov](mailto:hardistyl@michigan.gov) or 517-582-0398.

Other state programs:

1. [EGLE Affordability and Planning Grants](#): Designed to provide funding to address water infrastructure needs across the state.
    - a. Contact EGLE's Water Infrastructure Financing Section at [www.egle-wiffs@michigan.gov](mailto:www.egle-wiffs@michigan.gov) or 517-284-5433.
  2. In extremely dire situations: [Substantial Public Health Risk Project Grants](#): For projects to address a substantial public health risk from treatment system failure.
    - a. Contact EGLE Water Resource Division's Charlie Hill at [hillc@michigan.gov](mailto:hillc@michigan.gov) or 906-236-3916
- 

### Township hall

[USDA's Community Facilities Direct Loan & Grant Program](#): Provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that

provides an essential service to the local community for the orderly development of the community in a primarily rural area.

---

As discussed, both project areas are also "eligible" for federal and state appropriations funding, which is independent from the above federal and state agency-led programs. On the federal side, Members of Congress conduct a community project funding process yearly. Each congressional office has a limited number of project requests to submit, and ultimately, the House Committee on Appropriations determines which projects are funded.

At the state level, Bridgewater's state legislators can provide more insight into their appropriations processes.

State Senator: Jeff Irwin

Office email: [senjirwin@senate.michigan.gov](mailto:senjirwin@senate.michigan.gov)

Office phone: 517-373-2406

State Representative: Felicia Brabec

Office email: [feliciabrabec@house.mi.gov](mailto:feliciabrabec@house.mi.gov)

Office phone: 517-373-0820

If you have any questions at all, please let me know.

Have a lovely weekend!

Best,



**Georgia Frost (She/Her)**  
*Field Representative*  
2006 Hogback Road, Suite 7  
Office: (734) 481-1100  
Cell: (734) 210-5779

# Community Facilities Direct Loan & Grant

## What does this program do?

**This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service to the local community for the orderly development of the community in a primarily rural area, and does not include private, commercial, or business undertakings.**

## Who may apply for this program?

### Eligible borrowers include:

- **Public bodies**
- **Community-based nonprofit corporations**
- **Federally recognized Tribes**

### What is an eligible area?

Rural areas including cities, villages, townships, and towns including Federally recognized Tribal lands with no more than 20,000 residents according to the latest [U.S. Census Data](#) are eligible for this program.

### How may funds be used?

Funds can be used to purchase, construct, and/or improve essential community facilities, to purchase equipment, and to pay related project expenses.

Examples of essential community facilities include:

- Healthcare facilities such as hospitals, medical clinics, dental clinics, nursing homes, or assisted living facilities
- Public facilities such as town halls, courthouses, airport hangars, or street improvements
- Community support services such as child care centers, community centers, fairgrounds, or transitional housing
- Public safety services such as fire departments, police stations, prisons, police vehicles, fire trucks, public works vehicles, or equipment
- Educational services such as museums, libraries, or private schools
- Utility services such as telemedicine or distance learning equipment

- Local food systems such as community gardens, food pantries, community kitchens, food banks, food hubs, or greenhouses

For a complete list see Code of Federal Regulations 7 CFR, Part 1942.17(d) for loans; [7 CFR, Part 3570.62](#) for grants.

### What kinds of funding are available?

- Low interest direct loans
- Grants
- A combination of the two above, as well as our [loan guarantee program](#). These may be combined with commercial financing to finance one project if all eligibility and feasibility requirements are met.

### What are the funding priorities?

- Priority point system based on population, median household income
- Small communities with a population of 5,500 or less
  - Low-income communities having a median household income below 80% of the state nonmetropolitan median household income.

## What are the terms?

Funding is provided through a competitive process.

### Direct Loan:

- Loan repayment terms may not be longer than the useful life of the facility, state statutes, the applicants authority, or a maximum of 40 years, whichever is less.
- Interest rates are set by Rural Development, contact us for details and current rates.
- Once the loan is approved, the interest rate is fixed for the entire term of the loan, and is determined by the median household income of the service area.
- There are no pre-payment penalties.
- Contact us for details and current interest rates applicable for your project.

### Grant Approval:

Grant funds must be available. Applicant must be eligible for grant assistance, which is provided on a graduated scale with smaller communities with the lowest median household income being eligible for projects with a higher proportion of grant funds. Grant assistance is limited to the following percentages of eligible project costs:

Maximum of 75 percent when the proposed project is:

- Located in a rural community having a population of 5,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 60 percent of the State nonmetropolitan median household income.

Maximum of 55 percent when the proposed project is:

- Located in a rural community having a population of 12,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 70 percent of the State nonmetropolitan median household income.

Maximum of 35 percent when the proposed project is:

- Located in a rural community having a population of 20,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 80 percent of the State nonmetropolitan median household income.

Maximum of 15 percent when the proposed project is:

- Located in a rural community having a population of 20,000 or fewer; and
- The median household income of the proposed service area is below the higher of the poverty line or 90 percent of the State nonmetropolitan median household income. The proposed project must meet both percentage criteria. Grants are further limited.

## Are there additional requirements?

- Applicants must have legal authority to borrow money, obtain security, repay loans, construct, operate, and maintain the proposed facilities
- Applicants must be unable to finance the project from their own resources and/or through commercial credit at reasonable rates and terms
- Facilities must serve rural area where they are/will be located
- Project must demonstrate substantial community support
- Environmental review must be completed/acceptable

## How do we get started?

Contact your [local RD office](#) to discuss your specific project. Applications are accepted year round.

## Who can answer questions?

Contact your [local RD office](#).

## What governs this program?

- Direct Loan: 7 CFR Part 1942, Subpart A
- Grant: 7 CFR Part 3570, Subpart A

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**NOTE: Because citations and other information may be subject to change, please always consult the program instructions listed in the section above titled “What Governs This Program?” You may also contact your local office for assistance. You will find additional forms, resources, and program information at [rd.usda.gov](http://rd.usda.gov). USDA is an equal opportunity provider, employer, and lender.**

## Guide to grants

### American Rescue Plan Act (ARPA) funds

American Rescue Plan Act funds were made available to state, local and tribal governments through the Coronavirus State and Local Fiscal Recovery Funds (SLFRF). Initial distribution of these funds began in May 2021, and non-entitlement units of government (all but eight of Michigan's largest townships) receive their second allocations this July.

#### Eligible uses:

- Access to clean drinking water, including replacement of lead service lines
- Vital wastewater and stormwater infrastructure
- Affordable access to broadband
- Administrative costs (consultants, legal) provided services are secured in compliance with the Brooks Act (Qualifications Based Selection)
- Government services and support including replacement of lost revenue, premium pay for essential workers, and responses to public health and negative economic impacts from the pandemic

#### Key dates:

- Can be used for costs incurred after March 31, 2021
- Must be obligated by Dec. 31, 2024
- Must be fully expended by Dec. 31, 2026

#### Competitive: No

**Available funding:** Varies by township

**Required match:** None

#### Resources:

- [www.michigantownships.org/covidrelief.asp](http://www.michigantownships.org/covidrelief.asp)
- [www.michigan.gov/arpa](http://www.michigan.gov/arpa)
- <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>

### Infrastructure Investment and Jobs Act (IIJA) funds

The Infrastructure Investment and Jobs Act, signed into law on Nov. 15, 2021, authorized \$1.2 trillion for investments in transportation and infrastructure, with almost half going to new programs, including billions of dollars flowing into the state of Michigan over the next five years. Townships will likely need to partner with their county road commissions or departments, as these programs typically require the applicant to be an Act 51 agency. The details are quite expansive, and the funding requirements aren't uniform across all programs.

#### Eligible uses:

- Roads and bridges
- Broadband
- Water and wastewater infrastructure
- Public transportation
- Highway and pedestrian safety
- Natural disaster prevention and mitigation

**Key dates:** Fiscal years 2022–2026

**Competitive:** Yes

**Available funding:** Varies significantly by program

**Required match:** Varies significantly by program

- Many transportation grants require a minimum match of 20% of construction costs plus 100% of engineering and other administrative costs
- Broadband infrastructure grants may not exceed 70% of the total project costs

#### Resources:

- [www.gfoa.org/the-infrastructure-investment-and-jobs-act-iiija-was](http://www.gfoa.org/the-infrastructure-investment-and-jobs-act-iiija-was)
- [www.nga.org/iiija-implementation-resources/](http://www.nga.org/iiija-implementation-resources/)

### Michigan Department of Environment, Great Lakes, and Energy (EGLE)

While many state Department of Environment, Great Lakes, and Energy funding programs focus on water, wastewater and stormwater infrastructure, they also have numerous other programs, including brownfield redevelopment, coastal planning and construction, energy, and aquatic invasive species. Funding is available for drinking water projects that include lead service line replacements on private property. Both grant and low-interest revolving loan (1.875%–2.125% for FY '22) programs are available. Periodic one-time grant opportunities target specific initiatives (for example, Stormwater, Asset Management, and Wastewater (SAW) and Drinking Water Asset Management (DWAM) grant programs). Grants for water and wastewater construction projects are often called “principal forgiveness” and target financially disadvantaged communities.

#### Eligible uses:

- Drinking water systems
- Wastewater systems and stormwater infrastructure
- Several others

#### Key dates:

- Intent to Apply forms for Clean Water State Revolving Fund (CWSRF) and Drinking Water State Revolving Fund (DWSRF) are currently due annually on Nov. 1.
- Project plan for CWSRF is due June 1
- Project plan for DWSRF is due July 1

**Competitive:** Yes. All funding applications are scored, then ranked. Awards are made until available funding is exhausted. Unfunded applicants remain on the list until the following year.

**Available funding:** CWSRF—\$881 million for loan; \$68.3 million for principal forgiveness, no maximum per project; DWSRF—\$256.5 million for loan; \$91 million for principal forgiveness, no maximum per project

**Required match:** CWSRF and DWSRF are loan programs

#### Resources:

- [www.michigan.gov/egle/regulatory-assistance/grants-and-financing](http://www.michigan.gov/egle/regulatory-assistance/grants-and-financing)



### U.S. Department of Agriculture Rural Development (USDA RD)

USDA Rural Development offers a wide variety of programs for drinking water, wastewater, community facilities and solid waste management, among others. Rural areas with populations of 10,000 or less are eligible to apply for water and wastewater projects (Rural Utilities or RU), rural areas with populations less than 20,000 are eligible to apply for community facilities (CF), and rural areas with populations less than 50,000 are eligible for Rural Business Development Grants (RBDG).

As a federal agency, USDA will not fund lead water service line replacements on private property. Partial grants may be available to disadvantaged communities for water and wastewater projects. Some examples of eligible community facilities include township halls, community centers, public safety buildings, medical facilities, and fairgrounds. Police vehicles, fire trucks and public works vehicles are also eligible. RBDG grants provide funding for transportation, streetscape, parking lots or utilities to benefit small or emerging businesses. The project must be tied to job creation for the local business.

#### Eligible uses:

- Drinking water systems
- Wastewater systems
- Facilities (township hall, public safety buildings)
- Vehicles and equipment

#### Key dates:

- Water, wastewater and facilities applications accepted throughout the year
- RBDG typically accepts application from September to February

**Competitive:** RU and CF are not competitive unless program funding limits are reached; RBDG: competitive

**Available funding:** No maximum for RU or CF. No maximum for RBDG, but priority is given to smaller requests. Grants generally range from \$10,000 to \$500,000.

**Required match:** Water, wastewater and facilities programs are loan programs. RBDG does not require a match, though a match makes the application more competitive

#### Resources:

- [www.rd.usda.gov](http://www.rd.usda.gov)
- [www.rd.usda.gov/mi](http://www.rd.usda.gov/mi)
- [www.rd.usda.gov/programs-services/business-programs/rural-business-development-grants/mi](http://www.rd.usda.gov/programs-services/business-programs/rural-business-development-grants/mi)

### Michigan Department of Natural Resources (MDNR)

The Michigan Department of Natural Resources has several grants available to communities, including the Michigan Natural Resources Trust Fund (MNRTF), Land and Water Conservation Fund (LWCF), Recreation Passport Grant, and Invasive Species Grant Program. A current five-year recreation plan must be on file with the MDNR to be eligible for the MNRTF and LWCF programs. A five-year recreation plan or CIP may be used for the Recreation Passport Grant.

#### Eligible uses:

- MNRTF—Development of trails, parks, beaches, campgrounds, water access, hunting and fishing facilities, winter sports, ball fields, as well as bathrooms, nature interpretive buildings, park visitor centers, and storage buildings to support these activities. Acquisition of property for the same uses.
- LWCF—Development of trails, parks, beaches, campgrounds, water access, winter sports, ball fields, and skate parks, as well as bathrooms and storage buildings to support these activities.
- Recreation Passport Grant—Development of parks, trails, campgrounds, beach access, or other recreation amenities with a focus on renovation or enhancement of existing facilities
- Invasive Species Grant Program—Prevent, detect, eradicate and control invasive species

#### Key dates:

- MNRTF, LWCF and Recreation Passport Grants: Five-year recreation plans are due Feb. 1; grant applications are due April 1
- Invasive Species Grant Program: Request for proposals issued Sept. 1; grant applications due Nov. 1

**Competitive:** Yes

#### Available funding:

- MNRTF: Minimum grant of \$15,000 to maximum of \$300,000 for development grants. No maximum for acquisition projects.
- LWCF: Minimum grant of \$30,000 to maximum of \$500,000
- Recreation Passport Grants: Minimum grant of \$7,500 to maximum of \$150,000
- Invasive Species Grants: Minimum grant of \$25,000 to maximum of \$400,000

**Required match:** MNRTF: Minimum 25% of the project cost; LWCF: Exactly 50% of the project cost; Recreation Passport Grants: Minimum 25% of the project cost; Invasive Species Grants: 10% match

#### Resources:

- [www.michigan.gov/dnr/Buy-and-Apply/grants](http://www.michigan.gov/dnr/Buy-and-Apply/grants)
- [www.michigan.gov/invasives/grants/misgp](http://www.michigan.gov/invasives/grants/misgp)

### Michigan Department of Transportation (MDOT)

The Michigan Department of Transportation has numerous sources as it also serves as the custodian of federal transportation funds. These programs will require townships to partner with the county road commission or department as applicants must be Act 51 agencies. The federal Surface Transportation Program (STP) funds flow through the state and are made available to rural task forces (RTF), small urban groups and metropolitan planning organizations (MPOs) for federal aid-eligible roads and bridges. The Local Bridge Program funds bridge replacement or rehabilitation projects. The Transportation Alternatives Program (TAP)

# cover story

funds pedestrian and bicycle facilities while Safe Routes to School (SRTS) funds facilities to schools. The MDOT Office of Economic Development has several programs, including Category A and F funds.

## Eligible uses:

- STP—Roadway or bridge improvements
- Local Bridge Program—Bridge replacement or improvements
- TAP—Sidewalks, shared use paths, boardwalks, bike lanes, paved shoulders
- SRTS—Sidewalks, curb ramps, on-street bicycle facilities
- Category A—Roadway or bridge improvements related to economic development activity in specific industries (e.g. agriculture or food processing, manufacturing, tourism) with job creation or retention
- Category F—Roadway or bridge improvements for urban areas in rural counties (population of 400,000 or less)

## Key dates:

- STP—Planning organizations typically have a three- to five-year plan and meet periodically depending on the organization. RTFs may meet annually or biannually while MPOs typically meet monthly.
- Local Bridge Program—Applications due annually, typically in May
- TAP & SRTS—Applications are accepted in February, June, and October
- Category A—Applications are accepted throughout the year
- Category F—Applications are typically due each spring

## Competitive:

- STP—Yes, prioritized through the RTF, small urban group, or MPO
- Local Bridge Program—Yes
- TAP & SRTS—Yes
- Category A—Yes
- Category F—Yes

## Available funding:

- STP—Annual allocation varies by RTF or MPO; maximum grant limited by availability
- Local Bridge Program—No maximum, based on funding availability
- TAP—Minimum grant \$200,000; no maximum
- Category A—No maximum
- Category F—Maximum grant of \$375,000

## Required match:

- STP—Minimum 20% of construction costs, plus 100% of engineering and administration costs

- Local Bridge Program—5% of construction costs, plus 100% of engineering and administration costs
- TAP & SRTS—Minimum 20% of construction costs, plus 100% of engineering and administration costs
- Category A—Minimum 20% of the total project costs, including engineering and right-of-way acquisition. Other grant sources can be used as the local match.
- Category F—Minimum 20% of construction costs, plus 100% of engineering and administration costs

## Resources

- [www.michigan.gov/mdot/programs/grant-programs](http://www.michigan.gov/mdot/programs/grant-programs)
- [www.michigan.gov/mdot/business/local-government/local-agency-program](http://www.michigan.gov/mdot/business/local-government/local-agency-program)
- [www.michigan.gov/mdot/programs/grant-programs/transportation-alternatives](http://www.michigan.gov/mdot/programs/grant-programs/transportation-alternatives)
- <https://saferoutesmichigan.org/>
- [www.michigan.gov/mdot/programs/grant-programs/transportation-economic-development-fund/category-a](http://www.michigan.gov/mdot/programs/grant-programs/transportation-economic-development-fund/category-a)
- [www.michigan.gov/mdot/programs/grant-programs/transportation-economic-development-fund/category-f](http://www.michigan.gov/mdot/programs/grant-programs/transportation-economic-development-fund/category-f)

## MACKINAC ISLAND PLANNING MICHIGAN 2022

October 12-14, 2022

[planningmi.org/planning-michigan-conference](http://planningmi.org/planning-michigan-conference)



The Michigan Association of Planning's annual conference at Mission Point Resort offers sessions customized for township land use leaders. National expert Jason Jordan, from the American Planning Association, tackles how communities can acquire and use federal funds to drive local recovery and reinvention. Breakouts include: preparing for solar energy, rural food systems, retrofitting the suburban strip and navigating contentious land use decisions. We are again hosting the MSU Extension Citizen Planner Program. Join us in person and/or online. Register today!

## Guidance for Community Project Funding FY25 Requests- Rep. Dingell office

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From: Hayward, Zach (zach.hayward@mail.house.gov)

To: zach.hayward@mail.house.gov

Date: Thursday, April 25, 2024 at 09:06 PM EDT

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Hello,

I appreciate your patience as we have been waiting for guidance to be released for fiscal year 2025 Community Project Funding Requests. Today, House leadership released the guidance and below is a letter from Congresswoman Dingell with more details and links to the Appropriations page and the google form that you will need to complete to submit your request to our office. The timeline is shorter compared to years past, so please reach out with questions at anytime given the time constraint.

---

Good evening,

The House Committee on Appropriations announced today they are now accepting requests for Community Project Funding for FY2025. As in previous years, each member of Congress may submit up to 15 Community Project Funding requests.

The deadline set by the Majority to receive all submissions is **Friday, May 3, 2024**. Given the tight turnaround, we will need all requests submitted to our office for processing by 5PM on **Wednesday, May 1**. We are not happy about the short turnaround and Democrats are advocating for an extended deadline, but for now we must operate under the rules that were announced today.

The guidance for FY25 Community Project Funding requests can be found [here](#). One significant change to the guidance for FY25 is that nonprofits are unfortunately no longer eligible to receive funding under the HUD-EDI subcommittee.

To submit a request, please fill out the google form [here](#). Please send letters of support, any other supplemental documents you would like to submit, or additional questions to my District Director, Zach Hayward, ([Zach.Hayward@mail.house.gov](mailto:Zach.Hayward@mail.house.gov)).

Sincerely,

Congresswoman Debbie Dingell

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**Zach Hayward** (He/Him)  
*District Director*  
2006 Hogback Rd., Suite 7  
Ann Arbor, MI 48105  
Office : (734) 481-1100



## Fw: Guidance for Community Project Funding FY25 Requests- Rep. Dingell office

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From: Laurie Fromhart (bridgewaterwpsupervisor@yahoo.com)

To: rmilkey@twp-manchester.org; llindemann@freedomtownshipmi.org; supervisor@sharontownship.org; pvailliencourt@comcast.net; trusteeTrudi@gmail.com; barb@provide.net; vlbristle@yahoo.com; kthompson@twp-manchester.org; sybil.kolon@gmail.com; wernerc@sbcglobal.net; lisamoutinho@gmail.com; billl59@aol.com; beemans@washtenaw.org; huehl.acres@plantpioneer.com; bbezeau@mcs.k12.mi.us; layherfarms@reagan.com; msessions@vil-manchester.org

Cc: gm.lawncare@yahoo.com; bridgewaterwpclerk@yahoo.com; faustsandandgravel@gmail.com; bridgewaterwptreasurer@yahoo.com

Date: Sunday, April 28, 2024 at 03:21 PM EDT

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Hi All,

Bridgewater Township has submitted a request for community project funding for FY2025 through Congresswoman Debbie Dingell's office. We are looking to add-on to our township hall and are in need of letters of support from the community. If you would like to submit a letter of support, please email Zach Hayward at: zach.hayward@mail.house.gov

As you can see they have given us very little time to submit a request and to provide letters of support as we just received notice on Thursday, April 25th. The deadline for all submissions is Wednesday, May 1st by 5 pm.

Below are the reasons we are in need of an addition to the township hall:

*Bridgewater Township seeks funding to build an addition to its historic township hall. Bridgewater Township would like to continue using the historic building as a Township Hall available to all types of groups with its facilities available for rental. However, the current facility is not configured to accommodate these uses. Seating and meeting spaces are inadequate and there is no separation of activity areas. All work occurs in the meeting space. A dedicated room for small conferences, coat room and accessible kitchen areas are lacking. There is insufficient workspace for the township staff, toilet rooms do not meet State of Michigan Barrier-Free or ADA standards for accessibility. More space for voting is needed. On voting day, the voting machines are crowded into the meeting room. Because of voting privacy, the restroom is off limits by the public during voting day. Voting equipment needs increased secure storage. The proposed 1600 square foot addition will allow voting machines to be shifted for privacy out of the way of restrooms. The proposed addition will allow for one public restroom for each sex and ADA compliant. A new side entrance with ADA complaint access is planned as the current side entry door is an enclosed split stair that connects the basement to the main level and is not accessible and cannot be used as a means of entry or egress. The new side entrance will allow for at least two accessible routes from the voting area with a clear ADA complaint opening to the outside of the building. This will improve the flow of voting on election day and provide the necessary ADA clearances between fixed tables and chairs. The proposed addition will also provide for dedicated private office space for the assessor/supervisor, clerk and treasurer, conference room, kitchenette, record storage and a foyer. The township hall currently has one barrier-free parking space but based on capacity and parking spaces two barrier-free parking spaces may be required. A new parking layout with an additional paved ADA complaint space is planned.*

Community Benefit:

*The project will benefit the community by creating a more convenient, inviting and efficient township hall that will provide for community needs and improved uses. The project will address ADA access and compliance issues. Restrooms must be expanded and be ADA compliant. Increased meeting space is needed for voting and large town hall meetings. Record storage areas need to be expanded and voting equipment needs increased secure storage. Office space in the township hall is in the meeting room and is inadequate to support the administrative functions now and for the foreseeable future. Kitchen facilities adjacent to the meeting room are needed. Parking should be paved and additional ADA parking space provided.*

Please don't hesitate to contact me if you have any questions.

Respectfully,

Laurie Fromhart  
Bridgewater Township Supervisor  
10990 Clinton Rd  
Manchester, MI 48158  
Cell: 734.223.2766  
Email: bridgewaterwpsupervisor@yahoo.com

----- Forwarded Message -----

**From:** Hayward, Zach <zach.hayward@mail.house.gov>

**To:** Hayward, Zach <zach.hayward@mail.house.gov>

**Sent:** Thursday, April 25, 2024 at 09:06:11 PM EDT

**Subject:** Guidance for Community Project Funding FY25 Requests- Rep. Dingell office

Hello,

I appreciate your patience as we have been waiting for guidance to be released for fiscal year 2025 Community Project Funding Requests. Today, House leadership released the guidance and below is a letter from Congresswoman Dingell with more details and links to the Appropriations page and the google form that you will need to complete to submit your request to our office. The timeline is shorter compared to years past, so please reach out with questions at anytime given the time constraint.

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Good evening,

The House Committee on Appropriations announced today they are now accepting requests for Community Project Funding for FY2025. As in previous years, each member of Congress may submit up to 15 Community Project Funding requests.

The deadline set by the Majority to receive all submissions is **Friday, May 3, 2024**. Given the tight turnaround, we will need all requests submitted to our office for processing by 5PM on **Wednesday, May 1**. We are not happy about the

# Bridgewater Township General Fund

## Monthly Expenses

April 2024

Type	Date	Num	Name	Split	Amount
<b>Apr 24</b>					
▶ Bill	04/30/2024		AT&T	5253727 · Treasurer supplies & expenses	43.94
Bill	04/30/2024		Beckett & Raeder	2233 · Due to SMR-Crego/Peltcs	825.00
Bill	04/30/2024		Cardmember Service	-SPLIT-	403.46
Bill	04/30/2024		Clayton and Mary Rider Assessing Ser...	-SPLIT-	2,359.83
Bill	04/30/2024		Consumers Energy	5265728 · Maintenance & Utilities	60.04
Bill	04/30/2024		Detroit Edison Company - Hall	5265728 · Maintenance & Utilities	53.75
Bill	04/30/2024		Detroit Edison Company - Street Lights	5440852 · Street lighting	375.38
Bill	04/30/2024		Frontier	5265728 · Maintenance & Utilities	239.07
Bill	04/30/2024		Iron Free & SoftWater Systems	5265728 · Maintenance & Utilities	25.00
Bill	04/30/2024		Jon Way	-SPLIT-	440.00
Bill	04/30/2024		Luckhardt Plumbing and Heating, LLC.	5265980 · Building improvement & equipmen	1,476.90
Bill	04/30/2024		MTA	5209705 · Board of Review expenses	100.00
Bill	04/30/2024		Paychex - fees	5215727 · Clerk supplies & expense	197.21
Bill	04/30/2024		Paychex - payroll	-SPLIT-	6,347.40
Bill	04/01/2024		Pohlman USA	5209810 · Assessor Expense	894.47
Bill	04/30/2024		Toshiba	5209810 · Assessor Expense	257.74
Bill	04/30/2024		Village of Clinton	5339727 · Fire protection billing expense	7,524.50
Bill	04/01/2024		Washtenaw County Treasurer	5440847 · Drains at large	33,945.95
<b>Apr 24</b>					<b>55,569.61</b>

Apr 28, 2024  
 Accrual Basis

## Bridgewater Township Profit & Loss Budget vs. Actual April 2024 through March 2025

	Apr '24 - Mar 25	Budget	\$ Over Budget
<b>Income</b>			
Clean-up Day Grant	0	2,500	-2,500
Clean Up Donation	0	200	-200
4402 · Property tax - operation	0	98,807	-98,807
4405 · Property tax - fire millage	0	59,934	-59,934
4447 · Tax administration fee	0	38,000	-38,000
4448 · Tax collection fees	0	3,800	-3,800
4460 · Township permits	0	500	-500
4465 · Land division fees	0	1,000	-1,000
4574 · Revenue sharing	0	178,249	-178,249
4665 · Interest Income	0	1,000	-1,000
4672 · Other Income	0	100	-100
4675 · Metro Auth.-restricted to roads	0	5,000	-5,000
4700 · Election Reimbursement	0	3,000	-3,000
<b>Total Income</b>	<b>0</b>	<b>392,090</b>	<b>-392,090</b>
<b>Gross Profit</b>	<b>0</b>	<b>392,090</b>	<b>-392,090</b>
<b>Expense</b>			
<b>5101000 · Township Board</b>			
5101703 · Trustee salary	433	5,196	-4,763
5101727 · Township supplies & expenses	0	1,200	-1,200
5101770 · Conferences & Training	0	500	-500
5102703 · Designated rep	0	500	-500
<b>Total 5101000 · Township Board</b>	<b>433</b>	<b>7,396</b>	<b>-6,963</b>
<b>5171000 · Supervisor</b>			
5171703 · Supervisor Salary	1,619	19,429	-17,810
5171727 · Supervisor Expense	0	1,000	-1,000
<b>5209000 · Assessor</b>			
5209705 · Board of Review expenses	100	1,600	-1,500
5209805 · Assessor Wages	2,260	27,118	-24,858
5209810 · Assessor Expense	1,235	2,500	-1,265
<b>Total 5209000 · Assessor</b>	<b>3,595</b>	<b>31,218</b>	<b>-27,623</b>
<b>Total 5171000 · Supervisor</b>	<b>5,214</b>	<b>51,647</b>	<b>-46,433</b>
<b>5173000 · Other General Government</b>			
5173715 · Social Security	451	7,000	-6,549
5173801 · Attorney & Consulting Expenses	0	3,000	-3,000
5173802 · Audit fees	0	5,000	-5,000
5173811 · Membership fees & dues	0	2,500	-2,500
5173890 · Newsletter (non-recyc)	0	300	-300
5173895 · Website Administrator	0	600	-600
5173912 · Insurance & Bonds	8,080	7,880	200
5173955 · Miscellaneous	0	500	-500
<b>Total 5173000 · Other General Government</b>	<b>8,531</b>	<b>26,780</b>	<b>-18,249</b>
<b>5215700 · Clerk</b>			
5173900 · Printing & publishing	0	1,000	-1,000
5174810 · Deputy Clerk	160	3,600	-3,440
5191727 · Election expense	108	12,000	-11,892
5215703 · Clerk salary	1,682	20,184	-18,502
5215727 · Clerk supplies & expense	246	4,000	-3,754
<b>Total 5215700 · Clerk</b>	<b>2,196</b>	<b>40,784</b>	<b>-38,588</b>
<b>5253700 · Treasurer</b>			
5253701 · Tax Collection Expense	0	3,000	-3,000
5253703 · Treasurer salary	1,827	21,927	-20,100
5253704 · Deputy Treasurer Wages	0	1,600	-1,600
5253727 · Treasurer supplies & expenses	83	3,000	-2,917
<b>Total 5253700 · Treasurer</b>	<b>1,910</b>	<b>29,527</b>	<b>-27,617</b>

Apr 28, 2024  
 Accrual Basis

## Bridgewater Township Profit & Loss Budget vs. Actual April 2024 through March 2025

	Apr '24 - Mar 25	Budget	\$ Over Budget
<b>5265000 · Building &amp; Grounds</b>			
5265728 · Maintenance & Utilities	483	10,000	-9,517
5265925 · Cemetery care	335	3,500	-3,165
5265980 · Building improvement & equipmen	1,477	500	977
<b>Total 5265000 · Building &amp; Grounds</b>	2,295	14,000	-11,705
<b>5301800 · Public Safety</b>			
5339727 · Fire protection billing expense	7,525	80,000	-72,476
<b>Total 5301800 · Public Safety</b>	7,525	80,000	-72,476
<b>5400700 · Planning &amp; zoning</b>			
<b>5400701 · Planning</b>			
5400727 · Planning comm. wage & expense	75	5,500	-5,425
5400803 · Planning consultant - on-going	0	7,000	-7,000
5411810 · Conferences & Training	0	500	-500
<b>Total 5400701 · Planning</b>	75	13,000	-12,925
<b>5410726 · Zoning</b>			
5410704 · Land Division Processing Fees	100	2,000	-1,900
5410727 · Zoning ad.wage & expense	0	7,500	-7,500
5411727 · Zon Bd of Appeals Expense	0	500	-500
<b>Total 5410726 · Zoning</b>	100	10,000	-9,900
<b>Total 5400700 · Planning &amp; zoning</b>	175	23,000	-22,825
<b>5440000 · Public works</b>			
5440846 · Road Improvements	0	78,956	-78,956
5440847 · Drains at large	33,946	30,000	3,946
5440849 · Clean-up Day	0	5,000	-5,000
5440852 · Street lighting	375	5,000	-4,625
<b>Total 5440000 · Public works</b>	34,321	118,956	-84,635
<b>5500000 · Contingencies</b>	0	522	-522
<b>Total Expense</b>	62,600	392,612	-330,012
<b>Net Income</b>	<b>-62,600</b>	<b>-522</b>	<b>-62,078</b>

**Bridgewater Township Sewer Operation**  
**Monthly Expenses**  
**April 2024**

Type	Date	Num	Name	Split	Amount
<b>Apr 24</b>					
▶ Bill	04/30/2024		City of Manchester	-SPLIT-	5,479.40
Bill	04/30/2024		DTE Energy	Electricity	1,603.21
Bill	04/30/2024		Glasco UV LLC	Supplies	598.13
Bill	04/30/2024		Jon Way	Building & Grounds Ma...	195.00
Bill	04/30/2024		USIC Locating Services, ...	Miss Dig Locator Service	163.44
<b>Apr 24</b>					<b><u>8,039.26</u></b>

# PSLZ PLLC

## *Certified Public Accountants*

19500 Victor Parkway  
Suite 460  
Livonia, MI 48152

Jane F. Wang, C.P.A.  
Rana M. Emmons, C.P.A.  
Susan H. Bertram, C.P.A.  
Deborah M. Gullledge-Johnson, C.P.A.

Telephone: (734) 453-8770  
Fax: (734) 453-0312

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Dennis M. Siegner, C.V.A.  
Kaitlin J. McDuff, C.P.A.  
Kevin F. Kurkie, C.P.A.

April 18, 2024

Bridgewater Township  
10990 Clinton Road  
Manchester, MI 48158

We are pleased to confirm our understanding of the services we are to provide Bridgewater Township for the year ended March 31, 2024.

### ***Audit Scope and Objectives***

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of Bridgewater Township, as of and for the year ended March 31, 2024. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Bridgewater Township's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Bridgewater Township's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedules

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole.

Reasonable assurance is a high level of assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

***Auditor's Responsibilities for the Audit of the Financial Statements***

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.



We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you of your responsibilities.

#### ***Audit Procedures – Internal Control***

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards. We have identified the following significant risks of material misstatement as part of our audit planning; management override of controls, revenue recognition, and cash.

#### ***Audit Procedures - Compliance***

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Bridgewater Township's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

#### ***Other Services***

We will also prepare the financial statements of Bridgewater Township in conformity with accounting principles generally accepted in the United States of America based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

***Responsibilities of Management for the Financial Statements***

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of the audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You

also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or if they changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

With regard to using the auditor's report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents.

With regard to electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

#### **Engagement Administration**

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of PSLZ PLLC and constitutes confidential information.

Rana Emmons is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

The fee for the audit engagement services will be \$6,900. This fee includes the preparation of the financial statements and the filing of the Form F65. All other accounting services, if needed, will be billed at our hourly rates.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

If we elect to terminate our services, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

**Reporting**

We will issue a written report upon completion of our audit of Bridgewater Township's financial statements. Our report will be addressed to the management and those charged with governance of Bridgewater Township. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to Bridgewater Township and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign this letter and return it to us.

Sincerely,



PSLZ PLLC

Certified Public Accountants

**RESPONSE:**

This letter correctly sets forth the understanding of Bridgewater Township.

By: \_\_\_\_\_

Laurie Fromhart  
Supervisor

**BRIDGEWATER TOWNSHIP BOARD OF TRUSTEES  
TO RECOGNIZE AND HONOR MARCIE SCATURO FOR HER EXEMPLARY  
SERVICE AND CONTRIBUTIONS TO BRIDGEWATER TOWNSHIP  
RESOLUTION NUMBER 2024-09**

WHEREAS, Marcie Scaturo has faithfully served Bridgewater Township as a member of the Farmland Preservation Board; and,

WHEREAS, Marcie Scaturo's service record has served as a wealth of experience and insight into issues facing the Farmland Preservation Board; and,

WHEREAS, Marcie Scaturo's experience and expertise in both the structure and function of the Farmland Preservation Board has provided exemplary service to the community as a whole; and,

WHEREAS, Marcie Scaturo's contributions to the Farmland Preservation Board have remained consistent in pursuing and achieving the ultimate goals and direction of our rural community; and,

WHEREAS, Marcie Scaturo's respect for her comrades among the members and guests of the Farmland Preservation Board has earned her their respect and confidence.

NOW, THEREFORE, WE RESOLVE that the Bridgewater Township Board of Trustees wish to extend to Marcie Scaturo their gratitude and appreciation for all the hard work, dedication, and loyalty she has devoted to us, to our residents, and to our posterity;

Motion made by Trustee \_\_\_\_\_ and seconded by Trustee \_\_\_\_\_ to adopt Resolution 2024-09 to recognize and honor Marcie Scaturo for her exemplary service and contributions to Bridgewater Township.

Upon roll-call vote, the following members voted:

AYE:

ABSTAIN:

NAY:

ABSENT:

Supervisor Fromhart declared the resolution 2024-09 duly adopted.

Certification:

I, Michelle McQueer, the undersigned Clerk of Bridgewater Township, do certify that the above resolution is a true and complete copy of a resolution adopted at the regular meeting of the Bridgewater Township Board of Trustees held on May 2, 2024 the original of which is on file in my office, and that notice of such meeting was given, and the meeting was conducted, pursuant to and in compliance with Public Act 267 of 1976 as amended.

---

Michelle McQueer,  
Bridgewater Township Clerk

## Request for Appreciation Resolution-Marcie Scaturo

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From: Dan Kaffee (kaffeedan@yahoo.com)

To: bridgewaterwpsupervisor@yahoo.com

Date: Tuesday, April 23, 2024 at 11:32 PM EDT

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Laurie,

Please accept a request for an appreciation resolution from the Board of Trustees for Ms. Marcie Scaturo, for the recognition as she served on the Farmland Preservation Board. We always appreciated her dedication and enthusiasm. Marcie was an excellent component as a member of our board. Note attached letter;

April 8, 2024

Marcie Scaturo

10730 Lima Center Rd.

Manchester, MI 48158

Dear Ms. Scaturo,

Thank you for participating as the secretary of the Farmland Preservation Board. The members genuinely enjoyed your expertise and knowledge. Our conversations gained valuable insights into our current strategy and placed the foundation to assist our township residents.

We will continue working to build preservation options. Again, we were extremely grateful for your assistance.

Thank you and best regards,

Dan McQueer/Chair

Bridgewater Township Farmland Preservation Board

# Bridgewater Township

## Zoning Administrator Report

April 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 – Jedele (9440 Schellenberger Rd.).** Application for zoning approval to construct an addition to an existing agricultural building and to construct a chicken coop accessory structure in the rear yard. Approved.
2. **Zoning Compliance Certificate – Haynes (12597 E. Austin Rd.).** Application for zoning approval to construct a new single-family dwelling and attached garage. Approved per revised plans.
3. **Zoning Compliance Certificate – Moore (8085 Schneider Rd.).** Application for zoning approval to construct additions to an existing dwelling. Approved.

### Land Divisions:

*None this month*

### Addressing Assignments:

4. **Parcel Q-17-08-100-025 (E. Austin Rd., vacant).** Address assigned as 12597 E. Austin Road.

### Ordinance Enforcement:

5. **13900 E. Michigan Ave. – Significant structural alterations to an existing agricultural building to convert it to a single-family dwelling without any zoning or building permit approvals.** The building is located more than a half-mile north of E. Michigan Ave. (US-12) at a location not visible from the state highway. In response to a stop work order, the owner ceased the construction activity. A licensed builder is now involved, and updated plans were recently received and are under review.
6. **12285 Fisk Rd. – Unlawful business activity.** In response to a neighbor complaint, I contacted the landowners and confirmed the scope of unlawful activity. There has been a lawful home occupation on the premises, but recently the scope of activity was unlawfully expanded beyond what the home occupation provisions allow. The owners verbally committed to correct the violation. Additional follow up is scheduled to verify compliance.
7. **Hogan Rd. – barking dogs and burning trash.** Complaint forwarded to my office by the Supervisor. I visited the site and contacted the complaining party. During my initial visit I did not observe any unlawful conditions. The Supervisor subsequently shared with me a photo of a trash pile on the premises. I have not yet received permission from the complaining party to enter their land to be able to view any potential violations not visible from the roadway. A follow up site visit is scheduled.

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

8. **Telephone calls, emails, etc.** During this period, I received and responded to telephone calls/emails regarding requests for zoning district information and questions about Zoning Ordinance standards for yard setbacks, natural features protection, new single-family dwellings, and auditoriums/banquet facilities. I also answered questions about addressing, the Hamlet Area, and additional questions about zoning and the church property at 13300 Clinton Rd.

Respectfully submitted,

**Rodney C. Nanney**  
Zoning Administrator



## Online Resources Available for Washtenaw County Landowners

---

From: Summer Roberts (summer@washtenawcd.org)

To: bridgewaterwpsupervisor@yahoo.com; kaffeedan@yahoo.com

Date: Friday, April 19, 2024 at 01:14 PM EDT

---

Hi Laurie and Dan,

I hope you are both doing well!

I wanted to follow-up on the presentation our group gave at Bridgewater Township Hall in 2023 about options for how landowners could assess, manage, and preserve their land. As you may know, our group of multiple agencies has assembled an [online toolkit for Washtenaw County residents](#) to explore many of the options available to them. **Would you be willing to promote and/or provide a link to our site on your Township's website, so that more landowners can find their way to this resource?** I have also attached a flyer that can be printed and hung on a bulletin board.

In case you'd like to include this information in a newsletter, here's a text blurb:

*Don't know where to start when it comes to finding the right organization or program to help with your needs on your land in Washtenaw County? A collection of local organizations have been working together to compile a launch pad of tools and resources to help you narrow down your search, so you can explore your options and then reach out to the appropriate organization when you're ready. Visit [washtenawcd.org/landtoolkit](https://washtenawcd.org/landtoolkit) to get started!*

Thanks in advance for your assistance with getting the word out and please reach out if you have any questions.

(Also, more to come on the Rural Solar presentation as well! We're planning to do a recording that will be available online. I'll share that when it's available.)

Have a nice weekend!

Summer Roberts  
Community Forester



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705 N. Zeeb Rd., Suite 201 • Ann Arbor MI 48103  
Office: (734) 302-8715 • [www.washtenawcd.org](http://www.washtenawcd.org)

---

*Assisting residents with the conservation, management and wise use of natural resources in Washtenaw County since 1948.*



WCC\_Table\_Flyer\_landscape\_(8.5 x 11 in).pdf  
4.4MB

# Land Conservation Online Toolkit

A toolkit for Washtenaw County landowners to find the right resources and connect to local organizations that can help assess, manage, and preserve your land!



SCAN ME

Learn more and take the quiz at  
[washtenawcd.org/landtoolkit](https://washtenawcd.org/landtoolkit)



RE: National Pollutant Discharge Elimination System NPDES Individual Permit No. MI0057118, Designated Name: Bridgewater Twp WWTP

---

From: Tom Thompson (thompson@vil-manchester.org)  
To: millert45@michigan.gov  
Cc: carverb@michigan.gov; bridgewaterwpsupervisor@yahoo.com  
Date: Monday, April 22, 2024 at 07:41 AM EDT

---

Good Morning Thomas,  
Dan Geyer ([geyerd@vil-manchester.org](mailto:geyerd@vil-manchester.org)) has retired and is no longer associated with the Bridgewater WWTP. Laurie Fromhart ([bridgewaterwpsupervisor@yahoo.com](mailto:bridgewaterwpsupervisor@yahoo.com)) has been cc'd to this response. Some of the concerns are that the CBOD5/TSS/P/N quantity/loading values decreased and the plant will have a difficult time meeting permitted values as the flows increase. You have cited the reason for this as anti-degradation but the concerns are that it will make it more difficult for the existing plant to meet these values for future flows as the community expands.  
Thank you for your time,  
Tom

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

---

**From:** Miller, Thomas (EGLE) [mailto:MillerT45@michigan.gov]  
**Sent:** Friday, April 19, 2024 2:15 PM  
**To:** thompson@vil-manchester.org; geyerd@vil-manchester.org  
**Cc:** Carver, Bridgett (EGLE) <CarverB@michigan.gov>  
**Subject:** Re: National Pollutant Discharge Elimination System NPDES Individual Permit No. MI0057118, Designated Name: Bridgewater Twp WWTP

Good afternoon all,

Reaching out to see if the facility has had a chance to review the draft permit in the original email. We would like to keep this moving along in process so please let me know if there are other representatives I need to reach out to. Otherwise let me know as soon as you can provide any questions or comments so that we can move along to the public notice period.

Sincerely,  
Thomas

---

**From:** Miller, Thomas (EGLE)  
**Sent:** Friday, March 15, 2024 2:49 PM  
**To:** [thompson@vil-manchester.org](mailto:thompson@vil-manchester.org) <[thompson@vil-manchester.org](mailto:thompson@vil-manchester.org)>; [geyerd@vil-manchester.org](mailto:geyerd@vil-manchester.org) <[geyerd@vil-manchester.org](mailto:geyerd@vil-manchester.org)>  
**Cc:** Carver, Bridgett (EGLE) <[CarverB@michigan.gov](mailto:CarverB@michigan.gov)>; Staron, Matthew (EGLE) <[STARONM@michigan.gov](mailto:STARONM@michigan.gov)>; DePetro, Phillip (EGLE) <[DePetroP1@michigan.gov](mailto:DePetroP1@michigan.gov)>; Epperly, Josh (EGLE) <[EpperlyJ@michigan.gov](mailto:EpperlyJ@michigan.gov)>; Snell, Debora (EGLE)

## Air pump

---

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

To: bridgewaterwpsupervisor@yahoo.com

Date: Tuesday, April 9, 2024 at 01:38 PM EDT

---

Hi Laurie,

Here is a link for the air pump that needs to be replaced in the control room (the compressor that feeds air into the white tank). It adds Dissolved Oxygen to the effluent flow before it leaves the facility. The old one has gone past the recommended service life (4-6yrs) and is no longer functional. The DO is currently above the permitted value (5.0mg/L) for April, but not by much. The month of May the value rises to 6.0mg/l and were below that at this point.

<https://www.usabluebook.com/hiblow-hp-linear-air-pump-4-5-psi-5-2-cfm-hp-100-41606>

I am also in the process of getting a quote for some new UV bulbs and quartz tubes, as we just replaced a set and in need of some spares.

Thanks,

Tom

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



Product name or item number...



+ Hover to zoom | Click to enlarge

## Hiblow® HP Linear Air Pump, 4.5 psi, 5.2 cfm, HP-100

Item number 41606

Brand Name Hiblow

Catalog Page 49

Net weight 21.2

Condition New

**\$524.<sup>95</sup>** price per each  
excl. tax

[Call for availability](#)

- 1 +

[Add to cart](#) >

[Add to Order Template](#)

[Add to wish list](#)

Need Help? Call 800-548-1234

### Product Details

- Quiet operation
- Flows up to 10.5 cfm
- Low power consumption

Linear air pumps are a great option for low-cost blowers. Use them to add air into your lift station where limited space allows only one or two diffusers. They also work extremely well for ponds in residential communities where noise is an issue. These extremely quiet pumps provide flows up to 10.5 cfm at only 31 to 47 dBA.

## RE: PFAS data March 2024

---

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

To: d13500@earthlink.net; bridgewaterwpsupervisor@yahoo.com

Date: Thursday, April 11, 2024 at 09:44 AM EDT

---

Hi David,

Interesting results as I don't see anything alarming. I'll submit the results to MI-EGLE thru MI-Enviro and hopefully we won't have to do any other exploratory sample. Thank you,  
Tom

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

-----Original Message-----

From: [d13500@earthlink.net](mailto:d13500@earthlink.net) [mailto:d13500@earthlink.net]

Sent: Thursday, April 11, 2024 8:43 AM

To: Tom Thompson Manchester WWTP <[thompson@vil-manchester.org](mailto:thompson@vil-manchester.org)>; Bridgewater TWP Laurie <[bridgewaterwpsupervisor@yahoo.com](mailto:bridgewaterwpsupervisor@yahoo.com)>

Subject: PFAS data March 2024

Hello Tom,

I have attached the March 2024 PFAS data regarding: Effluent, Tire Shop, Xela Pack, Apotheke Salon.

I'm still waiting on the QC.

Let me know if you have any questions.

Thank you,

David Cook  
Global Environmental Consulting, LLC.  
223 West Michigan Ave.  
Clinton, MI 49236  
517 456-6881  
fax: 517 456-9952



# Analytical Laboratory Report

Report ID: S59897.01(01)  
Generated on 04/10/2024

**Report to**

---

Attention: David Cook  
Global Environmental Consulting  
223 W. Michigan Avenue  
Clinton, MI 49236

Phone: 517-456-6881 FAX:  
Email: gec223@earthlink.net

Additional Contacts: Doug Ervin

**Report produced by**

---

Merit Laboratories, Inc.  
2680 East Lansing Drive  
East Lansing, MI 48823

Phone: (517) 332-0167 FAX: (517) 332-6333

Contacts for report questions:  
John Lavery (johnlavery@meritlabs.com)  
Barbara Ball (bball@meritlabs.com)

**Report Summary**

---

Lab Sample ID(s): S59897.01-S59897.04  
Project: Bridgewater WWTP  
Collected Date(s): 03/12/2024 - 03/14/2024  
Submitted Date/Time: 03/15/2024 15:30  
Sampled by: David Cook  
P.O. #: D2220

**Table of Contents**

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- Cover Page (Page 1)
- General Report Notes (Page 2)
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- Parameter Summary (Page 5)
- Sample Summary (Page 6)

Maya Murshak  
Technical Director



# Analytical Laboratory Report

## General Report Notes

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Analytical results relate only to the samples tested, in the condition received by the laboratory.

Methods may be modified for improved performance.

Results reported on a dry weight basis where applicable.

'Not detected' indicates that parameter was not found at a level equal to or greater than the reporting limit (RL).

When MDL results are provided, then 'Not detected' indicates that parameter was not found at a level equal to or greater than the MDL.

40 CFR Part 136 Table II Required Containers, Preservation Techniques and Holding Times for the Clean Water Act specify that samples for acrolein and acrylonitrile, and 2-chloroethylvinyl ether need to be preserved at a pH in the range of 4 to 5 or if not preserved, analyzed within 3 days of sampling.

QA/QC corresponding to this analytical report is a separate document with the same Merit ID reference and is available upon request.

Starred (\*) analytes are not NY NELAP accredited.

Samples are held by the lab for 30 days from the final report date unless a written request to hold longer is provided by the client.

Report shall not be reproduced except in full, without the written approval of Merit Laboratories, Inc.

Limits for drinking water samples, are listed as the MCL Limits (Maximum Contaminant Level Concentrations)

PFAS requirement: Section 9.3.8 of U.S. EPA Method 537.1 states "If the method analyte(s) found in the Field Sample is present in the

FRB at a concentration greater than 1/3 the MRL, then all samples collected with that FRB are invalid and must be recollected and reanalyzed."

Samples submitted without an accompanying FRB may not be acceptable for compliance purposes.

Wisconsin PFAs analysis: MDL = LOD; RL = LOQ. LOD and LOQ are adjusted for dilution.

All accreditations/certifications held by this laboratory are listed on page 3. Not all accreditations/certifications are applicable to this report.

For a specific list of accredited analytes, please feel free to contact the laboratory or visit <https://www.meritlabs.com/certifications>.

## Report Narrative

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There is no additional narrative for this analytical report





# Analytical Laboratory Report

## Laboratory Accreditations (For Reference Only)

Authority	Accreditation ID
Michigan DEQ	#9956
DOD ELAP & ISO/IEC 17025:2017	#69699 PJLA Testing
WBENC	#2005110032
Ohio VAP	#CL0002
Indiana DOH	#C-MI-07
New York NELAC	#11814
North Carolina DENR	#680
North Carolina DOH	#26702
Pennsylvania DEP	#68-05884
Wisconsin DNR	FID# 399147320

## Qualifier Descriptions

Qualifier	Description
!	Result is outside of stated limit criteria
B	Compound also found in associated method blank
E	Concentration exceeds calibration range
F	Analysis run outside of holding time
G	Estimated result due to extraction run outside of holding time
H	Sample submitted and run outside of holding time
I	Matrix interference with internal standard
J	Estimated value less than reporting limit, but greater than MDL
L	Elevated reporting limit due to low sample amount
M	Result reported to MDL not RDL
O	Analysis performed by outside laboratory. See attached report.
R	Preliminary result
S	Surrogate recovery outside of control limits
T	No correction for total solids
X	Elevated reporting limit due to matrix interference
Y	Elevated reporting limit due to high target concentration
b	Value detected less than reporting limit, but greater than MDL
e	Reported value estimated due to interference
j	Analyte also found in associated method blank
o	Associated EIS outside of control limits
p	Benzo(b)Fluoranthene and Benzo(k)Fluoranthene integrated as one peak.
q	Qualifier ion ratio outside of control limits
x	Preserved from bulk sample

## Glossary of Abbreviations

Abbreviation	Description
RL/RDL	Reporting Limit
MDL	Method Detection Limit
MS	Matrix Spike
MSD	Matrix Spike Duplicate
SW	EPA SW 846 (Soil and Wastewater) Methods
E	EPA Methods
SM	Standard Methods
LN	Linear
BR	Branched



# Analytical Laboratory Report

## Method Summary

Method	Version
ASTMD7979-19M	ASTM Method D7979 - 19 Modified (Isotopic Dilution)

---

## Parameter Summary

Parameter	Synonym	Cas #
PFBA	Perfluorobutanoic Acid	375-22-4
PFPeA	Perfluoropentanoic Acid	2706-90-3
4:2 FTSA	4:2 Fluorotelomer Sulfonic Acid	757124-72-4
PFHxA	Perfluorohexanoic Acid	307-24-4
PFBS	Perfluorobutane sulfonic Acid	375-73-5
PFHpA	Perfluoroheptanoic Acid	375-85-9
PFPeS	Perfluoropentane Sulfonic Acid	2706-91-4
6:2 FTSA	6:2 Fluorotelomer Sulfonic Acid	27619-97-2
PFOA	Perfluorooctanoic Acid	335-67-1
PFHxS	Perfluorohexane Sulfonic Acid	355-46-4
PFHxS-LN	Perfluorohexane Sulfonic Acid - LN	355-46-4-LN
PFHxS-BR	Perfluorohexane Sulfonic Acid - BR	355-46-4-BR
PFNA	Perfluorononanoic Acid	375-95-1
8:2 FTSA	8:2 Fluorotelomer Sulfonic Acid	39108-34-4
PFHpS	Perfluoroheptane Sulfonic Acid	375-92-8
PFDA	Perfluorodecanoic Acid	335-76-2
N-MeFOSAA	N-methyl perfluorooctanesulfonamidoacetic acid	2355-31-9
EtFOSAA	N-Ethyl Perfluorooctane Sulfonamidoacetic Acid	2991-50-6
PFOS	Perfluorooctane Sulfonic Acid	1763-23-1
PFOS-LN	Perfluorooctane Sulfonic Acid - LN	1763-23-1-LN
PFOS-BR	Perfluorooctane Sulfonic Acid - BR	1763-23-1-BR
PFUnDA	Perfluoroundecanoic Acid	2058-94-8
PFNS	Perfluorononane Sulfonic Acid	68259-12-1
PFDoDA	Perfluorododecanoic Acid	307-55-1
PFDS	Perfluorodecane Sulfonic Acid	335-77-3
PFTTrDA	Perfluorotridecanoic Acid	72629-94-8
FOSA	Perfluorooctane Sulfonamide	754-91-6
PFTeDA	Perfluorotetradecanoic Acid	376-06-7
11Cl-PF3OUdS	11-chloroeicosafuoro-3-oxaundecane-1-sulfonic acid	763051-92-9
9Cl-PF3ONS	9-chlorohexadecafluoro-3-oxanone1-sulfonic acid	756426-58-1
ADONA	4,8-dioxa-3H-perfluorononanoic acid	919005-14-4
HFPO-DA	Hexafluoropropylene oxide dimer	13252-13-6



# Analytical Laboratory Report

## Sample Summary (4 samples)

Sample ID	Sample Tag	Matrix	Collected Date/Time
S59897.01	Final Effluent	Wastewater	03/12/24 08:00
S59897.02	Tire Shop	Wastewater	03/14/24 08:01
S59897.03	Xelapack	Wastewater	03/14/24 08:15
S59897.04	Apotheke Salon	Wastewater	03/14/24 08:25



# Analytical Laboratory Report

Lab Sample ID: S59897.01

Sample Tag: Final Effluent

Collected Date/Time: 03/12/2024 08:00

Matrix: Wastewater

COC Reference: 166420

Sample Containers

#	Type	Preservative(s)	Refrigerated?	Arrival Temp. (C)	Thermometer #
1	15mL Centrifuge Tube	None	Yes	4.6	IR

Extraction / Prep.

Parameter	Result	Method	Run Date	Analyst	Flags
Initial wt. (g) / Final wt. (g) / Volume (ml)*	12.09/6.52/11	ASTMD7979-19M	03/29/24 11:00	SRP	

Organics

28 PFAs, Method: ASTMD7979-19M, Run Date: 03/29/24 17:25, Analyst: KCV

Parameter	Result	RL	MDL	Units	Dilution	CAS#	Flags
PFBA*	Not detected	9.9		ng/L	1.97	375-22-4	
PFPeA*	6.9	3.9		ng/L	1.97	2706-90-3	
4:2 FTSA*	Not detected	2.0		ng/L	1.97	757124-72-4	
PFHxA*	5.4	2.0		ng/L	1.97	307-24-4	
PFBS*	3.1	2.0		ng/L	1.97	375-73-5	
PFHpA*	Not detected	2.0		ng/L	1.97	375-85-9	
PFPeS*	Not detected	2.0		ng/L	1.97	2706-91-4	
6:2 FTSA*	Not detected	2.0		ng/L	1.97	27619-97-2	
PFOA*	2.2	2.0		ng/L	1.97	335-67-1	
PFHxS*	Not detected	2.0		ng/L	1.97	355-46-4	
PFHxS-LN*	Not detected	2.0		ng/L	1.97	355-46-4-LN	
PFHxS-BR*	Not detected	2.0		ng/L	1.97	355-46-4-BR	
PFNA*	Not detected	2.0		ng/L	1.97	375-95-1	
8:2 FTSA*	Not detected	2.0		ng/L	1.97	39108-34-4	
PFHpS*	Not detected	2.0		ng/L	1.97	375-92-8	
PFDA*	Not detected	2.0		ng/L	1.97	335-76-2	
N-MeFOSAA*	Not detected	2.0		ng/L	1.97	2355-31-9	
EtFOSAA*	Not detected	3.9		ng/L	1.97	2991-50-6	
PFOS*	Not detected	2.0		ng/L	1.97	1763-23-1	
PFOS-LN*	Not detected	2.0		ng/L	1.97	1763-23-1-LN	
PFOS-BR*	Not detected	2.0		ng/L	1.97	1763-23-1-BR	
PFUnDA*	Not detected	2.0		ng/L	1.97	2058-94-8	
PFNS*	Not detected	2.0		ng/L	1.97	68259-12-1	
PFDODA*	Not detected	2.0		ng/L	1.97	307-55-1	
PFDS*	Not detected	2.0		ng/L	1.97	335-77-3	
PFTTrDA*	Not detected	2.0		ng/L	1.97	72629-94-8	
FOSA*	Not detected	2.0		ng/L	1.97	754-91-6	
PFTeDA*	Not detected	3.9		ng/L	1.97	376-06-7	
11Cl-PF3OUdS*	Not detected	2.0		ng/L	1.97	763051-92-9	
9Cl-PF3ONS*	Not detected	2.0		ng/L	1.97	756426-58-1	
ADONA*	Not detected	2.0		ng/L	1.97	919005-14-4	
HFPO-DA*	Not detected	9.9		ng/L	1.97	13252-13-6	



# Analytical Laboratory Report

Lab Sample ID: S59897.02

Sample Tag: Tire Shop

Collected Date/Time: 03/14/2024 08:01

Matrix: Wastewater

COC Reference: 166420

Sample Containers

#	Type	Preservative(s)	Refrigerated?	Arrival Temp. (C)	Thermometer #
1	15mL Centrifuge Tube	None	Yes	4.6	IR

Extraction / Prep.

Parameter	Result	Method	Run Date	Analyst	Flags
Initial wt. (g) / Final wt. (g) / Volume (ml)*	13.43/6.56/14	ASTMD7979-19M	03/29/24 11:00	SRP	

Organics

28 PFAs, Method: ASTMD7979-19M, Run Date: 03/29/24 17:45, Analyst: KCV

Parameter	Result	RL	MDL	Units	Dilution	CAS#	Flags
PFBA*	Not detected	18		ng/L	2.04	375-22-4	X
PFPeA*	Not detected	4.1		ng/L	2.04	2706-90-3	
4:2 FTSA*	Not detected	2.0		ng/L	2.04	757124-72-4	I
PFHxA*	2.5	2.0		ng/L	2.04	307-24-4	
PFBS*	Not detected	2.0		ng/L	2.04	375-73-5	
PFHpA*	Not detected	2.0		ng/L	2.04	375-85-9	
PFPeS*	Not detected	2.0		ng/L	2.04	2706-91-4	
6:2 FTSA*	Not detected	2.0		ng/L	2.04	27619-97-2	I
PFOA*	2.3	2.0		ng/L	2.04	335-67-1	
PFHxS*	Not detected	2.0		ng/L	2.04	355-46-4	
PFHxS-LN*	Not detected	2.0		ng/L	2.04	355-46-4-LN	
PFHxS-BR*	Not detected	2.0		ng/L	2.04	355-46-4-BR	
PFNA*	Not detected	2.0		ng/L	2.04	375-95-1	
8:2 FTSA*	Not detected	2.0		ng/L	2.04	39108-34-4	I
PFHpS*	Not detected	2.0		ng/L	2.04	375-92-8	
PFDA*	Not detected	2.0		ng/L	2.04	335-76-2	
N-MeFOSAA*	Not detected	2.0		ng/L	2.04	2355-31-9	
EtFOSAA*	Not detected	4.1		ng/L	2.04	2991-50-6	I
PFOS*	Not detected	2.0		ng/L	2.04	1763-23-1	
PFOS-LN*	Not detected	2.0		ng/L	2.04	1763-23-1-LN	
PFOS-BR*	Not detected	2.0		ng/L	2.04	1763-23-1-BR	
PFUnDA*	Not detected	2.0		ng/L	2.04	2058-94-8	
PFNS*	Not detected	2.0		ng/L	2.04	68259-12-1	
PFDODA*	Not detected	2.0		ng/L	2.04	307-55-1	
PFDS*	Not detected	2.0		ng/L	2.04	335-77-3	
PFTTrDA*	Not detected	2.0		ng/L	2.04	72629-94-8	
FOSA*	Not detected	2.0		ng/L	2.04	754-91-6	
PFTeDA*	Not detected	4.1		ng/L	2.04	376-06-7	
11Cl-PF3OUdS*	Not detected	2.0		ng/L	2.04	763051-92-9	
9Cl-PF3ONS*	Not detected	2.0		ng/L	2.04	756426-58-1	
ADONA*	Not detected	2.0		ng/L	2.04	919005-14-4	
HFPO-DA*	Not detected	10		ng/L	2.04	13252-13-6	

X-Elevated reporting limit due to matrix interference

I-Matrix interference with internal standard



# Analytical Laboratory Report

Lab Sample ID: S59897.03

Sample Tag: Xelapack

Collected Date/Time: 03/14/2024 08:15

Matrix: Wastewater

COC Reference: 166420

Sample Containers

#	Type	Preservative(s)	Refrigerated?	Arrival Temp. (C)	Thermometer #
1	15mL Centrifuge Tube	None	Yes	4.6	IR

Extraction / Prep.

Parameter	Result	Method	Run Date	Analyst	Flags
Initial wt. (g) / Final wt. (g) / Volume (ml)*	13.58/6.55/14	ASTMD7979-19M	03/29/24 11:00	SRP	

Organics

28 PFAs, Method: ASTMD7979-19M, Run Date: 03/29/24 18:05, Analyst: KCV

Parameter	Result	RL	MDL	Units	Dilution	CAS#	Flags
PFBA*	Not detected	10.0		ng/L	1.99	375-22-4	
PFPeA*	Not detected	4.0		ng/L	1.99	2706-90-3	
4:2 FTSA*	Not detected	2.0		ng/L	1.99	757124-72-4	I
PFHxA*	Not detected	2.0		ng/L	1.99	307-24-4	
PFBS*	Not detected	2.0		ng/L	1.99	375-73-5	
PFHpA*	Not detected	2.0		ng/L	1.99	375-85-9	
PFPeS*	Not detected	2.0		ng/L	1.99	2706-91-4	
6:2 FTSA*	Not detected	2.0		ng/L	1.99	27619-97-2	I
PFOA*	Not detected	2.0		ng/L	1.99	335-67-1	
PFHxS*	Not detected	2.0		ng/L	1.99	355-46-4	
PFHxS-LN*	Not detected	2.0		ng/L	1.99	355-46-4-LN	
PFHxS-BR*	Not detected	2.0		ng/L	1.99	355-46-4-BR	
PFNA*	Not detected	2.0		ng/L	1.99	375-95-1	
8:2 FTSA*	Not detected	2.0		ng/L	1.99	39108-34-4	I
PFHpS*	Not detected	2.0		ng/L	1.99	375-92-8	
PFDA*	Not detected	2.0		ng/L	1.99	335-76-2	
N-MeFOSAA*	Not detected	2.0		ng/L	1.99	2355-31-9	I
EtFOSAA*	Not detected	4.0		ng/L	1.99	2991-50-6	I
PFOS*	Not detected	2.0		ng/L	1.99	1763-23-1	
PFOS-LN*	Not detected	2.0		ng/L	1.99	1763-23-1-LN	
PFOS-BR*	Not detected	2.0		ng/L	1.99	1763-23-1-BR	
PFUnDA*	Not detected	2.0		ng/L	1.99	2058-94-8	
PFNS*	Not detected	2.0		ng/L	1.99	68259-12-1	
PFDODA*	Not detected	2.0		ng/L	1.99	307-55-1	
PFDS*	Not detected	2.0		ng/L	1.99	335-77-3	
PFTTrDA*	Not detected	2.0		ng/L	1.99	72629-94-8	
FOSA*	Not detected	2.0		ng/L	1.99	754-91-6	
PFTeDA*	Not detected	4.0		ng/L	1.99	376-06-7	
11Cl-PF3OUdS*	Not detected	2.0		ng/L	1.99	763051-92-9	
9Cl-PF3ONS*	Not detected	2.0		ng/L	1.99	756426-58-1	
ADONA*	Not detected	2.0		ng/L	1.99	919005-14-4	
HFPO-DA*	Not detected	10.0		ng/L	1.99	13252-13-6	

I-Matrix interference with internal standard



# Analytical Laboratory Report

Lab Sample ID: S59897.04

Sample Tag: Apotheke Salon

Collected Date/Time: 03/14/2024 08:25

Matrix: Wastewater

COC Reference: 166420

### Sample Containers

#	Type	Preservative(s)	Refrigerated?	Arrival Temp. (C)	Thermometer #
1	15mL Centrifuge Tube	None	Yes	4.6	IR

### Extraction / Prep.

Parameter	Result	Method	Run Date	Analyst	Flags
Initial wt. (g) / Final wt. (g) / Volume (ml)*	12.03/6.54/10	ASTMD7979-19M	03/29/24 11:00	SRP	

### Organics

28 PFAs, Method: ASTMD7979-19M, Run Date: 03/29/24 18:25, Analyst: KCV

Parameter	Result	RL	MDL	Units	Dilution	CAS#	Flags
PFBA*	Not detected	9.1		ng/L	1.82	375-22-4	
PFPeA*	Not detected	3.6		ng/L	1.82	2706-90-3	
4:2 FTSA*	Not detected	1.8		ng/L	1.82	757124-72-4	I
PFHxA*	Not detected	1.8		ng/L	1.82	307-24-4	
PFBS*	Not detected	1.8		ng/L	1.82	375-73-5	
PFHpA*	Not detected	1.8		ng/L	1.82	375-85-9	
PFPeS*	Not detected	1.8		ng/L	1.82	2706-91-4	
6:2 FTSA*	Not detected	1.8		ng/L	1.82	27619-97-2	I
PFOA*	Not detected	1.8		ng/L	1.82	335-67-1	
PFHxS*	Not detected	1.8		ng/L	1.82	355-46-4	
PFHxS-LN*	Not detected	1.8		ng/L	1.82	355-46-4-LN	
PFHxS-BR*	Not detected	1.8		ng/L	1.82	355-46-4-BR	
PFNA*	Not detected	1.8		ng/L	1.82	375-95-1	
8:2 FTSA*	Not detected	1.8		ng/L	1.82	39108-34-4	I
PFHpS*	Not detected	1.8		ng/L	1.82	375-92-8	
PFDA*	Not detected	1.8		ng/L	1.82	335-76-2	
N-MeFOSAA*	Not detected	1.8		ng/L	1.82	2355-31-9	
EtFOSAA*	Not detected	3.6		ng/L	1.82	2991-50-6	I
PFOS*	3.2	1.8		ng/L	1.82	1763-23-1	
PFOS-LN*	3.2	1.8		ng/L	1.82	1763-23-1-LN	
PFOS-BR*	Not detected	1.8		ng/L	1.82	1763-23-1-BR	
PFUnDA*	Not detected	1.8		ng/L	1.82	2058-94-8	
PFNS*	Not detected	1.8		ng/L	1.82	68259-12-1	
PFDODA*	Not detected	1.8		ng/L	1.82	307-55-1	I
PFDS*	Not detected	1.8		ng/L	1.82	335-77-3	
PFTTrDA*	Not detected	1.8		ng/L	1.82	72629-94-8	I
FOSA*	Not detected	1.8		ng/L	1.82	754-91-6	
PFTeDA*	Not detected	3.6		ng/L	1.82	376-06-7	
11Cl-PF3OUdS*	Not detected	1.8		ng/L	1.82	763051-92-9	
9Cl-PF3ONS*	Not detected	1.8		ng/L	1.82	756426-58-1	
ADONA*	Not detected	1.8		ng/L	1.82	919005-14-4	
HFPO-DA*	Not detected	9.1		ng/L	1.82	13252-13-6	

I-Matrix interference with internal standard



# Merit Laboratories Login Checklist

Lab Set ID:S59897

Client:GLOBAL02 (Global Environmental Consulting)

Project: Bridgewater WWTP

Submitted:03/15/2024 15:30 Login User: MMC

Attention: David Cook

Address: Global Environmental Consulting  
223 W. Michigan Avenue  
Clinton, MI 49236

Phone: 517-456-6881 FAX:

Email: gec223@earthlink.net

Selection	Description	Note
<b>Sample Receiving</b>		
01.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Samples are received at 4C +/- 2C Thermometer # IR 4.6
02.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Received on ice/ cooling process begun
03.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Samples shipped
04.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Samples left in 24 hr. drop box
05.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Are there custody seals/tape or is the drop box locked
<b>Chain of Custody</b>		
06.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	COC adequately filled out
07.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	COC signed and relinquished to the lab
08.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Sample tag on bottles match COC
09.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Subcontracting needed? Subcontracted to:
<b>Preservation</b>		
10.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Do sample have correct chemical preservation
11.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Completed pH checks on preserved samples? (no VOAs)
12.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Did any samples need to be preserved in the lab?
<b>Bottle Conditions</b>		
13.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	All bottles intact
14.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Appropriate analytical bottles are used
15.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Merit bottles used
16.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Sufficient sample volume received
17.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	Samples require laboratory filtration
18.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Samples submitted within holding time
19.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Do water VOC or TOX bottles contain headspace

Corrective action for all exceptions is to call the client and to notify the project manager.

Client Review By: \_\_\_\_\_ Date: \_\_\_\_\_



2680 East Lansing Dr., East Lansing, MI 48823  
 Phone (517) 332-0167 Fax (517) 332-4034  
 www.meritlabs.com

C.O.C. PAGE # \_\_\_\_\_ OF \_\_\_\_\_

166420

**REPORT TO**

**CHAIN OF CUSTODY RECORD**

**INVOICE TO**

CONTACT NAME *David Cook*  
 COMPANY *GEC*  
 ADDRESS *223 W Michigan Ave*  
 CITY *Clinton* STATE *MI* ZIP CODE *49236*  
 PHONE NO. *5174566881* CELL NO. \_\_\_\_\_ P.O. NO. \_\_\_\_\_  
 E-MAIL ADDRESS *GEC223@earthlink.net* QUOTE NO. *D2220*

CONTACT NAME \_\_\_\_\_  SAME  
 COMPANY *ASS*  
 ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
 PHONE NO. \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

PROJECT NO./NAME *Bridge water WWTP* SAMPLER(S) - PLEASE PRINT/SIGN NAME *David Cook*  
 TURNAROUND TIME REQUIRED  1 DAY  2 DAYS  3 DAYS  STANDARD  OTHER \_\_\_\_\_  
 DELIVERABLES REQUIRED  STD  LEVEL II  LEVEL III  LEVEL IV  EDD  OTHER \_\_\_\_\_

ANALYSIS (ATTACH LIST IF MORE SPACE IS REQUIRED)

Certifications	<input type="checkbox"/> OHIO VAP	<input type="checkbox"/> Drinking Water
	<input type="checkbox"/> DoD	<input type="checkbox"/> NPDES
Project Locations	<input type="checkbox"/> Detroit	<input type="checkbox"/> New York
	<input type="checkbox"/> Other _____	
Special Instructions		

MATRIX W=WATER GW=GROUNDWATER WW=WASTEWATER S=SOIL L=LIQUID SD=SOLID  
 CODE: SL=SLUDGE DW=DRINKING WATER O=OIL WP=WIFE A=AIR WS=WASTE

MERIT LAB NO. <small>FOR LAB USE ONLY</small>	COLLECTION		SAMPLE TAG IDENTIFICATION-DESCRIPTION	MATRIX	# OF BOTTLES	NONE	HCl	HNO <sub>3</sub>	H <sub>2</sub> SO <sub>4</sub>	NaOH	MeOH	OTHER	# Containers & Preservatives
	DATE	TIME											
<i>59897.01</i>	<i>3/12/24</i>	<i>0800</i>	<i>Final Effluent</i>	<i>hw</i>	<i>3</i>	<i>X</i>							<i>X</i>
<i>.02</i>	<i>3/14/24</i>	<i>0801</i>	<i>Tire Shop</i>	<i>hw</i>	<i>3</i>	<i>X</i>							<i>X</i>
<i>.03</i>	<i>3/14/24</i>	<i>0815</i>	<i>Xela pack</i>	<i>hw</i>	<i>3</i>	<i>X</i>							<i>X</i>
<i>.04</i>	<i>3/14/24</i>	<i>0825</i>	<i>Apotheke Salon</i>	<i>hw</i>	<i>3</i>	<i>X</i>							<i>X</i>







PFAS all compounds

ICE

RELINQUISHED BY: *[Signature]*  Sampler DATE *3/14/24* TIME *1300*  
 RECEIVED BY: *[Signature]* DATE *3/14/24* TIME *5:30pm*  
 RELINQUISHED BY: *[Signature]* DATE *3/15/24* TIME *3:30*  
 RECEIVED BY: *[Signature]* DATE *3/15/24* TIME *1530*

RELINQUISHED BY: \_\_\_\_\_ DATE \_\_\_\_\_ TIME \_\_\_\_\_  
 RECEIVED BY: \_\_\_\_\_ DATE \_\_\_\_\_ TIME \_\_\_\_\_  
 SEAL NO. \_\_\_\_\_ SEAL INTACT YES  NO  INITIALS \_\_\_\_\_ NOTES: TEMP. ON ARRIVAL *4.6*  
 SEAL NO. \_\_\_\_\_ SEAL INTACT YES  NO  INITIALS \_\_\_\_\_

PLEASE NOTE: SIGNING ACKNOWLEDGES ADHERENCE TO MERIT'S SAMPLE ACCEPTANCE POLICY ON REVERSE SIDE

Violation Category, sortable	Violation Type, sortable	Description, sortable	Evaluation Permit Number, sortable	Non-Compliance Date, sortable	Status, sortable
<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 	<input type="text"/> 

DMR Report	DMR value exceeds Limit value (Permit)	DMR: 03/01/2024-03/31/2024, 001A, Final Effluent (1), Fecal Coliform, Max 7-Day Geometric Mean - Permit Limit: 400 #/100mL; Value: 459, Comment: 'UV light bulbs in bank #2 were operating in a reduced capacity. New bulbs were installed and UV system was returned to service.'	MI0057118	03/28/2024	Active - Not Reviewed
------------	--	--	-----------	------------	-----------------------

DMR Report	DMR value exceeds Limit value (Permit)	DMR: 03/01/2024-03/31/2024, 001A, Final Effluent (1), Fecal Coliform, Max 7-Day Geometric Mean - Permit Limit: 400 #/100mL; Value: 459, Comment: 'UV light bulbs in bank #2 were operating in a reduced capacity. New bulbs were installed and UV system was returned to service.'	MI0057118	03/27/2024	Active - Not Reviewed
------------	--	--	-----------	------------	-----------------------

Violation Category, sortable	Violation Type, sortable	Description, sortable	Evaluation Permit Number, sortable	Non-Compliance Date, sortable	Status, sortable
▼	▼	▼	▼	▼	▼
DMR Report	DMR value exceeds Limit value (Permit)	DMR: 03/01/2024-03/31/2024, 001A, Final Effluent (1), Fecal Coliform, Max 7-Day Geometric Mean - Permit Limit: 400 #/100mL; Value: 429, Comment: 'UV light bulbs in bank #2 were operating in a reduced capacity. New bulbs were installed and UV system was returned to service.'	MI0057118	03/26/2024	Active – Not Reviewed
DMR Report	DMR value exceeds Limit value (Permit)	DMR: 03/01/2024-03/31/2024, 001A, Final Effluent (1), Fecal Coliform, Max 7-Day Geometric Mean - Permit Limit: 400 #/100mL; Value: 429, Comment: 'UV light bulbs in bank #2 were operating in a reduced capacity. New bulbs were installed and UV system was returned to service.'	MI0057118	03/25/2024	Active – Not Reviewed

Violation Category, sortable	Violation Type, sortable	Description, sortable	Evaluation Permit Number, sortable	Non-Compliance Date, sortable	Status, sortable
DMR Report	DMR value does not achieve Limit value (Permit)	DMR: 01/01/2024-01/31/2024, 001A, Percent Removal (K), Total Suspended Solids Minimum % Removal, Minimum Monthly % Removal - Permit Limit: 85 %; Value: 75, Comment: 'Loss of solids occurred due to high infiltration from the result of large precipitation amounts exceeding design flow of the WWTP.'	MI0057118	01/01/2024	Active – Not Reviewed
DMR Report	DMR value exceeds Limit value (Permit)	DMR: 10/01/2023-10/31/2023, 001A, Prior to Disinfection (B), Total Phosphorus (as P), Maximum Monthly Average - Permit Limit: 0.5 mg/L; Value: 0.57, Comment: 'After a spike of total Phosphorus on 10/08/23, the feed rate for the Alum pump was increased and returned to service.'	MI0057118	10/01/2023	Active – Not Reviewed

## Restoration - Austin Road

---

From: Tommy Thompson (tommy.thompson@mercurybroadband.com)  
To: bridgewaterwpsupervisor@yahoo.com  
Cc: scott.clark@mercurybroadband.com; darryl.cain@mercurybroadband.com; robert.dow@mercurybroadband.com  
Date: Thursday, April 25, 2024 at 08:50 AM EDT

---

Morning Laurie,  
Monday afternoon we finished the restoration along Austin Road. That stretch has had soil put down where needed, raked and seeded over, clump(s) of sod removed, and marking flags removed.

The first photo is Scott Roberson's property, and then photos of neighboring yards.

Everyone has been copied prior on the orange safety fencing across the street on both corners of Parker & Austin. We're working down Lima Center now and doing restoration as we go.

If there's further concern or questions, please contact me, thank you.



Sincerely,



**Tommy Thompson, Service Center General Manager**

Mercury Broadband - Ann Arbor, MI  
M - | O - (800) 354-4915 ext.5259

[tommy.thompson@mercurybroadband.com](mailto:tommy.thompson@mercurybroadband.com) | [www.mercurybroadband.com](http://www.mercurybroadband.com)

Sincerely,



**Tommy Thompson, Service Center General Manager**

Mercury Broadband - Ann Arbor, MI  
M - | O - (800) 354-4915 ext.5259

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---

**From:** Scott Clark <[scott.clark@mercurybroadband.com](mailto:scott.clark@mercurybroadband.com)>

**Sent:** Wednesday, April 17, 2024 4:35 PM

**To:** Darryl Cain <[darryl.cain@mercurybroadband.com](mailto:darryl.cain@mercurybroadband.com)>; Robert C. Dow II <[robert.dow@mercurybroadband.com](mailto:robert.dow@mercurybroadband.com)>; Corey Tutt <[corey.tutt@mercurybroadband.com](mailto:corey.tutt@mercurybroadband.com)>; Tommy Thompson <[tommy.thompson@mercurybroadband.com](mailto:tommy.thompson@mercurybroadband.com)>

**Subject:** FW: Property damage

Darryl, per our conversation I am passing along this note with photos – see below. Bridgwater Township is in Washtenaw County. Ann Arbor is the county seat. Once addressed, if someone can send me updated photos, I would appreciate it, as I can then close the loop with Laurie. Also please note that the resident wants the Mercury marketing signage removed from their yard.

Thanks for everyone's help with this matter. Scott



**Scott Clark, Associate Director of Business Development**

Mercury Broadband - Mission, KS  
M - 913-219-8262 | O - (800) 354-4915 x5215

[scott.clark@mercurybroadband.com](mailto:scott.clark@mercurybroadband.com) | [www.mercurybroadband.com](http://www.mercurybroadband.com)

---

**From:** Laurie Fromhart <[bridgewaterwpsupervisor@yahoo.com](mailto:bridgewaterwpsupervisor@yahoo.com)>

**Sent:** Wednesday, April 17, 2024 1:18 PM

**To:** Scott Clark <[scott.clark@mercurybroadband.com](mailto:scott.clark@mercurybroadband.com)>

**Cc:** Garrett R. Wiseman <[garrett.wiseman@mercurybroadband.com](mailto:garrett.wiseman@mercurybroadband.com)>; Erika Marion <[erika.marion@mercurybroadband.com](mailto:erika.marion@mercurybroadband.com)>

**Subject:** Fw: Property damage

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Scott,

I received a complaint from Scott Roberson 8535 Austin Road regarding property damage caused by Mercury Broadband. Please see attached pictures.

Can you please advise when Mercury plans to restore the property to its original condition. The property owner would also like the flags removed.

Thank you,

Laurie Fromhart  
Bridgewater Township Supervisor  
734-223-2766

[Yahoo Mail: Search, Organize, Conquer](#)

----- Forwarded Message -----

**From:** "Scott Roberson" <[sg1@rocketmail.com](mailto:sg1@rocketmail.com)>

**To:** "bridgewaterwpsupervisor@yahoo.com" <[bridgewaterwpsupervisor@yahoo.com](mailto:bridgewaterwpsupervisor@yahoo.com)>

**Cc:**

**Sent:** Wed, Apr 17, 2024 at 12:47 PM

**Subject:** Fw: Property damage

[Sent from Yahoo Mail for iPhone](#)

Begin forwarded message:

On Wednesday, April 17, 2024, 12:41 PM, Scott Roberson <[sg1@rocketmail.com](mailto:sg1@rocketmail.com)> wrote:

[Sent from Yahoo Mail for iPhone](#)

Begin forwarded message:

On Wednesday, April 17, 2024, 12:39 PM, Scott Roberson <[sg1@rocketmail.com](mailto:sg1@rocketmail.com)> wrote:











































---

**From:** [+17343686804@tmomail.net](mailto:+17343686804@tmomail.net) <[+17343686804@tmomail.net](mailto:+17343686804@tmomail.net)>

**Sent:** Friday, April 12, 2024 1:41 PM

**To:** Scott Roberson <[sroberson@mrroof.com](mailto:sroberson@mrroof.com)>

**Subject:**

**WARNING:** This email originated outside the Crane Renovation Group companies. Do not click links or open attachments unless you trust the source.





## Mercury Broadband construction update

---

From: Tommy Thompson (tommy.thompson@mercurybroadband.com)

To: bridgewaterwpsupervisor@yahoo.com

Date: Thursday, April 18, 2024 at 09:32 PM EDT

---

Hello Laurie,

We are currently finishing up a construction leg on Lima Center that will likely be done early to mid-next week, then move to Parker.

The two holes on both corner sides of Parker & Austin Road should have had orange safety fencing around them instead of just a few cones and caution tape; that has been corrected and photos attached. We have an active MissDig 811 ticket and their flags there for us to finish that construction leg. We have two in-ground containers to set in those corner holes, route the fiber cable through, then finish roughly  $\frac{3}{4}$  mile up Parker. We expect to complete Parker Road construction no later than May 1, but target date is earlier than that. Proper restoration will be done before we move on, and we'll pull the marking flags. I'll also update Scott Roberson.

I'll also update you on Monday regarding our inspections, and when we finish both construction legs.

Robert Dow is our North Region Fiber Construction Manager. He'll be visiting our office next week on Friday. If you have time for lunch, it'd be a pleasure to meet you.

Sincerely,



**Tommy Thompson, Service Center General Manager**

Mercury Broadband - Ann Arbor, MI

M – 704.201.9497

tommy.thompson@mercurybroadband.com | [www.mercurybroadband.com](http://www.mercurybroadband.com)



IMG\_5099.jpeg  
3.8MB



IMG\_5097.jpeg  
3.4MB

BRIDGEWATER TOWNSHIP  
PLANNING COMMISSION MEETING

MONDAY April 15, 2024

MINUTES

- I. CALL TO ORDER - Meeting was called to order at 7:12 pm.
- II. ROLL CALL AND DETERMINATION OF QUORUM – Horney, Greenwald, Iwanicki, Oliver present. Barbu , absent. Quorum obtained. Zoning Administrator, Nanney present. Approval of quorum moved by Horney, seconded by Iwanicki . Approved by unanimous vote.
- III. REVIEW AND APPROVE AGENDA – Horney moved to approve the agenda; seconded by Iwanicki. Approved by unanimous vote.
- IV. APPROVAL OF MINUTES – Moved by Horney, seconded by Iwanicki to approve the March 18<sup>th</sup> minutes. Approved by unanimous vote.
- V. PUBLIC HEARINGS – None scheduled.
- VI. OLD BUSINESS-Reviewing ordinances were put on hold.
- VII. NEW BUSINESS – Detached ADU’s. The Board discussed issues related to “Tiny Homes”, which is trending right now. Since Bridgewater Township has no specific ordinance regarding them at this time, citizen requests for Tiny Homes as detached ADU’s will require SLU approval. The Planning Commission may review standards at a future date.
- VIII. COMMUNICATIONS –
  - A. The Zoning Administrator reported one Zoning Compliance issue (Bono denied), as well as three Ordinance Enforcement issues (13990 E. Michigan Ave, 12285 Fisk Rd., and Hogan Rd.). Also numerous requests for information regarding zoning standards, demolitions, and the church property at 13300 Clinton Rd.
  - B. Trustee’s report: None.
- IX. PUBLIC COMMENT – None.
- X. ADJOURNMENT – Moved by Oliver, seconded by Iwanicki, to adjourn. Unanimous vote to adjourn at 9:10 pm.





April 12, 2024

Laurie Fromhart, Bridgewater Township Supervisor  
Bridgewater Township Board  
10990 Clinton Road  
Manchester, MI 48158

Thanks to the support of Manchester citizens, the Townships and the City, the Manchester Area Senior Citizens Council (MASCC) has made significant progress in 2024, changing our directions when required.

We continue to work with Chelsea WAVE to not only have our bus available for meals and activities but also provide free rides from Manchester to Chelsea three days a week. We are responsible for our own gas, paying the bus driver, and scheduled maintenance. WAVE will operate our bus to provide free door to door local transportation, and rides to Chelsea. WAVE will pay for their gas, their driver, and the insurance.

After many months of paperwork, inspections and a location change, an agreement has been reached with Washtenaw County Office of Community and Economic Development and the Area Agency on Aging 1b to provide meals for our lunch program. The target date to begin the lunch program is May 2nd. This agreement will help provide stability for our meal program.

Continuing to provide a Senior Center has been a challenge. As you may have heard, the old Ackerson Building was sold. There has been no heat in our room since December. The new owner resides in California and is rarely on site.

The City of Manchester has committed to making an area available, charging no rent. The architectural drawings required for the renovation are being completed. We hope to begin construction once the new roof, funded by the City, is completed. To date, MASCC has raised \$140,000 for the project and will continue fundraising to reach our goal of \$200,000.

Despite all our challenges, struggles, and setbacks the MASCC refuses to give up. This board of volunteers continues to give of their time, talents, and resources. Without your support our ability to provide our services to the Manchester area seniors will be limited.

All support from the Township will be allocated to provide meal and bus services. We deeply appreciate your continued support. If you would like, we will be glad to have a representative attend your Board Meeting.

Sincerely,

**Charlene Provey**

Charlene Provey, President

Manchester Area Senior Citizens Council