



**ACME TOWNSHIP BOARD MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
Tuesday, May 10, 2016, 7:00 p.m.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:00 p.m.**

**Members present:** J. Aukerman, C. Dye, A. Jenema, G.LaPointe, P. Scott, D. White, J. Zollinger  
**Members excused:** None  
**Staff present:** N. Edwardson, Recording Secretary

**A. LIMITED PUBLIC COMMENT:**

Jason Allen, running for Michigan 1<sup>st</sup> Congressional district in the 2016 August primary was present. to introduce himself. This is the second largest congressional district east of the Mississippi. If elected it would be a privilege to serve this community.

J. Pulcipher, US 31 North, expressed his opposition with the Tart Trails. He felt as a major property owner he should have been directly contacted by Tart or the Tart Trails committee. Pulcipher feels this will effect his farming operation.

D. Nelson, 7466 Sayler Rd, stated he was running for Board Trustee for Acme Township.

**B. APPROVAL OF AGENDA:**

Zollinger had three items to add to the agenda under New Business #3 Planning Commission from 9 to 7 Members, New Business #2 41 and New Business #4 Resolution for budget amendments. Zollinger will discuss the Parks & Part 41 prepaid bills under Reports E on the agenda.

**Motion by Scott, seconded by White to approve the agenda with the three additions to New Business.  
Motion carried by unanimous vote.**

**C. APPROVAL OF BOARD MINUTES**

- 1. Draft unapproved minutes 04/05/16 Regular Board**
- 2. Draft unapproved minutes 04/20/16 Special Board meeting**

**Motion by White, seconded by Dye to approve the 04/05/16 and 04/20/16 Board minutes as presented.  
Motion carried by unanimous vote.**

**D. INQUIRY AS TO CONFLICTS OF INTEREST: None**

**E. REPORTS:**

- 1. Clerk – Dye**  
Dye reported at the Elk Rapids School election on May 3, 2016, 50 of the 292 registered voters voted. The mileage passed.
- 2. Parks – Henkel Received and filed**
- 3. Legal Counsel – Jocks Received and filed**
- 4. Sheriff – Ken Chubb Received and filed**
- 5. County – Carol Crawford**
- 6. Roads – Marc McKeller**
- 7. Supervisor’s Report - Zollinger**  
Zollinger stated that to assist the township in moving some of our park improvement plans forward he is asking the Board for approval to pay bills for the following. Brown and Brown for Sayler park Shelter # 2 construction and roof repair on Shelter # 3 for \$18,100. The money has been paid by our insurance carrier and once work is completed an additional reimbursement of \$5,648 will be received by the

Township. The other bill is to Consumer Energy for \$3,916 to move overhead power lines to underground lines. Zollinger also commented at Bayside park we need approval to pre pay Wells Irrigation for installation of irrigation to the new garden area up to \$1,600 recommended by Jenema. One additional bill Zollinger is requesting to pay our Part 41 fine to the DEQ for the violation notice of not applying before construction started on the sewer. This should be about \$1,500 which is being charged to the GTTC escrow account.

Zollinger commented that all the work on pavilions 2 and 3 are completed. Pictures of the completed Shelter # 2 were on the table.

**Motion by Jenema, seconded by Scott to approve the memo requesting monies as presented by Zollinger not to exceed \$1,600 on the Wells Irrigation. Motion carried by unanimous roll call vote.**

**F. SPECIAL PRESENTATIONS/DISCUSSIONS: None**

**G. CONSENT CALENDAR:** The purpose is to expedite business by grouping non-controversial items together one Board motion (roll call vote) without discussion. A request to remove any item for discussion later in the agenda from any member of the Board, staff or public shall be granted.

**1. RECEIVE AND FILE:**

- a. Treasurer's Report
- b. Clerk's Revenue/Expenditure Report and Balance Sheet
- c. RecycleSmart Press Release
- d. 2015 East Bay Water Works Annual Report
- e. Metro Fire Newsletter
- f. Draft unapproved meeting minutes
  1. Planning Commission 04/11/16
  2. Parks & Trails 04/14/16

**2. APPROVAL:**

- a. Accounts Payable Prepaid of \$5,736.22 and Current to be approved of \$42,710.83  
(Recommend approval: Cathy Dye, Clerk)

**Motion by Jenema, seconded by Dye to approve the consent calendar with the removal of the current bills report. Motion carried by unanimous roll call vote.**

**H. ITEMS REMOVED FROM THE CONSENT CALENDAR:**

Dye requested that two additional bills, for Brown and Brown Contractor for \$9,000.00 and Consumer Energy for \$3,916.00.

**Motion by LaPointe, seconded by Jenema to approve the current bills with the additional two bills totaling \$12,916.00. The current bills to be paid will be \$55,626.83. Motion carried by unanimous roll call vote.**

**I. CORRESPONDENCE: None**

**J. PUBLIC HEARING: None**

**K. NEW BUSINESS:**

**1. Zoning Ordinance amendment 038 – Temporary Outdoor sales**

Zoning Administrator, Winter, presented the Zoning Ordinance Amendment 038 to the Board. The Planning Commission voted 5-1 in favor of sending the proposed amendment to the Grand Traverse County Planning where they concurred with the Township Planning Commission. The ordinance would allow for temporary outside sales under Article VII – Supplementary Regulations. The temporary outside sale (i.e. tent sale, sidewalk sale, Christmas tree sale) is intended to be an accessory event to an existing business. Winter reviewed some of the highlights of the ordinance. Discussion followed with Board wanting a fee to be established in the Acme Township Fee schedule for permitting of temporary outdoor sales.

Also Board would like the Planning Commission to revisit Section 7.2.10 under a. Regulations #4 regarding outside agents operating temporary outdoor sales.

**Motion by Jenema seconded by Scott to approve Zoning Ordinance Amendment 038 – Temporary Outdoor sales as presented. Motion carried by unanimous roll call vote**

Trustee, LaPointe, requested another motion.

**Motion by LaPointe seconded by Scott, to recommend to the Planning Commission that Section 7.2.10 Temporary Outdoor Sales a. Regulations # 4 be modify in favor of the property owner to hire outside agents to operate a temporary outdoor sale. Motion carried by unanimous vote.**

**2. Fireworks permit Matson property, Kay Ray Road:**

Zollinger state that this permit was issued in 2014 for fireworks on Kay Ray Road. The family is returning for approval for fireworks the Summer of 2016.

**Motion by Jenema, seconded by LaPointe to approve the fireworks permit as presented. Motion carried by unanimous vote.**

**3. Planning Commission members reduced from 9 to 7:**

**Motion by LaPointe, seconded by Aukerman to reduce Planning Commission from 9 to 7 members. Motion carried by unanimous vote.**

**4. Resolution on balancing Township budget:**

Zollinger stated that Funds 861 Retirement Administration and 865 Insurance/Liability policy have budget amounts which need increased to reflect money spent for cost increase to manage the Acme Township 401 plan and for our annual liability insurance.

**Motion by Jenema, seconded by Dye, to approve Resolution R-2016-20 for various fund moves adjustments for the 2015/2016 Township Budget be approved as presented. Motion carried by unanimous roll call vote.**

**L. OLD BUSINESS:**

**1. 2016-2017 Budget discussion on salaries**

Trustee, LaPointe, provided a memo regarding Trustee pay and considering reducing the compensation to a more reasonable amount. A salary survey that was completed a year ago of comparable Townships was included in the memo. Discussion followed.

**Motion by Scott seconded by Jenema to leave the Trustee salary as is. Motion carried by a roll call vote of 6 (Aukerman, Dye, Jenema, Scott, White, Zollinger) in favor and 1 (LaPointe) opposing.**

Board reviewed all salaries. Discussion followed.

LaPointe expressed concerns about Maintenance & Parks. He would like to call a special meeting to discuss further with Henkel and the Board to come to some resolution as to the concerns and issues. Scott would also request that legal counsel be there as well.

**Motion by LaPointe, seconded by Scott, to authorize Zollinger to seek and set a date for a Special meeting to discuss Maintenance & Parks. Motion carried by unanimous vote.**

Zollinger stated that DPW is buying a new truck and he increased the Budget line item in Sewer for the portion Acme Township would be required to pay. This is a crane truck to be used when you have

DRAFT UNAPPROVED

large pumps to move. The crane can go right over the pumps and lift them up.

**Motion by Scott, seconded by White, to support DPW in the increase to purchase a new crane truck. Motion carried by unanimous vote.**

**PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:**

Trustee, Jenema, expressed her concerns to Pulcifer's comments earlier in Public comments. There was a task force created with farmers present. The focus right now is right here in Acme Township.

Zollinger has received a bid to remove two willows and some other trees in Bayside in preparation for the new pathways. Board approved the work

P. Anderson, 10108 Kay Ray Rd, asked what the progress was on the two burnt houses in the Township. Zollinger said that things were moving along but slowly.

**ADJOURN AT 10:00 pm**





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**ACME TOWNSHIP REGULAR BOARD MEETING**  
**ACME TOWNSHIP HALL**  
**6042 Acme Road, Williamsburg MI 49690**  
**Tuesday, May 10, 2016, 7:00 p.m.**

**GENERAL TOWNSHIP MEETING POLICIES**

- A. All cell phones shall be switched to silent mode or turned off.
- B. Any person may make a video, audio or other record of this meeting. Standing equipment, records, or portable microphones must be located so as not to block audience view.

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE**  
**ROLL CALL**

- A. **LIMITED PUBLIC COMMENT:**  
Public Comment periods are provided at the beginning and end of each meeting agenda. Members of the public may address the Board regarding any subject of community interest during these periods. Comment during other portions of the agenda may or may not be entertained at the moderator's discretion.
- B. **APPROVAL OF AGENDA:**
- C. **APPROVAL OF BOARD MINUTES:**
  - a. **Draft unapproved minutes of 04/05/16 Regular Board**  
**Draft unapproved minutes of 4/20/16 Special Board meetings**
- D. **INQUIRY AS TO CONFLICTS OF INTEREST:**
- E. **REPORTS**
  - a. **Clerk – C. Dye**
  - b. **Parks – T. Henkel**
  - c. **Legal Counsel – J. Jocks**
  - d. **Sheriff -**
  - e. **County -Carol Crawford**
  - f. **Roads - Marc Mc Keller**
  - g. **Supervisor - Zollinger**
- F. **SPECIAL PRESENTATIONS/DISCUSSIONS:**
- G. **CONSENT CALENDAR:** The purpose is to expedite business by grouping non-controversial items together for one Board motion (roll call vote) without discussion. A request to remove any item for discussion later in the agenda from any member of the Board, staff or public shall be granted.
  - 1. **RECEIVE AND FILE:**
    - a. **Treasurer's Report**
    - b. **Clerk's Revenue/Expenditure Report and Balance Sheet**
    - c. **RecycleSmart Press Release**
    - d. **2015 East Bay Water Works Annual report**
    - e. **Metro Fire Newsletter**
    - f. **Draft Unapproved meeting minutes**
      - 1. **Planning Commission 04/11/16**
      - 2. **Parks & Trail meeting 04/14/16**
  - 2. **APPROVAL:**
    - 1. **Accounts Payable Prepaid of \$5,736.22 and Current to be approved of \$42,710.83 (Recommend approval: Clerk, C. Dye)**

**H. ITEMS REMOVED FROM THE CONSENT CALENDAR:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**I. CORRESPONDENCE:**

**J. PUBLIC HEARING:**

**K. NEW BUSINESS:**

1. **Zoning Ordinance Amendment 038 – Temporary Outdoor Sales**
2. **Fireworks Permit, Matson Property, Kay Ray Rd.**
3. **Planning Commission members reduced 7 to 9**
4. **Resolution on balancing Township budget**

**L. OLD BUSINESS:**

1. **2016-2017 Budget discussion on salaries**

**PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:**

**ADJOURN**



**ACME TOWNSHIP BOARD MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
Tuesday, April 5, 2016, 7:00 p.m.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:00 p.m.**

**Members present:** J. Aukerman, C. Dye, A. Jenema, G.LaPointe, P. Scott, D. White, J. Zollinger  
**Members excused:** None  
**Staff present:** N. Edwardson, Recording Secretary

**A. LIMITED PUBLIC COMMENT: None**

**B. APPROVAL OF AGENDA:**

Zollinger requested that a memo from Road Commission regarding annual brining be added to New Business #7 and under Old Business #1 a sewer/water accounting update and #2 Parks trail update.

**Motion by Jenema, seconded by White to approve the agenda with the three additions to New and Old Business. Motion carried by unanimous vote.**

**C. APPROVAL OF BOARD MINUTES**

**1. Draft unapproved minutes 3/16/16 Special meeting**

**Motion by Aukerman, seconded by White to approve the Board minutes as presented.  
Motion carried by unanimous vote.**

**D. INQUIRY AS TO CONFLICTS OF INTEREST: None**

**E. REPORTS:**

**1. Clerk – Dye**

Dye stated that there was a 46% turnout for the recent March 8th presidential primary election. There will be a Elk Rapids school bond proposal election on May 3<sup>rd</sup>. Dye stated that anyone wanting to run in the August primary must file the paperwork with the Clerk's office by 4:00 pm on April 19, 2016.

**2. Parks – Henkel**

**3. Legal Counsel – Jocks**

**4. Sherriff – Ken Chubb**

**5. County – Carol Crawford Received and filed**

**6. Roads – Marc McKeller**

**F. SPECIAL PRESENTATIONS/DISCUSSIONS: None**

**G. CONSENT CALENDAR:** The purpose is to expedite business by grouping non-controversial items together one Board motion (roll call vote) without discussion. A request to remove any item for discussion later in the agenda from any member of the Board, staff or public shall be granted.

**1. RECEIVE AND FILE:**

**a. Treasurer's Report**

**b. Clerk's Revenue/Expenditure Report and Balance Sheet**

**c. Metro Fire 2016 Annual Report**

**d. RecycleSmart Press Release March 2016**

**e. Draft Unapproved meeting minutes**

**1. Planning Commission 3/14/16**

**2. Parks & Trail 2/5/16 and 3/11/16**

**2. APPROVAL:**

- a. Accounts Payable Prepaid of \$238,408.61 and Current to be approved of \$86,756.42 (Recommend approval: Cathy Dye, Clerk)**

**H. ITEMS REMOVED FROM THE CONSENT CALENDAR:**

Dye asked for the Current bills report be removed.

**Motion by Jenema, seconded by Dye to approve the consent calendar with the removal of the Current bills report. Motion carried by unanimous roll call vote.**

Dye received an invoice from the Grand Traverse County Sheriff office today for services Oct-Dec 2015 for \$19,147.00 and would like to add to the report tonight. Current bills would be \$105,903.42 instead of \$86,756.42.

**Motion by LaPointe, seconded by White to approve the current bills with the additional \$19,147.00. Motion carried by unanimous roll call vote.**

**I. NEW BUSINESS:**

**1. 2% Tribal June grant cycle-water line construction**

Zollinger is requesting Board approval for submission of a grant for the 2% Tribal June grant cycle. This grant will finance the construction expense to extend Tribal water along the main business corridor of Acme Township along M-72 to Mt Hope Rd and up to Mt Hope Rd to Hope Village.

**Motion by White, seconded by Scott to approve the submission of the 2% Tribal grant for the June 2016 cycle. Motion carried unanimously.**

**2. Resolution for budget amendment Parks maintenance**

Zollinger stated we need to do this resolution to move funds from 101 to Parks repairs & maintenance due to the August 2015 storm.

**Motion by LaPointe, seconded by Scott to approve Resolution R-2016-17 for various fund moves adjustments. Motion carried by unanimous roll call vote.**

**3. Resolution regarding park endowment**

**Motion by LaPointe, seconded by White to approve Resolution R-2016-18 supporting the Acme Shoreline Park Endowment fund for use of interest from fund over next 3 years for Bayside Park improvement plan. Motion carried by unanimous roll call vote.**

**4. Update Parks & Cemetery maintenance**

A proposed parks maintenance changes in activities and hours for 2016 was presented to the Board. Three main changes are 1. Outsource mowing for Bayside park North/South 2. Hire one seasonal worker to assist parks manager and 3. Change present maintenance manager hours with more in the Summer and less in the winter. Discussion followed. Zollinger will check with legal counsel on wording to use to change Township Employee handbook on minimum hours for full-time employees.

**Motion by LaPointe, seconded by Aukerman to approve the proposed parks changes for 1 and 2 and pending legal opinion 3 would be approved. Motion carried by a roll call vote of 6 (Aukerman, Dye, Jenema, LaPointe, White, Zollinger) in favor and 1 (Scott) opposing.**

**5. Update Tribal trust land 12.6 acres**

The Board received recent correspondence regarding the 12.6 Tribal trust land update. The request to be treated as sovereign nation land. This was send back to the "BIA" for final approval.

6. **2016-17 Budget/Wages/departments new format BS&A**  
Zollinger presented the 2016-2017 budget for 101s funds for review.

LaPointe began a discussion on lower the Trustees annual wages to \$5,000 instead of \$6,000. Discussion followed.

A Special meeting for a Budget workshop will be held, Wednesday, April 20<sup>th</sup> and 6:00 pm. There will also be two other items on the agenda.

**J. OLD BUSINESS:**

1. **Annual Brining agreement for Acme Township gravel roads for 2016**  
The Board of County Road commissioners' policy is to provide a 25% match for brine application on county maintained gravel roads with the Township paying 75%.

**Motion by LaPointe, seconded by White to approve the Annual Brining agreement as presented with two applications of brine for some Township roads. Motion carried by unanimous roll call vote.**

2. **Update on Parks & Trails - Jenema**  
Jenema asked the Board to think about what will be our roll in the Tart Trails. Discussion followed.

**PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:**

Phil Anderson, 10118 Kay Ray Rd, asked about the burnt out house across from the Music House on 31N. Zollinger commented that Metro Fire did fire training during the winter months. He is working with the owner to finish taking down the building.

**ADJOURN AT 9:00 pm**



**ACME TOWNSHIP SPECIAL BOARD MEETING**  
**ACME TOWNSHIP HALL**  
**6042 Acme Road, Williamsburg MI 49690**  
**Wednesday, April 20, 2016, 6:00 p.m.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE AT 10:00 a.m.**

**Members present:** J. Aukerman, C. Dye, A. Jenema, D. White, J. Zollinger  
**Members excused:** G. LaPointe  
**Staff present:** N. Edwardson, Recording Secretary

**A. LIMITED PUBLIC COMMENT: None**

**B. APPROVAL OF AGENDA:**

**Motion by Jenema seconded by White to approve the agenda as presented. Motion carried by unanimous vote.**

**C. INQUIRY AS TO CONFLICTS OF INTEREST: None**

**D. NEW BUSINESS:**

**1. C. Johnson, Gosling Czubak, Acme Sewers Force Main rerouting**

Johnson stated that the recently completed Acme Township sewer report shows there is limited capacity downstream of Acme #1 pump station to accommodate future growth. Projections of growth of Acme Township and East Bay Township will require Acme #1 pump station be redirected out of East Bay # 2 or the capacity of East Bay #2 and East Bay #1 pumping stations increased and potential force main improvements will be needed. There have been discussions on basic alternatives to address the issues. The most economical, from a long term operating cost, would be to remove Acme #1 from East Bay #2 with a new force main from Four Mile and discharge into the East Bay #1 force main. Discussion followed.

**Motion by Aukerman, seconded by Jenema, supporting Resolution R-2016-19 for Acme Township Sewer capital improvement, engineering and construction plan. Motion carried by unanimous roll call vote.**

**2. Change in hours worked for Maintenance Supervisor position**

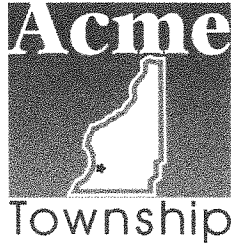
Township legal counsel, Jocks, was asked by the Board to review some questions concerning employees and deputies of officials as they relate to the Employee Handbook. Jocks responded via email. Discussion followed. The Employee Handbook will be amended to show the changes and presented at The May Board meeting.

**3. Budget work session, 2016-2017 Budget year**

Board reviewed and discussed the budget line by line by department. We will continue at the next Board meeting, May 10<sup>th</sup> with adoption of the 2016-2017 Budget at the June 7<sup>th</sup> meeting.

**PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD: None**

**Adjourned at 8:00 p.m.**



To: Acme Township Board of Trustees

From: Tom Henkel, Facilities & Parks Manager

Date: 4/25/2016

Re: Monthly Update April 2016

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The Following is a summary of key activities underway.

**Parks:**

New swings are installed at Sayler Park.

Installing wood chips in swings impact safety area.

Materials have arrived for rebuilding Shelter #2 at Sayler Park. It hopefully will be done by the time you read this.

New roof has been installed on bath house.

Contract has been let on bayside mowing, I think.

Added and graded road gravel to YCNA drive on US 31.

Power is in the process of being put underground on Yuba Park Road.

Automatic door locks are ordered, for park bath houses.

Inquiry on a price for final cleanup and restoration of grounds at Saylor Park after shelter #2 is erected.

Clearing for boat ramp parking seems to be complete at Sayler Park.

Spring cleanup ongoing.

Dumpster returned to Bayside Park, was picked up by vender last fall.

**Cemeteries:**

3 inquiries, so far this spring that I marked.

Spring cleanup ongoing.

**Buildings/Grounds:**

Added road gravel and graded drive to shop at Yuba Cemetery.

Had Cluff Well Drilling out to check to check frequent running of the well.

Isolated the well no problems with that. It may be a slow leak under the building the pipes in the original part have been buried for 57 years. Cannot find any obvious leaks.

Inquiry made on a price, for de-stumping behind shop.

**Equipment/Fixtures:**

Installed new "Drop box" at hall.

New bike rack at hall, thanks Shawn & Jay for assembly.

Installed new bulletin board outside hall front door, along with permanent door stop to keep door from colliding with it.

Relocated drop box to side door.

Replaced flags at hall & Bayside Park.

**Surface Water Quality Testing:**

Testing for April complete

**Beach Water Quality Testing:**

Starts in mid-June, Bayside and Saylor beaches.

**Invasive Species:**

Nothing to report.

**Planning:**

Attended Trails & Parks meetings.

Did an onsite meeting with engineer & supervisor at Bayside Park North.

**General Activities:**

Attended M parks meeting at Mackinaw City.

Attended Great Lakes Water Safety Consortium annual Meeting at South Haven.

Have been doing weekly phone/online conference for GLWSC equipment technical committee.

Attended local Water Safety Network meeting at the health Department.

Sick for a week and a half with upper respiratory flu.

Met with Maintenance Committee.

Started summer work hours on 4/15/2016 per Maintenance Committee.



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OLSON, BZDOK & HOWARD

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April 29, 2016

Jay Zollinger, Supervisor  
Acme Township  
6042 Acme Road  
Williamsburg, MI 49690

ATTORNEYS

PARTNERS:

James M. Olson  
Christopher M. Bzdok  
Scott W. Howard  
Jeffrey L. Jocks  
Ross A. Hammersley  
Kate Redman

Re: Attorney Update for Township Board Meeting

Dear Supervisor Zollinger:

Please accept this Attorney Update for your May 2016 Township Board meeting.

OF COUNSEL:

William Rastetter  
Michael H. Dettmer  
Lawrence I. McKay III  
Joan S. McKay

1. I have had meetings and discussions with John Iacoangeli and/or Shawn Winter concerning a number of zoning and planning related issues currently going on in Acme Township including:
  - a. Reviewing the Planned Development Ordinance
  - b. The Site Plan Review Ordinance amendment.
2. Telephone conversations with Supervisor Zollinger regarding the Part 41 sewer issues and sewer improvements, including resolution regarding the same.
3. Telephone conversations with Supervisor Zollinger regarding employee handbook modifications, researched the same, and drafted letter regarding the same.
4. I attended the Planning Commission meeting.
5. Ross Hammersley has continued to monitor and update the Immanuel, LLC bankruptcy.
6. I reviewed and made additional revisions to a draft Conservation Easement for an upcoming Farmland PDR.

TRAVERSE CITY:

420 E. Front Street  
Traverse City  
Michigan 49686  
231.946.0044  
envlaw.com

FRANKFORT:

427 Main Street  
PO Box 1782  
Frankfort  
Michigan 49635  
231.352.4412

The above are the main issues I have dealt with through April 29, 2016. If you have any questions please do not hesitate to contact me. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey L. Jocks", written in a cursive style.

Jeffrey L. Jocks

JLJ:klg

Grand Traverse Sheriff Department Calls for Service Statistics

Month Year  
April 2016

Day of Week	Mon	Tues	Weds	Thurs	Fri	Sat	Sun	TOTAL				
	455	483	494	453	533	552	376	3,346				
Hour of Day	0	1	2	3	4	5	6	7	8	9	10	11
	117	48	46	37	35	48	69	138	147	136	156	177
	12	13	14	15	16	17	18	19	20	21	22	23
	167	171	211	230	216	171	186	158	154	165	220	143
Location	Citations	Traffic Crashes			Arrests			*Other	Criminal	Non-Criminal	Traffic Crashes	Total
		Fatal	PIA	PDA	OWI	MIP	Criminal					
01 Acme	11	0	1	8	1	0	10	93	26	38	9	166
02 Blair	32	0	3	21	3	0	14	255	95	75	24	449
03 East Bay	25	0	1	26	1	0	27	224	85	84	27	420
04 Fife Lake	4	0	0	5	0	0	1	45	3	10	5	63
05 Garfield	95	0	11	67	11	2	56	629	384	370	78	1,461
06 Grant	1	0	0	1	0	0	1	16	3	3	1	23
07 Green Lake	8	0	2	9	0	0	8	70	36	48	11	165
08 Long Lake	10	0	0	10	0	0	13	51	28	42	10	131
09 Mayfield	10	0	1	6	0	0	3	47	5	10	7	69
10 Peninsula	5	0	1	3	0	0	1	31	10	25	4	70
11 Paradise	8	0	1	12	2	0	4	62	28	14	13	117
12 Union	7	0	0	2	0	0	1	7	4	7	2	20
13 Whitewater	2	0	0	5	1	0	2	43	9	14	5	71
29 Fife Lake Vlg	0	0	0	1	0	0	0	9	1	4	1	15
30 Kingsley Vlg	5	0	0	1	0	0	7	57	24	24	1	106
66 Traverse City	4	0	0	0	4	0	78	0	0	0	0	0
84 Out of County	0	0	0	0	0	0	5	0	0	0	0	0
<b>Totals</b>	227	0	21	177	23	2	231	1,639	741	768	198	3,346

\*Other Calls for Service Include: 911 Hangups; BOL; Follow-up to Complaints; Motorist Assists; Public Relations; Serving Legal papers; Traffic Stops; Warrant Attempts

Ticket stats are based on what District Court has entered as of 4/29/16.

Arrest Stats are as of 5/01/16.



## County Staff Report April 2016

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### Strategic Goals

1. Maintain financial strength and stability
2. Strengthen and expand the County's use of technology
3. Address infrastructure needs
4. Continue community engagement and access to information
5. Ensure that County is viewed as a fair and equitable employer
6. Expand the capabilities of the Board of Commissioners
7. Advance the health and quality of life of the region
8. Protect and preserve County's water resources, forests, natural areas and scenic beauty

### Administration / Board of Commissioners / Resource Recovery (1, 2, 4, 8)

- HHW Collections - Five household hazardous waste (HHW) and pesticide collection dates are scheduled for April 21, May 12, June 23 and August 25 from 1:00 pm to 7:00 pm and October 1 from 9:00 am – 2:00 pm. Grand Traverse County residents may dispose of 150 pounds of hazardous materials at no charge. A \$1.30/pound fee will be charged for quantities greater than 150 pounds. Appointments are required and can be made now at [recyclesmart.info/1162](http://recyclesmart.info/1162) or 941-5555.
- Clean Up Green Up - The Michigan Green Consortium's [Clean Up and Green Up](#) recycling event will be held Sunday, April 17. The event is a free community-wide recycle, re-purpose and reuse event that encourages residents to bring difficult-to-recycle items as well as ones that can be re-purposed or reused to one central location for collection. More information can be found at [cleanupgreenup.com](http://cleanupgreenup.com).
- Clean Out Your Files Week: April 15 - April 22 - Clean Out Your Files Week is a no-cost opportunity for businesses to recycle unwanted paper material. American Waste will be providing the use of a recycling container at the Sara Hardy Downtown Farmers Market parking lot at the corner of Cass & Grandview Parkway. Accepted material includes newspapers, magazines, old files, office paper and unwanted mail. This container of paper material will not be shredded.
- Earth for Earth Day: Compost Give-Away - Get your free compost! Saturday, April 23, from 8:00 am to noon (or until gone). Self serve, self haul compost is yours FREE at the Sara Hardy Downtown Farmers Market parking lot (Union Street and Grandview Parkway). Compost is courtesy of the City of Traverse City & Grand Traverse County RecycleSmart. Bring your own shovel and container.
- Brush Site - The Brush Drop Off Site located at 2471 N. Keystone Road, Traverse City, opened for the season on Tuesday, April 12. Site hours are Tuesday Noon to 7 PM and Thursday and Saturday 9-3 PM. Accepted materials include brush, grass clippings and leaves, stumps up to 18 inches in diameter, and untreated construction wood. Please note that concrete, sod, and dirt are not accepted.

**Central Dispatch/911 (7)**

- Leah Hornacek was appointed to the position of Deputy Director of Central Dispatch. Two supervisor promotions were conducted and we are currently recruiting for one open 911 Dispatcher position.
- The 800MHz radio project continues. The new radio consoles are in place and online, and subscriber units are currently being deployed as the programming designs are finalized.
- The State 911 Committee Compliance Review Report was sent to the Board of Commissioners and detailed that our 911 system and operation is in compliance with PA32 requirements.

**Circuit Court**

- No report provided.

**Circuit Court - Family Division**

- No report provided.

**Commission on Aging (7)**

- The COA is returning to our Heart logo in orange and blue that we used five years ago before the SCN joined the COA. New TV PSAs are being produced and brochures have been designed to reflect the change.
- August 2, 2016 on the Primary Ballot, the COA Millage Renewal is up for the 0.5 Millage renewal.

**County Clerk (4)**

- No report provided.

**County Drain Commissioner (3,7,8)**

- No report provided.

**District Court**

- No report provided.

**Equalization / GIS (1, 4)**

- The March Board of Review process is nearing completion. Equalization is compiling the local March Board of Review data preparing for the Equalization Report.

**Facilities Management (3)**

- No report provided.

**Friend of the Court**

- No report provided.

## Health Department (7)

### ADMINISTRATION & FINANCE DIVISION

- Assisted the Finance Department with the closing of year-end in preparation for the annual audit.
- Assisted the County with annual audit preparation for Grand Traverse County.

### MEDICAL EXAMINER DIVISION

- No report provided.

### ENVIRONMENTAL HEALTH DIVISION

- WTCM Interview- Tom Buss was interviewed by Peter Fortin with WTCM regarding the 2016 beach monitoring program, which will begin at our public beaches on East and West Grand Traverse Bay as well as several inland lake beaches from June 22nd through August 31st.. As in past years, beaches will be sampled on Wednesdays for E.coli bacteria with results posted on Thursdays.
- ServSafe Training- Environmental Health staff conducted their second one-day ServSafe training program for food management personnel in the Grand Traverse region. In Michigan, each food establishment is required to have at least one full time Certified Food Manager who has passed a proctored exam in order to become “Certified”.
- New Food Sanitarian- We welcomed our new food sanitarian Ashley Curtis to our Environmental Health Staff in late March. Ashley filled our vacant sanitarian position following the retirement of Randy Emeott. She received her Bachelor’s of Science degree in Environmental Chemistry from Lake Superior State University, she worked as an Environmentalist II with the Elkhart County Health Department in Goshen, Indiana for five years and moved back to Benzie County with her family in late 2013.
- Beach Monitoring Stakeholders Meeting- We hosted a meeting of the Beach Monitoring Stakeholders group in late March to discuss beach health and safety issues within our three county area of Grand Traverse, Benzie, and Leelanau Counties. Members include representatives from the Grand Traverse County Health Department, Benzie Leelanau County Health Department, City of Traverse City Parks and Recreation, Acme Township, Long Lake Township, Traverse City State Park, Watershed Center, Interlochen State Park, National Park Service and SOS Analytical Lab.

### EMERGENCY MANAGEMENT & PUBLIC HEALTH PREPAREDNESS DIVISION

- Emergency Management -
  - o Worked on initial planning considerations for the 2016 Bayshore Marathon, and 2016 National Cherry Fest.
  - o Continued revision to the Government Building Fire & Emergency Plan.
  - o Collaborated with Michigan Emergency Management Association & International Association of Emergency Managers on a united nationwide effort to clarify the

difference between the Professional Emergency Managers and Michigan's emergency (financial) manager law.

- o Notified by Emergency Communications Network (CodeRED) we had been selected to film a video on how we've successfully used CodeRED for emergencies and employee/specialized team call-outs that will be used in a nationwide marketing & media campaign.

➤ Emergency Preparedness

- o Northern Michigan Public Health Emergency Preparedness (NMPHEP) has installed and is building the NMPHEP Sharepoint Site. This is a ground-breaking progressive public health capacity that enables public health professionals across the region to share increased capacities and public health efficiencies.
- o NMPHEP Director Mike Lahey has prepared presentations for the Premier Public Health Conference of Michigan and the National Preparedness Conference. Presentations and discussion boards have been submitted for both of these events and will demonstrate the progressive impacts Grand Traverse County Health Department is leading in public health emergency preparedness.
- o The beginning stages of implementing a public health GIS capacity has entered the planning stages of the NMPHEP operation to continue our movements toward being the leader of public health emergency preparedness in the northern region of the state.
- o GTCHD EPC and GTCHD Health Officer attended the Special Pathogen Conference and Exercise in Lansing that was put on by the state's Division of Emergency Preparedness and Response.
- o Working on developing the budget narratives that will be due to the state for the Budget Period 5 that will commence on July 1st, 2016.

**COMMUNITY HEALTH DIVISION**

*DISEASE CONTROL AND PREVENTION PROGRAMS:*

- Communicable Disease Program- Dr. Collins did an interview with the Ticker on the Zika Virus. Staff followed up on 59 reportable communicable diseases in March. Provided two presentations related to communicable disease and reporting.
- Reproductive Health – Provided services to 114 men and women in March. Implemented Electronic Health records this month.
- Adolescent Clinics-
  - o Working on preparing for site visit at K-Town Youth Care Clinic involving reviewing all policy and procedures for completeness. Continue to remain busy due to staff on medical leave.

- o Outreach - Clinic supervisor participated in panel on underage drinking at TC West and was interviewed by Mi News 26 in regards to K-Town Youth Care Clinic.
- o Our Mental Health Provider attended an event at The Rock in Kingsley. The event was a basic self defense class and a discussion of the prevalence of sexual assault and how to reduce the risk of becoming a victim. Attendance was high and the event was “sold out”.

#### *MATERNAL AND CHILD HEALTH PROGRAMS:*

- Maternal Infant Health Program-
  - o Maternal and Child Health Programs continue to meet monthly with Northern Lakes Community Mental health administrative staff. Multiple agencies are working together with the goal of decreasing barriers for families that are in need of Infant Mental Health Services.
  - o Maternal Infant Health Program clinician Deb Deering BSN RN wrote a successful grant through the Traverse Bay Children’s Advocacy Center. This grant helped raise \$600.00 for The Baby Pantry to buy cribs to promote safe sleep for families who reside in Grand Traverse County.
- Healthy Futures- The Healthy Futures Program has started a pilot to help expand nursing visits for families in the community based on need. The hope is to reach more families in need of prenatal and postpartum support by enabling the program to bill for visits through private insurance carriers. Currently Healthy Futures is grant funded. The ability to bill private insurance will increase program reach for prenatal and postpartum services.
- Immunizations- Outreach - Sent out a press release regarding the Flu arriving in GTC and sent out Back to school immunizations fliers for Kindergarten Round Up and 6th Graders (2,000).
- WIC- GTCHD is experiencing a decrease in participation in the WIC Program. This has been a statewide trend. The base allocation for the program was decreased, but due to overall performance funds for keeping participation over 94% for currently enrolled participants, the decrease was minimal. We will continue to work on our outreach to help promote programs for those in the community that are in need of nutritional services.
- Lead Program- We are experiencing an increase in calls from the community due to the Flint lead crisis. Families are interested in learning more about how to test and prevent lead poisoning for their children. GTCHD plans to continue to attend community health fairs promoting lead prevention for all children.

#### *MISCELLANEOUS OUTREACH:*

- Water Safety Network joined up with the Great Lakes Water Consortium.
- More initial planning meetings for Cherry Festival Baby Tent.



- Working on rebranding of logo and various brochures, etc. replacing Animal Control to Medical Examiner information.

### **Human Resources (5)**

- Currently recruiting for 17 positions in the County and all phases of that cycle are in progress. This year we have issued 36 requisitions. This time last year we had issued 40 requisitions.
- Michigan Municipal League is leading the search for the Human Resources Director and the Finance Director.
- In March, we have had 0 employees who retired, 5 new hires, 8 promotions and 7 separations from employment.
- The Employee Recognition Team is seeking nominations for Volunteer of the Year with the deadline of April 8<sup>th</sup>.
- The Wellness Team is working on seminars and new ideas for Wellness this year.

### **Information Technology (2)**

- The Health Department (HD) went live with Electronic Health Records (EHR) for the Family Planning program. The two Adolescent Health and Immunizations clinics were converted over last year. IT assisted Kim White from the HD with conversion of all of the paper charts to electronic records and established the clinic 'flow'. IT also worked alongside Kim to make the necessary changes and additions in the background service tables, labs, installing signature pads and scanners.
- Moved Soil Erosion computers, printers, and phones to the Governmental Center.
- Jon Wilson was promoted from IT Technician to the Server Administrator position that opened up when Gabe Talaga left in December. Isaac Rose has moved into Jon's full time position from a .8 FTE position.
- The Sheriff's department, Courts, Dispatch, Prosecutor, and City Police are currently going through LEIN/Criminal Justice audits by the State of Michigan. Since computers are leaving secure areas the State is now going to require computer disk drive encryption, two levels of authentication when logging on (in use on MDTs now), and encryption of emails with criminal justice information. IT will be investigating the cost to implement each of these requirements.
- Request for Proposals for Windows server auditing software are due on April 13. The auditing software is required for both Health HIPAA and Criminal Justice systems compliance.

### **MSU Extension (7, 8)**

- No report provided.

### **Parks and Recreation (7)**

- After opening mid-January, the Y Central at the County's Civic Center (pool and fitness facility) has 161 Y Central memberships purchased, to date. Marketing strategies have been adjusted to continue to attract new members. Forty-four Y Silver Lake members have consistently been using the facilities at Y Central, and those numbers are added to the Y Central membership numbers to count toward the goal of 400. Once 400 memberships are reached, per Parks and Recreation's management agreement with the Y, the Y will assume responsibility for paying the utilities associated with Easling Pool.
- During its regular meeting in March, County Board of Commissioners approved submission of an Easling Pool planning grant from Parks and Recreation to Rotary Charities. The purpose of the grant is to help Parks and Recreation and the Friends of Easling Pool create a fundraising plan to raise money for needed capital improvements to the pool; to survey public pool operations that are on positive trajectories and provide County officials with data to make budgetary decisions about Easling pool; and to survey the community about the need for the pool. The grant application has been submitted and a decision from Rotary Charities is expected in late April.
- Parks and Recreation and American Legion signed a stewardship agreement for American Legion Baseball to take place again at the Civic Center this summer.
- It is show season in Howe Arena at the Civic Center. During the weekend of April 1, the Michigan Association of Recreational Vehicles and Campgrounds show took place, and reported receiving 3,000 visitors.
- Bookings for weddings, special events, and parties at Twin Lakes continue to be taken by Parks and Recreation and, based on reservations, it was determined in early March that the targeted revenue projection of \$70,000 for 2016 has been met.
- After collecting and considering public input through surveys and on-line votes for three Civic Center playground designs, the Parks and Recreation Commission held a public hearing during its regular meeting in March and approved a final design. Penchura is the playground vendor, and fundraising efforts for the project will begin in early May. Parks and Recreation will notify the public when the fundraising web page is ready. Groundbreaking currently is scheduled to take place in June.

### **Parks and Recreation/Senior Center Network (7)**

- On August 2, 2016, the Senior Center Network millage renewal request will be on the primary ballot. The 0.1 millage is up for renewal every six years.
- 39 new Senior Center members in February.
- 743 Seniors participated in 2,404 units of service in the Senior Center Network in February.
- 133 seniors were served with free income tax assistance in February.

- Special Events of Note: Falls Prevention presentations have taken place at all locations featuring Fyzical Therapy and Balance Centers; the Matter of Balance session in Traverse City is full; Hearing screens were held at all outreach locations in March with Hearing USA; art classes began in March, with 15 participants in Acme and eight in Interlochen; Rock ‘n Jam is held at The Rock in Kingsley on the second Saturday of each month from 5 to 8 p.m., with great music and community spirit -- local musicians are encouraged to join in; St. Patrick’s Day Celebrations were held at all locations in March, with a special menu provided by Meals on Wheels; an Artists’ Reception/open house took place on Tuesday, March 29 to showcase artwork created in the Senior Center art class.
- Upcoming events: Summer sports registration begins on April 4; an evening Grief Support group, in partnership with Munson Hospice, is held monthly at the Traverse City location; National Volunteer Appreciation Week is the week of April 10; save-the-date cards will be sent to Senior Center volunteers for a summer event on June 22 featuring the NMC Concert Band; on-site shredding at the Senior Center in Traverse City will be provided by CDM Mobile Shredding on May 2; a celebration of “nonagenarians”, “90 Over 90,” will take place on May 9 at the Hagerty Center; Senior Expo will take place on Wednesday, May 18 at Howe Arena; Project Fresh Distribution Day is scheduled for June 1 at Howe Arena, and it is anticipated that coupons for the project will be distributed to over 200 seniors that day.
- In partnership with the Traverse Area District Library, a spelling bee will be held on Sunday, May 15. This “brain health” activity, a favorite among many, is open to participants age 50 and over. How about a Grand Traverse County board-staff team?
- Making Connections: A local citizen contacted Senior Center about donating cleaning services while he is on vacation. The cleaning service was used by local senior residents. All of them were overjoyed with the help.

### **Planning and Development / Soil Erosion / Construction Code (1, 3, 4, 7, 8)**

- The County’s Soil Erosion and Sedimentation Control Program is now located on the third floor of the Governmental Center, 400 Boardman Avenue. The program has changed from two part-time inspectors to two full-time inspectors. More changes are anticipated in order to improve the program’s efficiencies and services.
- The HomeStretch Board of Directors selected the Kincaid Henry building group from Lansing to construct the homes in the Depot Neighborhood in Traverse City. Kincaid Henry has a history of working with non-profit housing corporations and MSHDA.
- Through the County’s community development agreement with the City, staff has been working to develop the Eighth Street charrette. While the charrette will take place in May, the public kick-off meeting for the overall process is Wednesday, April 20 at 7:00 p.m. at the Hagerty Center, 715 E Front St, Traverse City.

### **Probate Court**

- No report provided.

### **Prosecuting Attorney (7)**

- Prosecution - As the County's Chief Law Enforcement Officer, the Prosecuting Attorney is responsible for the prosecution of crimes including juvenile, misdemeanor and felony offenses, protection of abused and neglected children, and establishment of child support for needy children. For the month of March, we engaged in the following:
  - o Authorized 210 misdemeanor warrants
  - o Authorized 45 felony warrants
  - o Authorized 23 juvenile petitions
  - o Initiated 6 neglect/abuse case
  - o Handled the following matters in Family Court:
    - o 11 allegedly mentally ill cases
    - o 21 referrals from the Office of Child Support
    - o Obtained 5 child support judgments

### Civil Counsel

- Contract Drafting and Review - As the County's civil counsel, we assist various County departments in reviewing and drafting contracts and other agreements. Our involvement ranges from reviewing a contract and approving it "as to form," to negotiating the terms and conditions of the contract with the other party. For the month of March, we reviewed four contracts for the following departments:
  - o Central Dispatch: one
  - o Administration: three
  
- FOIA Coordination - In 1997, the County Board of Commissioners designated the Prosecuting Attorney as the FOIA coordinator for Grand Traverse County. As the coordinator, we ensure that the various county departments are complying with Michigan's FOIA law including determining whether the requested information should be exempt from disclosure. For the month of March, we reviewed nine requests, and provided advice and consultation to the following departments:
  - o Central Dispatch: one
  - o Sheriff: two
  - o Soil Erosion: one
  - o Treasurer: one
  - o Equalization: one
  - o Facilities: one
  - o Prosecuting Attorney: two
  
- Board of Commissioners/Staff Questions - Part of our duties as Civil Counsel involves answering questions and/or preparing opinion memoranda for the Board of Commissioners and County staff related to a wide variety of issues, ranging from compliance with state and federal statutes to advising on exposure to liability. For the month of March, we answered questions/prepared memos for the Board of Commissioners and various departments including:
  - o Administration
  - o Parks and Recreation
  - o Equalization

- Ordinance Drafting - As you know, under MCL 46.11, a county board of commissioners has the authority to adopt ordinances related to county affairs. One of our responsibilities is to prepare, amend or repeal ordinances when requested by the Board of Commissioners. For March we did not prepare any ordinances.
- Litigation - We represent the County in civil actions filed in the Grand Traverse County District and Circuit Courts as well as the Federal District Courts. For the month of March, we represented the County in the following cases:
  - o *Grand Traverse County v. Thomas Hoedeman et al.* In March, we filed 4 separate inmate reimbursement lawsuits seeking \$3,989.29 in total. As with the other lawsuits, we will seek to obtain multiple default judgments against those Defendants who fail to answer the complaints, and consent judgments for those Defendants who are willing to pay the outstanding debt.
  - o *North Bay Produce, Inc. v. Cherry Central Cooperative, Inc. et al.* This is a re-plat action where Plaintiff is seeking a court order allowing an amendment to the plat for Wood Cliff Hills Subdivision vacating Wood Cliff Hills Drive. The County Drain Commissioner has been named as a Defendant in this lawsuit. Mr. McElyea is not objecting to the street vacation because it would not impact a County drain. Because the Drain Commissioner is not objecting, we have filed an answer stating that the vacation is not being opposed. A consent judgment should be prepared next resolving the case as to the Drain Commissioner.
- Board of Commissioners' Meetings - We attend every Board meeting, committee meeting and any special meetings. For the month of March, Chris Forsyth attended the regular board meeting, and the ways and means committee meeting. Bob Cooney attended the resource management and administration committee meeting, and the public health and safety committee meeting.

#### **Public Works (7, 8)**

- No report provided.

#### **Register of Deeds (2)**

- No report provided.

#### **Sheriff (7)**

- No report provided.

#### **Treasurer (1)**

- We settled with all the townships by the second week in March and the City shortly after. Working with the Townships we increased Winter deferments to 55 applicants this year.
- Drove out and did personal service on all homes that were scheduled to be foreclosed on that have a PRE exemption. All occupied parcels that I visited ended up being paid or hardship extension was granted and the homeowner was put on a payment plan avoiding foreclosure and eviction from their home. We ended up foreclosing on 17 parcels this year, down from 21 last year.

- Processed 111 regular service, and 19 expedited passports and 1 hand carry in March.

**Veterans Affairs (7)**

- The Veteran's Affairs Department will provide an update to the Board of Commissioners at the April 20th meeting.



## County Staff Report May 2016

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### Strategic Goals

1. Maintain financial strength and stability
2. Strengthen and expand the County's use of technology
3. Address infrastructure needs
4. Continue community engagement and access to information
5. Ensure that County is viewed as a fair and equitable employer
6. Expand the capabilities of the Board of Commissioners
7. Advance the health and quality of life of the region
8. Protect and preserve County's water resources, forests, natural areas and scenic beauty

### Administration/Board of Commissioners/Resource Recovery (1, 2, 4, 7)

- The first Household Hazardous Waste (HHW) collection of the season was held April 21. The collection served 239 residents and 11 businesses. The next collection is Thursday, May 12. Appointments for the 2016 collections can be made online at [www.recyclesmart.info](http://www.recyclesmart.info) or by calling the RecycleSmart hotline at (231) 941-5555.
- The Earth for Earth Day Compost Giveaway was popular, as usual. All compost was gone by 10:00 a.m.

### Central Dispatch/911 (7)

- No report provided.

### Circuit Court

- No report provided.

### Circuit Court - Family Division

- No report provided.

### Commission on Aging (7)

- Nationally, May is Older Americans Month. The Commission on Aging (COA) and Senior Center Network (SCN) are joining together to ask the Board of Commissioners to issue a Proclamation for May to be recognized as Older Americans Month..
- AARP Volunteers assisted clients prepare and submit 292 Tax Returns from February through April 18th. As in previous years, the AARP team was located in our Front Street offices for the convenience of our clients.
- As of March 31, the COA has provided service to 1,309 clients age 60 or older who live in Grand Traverse County.
- Client demand for our Home Chore services exceeds what our staff can physically provide this summer based on geography, manpower and equipment. The Commission

on Aging Board of Directors has addressed this through a Vendor Voucher program for Lawn Maintenance and Leaf Removal Services.

- The COA Clients who require Homemaker Aide assistance (light housekeeping) immediately will be offered the services of Comfort Keepers (our In Home contractor) as we continue to hire more staff. We will be contacting all clients waiting for services this month.
- The following townships serving the largest number of COA Clients in descending order is Garfield followed by Traverse City, East Bay, Blair, Peninsula and Green Lake.
- Older Michiganians Day is May 11, 2016. Area Agencies on Aging and COAs convene from all over the State to meet with their Legislators and lobby in Lansing on behalf of pending legislation impacting our aging in place population.
- A new pilot program sponsored by the State called "Senior Reach" is designed to help older adults, families and caregivers receive support and assistance in the early stages of dementia or alzheimer's BEFORE a crisis occurs. Early intervention can have a huge quality of life impact for all affected. Call 844-933-4930 for more information.



#### **County Clerk (4)**

- Stats for month of APRIL
  - New Circuit and Family Court Cases filed: 45 civil, 56 domestic, 27 felony, and 21 juvenile.
  - Five (5) jury pools sent out for Circuit Court trials.
  - Clerked one 4 day trial.
  - 5,300 jury questionnaires mailed out for new jury pool.
  - Clerked 4 County Commission meetings, 1 Building Authority meeting, and 1 Jury Board meeting.
  - Vital Records filed: 159 births, 91 deaths, and 30 marriage licenses.
  - DBAs filed: 106
  - Concealed Pistol applications filed: 121
  - Concealed Pistol fingerprints done: 89
  - Concealed Pistol Licenses issued: 130
  - Passport Photos taken: 82
  - Certified Copies: 523 customers (this could be 1 or many copies per customer)
  - Conducted Election Audits of 3 election precincts

#### **County Drain Commissioner (3,7,8)**

- Drain Inspections - Completed the spring inspections and delineated the on-going maintenance requirements for all 13 existing county drainage systems.
- SAW Grant – Drain Commissioner convened a kick-off meeting with his SAW Grant partners; the Watershed Center, and Inhabitect to discuss implementation of the water quality improvement components relative to incentivizing the use of green infrastructure through municipal ordinances, for the County Drains Asset Management Plan pursuant to the SAW Grant received.



- Improvements to Existing Drains: On the **Cass Road Drain** the Drain Commissioner has made good progress on attaining the needed easement acquisitions, environmental assessments, preliminary design modelling and is on schedule for fall implementation of improvements to the District to alleviate flooding. On the **Deepwater Point Drain** the Drain Commissioner has posted a Request for Bids on the MITN bidding site, for dredging work to restore the Drain to its' original 1987 ditch elevations for improved drainage to the District residents.
- Status on Petitioned Proposed Drains: On the proposed **Cedar Hills Drainage District** in Long Lake Township, the Drain Commissioner has "stepped back" and is awaiting direction from the Town Board as to how they wish to proceed. On the proposed **Braemar Estates Drainage District** in Peninsula Township, the Road Commission has withdrawn their petition; therefore, the Drain Commissioner has determined it impractical for him to proceed. On the **Logan Hills Drainage District** in Peninsula Township, the Drain Commissioner has "stepped back" as requested and is awaiting the decision of the Road Commission and the Town Board to set up a special assessment district to fund improvements for proper drainage.
- Lake Level Drainage Systems: Regarding creating a special assessment district to continue to maintain the mandated lake level of **Duck Lake**; a notice of preliminary hearing was published twice in the newspaper and sent to all property owners in the Lake Level District, inviting them to a May 2 meeting to get all their questions answered before we again ask the Judge to set a Court hearing date on the matter. On the **Silver Lake Drainage system**, extensive beaver activity and the buildup of muck have demanded intensive manual labor by the Drain Commissioner to invent, assemble, and install additional beaver fencing barriers, and continually clear muck clogging debris from the drainage systems to facilitate the spring thaw. 
- Flooding & Requests for New County Drains: Over the last month, on at least twelve separate occasions and locations, the Drain Commissioner has investigated and consulted with residents complaining about flooding to their property. Discussions ranged from options to creating a new County Drain and its' resulting assessment district, or ways owners can make individual improvements to their property to negate flooding or ways to minimize the negative results of beaver activities in their neighborhoods. Complaints about spring and fall-time high groundwater tables and flooding patterns have been on the rise over the past few years. 

#### District Court

- No report provided.

#### Equalization / GIS (1, 4)

- County Equalization has taken place, and State Equalization will take place in May.
- Equalization appraisers are in the field gathering data for Equalization Studies.
- East Bay appraisers are in the field gathering data for database maintenance.

- GIS has completed the 2016 parcel layer.

#### Facilities Management (3)

- No report provided.

#### Finance (1)

- Audit fieldwork was taking place during the month.
- Started preparation for the 2017 budget process.

#### Friend of the Court

- No report provided.

#### Health Department (7)

##### ADMINISTRATION & FINANCE DIVISION

- Northern Michigan Public Health Alliance - Wendy Trute was elected as the vice-chair of the alliance. Northern Michigan Public Health Alliance has been selected as the Northern Michigan CHIR Backbone organization for the State Innovation Model (SIM) Community Health Innovation Region (CHIR), which will serve much of northern Michigan.
- Northwest Michigan Water Safety Network - Attended Great Lakes Water Safety Consortium Conference on behalf of group. Ordered new signs for 12 additional water safety signs/stations. Planned upcoming network meeting.
- Outreach Activities - Grawn Rural Health Fair on 4/16/16. Northern Michigan Public Health Alliance Marketing Workgroup Meeting (4/25 - finalized website plan). Zika communications webinar. Continuing with Baby tent planning. Working on Annual Report and updating brochures, etc. with new logo.
- Grant Quarterly Reports - Completed 2016 second quarter grant reporting to the State of Michigan.
- Northern Michigan Public Health Emergency Preparedness Program - Worked together with Health Department Northwest and Benzie/Leelanau Health Departments to prepare a regional budget for the 2016-2017 fiscal year and allocate a portion of each of our budgets to a training and exercise fund to be used towards regional trainings.

##### ENVIRONMENTAL HEALTH

- Noncommunity Water Program - Congratulations to staff sanitarian Eric Burt for meeting all Mandatory Program Requirements (MPR's) for the Fiscal Year 2015 Noncommunity Water Supply Program, which is overseen by the Michigan Department of Environmental Quality (MDEQ).
- Epi-Ready Training - We hosted a two (2) day regional training for the Michigan Department of Agriculture & Rural Development for local health department personnel regarding the investigation of foodborne diseases and outbreaks. The training also involved response in multijurisdictional outbreaks.

- Bat Submissions to State Lab - A bat submission policy/procedure has been developed for the Environmental Health staff for receiving and submitting bat specimens to the Michigan Department of Health and Human Services (MDHHS) Lab in Lansing for rabies testing.

## **COMMUNITY HEALTH DIVISION**

### *DISEASE CONTROL AND PREVENTION PROGRAMS:*

- Communicable Disease Program- Continue to take calls from the public and providers about Zika. Followed up on 40 reportable communicable diseases in April. Provided 1 presentation about communicable disease reporting requirements.
- Reproductive Health – Provided services to 81 men and women in April. In month two of our Reproductive Health Clinic Electronic Health Record implementation.
- Adolescent Clinics- Very busy month for both of the Adolescent clinics.
  - At Youth Health & Wellness Center (YHWC), we participated in their annual career/resource fair and interacted with approx 400-500 students.
  - YHWC supervisor spent the month of April completing end of quarter reports and tabulating all data surrounding this.
  - K-Town staff participated in a new initiative at the Kingsley Middle school regarding their Wellness Team.
  - K-Town staff attended parent teacher conferences at the Kingsley Middle school and also attended Freshmen Orientation where we interacted with over 100 students and their families.
  - Data for FY15 was released for all Child and Adolescent Health Centers (CAHC's) in Michigan showing the positive impact the CAHC's provide to these students and their families.

### *MATERNAL AND CHILD HEALTH PROGRAMS:*

- Maternal Infant Health Program-The 1st quarter 2016 produced an 86% conversion rate for qualified pregnant women accepting this Medicaid home visiting program, exceeding achievements in 2015. We continue to work collaboratively with MC3 to expand our knowledge and enhance our mental health interventions with this population. In April we conducted an evaluation with U of M program representatives, regional local public health partners, and included Northern Lakes CMH manager in hopes of bridging the gaps for MIHP clients receiving infant mental health services.
- Healthy Futures-Outreach Public Health Nurse, Laura Barrett, participated in the Grawn Rural Health Fair, specifically focusing on education regarding immunizations.
- Children's Special Health Care Services-The CSHCS team eagerly awaits the transition of Martha Thorell to Public Health Nurse II position in the program, which should occur within the next month.

- Pediatric Cardiac Clinic- status quo
- Immunizations-Immunization nurses received an annual education update in preparation for waiver education season. Immunization Lead Public Health Nurse Sheila Corner presented a well-received and notable story to the State IAP Coordinator's meeting, highlighting events and health department response over the past 2 years with outbreaks, immunization clinic demands, and waiver education demands. She is to be commended for her representation of Grand Traverse County Health Department and the staff who rose to the occasion and focused on the positive outcomes of very challenging Immunization and Communicable Disease events.
- Head Start- In preparation for a contract renewal to provide nursing and hearing & vision technicians for the Fall enrollments, we are evaluating our rates. These rates have not been adjusted since 2009. We meet annually with NWMCAA for planning, which is scheduled for May 23rd.
- WIC- Project Fresh 2015 redemption rates were reported, demonstrating an increase of 7% from 2014.
- Hearing & Vision-The 1st quarter vision screenings in the schools exceeded 50% of total 2015 screenings, with already processing nearly 400 referrals for follow-up.
- Blood Lead Testing- status quo

#### **Human Resources (5)**

- Currently recruiting for 17 positions in the County and all phases of that cycle are in progress. This year we have issued 51 requisitions. This time last year we had issued 41 requisitions.
- In April, we have had 0 employees who retired, 1 new hire, 2 promotions, 3 separations from employment, and 1 transfer.
- The Employee Recognition Team named Janet Kronk Volunteer of the Year for 2016 and Cindy Green as the quarterly winner of Making a Difference for the long hours and double workload she has been doing.
- Esther Cooper was nominated for Administrative Professional of the Year along with 4 others from the region. We are proud of Esther and all that she has done for the 13<sup>th</sup> Circuit Court and previous County offices she has worked.
- Kathy Mahoney, ICMA held one on one appointments with County employees this month.
- Ryan Heintz of MERS held one on one appointments with County employees this month.



### Information Technology (2)

- LaVerne Forrest, IT Programmer/Analyst added an option for the Circuit Court Civil and Criminal notice generation process to print notices only when needed (all motion hearings, trial notices, referee hearings etc.). The court used to mail out all notices, but now they are captured by the document imaging system and most are sent out through the paperless efile process.
- Proposals were received and reviewed for new Construction Code software. IT and Planning and Development will have software demonstrations for the top three vendors on May 10, 11. The new system will provide online permitting, credit card payments, and online inspection status updates. A recommendation will be made to the Board in June.
- IT has been assisting Administration and Finance with the budgeting process. A training session will be held on May 17<sup>th</sup> for departments that have new staff or need a refresher on completing request forms and entry of budgets.
- The IT department recently took advantage of an offer by local firm SafetyNet to collect old computer equipment and deliver it to Goodwill. IT disposed of old equipment for the City and County from the Governmental Center Campus, City DPS, Law Enforcement, Public Services, and the Health Department.

### MSU Extension (7, 8)

- Community Service through 4-H: Recently our 4-H office shared a request with 4-H members and families regarding a need for food and personal items at the Traverse City Alternative High School where they house a food pantry for low income and often homeless teens. The pantry helps these youth with food during the week and over the weekend so they can continue their education. 4-H members, leaders and families rose to the occasion and provided an abundance of donations for the school's food pantry. MSU Extension's 4-H Program Coordinator, Karin Stevens, and Nutrition Program Instructor, Michelle Smith, dropped off the donations to the school. They enjoyed talking with the youth and staff and helped load their shelves. Teacher, Mary Preston, sent a thank you note to the office saying, "Thank you for your generous donations. Our students truly appreciate having the pantry as a resource for food and supplies whenever they are in need, so thank you for helping to stock our shelves and also for 'spreading the word' about us!"

Other community service projects organized by 4-H clubs this month included a community meal through Grand Traverse Area Catholic Schools, and fundraiser for Reining Liberty Ranch at Moomers, and an educational event for youth ages 5-8 to learn about animals and participate in crafts and games, which was attended by 40+ youth and their parents. Thank you to our hardworking 4-H'ers!

- Spring 4-H Archery: Youth in Grand Traverse County ages 7-19 are invited to a new 4-H Archery club that will meet Tuesdays May 10 - June 14 at Shooters Indoor Archery Range (5333 Curtiss in Traverse City). We have two shooting times depending on level of experience: Beginners/1st Year: 5:30-6:30 p.m. and Intermediate/ Advanced: 6:45-7:45 p.m. All 7 & 8 year olds must be accompanied by parent, guardian, or

grandparent (one-on-one at all times). If interested in participating, please contact Karin Stevens at 922-4825 or [steve552@msu.edu](mailto:steve552@msu.edu).

- MSU Extension recently partnered with the Area Agency on Aging of Northwest Michigan (AAANM) and Munson Family Practice Clinic to co-facilitate two 6-week workshop series to help participants with chronic conditions increase their confidence and ability to manage their conditions. The two Stanford University self-management programs, called PATH (Personal Action Toward Health), covered diabetes and chronic pain. Over the course of 6 weeks, Diabetes PATH participants learned strategies to help them deal with difficult emotions, how to develop a healthy eating and exercise plan, goal setting and problem solving, and a variety of other tools to manage diabetes. Chronic Pain PATH participants learned the importance of using a variety of tools to manage chronic pain, including pacing & planning, better breathing, using your mind, managing medications, working with your doctor, and communicating with friends/family. MSU Extension continues to partner with Munson and the AAANM to bring the latest in evidence-based programming to help people learn to increase their ability to manage chronic conditions.
- To help promote Michigan fish producers, [Michigan Sea Grant](#) and MSU Extension hosted the 2nd Annual Michigan Seafood Summit at the Hagerty Center on Friday, April 8 with just over 100 in attendance. This year's Seafood Summit had two primary sessions. The morning session, was directed at those involved or wanting to become involved with producing fish in Michigan. Topics included seafood sales at farmers markets, the status of permitting for aquaculture, and Michigan seafood and the Pure Michigan campaign. The afternoon session was geared toward the general public and covered such topics as net-pen aquaculture, trout culture, the future of Michigan seafood, and Lake Michigan fishery trends. Dr. Ted Batterson, professor emeritus at Michigan State University and former director of the [North Central Regional Aquaculture Center](#), gave the keynote address. The event culminated with a dinner featuring Michigan seafood (whitefish, rainbow trout, perch, lake trout appetizer) prepared by chefs and students from the [Great Lakes Culinary Institute](#).

#### **Parks and Recreation (7)**

- Rotary Charities has awarded County Parks and Recreation a \$5,000 planning grant for the future of Easling Pool at Grand Traverse County Civic Center Park. The purpose of the grant is to help Parks and Recreation and the Friends of Easling Pool create a fundraising plan to raise money for needed capital improvements to the pool; to survey public pool operations that are on positive trajectories and provide County officials with data to make budgetary decisions about Easling pool; and to survey the community about the need for the pool.
- Opening day for American Legion Junior Baseball at the Grand Traverse County Civic Center Park is Monday, May 16.
- During its regular meeting in April, the Parks and Recreation Commission passed a motion to enter into an official partnership with Traverse City Roller Derby (TCRD), which calls Howe Arena at the Grand Traverse County Civic Center Park its home. The partnership includes the potential for profit-sharing programs, expanded concession

offerings during bouts, and cross-promotions between County parks and the TCRD. Bouts are scheduled to be held at the arena on Saturday, May 14 and Saturday, August 20. For information about upcoming TCRD events, visit [www.trollerdderby.com](http://www.trollerdderby.com) on line.

### **Parks and Recreation/Senior Center Network (7)**

- The Senior Center registered 68 new members in March.
- 1,185 seniors participated in 3,436 units of service in March.
- 393 low income seniors participated in the AARP Income Tax Program.
- Special Events of Note: Artists' Reception/Open House held March 29 had a great response. The artists were thrilled with the accolades and we were able to connect one of the artists with the Downtown Art Walk this Spring. Tiger Baseball celebrated in Traverse City, Fife Lake and Kingsley with baseball trivia, storytelling, hot dogs and cracker jacks! We had a member who played a pick up softball game with Al Kaline, Mickey Lolitch and Bill Freehan while in grade school in Detroit. The Herb Garden and Bike Repair classes were well received. Hiking and Cycling groups have started and are off to a great start. Health programs this month have included Citizen CPR, Insomnia and Vertigo. A tour of local senior housing businesses took place in cooperation with The Alliance for Senior Housing. Shredding services were provided for over 100 people compliments of CDM Mobile Shredding.
- Applications are being accepted for the 2016 Lifetime Leadership Award to be presented at the Annual Senior Breakfast on Monday, July 4, in cooperation with the National Cherry Festival.
- The Annual Senior Expo is set for Wednesday, May 18, at Howe Arena. Over 100 local businesses will share their services/products with over 1,000 local senior residents and their families.
- Staff was recertified with ElderLaw of Michigan to assist low income seniors with food assistance applications through the MiCAFE program.
- May is National Older American's Month - a proclamation was introduced at the May 4, 2016 BOC meeting recognizing older adults in our community.
- Administrative staff were recognized and appreciated on Administrative Professionals Day by our Director/Manager for the hard work they put forth daily to provide services to our local seniors.

### **Planning and Development (1, 3, 4, 7, 8)**

- The County approved an application made by TentCraft for a \$578,000 property acquisition loan from the Community Development Block Grant revolving loan fund to purchase land for their new operations in the Traverse City Airport Industrial Park. TentCraft will hire seventeen (17) full-time positions as part of the project.
- Staff has been conducting economic development outreach activities in the community. Staff is interested in networking with business representatives in technology, healthcare,



unmanned systems, and water-based industries to identify projects that create jobs and build tax base in the County.

- Through the County's community development agreement with the City, staff has been working to develop the Eighth Street Charrette. The Charrette will take place on May 16 to May 20 at the Park Place Hotel Dome. Public meetings are scheduled for the evening of May 16, 18, and 20. For more information, visit: <http://www.envision8th.org/>.
- CONSTRUCTION CODE DIVISION
  - Staff is currently evaluating computer software program proposals. The selected program will update and streamline Construction Code operations and improve customer service, including online applications, inspection scheduling, and permit status updates.
- SOIL EROSION PROGRAM
  - The Soil Erosion Program is now on the third floor of the Governmental Center. The Department is currently evaluating applications and will be hiring a new office clerk for the program.

#### **Probate Court**

- No report provided.

#### **Prosecuting Attorney (7)**

- Prosecution As the County's Chief Law Enforcement Officer, the Prosecuting Attorney is responsible for the prosecution of crimes including juvenile, misdemeanor and felony offenses, protection of abused and neglected children, and establishment of child support for needy children. For the month of April, we engaged in the following:
  - Authorized 161 misdemeanor warrants
  - Authorized 38 felony warrants
  - Authorized 20 juvenile petitions
  - Initiated 7 neglect/abuse case
  - Handled the following matters in Family Court:
    - 3 allegedly mentally ill cases
    - 31 referrals from the Office of Child Support
    - Obtained 11 child support judgments
- Civil Counsel
- Contract Drafting and Review - As the County's civil counsel, we assist various County departments in reviewing and drafting contracts and other agreements. Our involvement ranges from reviewing a contract and approving it "as to form," to negotiating the terms and conditions of the contract with the other party. For the month of April, we reviewed five contracts for the following departments:
  - Sheriff: two
  - Administration: one
  - Planning: one
  - Facilities: one



- FOIA Coordination - In 1997, the County Board of Commissioners designated the Prosecuting Attorney as the FOIA coordinator for Grand Traverse County. As the coordinator, we ensure that the various county departments are complying with Michigan's FOIA law including determining whether the requested information should be exempt from disclosure. For the month of April, we reviewed five requests, and provided advice and consultation to the following departments:
  - o Construction Codes: two
  - o Prosecuting Attorney: two
  - o Administration: one
  
- Board of Commissioners/Staff Questions - Part of our duties as Civil Counsel involves answering questions and/or preparing opinion memoranda for the Board of Commissioners and County staff related to a wide variety of issues, ranging from compliance with state and federal statutes to advising on exposure to liability. For the month of April, we answered questions/prepared memos for the Board of Commissioners and various departments including:
  - o Administration
  - o Parks and Recreation
  - o Veterans Affairs
  
- Ordinance Drafting - As you know, under MCL 46.11, a county board of commissioners has the authority to adopt ordinances related to county affairs. One of our responsibilities is to prepare, amend or repeal ordinances when requested by the Board of Commissioners. For April we did not prepare any ordinances.
  
- Litigation - We represent the County in civil actions filed in the Grand Traverse County District and Circuit Courts as well as the Federal District Courts. For the month of April, we represented the County in the following cases:
  - o *Grand Traverse County v. Travis Agar et al.* In April, we filed 4 separate inmate reimbursement lawsuits seeking \$13,137.38 in total. As with the other lawsuits, we will seek to obtain multiple default judgments against those Defendants who fail to answer the complaints, and consent judgments for those Defendants who are willing to pay the outstanding debt.
  
  - o *North Bay Produce, Inc. v. Cherry Central Cooperative, Inc. et al.* This is a re-plat action where Plaintiff is seeking a court order allowing an amendment to the plat for Wood Cliff Hills Subdivision vacating Wood Cliff Hills Drive. The County Drain Commissioner has been named as a Defendant in this lawsuit. Mr. McElyea is not objecting to the street vacation because it would not impact a County drain. Because the Drain Commissioner is not objecting, we have filed an answer stating that the vacation is not being opposed. A consent judgment should be prepared next resolving the case as to the Drain Commissioner. A proposed judgment has been drafted and reviewed. We are now awaiting entry of the judgment with Circuit Court.
  
- Board of Commissioners' Meetings - We attend every Board meeting, committee meeting and any special meetings. For the month of April, Chris Forsyth attended the first regular

board meeting, and the special board meeting. Bob Cooney attended the second regular board meeting.

**Public Works (7, 8)**

- No report provided.

**Register of Deeds (2, 4)**

- No report provided.

**Sheriff (7)**

- No report provided.

**Treasurer (1)**

- We foreclosed on 16 parcels in 7 of the townships, prepared individual parcel summary sheets including pictures from our fall posting for Land Bank. Settled during mediation on parcel foreclosed on in 2015 to collect delinquent rent owed from operating business allowed to remain open while property was owned by Grand Traverse County.
- Processed and paid out our delinquent tax purchase of \$5,098,327.54 to all taxing jurisdictions.
- Sent our 2015 delinquent tax notices out early to allow more notice to taxpayers to pay before May interest is added to their bill; this is our second year sending them out early and has been well received by public.
- Processed 89 regular service, and 16 expedited and 1 hand carry passports in April.

**Veterans Affairs (7)**

- Contracts for services provided to Benzie and Leelanau Counties were renewed for a three year period.
- VA held an opening ceremony for their new medical clinic annex site in Traverse City. The location on Munson Ave. separates several services from the main clinic at Logans Landing and is a temporary space solution while the new clinic is built. VA reports that 4 out of 11 developers who submitted letters of interest have been chosen for final site selection that is expected to be completed this Spring. Plans and designs for the building are nearing completion and it is reported to us that opening is slated for early 2017. VA will expand their footprint at the new clinic from 10,000 to 24,000 sq ft and add additional specialty care and services that will further decrease the need for travel downstate for care.



*"Our mission is to upgrade and maintain  
a safe and efficient road system"*

**TO:** Essential/Emergency Services and News Media  
**FROM:** Grand Traverse County Road Commission  
**DATE:** April 28, 2016  
**SUBJECT:** ROAD WORK BEGINNING APRIL 29 - MAY 6, 2016  
 INCLUDING CEDAR RUN ROAD DETOUR  
**CONTACT:** Jim Cook, Manager - Phone: (231) 922-4848, extension 215  
 Email: [jcook@gtrc.org](mailto:jcook@gtrc.org) - web: [www.gtrc.org](http://www.gtrc.org)  
 Facebook: Grand Traverse County Road Commission

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**FOR IMMEDIATE RELEASE**

Traverse City. As always, *with weather permitting*, here is the list of scheduled road work activities for tomorrow and the coming work week that will affect traffic flow.

**DETOUR - Cedar Run Road, West end of Barney Road - Gray Road**

- Crush existing road and repave
- Starting May 2, 2017
- Detour route is Strait Road to Church Road.

**Roads in the 2015 Holiday Hills SAD, Acme Township.**

- Restoration of impacted areas
- Starting on Friday, April 29

**Williamsburg Road, Whitewater Township**

- Tree removal
- Starting on May 2 until completed.
- Moving operations throughout project area.

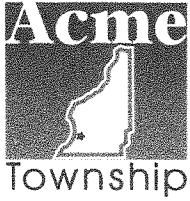
**Peninsula Drive, Peninsula Township**

- Ditching along roadside
- Starting on May 2 until completed.
- Moving operations throughout project area.

**\*\*Moving operations typically do not have "flaggers" directing traffic as work is continuously moving down the road. Motorists should watch for flashing lights on vehicles as warning indications.**

**Motorists, please obey traffic control instructions  
for the safety of those traveling and working on the road.  
We ALL want to arrive safely at home!**

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# Memo

To: Acme Township Board

From: Jay B Zollinger,

Date: 5/6/2016

Re: Parks & Part 41 prepaid bills

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To assist us in moving some of our park Improvement pans forward this year I am asking the board for approval to allow us to pay bills for the following Items before our next board Meeting to get this expense in this years budget

Payment to Brown & Brown for Saylor park Shelterhouses#2 and #3 \$18,100. This money has been paid by our insurance carrier and once work is completed an addition reimbursement of \$5648 will be received by the Township.

On Bayside park, need approval to pre pay Consumer's Energy \$3916 to move overhead power lines to underground lines.

Also at bay side park need approval to pre pay Wells Irrigation for instillation of Irrigation to new garden area so plants can be moved to new location.

One addition Bill I am requesting pre approval to pay is our Part 41 fine to the DEQ for the violation Notice of not applying before construction started on Sewer. This should be about \$1,500. Which is being charged to the GTTC escrow account which I have a balance to pay against .

All of these bills will still show up to be approved at a board meeting as Per Paid,I request this approval to get these Task completed in a timely manner.



Jay B. Zollinger

Acme Township Supervisor



# ACME TOWNSHIP - Addendum to Treasurer's Report

Reconciled with Bank as of March 31, 2016

			FUND #	February 29, 2016 Account Balance	NET CHANGE	March 31, 2016 Account Balance
Chase Bank				\$ 1,003,742	\$ 295,546	\$ 1,299,288
Chemical Bank - High Yield			101-206	\$ 156,803	\$ 7	\$ 156,810
Chemical Bank - Money Market Plus			207-209			
Chemical Bank - Liquor Fund			212-246	\$ 297,285	\$ 13	\$ 297,298
			212	\$ 6,990	\$ 0	\$ 6,990
<b>A</b>	<b>TOTAL BANK ACCOUNTS FOR GENERAL FUND</b>			<b>\$ 1,464,821</b>	<b>\$ 295,565</b>	<b>\$ 1,760,386</b>
	Self Funded Accts Payable 6 Months	Committed	101	\$ 361,177	\$ -	\$ 361,177
	Saylor Park Boat Launch Imp	Motion	101	\$ 95,052	\$ -	\$ 95,052
	Septage Plant Bond Buyout	Committed	101	\$ 179,546	\$ -	\$ 179,546
	Water Engineering Study (GTB Grant)	Restricted	101	\$ 14,000	\$ -	\$ 14,000
	GTTC Engineer Project Management	Committed	101	\$ 32,000	\$ -	\$ 32,000
	Public Broadcast Equipment Fund	Restricted	101	\$ 6,864	\$ -	\$ 6,864
	PA48 Metro Fund -(PA 48 Twp Imp (SAD) \$20,401)	Restricted	101	\$ 39,038	\$ -	\$ 39,038
	Park Match \$25,000 Per Yr (Start 15/16 Yr)	Motion	101	\$ 25,000	\$ -	\$ 25,000
<b>B</b>	<b>Sub-Total Assigned From GENERAL FUND</b>			<b>\$ 752,677</b>	<b>\$ -</b>	<b>\$ 752,677</b>
<b>Funds within General Fund Bank Account (Restricted or Committed)</b>						
	Cemetery Fund	Committed	209	\$ 6,439	\$ 800	\$ 7,239
	Fire Fund <i>Special Assessment</i>	Restricted	206	\$ 54,180	\$ 27,182	\$ 81,362
	Police Fund <i>Special Assessment</i>	Restricted	207	\$ 140,838	\$ 15,815	\$ 156,653
	Liquor Fund	Restricted	212	\$ 7,128	\$ 0	\$ 7,128
	Township Improvement (SAD)	Committed	246	\$ -	\$ -	\$ -
	<b>SUB-TOTAL (Restricted or Committed)</b>			<b>\$ 208,584</b>	<b>\$ 43,798</b>	<b>\$ 252,382</b>
<b>C</b>	<b>BALANCE</b>			<b>\$ 503,559</b>		<b>\$ 755,327</b>
				Note ((A)-(B+C))		Note ((A)-(B+C))
<b>RESTRICTED BY BOARD RESOLUTION ACCOUNTS:</b>						
	Shoreline Preserv. Fund	Committed	224	\$ 1,378	\$ 0.09	\$ 1,378
	Parks & Recreation Closed	Closed	226	\$ -	\$ -	\$ -
	Saylor Park Boat Launch Imp	Committed	401	\$ 64,623	\$ 10,506.00	\$ 75,129
	Parks/Shoreline Fund <small>(New Urbanist to Park/Shoreline)</small>	Closed	227	\$ -	\$ -	\$ -
	Parks Fund	Committed	208	\$ 37,964	\$ 122.58	\$ 38,087
	<b>SUB-TOTAL</b>			<b>\$ 103,965</b>		<b>\$ 114,594</b>
<b>D</b>	<b>RESTRICTED BY MILLAGE:</b>					
	Farmland <i>Millage Chemical Bank</i>	Restricted	225	\$ 5,200	\$ 0.22	\$ 5,200
	Farmland <i>Millage Chase Bank</i>	Restricted	225	\$ 297,776	\$ 85,276.01	\$ 383,052
	<b>Farmland Totals</b>			<b>\$ 187,428</b>	<b>\$ 85,276.23</b>	<b>\$ 388,251</b>
	Tax Collection	Temporary Funds	703	\$ 824,266	\$ (817,602)	\$ 6,664
				<b>\$ 1,011,694</b>		<b>\$ 394,916</b>
<b>E</b>	<b>RESTRICTED BY REVENUE SOURCE ACCOUNTS:</b>					
	Sewer Fund Chemical Bank	Restricted	590	\$ 196,803	\$ 8	\$ 196,812
	Sewer Fund Chase Bank	Restricted	590	\$ 2,146,794	\$ (147,549)	\$ 1,999,246
	<b>Sewer Fund Totals</b>	Restricted	590	<b>\$ 2,343,597</b>	<b>\$ (147,540)</b>	<b>\$ 2,196,057</b>
	<i>Hope Village Water -Fund Balance</i>					\$ 6,156
	<i>Operation &amp; Maintenance-Fund Balance</i>					\$ 242,043
	<i>Replacement-Fund Balance</i>					\$ 161,362
	<i>Improvement -Fund Balance</i>					\$ 1,210,217
	Planning Review Fees (Trust & Agency) Escrow	Restricted	701	\$ -	\$ -	\$ -
	Holiday Hills Special Assessment	Restricted	818	\$ 226,734	\$ 4,317	\$ 231,051
	<b>ACME TOWNSHIP RESTRICTED FUNDS</b>			<b>\$ 2,570,331</b>		<b>\$ 2,427,108</b>
<b>F</b>	<b>ACME TOWNSHIP ALL ACCOUNT BALANCES</b>			<b>\$ 5,150,811.9</b>		<b>\$ 4,697,004</b>
				NOTE: (A+D+E+F)		NOTE: (A+D+E+F)

Notes: Committed = Board Resolution    Restricted= Law or Outside Agency Controls Use of Funds

Bank Code Fund	Description	Beginning Balance 03/01/2016	Total Debits	Total Credits	Ending Balance 03/31/2016
CHASE	GENERAL FUND				
101	GENERAL FUND	779,518.78	106,761.29	69,924.89	816,355.18
206	FIRE FUND	54,179.60	266,291.82	239,109.71	81,361.71
207	POLICE PROTECTION	140,837.83	15,815.11	0.00	156,652.94
209	CEMETERY FUND	6,439.42	800.00	0.00	7,239.42
212	LIQUOR FUND	137.50	0.00	0.00	137.50
	GENERAL FUND	<u>981,113.13</u>	<u>389,668.22</u>	<u>309,034.60</u>	<u>1,061,746.75</u>
FARM	FARMLAND PRESERVATION				
225	FARMLAND PRESERVATION	296,390.02	85,276.01	0.00	381,666.03
	FARMLAND PRESERVATION	<u>296,390.02</u>	<u>85,276.01</u>	<u>0.00</u>	<u>381,666.03</u>
FARMM	FARMLAND PRESERVATION - MONEY MARKET				
225	FARMLAND PRESERVATION	5,199.53	0.22	0.00	5,199.75
	FARMLAND PRESERVATION - MONEY MARKET	<u>5,199.53</u>	<u>0.22</u>	<u>0.00</u>	<u>5,199.75</u>
GENHY	GENERAL FUND - HIGH YIELD				
101	GENERAL FUND	156,803.38	6.64	0.00	156,810.02
	GENERAL FUND - HIGH YIELD	<u>156,803.38</u>	<u>6.64</u>	<u>0.00</u>	<u>156,810.02</u>
GENMM	GENERAL FUND - MONEY MARKET				
101	GENERAL FUND	297,285.46	12.59	0.00	297,298.05
	GENERAL FUND - MONEY MARKET	<u>297,285.46</u>	<u>12.59</u>	<u>0.00</u>	<u>297,298.05</u>
LIQ	LIQUOR MONEY MARKET				
212	LIQUOR FUND	6,990.02	0.30	0.00	6,990.32
	LIQUOR MONEY MARKET	<u>6,990.02</u>	<u>0.30</u>	<u>0.00</u>	<u>6,990.32</u>
NEWUR	PARK FUND				
208	PARK FUND	37,965.02	122.58	0.00	38,087.60
	PARK FUND	<u>37,965.02</u>	<u>122.58</u>	<u>0.00</u>	<u>38,087.60</u>
PARKS	SAYLER PARK BOAT LAUNCH				
401	SAYLER PARK BOAT LAUNCH CAPITAL FUND	64,622.37	11,656.00	1,150.00	75,128.37
	SAYLER PARK BOAT LAUNCH	<u>64,622.37</u>	<u>11,656.00</u>	<u>1,150.00</u>	<u>75,128.37</u>

Bank Code Fund	Description	Beginning Balance 03/01/2016	Total Debits	Total Credits	Ending Balance 03/31/2016
PETTY 101	PETTY CASH GENERAL FUND	200.00	0.00	0.00	200.00
	PETTY CASH	<u>200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>
SADH 818	HOLIDAY 818 HOLIDAY HILLS AREA IMPROVEMENT	212,527.39	18,523.68	0.00	231,051.07
	HOLIDAY 818	<u>212,527.39</u>	<u>18,523.68</u>	<u>0.00</u>	<u>231,051.07</u>
SEWER 590	ACME RELIEF SEWER ACME RELIEF SEWER	2,146,794.20	29,799.33	177,348.01	1,999,245.52
	ACME RELIEF SEWER	<u>2,146,794.20</u>	<u>29,799.33</u>	<u>177,348.01</u>	<u>1,999,245.52</u>
SEWMM 590	ACME RELIEF SEWER MONEY MARKET ACME RELIEF SEWER	196,803.17	8.33	0.00	196,811.50
	ACME RELIEF SEWER MONEY MARKET	<u>196,803.17</u>	<u>8.33</u>	<u>0.00</u>	<u>196,811.50</u>
SHORE 224	SHORELINE PRESERVATION SHORELINE PPRESERVATION	1,377.71	0.09	0.00	1,377.80
	SHORELINE PRESERVATION	<u>1,377.71</u>	<u>0.09</u>	<u>0.00</u>	<u>1,377.80</u>
TAX 703	CURRENT TAX COLLECTION CURRENT TAX COLLECTION	548,441.02	19,395.07	561,549.17	6,286.92
	CURRENT TAX COLLECTION	<u>548,441.02</u>	<u>19,395.07</u>	<u>561,549.17</u>	<u>6,286.92</u>
	TOTAL - ALL FUNDS	<u>4,952,512.42</u>	<u>554,469.06</u>	<u>1,049,081.78</u>	<u>4,457,899.70</u>

  
 4/25/16

User: CATHY DYE  
DB: Acme Township

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
Dept 000							
101-000-402.000	CURRENT PROPERTY TAXES	226,500.00	226,500.00	215,178.61	85,626.95	11,321.39	95.00
101-000-412.000	PERSONAL PROP TAXES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-000-445.020	PENALTIES& INTEREST	500.00	500.00	1,146.04	0.00	(646.04)	229.21
101-000-447.000	ADMINISTRATIVE FEE 1%	104,600.00	104,600.00	100,655.04	6,990.82	3,944.96	96.23
101-000-448.000	CABLE TV FEE	82,500.00	82,500.00	43,732.73	0.00	38,767.27	53.01
101-000-465.000	PASSPORT FEES	3,200.00	3,200.00	1,758.00	42.00	1,442.00	54.94
101-000-574.000	ST SHARED SALES TAX	344,895.00	344,895.00	168,481.00	0.00	176,414.00	48.85
101-000-577.000	SWAMP TAX	1,000.00	1,000.00	1,380.52	0.00	(380.52)	138.05
101-000-602.000	GRANTS	50,000.00	50,000.00	20,070.00	0.00	29,930.00	40.14
101-000-607.000	CHARGES FOR SERVICES	0.00	0.00	49.90	0.00	(49.90)	100.00
101-000-608.001	Zoning Fees	14,500.00	14,500.00	8,912.67	225.00	5,587.33	61.47
101-000-610.000	Revenues for Escrow Account	60,000.00	60,000.00	0.00	0.00	60,000.00	0.00
101-000-610.000-064	Revenues for Escrow Account	0.00	0.00	865.00	0.00	(865.00)	100.00
101-000-610.000-073	Revenues for Escrow Account	0.00	0.00	6,626.50	0.00	(6,626.50)	100.00
101-000-610.000-075	Revenues for Escrow Account	0.00	0.00	1,500.00	0.00	(1,500.00)	100.00
101-000-610.000-076	REVENUES FOR ESCROW ACCOUNT	0.00	0.00	1,500.00	0.00	(1,500.00)	100.00
101-000-610.000-077	REVENUES FOR ESCROW ACCOUNT	0.00	0.00	1,500.00	0.00	(1,500.00)	100.00
101-000-610.000-078	Revenues for Escrow Account	0.00	0.00	3,000.00	1,500.00	(3,000.00)	100.00
101-000-610.000-901	Revenues for Escrow Account	0.00	0.00	55,159.14	11,625.03	(55,159.14)	100.00
101-000-631.000	CONS INDUSTRY ANNUAL MAINT FE	6,600.00	6,600.00	500.00	0.00	6,100.00	7.58
101-000-665.000	INTEREST ON INVESTMENTS	500.00	500.00	172.02	19.23	327.98	34.40
101-000-665.001	INTEREST SEPTAGE RECEIVED	1,400.00	1,400.00	1,384.11	0.00	15.89	98.87
101-000-667.000	RENT-PARKS	100.00	100.00	0.00	0.00	100.00	0.00
101-000-671.000	MISC REVENUES	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-000-676.000	REIMBURSEMENTS	24,000.00	24,000.00	100,218.13	743.49	(76,218.13)	417.58
101-000-676.701	REIMBURSEMENTS FROM 701	2,200.00	2,200.00	0.00	0.00	2,200.00	0.00
101-000-699.000	TRANS IN FRM OTHER FUNDS	0.00	0.00	0.52	0.00	(0.52)	100.00
Total Dept 000		927,495.00	927,495.00	733,789.93	106,772.52	193,705.07	79.12
TOTAL Revenues		927,495.00	927,495.00	733,789.93	106,772.52	193,705.07	79.12
Expenditures							
Dept 000							
101-000-465.001	POSTAGE FOR PASSPORTS	550.00	550.00	602.83	131.68	(52.83)	109.61
101-000-992.000	CONTINGENCY	65,000.00	26,500.00	0.00	0.00	26,500.00	0.00
101-000-994.000	TC TALUS CONTRACT SERVICES	800.00	800.00	1,000.00	0.00	(200.00)	125.00
101-000-997.300	FOURTH OF JULY FIREWORKS	300.00	300.00	0.00	0.00	300.00	0.00
101-000-998.000	GT COUNTY ROAD COMMISSION TART	1,530.00	1,530.00	0.00	0.00	1,530.00	0.00
101-000-999.000	TRANSFER TO OTHER FUNDS	0.00	95,868.00	95,866.86	0.00	1.14	100.00
Total Dept 000		68,180.00	125,548.00	97,469.69	131.68	28,078.31	77.64
Dept 101-TOWNSHIP BOARD OF TRUSTEES							
101-101-702.000	SALARIES	27,000.00	27,000.00	20,226.84	2,346.14	6,773.16	74.91
101-101-703.001	SECRETARY	29,700.00	29,700.00	21,859.46	3,442.41	7,840.54	73.60
101-101-705.001	PER DIEM TRUSTEES	500.00	500.00	0.00	0.00	500.00	0.00
101-101-714.000	FICA LOCAL SHARE	4,650.00	4,650.00	2,956.05	422.51	1,693.95	63.57
101-101-726.000	SUPPLIES & POSTAGE	3,000.00	3,000.00	1,624.22	128.47	1,375.78	54.14
101-101-801.000	ACCOUNTING & AUDIT	11,000.00	11,000.00	9,900.00	0.00	1,100.00	90.00
101-101-801.001	INTERNAL ACCOUNTANT	2,500.00	2,500.00	785.00	0.00	1,715.00	31.40
101-101-802.001	ATTORNEY SERVICES LITIGATION	1,000.00	1,000.00	270.00	112.50	730.00	27.00
101-101-802.002	ATTORNEY SERVICES	17,000.00	17,000.00	5,968.94	496.00	11,031.06	35.11



PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
<b>Fund 101 - GENERAL FUND</b>							
<b>Expenditures</b>							
101-101-802.005	CONTRACTED COMMUNITY SERVICES	50,000.00	50,000.00	20,070.00	0.00	29,930.00	40.14
101-101-803.003	ENGINEERING SERVICES	25,000.00	25,000.00	8,530.00	0.00	16,470.00	34.12
101-101-804.000	SOFTWARE SUPPORT & PROCESSIN	23,260.00	57,674.67	49,777.98	2,010.65	7,896.69	86.31
101-101-860.000	TRAVEL & MILEAGE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-101-874.000	RETIREMENT/PENSION	3,270.00	3,270.00	2,382.47	358.86	887.53	72.86
101-101-900.000	PUBLICATIONS	2,000.00	2,000.00	1,474.99	168.75	525.01	73.75
101-101-910.000	INSURANCE	8,084.00	8,084.00	6,264.64	676.04	1,819.36	77.49
101-101-946.001	SUPPLIES/POSTAGE	150.00	150.00	113.00	0.00	37.00	75.33
101-101-958.000	EDUCATION/TRAINING/CONVENTION	500.00	500.00	0.00	0.00	500.00	0.00
101-101-960.000	dues subscriptions	5,350.00	5,350.00	5,633.89	16.99	(283.89)	105.31
<b>Total Dept 101-TOWNSHIP BOARD OF TRUSTEES</b>		<b>214,964.00</b>	<b>249,378.67</b>	<b>157,837.48</b>	<b>10,179.32</b>	<b>91,541.19</b>	<b>63.29</b>
<b>Dept 171-SUPERVISOR EXPENDITURES</b>							
101-171-702.000	SALARIES	37,000.00	37,000.00	27,607.72	4,269.24	9,392.28	74.62
101-171-714.000	FICA LOCAL SHARE	3,040.00	3,040.00	2,328.38	361.93	711.62	76.59
101-171-726.000	SUPPLIES & POSTAGE	100.00	100.00	0.00	0.00	100.00	0.00
101-171-860.000	TRAVEL & MILEAGE	500.00	500.00	0.00	0.00	500.00	0.00
101-171-874.000	RETIREMENT/PENSION	4,000.00	4,000.00	3,143.04	473.07	856.96	78.58
101-171-910.000	INSURANCE	4,000.00	4,000.00	2,969.30	461.55	1,030.70	74.23
101-171-958.000	EDUCATION/TRAINING/CONVENTION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
<b>Total Dept 171-SUPERVISOR EXPENDITURES</b>		<b>49,640.00</b>	<b>49,640.00</b>	<b>36,048.44</b>	<b>5,565.79</b>	<b>13,591.56</b>	<b>72.62</b>
<b>Dept 191-ELECTION EXPENDITURES</b>							
101-191-702.000	SALARIES	10,000.00	10,000.00	2,891.50	2,891.50	7,108.50	28.92
101-191-714.000	FICA LOCAL SHARE	380.00	380.00	0.00	0.00	380.00	0.00
101-191-726.000	SUPPLIES & POSTAGE	5,000.00	5,000.00	1,376.52	415.59	3,623.48	27.53
101-191-900.000	PUBLICATIONS	800.00	800.00	73.50	73.50	726.50	9.19
<b>Total Dept 191-ELECTION EXPENDITURES</b>		<b>16,180.00</b>	<b>16,180.00</b>	<b>4,341.52</b>	<b>3,380.59</b>	<b>11,838.48</b>	<b>26.83</b>
<b>Dept 209-ASSESSOR'S EXPENDITURES</b>							
101-209-702.000	SALARIES	5,000.00	5,000.00	3,750.03	416.67	1,249.97	75.00
101-209-714.000	FICA LOCAL SHARE	383.00	383.00	286.88	31.88	96.12	74.90
101-209-726.000	SUPPLIES & POSTAGE	2,500.00	2,500.00	1,700.79	176.86	799.21	68.03
101-209-803.002	ASSESSING CONTRACT SERVICES	40,000.00	40,000.00	30,000.06	3,333.34	9,999.94	75.00
101-209-803.004	ASSESSOR'S EVALUATION SERVICES	2,000.00	2,000.00	600.00	0.00	1,400.00	30.00
101-209-804.000	SOFTWARE SUPPORT & PROCESSIN	1,500.00	1,500.00	1,720.00	528.00	(220.00)	114.67
<b>Total Dept 209-ASSESSOR'S EXPENDITURES</b>		<b>51,383.00</b>	<b>51,383.00</b>	<b>38,057.76</b>	<b>4,486.75</b>	<b>13,325.24</b>	<b>74.07</b>
<b>Dept 215-CLERK'S EXPENDITURES</b>							
101-215-702.000	SALARIES	37,008.00	37,008.00	27,471.24	4,270.14	9,536.76	74.23
101-215-703.000	WAGES DEPUTY/SEC/PRT TIME	18,304.00	18,304.00	10,748.00	1,908.00	7,556.00	58.72
101-215-714.000	FICA LOCAL SHARE	4,231.00	4,231.00	2,527.88	420.31	1,703.12	59.75
101-215-726.000	SUPPLIES & POSTAGE	1,500.00	1,500.00	197.79	0.00	1,302.21	13.19
101-215-804.000	SOFTWARE SUPPORT & PROCESSIN	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-215-860.000	TRAVEL & MILEAGE	2,000.00	2,000.00	1,079.72	31.18	920.28	53.99
101-215-874.000	RETIREMENT/PENSION	5,538.00	5,538.00	2,846.80	427.02	2,691.20	51.40
101-215-910.000	INSURANCE	12,200.00	12,200.00	8,940.60	1,032.99	3,259.40	73.28
101-215-958.000	EDUCATION/TRAINING/CONVENTION	2,000.00	2,000.00	1,588.00	0.00	412.00	79.40

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 215-CLERK'S EXPENDITURES		84,281.00	84,281.00	55,400.03	8,089.64	28,880.97	65.73
Dept 247-BOARD OF REVIEW							
101-247-702.000	SALARIES	800.00	800.00	585.00	555.00	215.00	73.13
101-247-714.000	FICA LOCAL SHARE	61.00	61.00	44.77	42.47	16.23	73.39
101-247-900.000	PUBLICATIONS	100.00	100.00	0.00	0.00	100.00	0.00
101-247-956.000	MISCELLANEOUS	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 247-BOARD OF REVIEW		1,161.00	1,161.00	629.77	597.47	531.23	54.24
Dept 253-TREASURER'S EXPENDITURES							
101-253-702.000	SALARIES	25,159.00	25,159.00	18,675.66	2,902.95	6,483.34	74.23
101-253-703.000	WAGES DEPUTY/SEC/PRT TIME	25,159.00	25,159.00	18,675.66	2,902.95	6,483.34	74.23
101-253-714.000	FICA LOCAL SHARE	3,825.00	3,825.00	2,782.52	435.84	1,042.48	72.75
101-253-726.000	SUPPLIES & POSTAGE	5,000.00	5,000.00	3,958.90	0.00	1,041.10	79.18
101-253-804.000	SOFTWARE SUPPORT & PROCESSIN	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-253-860.000	TRAVEL & MILEAGE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-253-874.000	RETIREMENT/PENSION	5,032.00	5,032.00	3,870.80	580.62	1,161.20	76.92
101-253-910.000	INSURANCE	2,200.00	2,200.00	853.34	98.81	1,346.66	38.79
101-253-958.000	EDUCATION/TRAINING/CONVENTION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 253-TREASURER'S EXPENDITURES		69,375.00	69,375.00	48,816.88	6,921.17	20,558.12	70.37
Dept 265-TOWNHALL EXPENDITURES							
101-265-726.000	SUPPLIES & POSTAGE	1,500.00	1,500.00	2,148.25	291.88	(648.25)	143.22
101-265-851.000	CABLE INTERNET SERVICES	4,000.00	4,000.00	3,049.09	377.57	950.91	76.23
101-265-920.000	ELECTRIC UTILITIES TOWNHALL	11,000.00	11,000.00	7,991.47	909.71	3,008.53	72.65
101-265-921.000	STREET LIGHTS	12,500.00	12,500.00	6,821.28	960.99	5,678.72	54.57
101-265-922.000	MICH CON GAS	4,000.00	4,000.00	2,003.02	568.77	1,996.98	50.08
101-265-923.000	SEWER TOWNSHIP HALL	800.00	800.00	180.00	0.00	620.00	22.50
101-265-930.000	REPAIRS & MAINT	5,500.00	5,500.00	5,053.60	769.16	446.40	91.88
Total Dept 265-TOWNHALL EXPENDITURES		39,300.00	39,300.00	27,246.71	3,878.08	12,053.29	69.33
Dept 410-PLANNING & ZONING EXPENDITURES							
101-410-702.002	ZONING ADMIN SALARY	50,000.00	50,000.00	33,174.05	5,365.38	16,825.95	66.35
101-410-705.000	PER DIEM PLANNING/ZBA	18,500.00	18,500.00	7,000.00	1,800.00	11,500.00	37.84
101-410-714.000	FICA LOCAL SHARE	5,210.00	5,210.00	3,441.74	583.46	1,768.26	66.06
101-410-726.000	SUPPLIES & POSTAGE	400.00	400.00	162.77	0.00	237.23	40.69
101-410-726.001	POSTAGE T & A	100.00	100.00	0.00	0.00	100.00	0.00
101-410-802.001	ATTORNEY SERVICES LITIGATION	0.00	0.00	27.00	0.00	(27.00)	100.00
101-410-802.002	ATTORNEY SERVICES	16,000.00	16,000.00	9,766.06	1,544.00	6,233.94	61.04
101-410-802.003	ATTORNEY T & A	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
101-410-802.003-901	ATTORNEY T & A VGT PH 1	0.00	0.00	6,164.72	0.00	(6,164.72)	100.00
101-410-803.000	PLANNER SERVICES	15,000.00	15,000.00	5,679.32	0.00	9,320.68	37.86
101-410-803.001	PLANNING CONSULTANT	18,000.00	18,000.00	5,970.00	1,470.00	12,030.00	33.17
101-410-803.004	ENGINEERING SERVICES T&A	10,000.00	18,000.00	0.00	0.00	18,000.00	0.00
101-410-803.004-073	ENGINEERING SERVICES T&A	0.00	0.00	1,025.00	0.00	(1,025.00)	100.00
101-410-803.004-075	ENGINEERING SERVICES T&A	0.00	0.00	441.00	0.00	(441.00)	100.00
101-410-803.004-076	ENGINEERING SERVICES T&A	0.00	0.00	700.00	0.00	(700.00)	100.00
101-410-803.004-078	ENGINEERING SERVICES T&A	0.00	0.00	755.00	0.00	(755.00)	100.00

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-410-803.004-901	ENGINEERING SERVICES T&A VGT PH 1	0.00	0.00	16,622.50	0.00	(16,622.50)	100.00
101-410-803.005	PLANNING & CONSULTANT T & A	29,000.00	29,000.00	0.00	0.00	29,000.00	0.00
101-410-803.005-073	PLANNING & CONSULTANT T & A	0.00	0.00	1,960.00	0.00	(1,960.00)	100.00
101-410-803.005-075	PLANNING & CONSULTANT T & A	0.00	0.00	770.00	0.00	(770.00)	100.00
101-410-803.005-078	PLANNING & CONSULTANT T & A	0.00	0.00	2,415.00	1,925.00	(2,415.00)	100.00
101-410-803.005-901	PLANNING & CONSULTANT T & A	0.00	0.00	28,815.62	42.50	(28,815.62)	100.00
101-410-804.000	SOFTWARE SUPPORT & PROCESSIN	500.00	500.00	0.00	0.00	500.00	0.00
101-410-860.000	TRAVEL & MILEAGE	500.00	500.00	231.20	138.82	268.80	46.24
101-410-874.000	RETIREMENT/PENSION	2,500.00	2,500.00	67.38	0.00	2,432.62	2.70
101-410-900.000	PUBLICATIONS	2,500.00	2,500.00	1,614.00	324.50	886.00	64.56
101-410-900.001	PUBLICATIONS T & A	900.00	900.00	0.00	0.00	900.00	0.00
101-410-910.000	INSURANCE	10,000.00	10,000.00	2,891.12	461.55	7,108.88	28.91
101-410-949.000	RENTAL OF SPACE	300.00	300.00	0.00	0.00	300.00	0.00
101-410-958.000	EDUCATION/TRAINING/CONVENTION	2,500.00	2,500.00	655.00	0.00	1,845.00	26.20
101-410-960.000	dues subscriptions	500.00	500.00	350.00	350.00	150.00	70.00
101-410-964.000-075	REIMBURSEMENTS	0.00	0.00	501.00	0.00	(501.00)	100.00
Total Dept 410-PLANNING & ZONING EXPENDITURES		202,410.00	210,410.00	131,199.48	14,005.21	79,210.52	62.35
Dept 750-MAINT & PARKS EXPENDITURES							
101-750-702.000	SALARIES	47,600.00	47,600.00	36,100.52	5,498.40	11,499.48	75.84
101-750-703.000	WAGES DEPUTY/SEC/PRT TIME	9,000.00	9,000.00	6,975.00	0.00	2,025.00	77.50
101-750-714.000	FICA LOCAL SHARE	4,230.00	4,230.00	2,730.75	340.46	1,499.25	64.56
101-750-726.000	SUPPLIES & POSTAGE	2,000.00	2,000.00	243.17	0.00	1,756.83	12.16
101-750-860.000	TRAVEL & MILEAGE	95.00	95.00	32.00	0.00	63.00	33.68
101-750-874.000	RETIREMENT/PENSION	4,760.00	4,760.00	3,722.31	549.84	1,037.69	78.20
101-750-910.000	INSURANCE	13,000.00	13,000.00	8,895.76	1,029.31	4,104.24	68.43
101-750-930.000	REPAIRS & MAINT	23,990.00	62,490.00	90,738.15	4,609.35	(28,248.15)	145.20
101-750-956.000	MISCELLANEOUS	2,000.00	2,000.00	5,500.00	0.00	(3,500.00)	275.00
Total Dept 750-MAINT & PARKS EXPENDITURES		106,675.00	145,175.00	154,937.66	12,027.36	(9,762.66)	106.72
Dept 861-RETIREMENT/PENSION							
101-861-874.000	RETIREMENT/PENSION	1,200.00	1,200.00	2,040.00	795.00	(840.00)	170.00
Total Dept 861-RETIREMENT/PENSION		1,200.00	1,200.00	2,040.00	795.00	(840.00)	170.00
Dept 865-INSURANCE							
101-865-910.000	INSURANCE	12,000.00	12,000.00	12,087.00	0.00	(87.00)	100.73
Total Dept 865-INSURANCE		12,000.00	12,000.00	12,087.00	0.00	(87.00)	100.73
Dept 970-CAPITAL IMPROVEMENTS							
101-970-975.000	TWNHALL CAPITAL IMPROVE	400.00	400.00	0.00	0.00	400.00	0.00
Total Dept 970-CAPITAL IMPROVEMENTS		400.00	400.00	0.00	0.00	400.00	0.00
TOTAL Expenditures		917,149.00	1,055,431.67	766,112.42	70,058.06	289,319.25	72.59

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REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Fund 101 - GENERAL FUND:							
	TOTAL REVENUES	927,495.00	927,495.00	733,789.93	106,772.52	193,705.07	79.12
	TOTAL EXPENDITURES	917,149.00	1,055,431.67	766,112.42	70,058.06	289,319.25	72.59
	NET OF REVENUES & EXPENDITURES	10,346.00	(127,936.67)	(32,322.49)	36,714.46	(95,614.18)	25.26

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 206 - FIRE FUND							
Revenues							
Dept 000							
206-000-402.000	CURRENT PROPERTY TAXES	733,463.00	733,463.00	698,610.89	266,291.82	34,852.11	95.25
206-000-671.000	MISC REVENUES	0.00	0.00	899.00	0.00	(899.00)	100.00
206-000-699.000	TRANS IN FRM OTHER FUNDS	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
Total Dept 000		<u>737,463.00</u>	<u>737,463.00</u>	<u>699,509.89</u>	<u>266,291.82</u>	<u>37,953.11</u>	<u>94.85</u>
TOTAL Revenues		<u>737,463.00</u>	<u>737,463.00</u>	<u>699,509.89</u>	<u>266,291.82</u>	<u>37,953.11</u>	<u>94.85</u>
Expenditures							
Dept 000							
206-000-802.004	CONTRACTED EMPLOYEE SERVICES	91,300.00	91,300.00	52,016.40	7,089.12	39,283.60	56.97
206-000-805.000	METRO FIRE CONTRACT	645,447.12	645,447.12	611,699.06	232,020.59	33,748.06	94.77
206-000-964.000	REIMBURSEMENTS	0.00	0.00	899.00	0.00	(899.00)	100.00
Total Dept 000		<u>736,747.12</u>	<u>736,747.12</u>	<u>664,614.46</u>	<u>239,109.71</u>	<u>72,132.66</u>	<u>90.21</u>
TOTAL Expenditures		<u>736,747.12</u>	<u>736,747.12</u>	<u>664,614.46</u>	<u>239,109.71</u>	<u>72,132.66</u>	<u>90.21</u>
Fund 206 - FIRE FUND:							
TOTAL REVENUES		<u>737,463.00</u>	<u>737,463.00</u>	<u>699,509.89</u>	<u>266,291.82</u>	<u>37,953.11</u>	<u>94.85</u>
TOTAL EXPENDITURES		<u>736,747.12</u>	<u>736,747.12</u>	<u>664,614.46</u>	<u>239,109.71</u>	<u>72,132.66</u>	<u>90.21</u>
NET OF REVENUES & EXPENDITURES		<u>715.88</u>	<u>715.88</u>	<u>34,895.43</u>	<u>27,182.11</u>	<u>(34,179.55)</u>	<u>4,874.48</u>

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PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDTG USED
		ORIGINAL BUDGET	AMENDED BUDGET	03/31/2016 NORM (ABNORM)	MONTH 03/31/2016 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 207 - POLICE PROTECTION							
Revenues							
Dept 000							
207-000-402.000	CURRENT PROPERTY TAXES	43,850.00	43,850.00	41,489.87	15,815.11	2,360.13	94.62
207-000-671.000	MISC REVENUES	27,550.00	27,550.00	0.00	0.00	27,550.00	0.00
207-000-699.000	TRANS IN FRM OTHER FUNDS	8,600.00	15,000.00	15,000.00	0.00	0.00	100.00
Total Dept 000		80,000.00	86,400.00	56,489.87	15,815.11	29,910.13	65.38
TOTAL Revenues		80,000.00	86,400.00	56,489.87	15,815.11	29,910.13	65.38
Expenditures							
Dept 000							
207-000-802.000	COMMUNITY POLICING CONTRACT	78,500.00	78,500.00	19,147.00	0.00	59,353.00	24.39
Total Dept 000		78,500.00	78,500.00	19,147.00	0.00	59,353.00	24.39
TOTAL Expenditures		78,500.00	78,500.00	19,147.00	0.00	59,353.00	24.39
Fund 207 - POLICE PROTECTION:							
TOTAL REVENUES		80,000.00	86,400.00	56,489.87	15,815.11	29,910.13	65.38
TOTAL EXPENDITURES		78,500.00	78,500.00	19,147.00	0.00	59,353.00	24.39
NET OF REVENUES & EXPENDITURES		1,500.00	7,900.00	37,342.87	15,815.11	(29,442.87)	472.69

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 208 - PARK FUND							
Revenues							
Dept 000							
208-000-600.000	CONTRIBUTIONS FROM RESIDENTS	5,200.00	5,200.00	120.00	120.00	5,080.00	2.31
208-000-665.000	INTEREST ON INVESTMENTS	5.00	5.00	10.54	2.58	(5.54)	210.80
208-000-699.000	TRANS IN FRM OTHER FUNDS	0.00	37,957.06	37,957.06	0.00	0.00	100.00
Total Dept 000		5,205.00	43,162.06	38,087.60	122.58	5,074.46	88.24
TOTAL Revenues		5,205.00	43,162.06	38,087.60	122.58	5,074.46	88.24
Expenditures							
Dept 000							
208-000-930.005	SHORELINE REDEVELOPMENT	5,000.00	34,000.00	0.00	0.00	34,000.00	0.00
Total Dept 000		5,000.00	34,000.00	0.00	0.00	34,000.00	0.00
TOTAL Expenditures		5,000.00	34,000.00	0.00	0.00	34,000.00	0.00
Fund 208 - PARK FUND:							
TOTAL REVENUES		5,205.00	43,162.06	38,087.60	122.58	5,074.46	88.24
TOTAL EXPENDITURES		5,000.00	34,000.00	0.00	0.00	34,000.00	0.00
NET OF REVENUES & EXPENDITURES		205.00	9,162.06	38,087.60	122.58	(28,925.54)	415.71

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PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 209 - CEMETERY FUND							
Revenues							
Dept 000							
209-000-643.000	CEMETARY lot &plots	2,400.00	2,400.00	2,400.00	800.00	0.00	100.00
209-000-646.000	BURIAL FEE PAYMENTS	3,000.00	3,000.00	2,200.00	0.00	800.00	73.33
Total Dept 000		5,400.00	5,400.00	4,600.00	800.00	800.00	85.19
TOTAL Revenues		5,400.00	5,400.00	4,600.00	800.00	800.00	85.19
Expenditures							
Dept 000							
209-000-726.000	SUPPLIES & POSTAGE	500.00	500.00	170.90	0.00	329.10	34.18
209-000-802.004	CONTRACTED EMPLOYEE SERVICES	2,000.00	2,000.00	1,900.00	0.00	100.00	95.00
209-000-930.000	REPAIRS & MAINT	2,500.00	2,500.00	94.95	0.00	2,405.05	3.80
Total Dept 000		5,000.00	5,000.00	2,165.85	0.00	2,834.15	43.32
TOTAL Expenditures		5,000.00	5,000.00	2,165.85	0.00	2,834.15	43.32
Fund 209 - CEMETERY FUND:							
TOTAL REVENUES		5,400.00	5,400.00	4,600.00	800.00	800.00	85.19
TOTAL EXPENDITURES		5,000.00	5,000.00	2,165.85	0.00	2,834.15	43.32
NET OF REVENUES & EXPENDITURES		400.00	400.00	2,434.15	800.00	(2,034.15)	608.54



PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 212 - LIQUOR FUND							
Revenues							
Dept 000							
212-000-443.000	LIQUOR LICENSE FEES	9,000.00	9,000.00	9,104.70	0.00	(104.70)	101.16
212-000-665.000	INTEREST ON INVESTMENTS	0.00	0.00	3.79	0.30	(3.79)	100.00
Total Dept 000		9,000.00	9,000.00	9,108.49	0.30	(108.49)	101.21
TOTAL Revenues		9,000.00	9,000.00	9,108.49	0.30	(108.49)	101.21
Expenditures							
Dept 000							
212-000-999.000	TRANSFER TO OTHER FUNDS	8,660.00	15,000.00	15,000.00	0.00	0.00	100.00
Total Dept 000		8,660.00	15,000.00	15,000.00	0.00	0.00	100.00
TOTAL Expenditures		8,660.00	15,000.00	15,000.00	0.00	0.00	100.00
Fund 212 - LIQUOR FUND:							
TOTAL REVENUES		9,000.00	9,000.00	9,108.49	0.30	(108.49)	101.21
TOTAL EXPENDITURES		8,660.00	15,000.00	15,000.00	0.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		340.00	(6,000.00)	(5,891.51)	0.30	(108.49)	98.19

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 224 - SHORELINE PPRESERVATION							
Revenues							
Dept 000							
224-000-665.000	INTEREST ON INVESTMENTS	0.00	0.00	0.42	0.09	(0.42)	100.00
Total Dept 000		0.00	0.00	0.42	0.09	(0.42)	100.00
TOTAL Revenues		0.00	0.00	0.42	0.09	(0.42)	100.00
Fund 224 - SHORELINE PPRESERVATION:							
TOTAL REVENUES		0.00	0.00	0.42	0.09	(0.42)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.42	0.09	(0.42)	100.00

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PERIOD ENDING 03/31/2016

DB: Acme Township

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 225 - FARMLAND PRESERVATION							
Revenues							
Dept 000							
225-000-402.000	CURRENT PROPERTY TAXES	265,000.00	265,000.00	214,370.34	85,253.74	50,629.66	80.89
225-000-665.000	INTEREST ON INVESTMENTS	10.00	10.00	81.75	22.49	(71.75)	817.50
Total Dept 000		265,010.00	265,010.00	214,452.09	85,276.23	50,557.91	80.92
TOTAL Revenues		265,010.00	265,010.00	214,452.09	85,276.23	50,557.91	80.92
Expenditures							
Dept 000							
225-000-802.002	ATTORNEY SERVICES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
225-000-802.004	CONTRACTED EMPLOYEE SERVICES	20,000.00	20,000.00	15,000.00	0.00	5,000.00	75.00
225-000-941.000	PDR PYMT TO LANDOWNERS	200,000.00	200,000.00	0.00	0.00	200,000.00	0.00
225-000-942.000	APPRASAL EXPENSES	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 000		225,500.00	225,500.00	15,000.00	0.00	210,500.00	6.65
TOTAL Expenditures		225,500.00	225,500.00	15,000.00	0.00	210,500.00	6.65
Fund 225 - FARMLAND PRESERVATION:							
TOTAL REVENUES		265,010.00	265,010.00	214,452.09	85,276.23	50,557.91	80.92
TOTAL EXPENDITURES		225,500.00	225,500.00	15,000.00	0.00	210,500.00	6.65
NET OF REVENUES & EXPENDITURES		39,510.00	39,510.00	199,452.09	85,276.23	(159,942.09)	504.81

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PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 226 - PARK and RECREATION FUND							
Revenues							
Dept 000							
226-000-665.000	INTEREST ON INVESTMENTS	0.00	0.00	0.43	0.00	(0.43)	100.00
Total Dept 000		0.00	0.00	0.43	0.00	(0.43)	100.00
TOTAL Revenues		0.00	0.00	0.43	0.00	(0.43)	100.00
Expenditures							
Dept 000							
226-000-999.000	TRANSFER TO OTHER FUNDS	0.00	17,100.00	17,100.52	0.00	(0.52)	100.00
Total Dept 000		0.00	17,100.00	17,100.52	0.00	(0.52)	100.00
TOTAL Expenditures		0.00	17,100.00	17,100.52	0.00	(0.52)	100.00
Fund 226 - PARK and RECREATION FUND:							
TOTAL REVENUES		0.00	0.00	0.43	0.00	(0.43)	100.00
TOTAL EXPENDITURES		0.00	17,100.00	17,100.52	0.00	(0.52)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(17,100.00)	(17,100.09)	0.00	0.09	100.00

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDMT USED
Fund 227 - NEW URBANIST TOWN CENTER							
Revenues							
Dept 000							
227-000-665.000	INTEREST ON INVESTMENTS	0.00	0.00	0.71	0.00	(0.71)	100.00
Total Dept 000		0.00	0.00	0.71	0.00	(0.71)	100.00
TOTAL Revenues		0.00	0.00	0.71	0.00	(0.71)	100.00
Expenditures							
Dept 000							
227-000-999.000	TRANSFER TO OTHER FUNDS	0.00	27,889.74	27,889.74	0.00	0.00	100.00
Total Dept 000		0.00	27,889.74	27,889.74	0.00	0.00	100.00
TOTAL Expenditures		0.00	27,889.74	27,889.74	0.00	0.00	100.00
<hr/>							
Fund 227 - NEW URBANIST TOWN CENTER:							
TOTAL REVENUES		0.00	0.00	0.71	0.00	(0.71)	100.00
TOTAL EXPENDITURES		0.00	27,889.74	27,889.74	0.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	(27,889.74)	(27,889.03)	0.00	(0.71)	100.00

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
Fund 401 - SAYLER PARK BOAT LAUNCH CAPITAL FUND							
Revenues							
Dept 000							
401-000-600.000	CONTRIBUTIONS FROM RESIDENTS	0.00	0.00	2,500.00	0.00	(2,500.00)	100.00
401-000-602.002	WATERWAYS GRANT	0.00	0.00	8,593.75	0.00	(8,593.75)	100.00
401-000-602.003	FISHERIES GRANT	0.00	0.00	11,656.00	11,656.00	(11,656.00)	100.00
401-000-665.000	INTEREST ON INVESTMENTS	4.00	4.00	2.59	0.00	1.41	64.75
401-000-699.000	TRANS IN FRM OTHER FUNDS	0.00	102,900.68	102,899.54	0.00	1.14	100.00
Total Dept 000		4.00	102,904.68	125,651.88	11,656.00	(22,747.20)	122.11
TOTAL Revenues		4.00	102,904.68	125,651.88	11,656.00	(22,747.20)	122.11
Expenditures							
Dept 000							
401-000-726.000	SUPPLIES & POSTAGE	0.00	300.00	128.01	0.00	171.99	42.67
401-000-803.000	PLANNER SERVICES	0.00	20,000.00	24,560.00	1,150.00	(4,560.00)	122.80
401-000-930.002	PARKS & RECREATION EXPENDITURE	10,000.00	10,000.00	25,835.50	0.00	(15,835.50)	258.36
Total Dept 000		10,000.00	30,300.00	50,523.51	1,150.00	(20,223.51)	166.74
TOTAL Expenditures		10,000.00	30,300.00	50,523.51	1,150.00	(20,223.51)	166.74
Fund 401 - SAYLER PARK BOAT LAUNCH CAPITAL FUND:							
TOTAL REVENUES		4.00	102,904.68	125,651.88	11,656.00	(22,747.20)	122.11
TOTAL EXPENDITURES		10,000.00	30,300.00	50,523.51	1,150.00	(20,223.51)	166.74
NET OF REVENUES & EXPENDITURES		(9,996.00)	72,604.68	75,128.37	10,506.00	(2,523.69)	103.48

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PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 590 - ACME RELIEF SEWER							
Revenues							
Dept 000							
590-000-460.000	USAGE&CONNECTION FEES	870,000.00	870,000.00	1,003,675.62	26,161.35	(133,675.62)	115.37
590-000-665.000	INTEREST ON INVESTMENTS	525.00	525.00	674.17	146.31	(149.17)	128.41
Total Dept 000		870,525.00	870,525.00	1,004,349.79	26,307.66	(133,824.79)	115.37
Dept 550-HOPE VILLAGE- WATER							
590-550-450.000	USAGE FEES	14,000.00	14,000.00	10,500.75	3,500.00	3,499.25	75.01
Total Dept 550-HOPE VILLAGE- WATER		14,000.00	14,000.00	10,500.75	3,500.00	3,499.25	75.01
TOTAL Revenues		884,525.00	884,525.00	1,014,850.54	29,807.66	(130,325.54)	114.73
Expenditures							
Dept 000							
590-000-803.003	ENGINEERING SERVICES	45,000.00	45,000.00	1,646.25	468.75	43,353.75	3.66
590-000-956.001	OPERATING & MAINT EXP	451,254.00	472,454.00	295,373.94	175,230.69	177,080.06	62.52
590-000-956.003	HOCH ROAD #697 EXP	1,550.00	1,550.00	2,088.46	0.00	(538.46)	134.74
590-000-995.001	INTEREST on BONDS	250,000.00	250,000.00	13,022.05	0.00	236,977.95	5.21
Total Dept 000		747,804.00	769,004.00	312,130.70	175,699.44	456,873.30	40.59
Dept 550-HOPE VILLAGE- WATER							
590-550-956.001	OPERATING & MAINT EXP	14,000.00	32,945.00	6,041.60	1,648.57	26,903.40	18.34
Total Dept 550-HOPE VILLAGE- WATER		14,000.00	32,945.00	6,041.60	1,648.57	26,903.40	18.34
TOTAL Expenditures		761,804.00	801,949.00	318,172.30	177,348.01	483,776.70	39.67
Fund 590 - ACME RELIEF SEWER:							
TOTAL REVENUES		884,525.00	884,525.00	1,014,850.54	29,807.66	(130,325.54)	114.73
TOTAL EXPENDITURES		761,804.00	801,949.00	318,172.30	177,348.01	483,776.70	39.67
NET OF REVENUES & EXPENDITURES		122,721.00	82,576.00	696,678.24	(147,540.35)	(614,102.24)	843.68

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	03/31/2016 NORM (ABNORM)	MONTH 03/31/2016 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 703 - CURRENT TAX COLLECTION							
Expenditures							
Dept 000							
703-000-956.000	MISCELLANEOUS	0.00	0.00	262.42	0.00	(262.42)	100.00
Total Dept 000		0.00	0.00	262.42	0.00	(262.42)	100.00
TOTAL Expenditures		0.00	0.00	262.42	0.00	(262.42)	100.00
Fund 703 - CURRENT TAX COLLECTION:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	262.42	0.00	(262.42)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(262.42)	0.00	262.42	100.00



User: CATHY DYE

DB: Acme Township

PERIOD ENDING 03/31/2016

GL NUMBER	DESCRIPTION	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 03/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/2016 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 818 - HOLIDAY HILLS AREA IMPROVEMENT							
Revenues							
Dept 000							
818-000-665.000	INTEREST ON INVESTMENTS	150.00	150.00	0.00	0.00	150.00	0.00
818-000-671.000	MISC REVENUES	2,560.00	2,560.00	0.00	0.00	2,560.00	0.00
818-000-672.000	ASSESSMENTS CURRENT	0.00	0.00	64,832.88	18,523.68	(64,832.88)	100.00
818-000-672.020	PREPAID ASSESSMENTS	55,610.00	55,610.00	5,254.00	0.00	50,356.00	9.45
Total Dept 000		58,320.00	58,320.00	70,086.88	18,523.68	(11,766.88)	120.18
TOTAL Revenues		58,320.00	58,320.00	70,086.88	18,523.68	(11,766.88)	120.18
Expenditures							
Dept 000							
818-000-900.000	PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
818-000-997.000	DEBT PAYMENT TO COUNTY	22,818.75	22,818.75	14,206.39	0.00	8,612.36	62.26
Total Dept 000		23,318.75	23,318.75	14,206.39	0.00	9,112.36	60.92
TOTAL Expenditures		23,318.75	23,318.75	14,206.39	0.00	9,112.36	60.92
Fund 818 - HOLIDAY HILLS AREA IMPROVEMENT:							
TOTAL REVENUES		58,320.00	58,320.00	70,086.88	18,523.68	(11,766.88)	120.18
TOTAL EXPENDITURES		23,318.75	23,318.75	14,206.39	0.00	9,112.36	60.92
NET OF REVENUES & EXPENDITURES		35,001.25	35,001.25	55,880.49	18,523.68	(20,879.24)	159.65
TOTAL REVENUES - ALL FUNDS							
		2,972,422.00	3,119,679.74	2,966,628.73	535,065.99	153,051.01	95.09
TOTAL EXPENDITURES - ALL FUNDS							
		2,771,678.87	3,050,736.28	1,910,194.61	487,665.78	1,140,541.67	62.61
NET OF REVENUES & EXPENDITURES							
		200,743.13	68,943.46	1,056,434.12	47,400.21	(987,490.66)	1,532.32

Fund 101 GENERAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
101-000-001.000	CASH-CHECKING	740,085.57	816,355.18
101-000-002.000	CASH ON HAND (PETTY CASH)	200.00	200.00
101-000-004.000	3735-MONEY MARKET	297,186.18	297,298.05
101-000-005.000	1886-HIGH YIELD	156,751.01	156,810.02
101-000-018.000	MISC RECEIVABLE (IMMANUAL/BATES ACCT)	0.00	56,261.04
101-000-072.000	G.T. COUNTY SEPTAGE BOND/LOAN	140,047.63	133,747.63
101-000-123.000	PREPAID EXPENSE	12,424.20	12,424.20
<b>Total Assets</b>		<b>1,540,772.60</b>	<b>1,473,096.12</b>
*** Liabilities ***			
101-000-202.000	ACCOUNTS PAYABLE	30,923.18	(10,392.13)
101-000-230.000	ACCRUED RETIREMENT PENSION	18,516.31	18,516.31
101-000-231.000	DUE TO LOVASCO RETIREMENT	0.00	16,032.80
101-000-231.200	OTHER PAYROLL DEDUCTIONS	5,192.97	2,798.75
101-000-339.000	DEFERRED REVENUE	56,261.04	56,261.04
<b>Total Liabilities</b>		<b>118,570.76</b>	<b>83,216.77</b>
*** Fund Balance ***			
101-000-390.000	Fund Balance	1,010,281.84	1,422,201.84
<b>Total Fund Balance</b>		<b>1,422,201.84</b>	<b>1,422,201.84</b>
<b>Beginning Fund Balance</b>			<b>1,422,201.84</b>
<b>Net of Revenues VS Expenditures</b>			<b>(32,322.49)</b>
<b>Ending Fund Balance</b>			<b>1,389,879.35</b>
<b>Total Liabilities And Fund Balance</b>			<b>1,473,096.12</b>

Fund 206 FIRE FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
206-000-001.000	CASH-CHECKING	61,353.42	81,361.71
Total Assets		<u>61,353.42</u>	<u>81,361.71</u>
*** Liabilities ***			
Total Liabilities		<u>14,887.14</u>	<u>0.00</u>
*** Fund Balance ***			
206-000-390.000	Fund Balance	46,466.28	46,466.28
Total Fund Balance		<u>46,466.28</u>	<u>46,466.28</u>
Beginning Fund Balance			46,466.28
Net of Revenues VS Expenditures			34,895.43
Ending Fund Balance			81,361.71
Total Liabilities And Fund Balance			81,361.71

Fund 207 POLICE PROTECTION

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
207-000-001.000	CASH-CHECKING	138,457.07	156,652.94
Total Assets		138,457.07	156,652.94
*** Liabilities ***			
Total Liabilities		19,147.00	0.00
*** Fund Balance ***			
207-000-390.000	Fund Balance	119,310.07	119,310.07
Total Fund Balance		119,310.07	119,310.07
Beginning Fund Balance			119,310.07
Net of Revenues VS Expenditures			37,342.87
Ending Fund Balance			156,652.94
Total Liabilities And Fund Balance			156,652.94

Fund 208 PARK FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
208-000-001.000	CASH-CHECKING	0.00	38,087.60
Total Assets		0.00	38,087.60
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
Total Fund Balance		0.00	0.00
Beginning Fund Balance			0.00
Net of Revenues VS Expenditures			38,087.60
Ending Fund Balance			38,087.60
Total Liabilities And Fund Balance			38,087.60

Fund 209 CEMETERY FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
209-000-001.000	CASH-CHECKING	5,940.31	7,239.42
<b>Total Assets</b>		<b>5,940.31</b>	<b>7,239.42</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>1,135.04</b>	<b>0.00</b>
*** Fund Balance ***			
209-000-390.000	Fund Balance	4,805.27	4,805.27
<b>Total Fund Balance</b>		<b>4,805.27</b>	<b>4,805.27</b>
<b>Beginning Fund Balance</b>			<b>4,805.27</b>
<b>Net of Revenues VS Expenditures</b>			<b>2,434.15</b>
<b>Ending Fund Balance</b>			<b>7,239.42</b>
<b>Total Liabilities And Fund Balance</b>			<b>7,239.42</b>

Fund 212 LIQUOR FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
212-000-001.000	CASH-CHECKING	826.04	137.50
212-000-004.000	0650-MONEY MARKET	12,193.29	6,990.32
<b>Total Assets</b>		<b>13,019.33</b>	<b>7,127.82</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
*** Fund Balance ***			
212-000-390.000	Fund Balance	13,019.33	13,019.33
<b>Total Fund Balance</b>		<b>13,019.33</b>	<b>13,019.33</b>
<b>Beginning Fund Balance</b>			<b>13,019.33</b>
<b>Net of Revenues VS Expenditures</b>			<b>(5,891.51)</b>
<b>Ending Fund Balance</b>			<b>7,127.82</b>
<b>Total Liabilities And Fund Balance</b>			<b>7,127.82</b>

Fund 224 SHORELINE PPRESERVATION

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
224-000-001.000	6244-CASH-CHECKING	1,377.38	1,377.80
<b>Total Assets</b>		<b>1,377.38</b>	<b>1,377.80</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
*** Fund Balance ***			
224-000-390.000	Fund Balance	1,377.38	1,377.38
<b>Total Fund Balance</b>		<b>1,377.38</b>	<b>1,377.38</b>
<b>Beginning Fund Balance</b>			<b>1,377.38</b>
<b>Net of Revenues VS Expenditures</b>			<b>0.42</b>
<b>Ending Fund Balance</b>			<b>1,377.80</b>
<b>Total Liabilities And Fund Balance</b>			<b>1,377.80</b>



Fund 225 FARMLAND PRESERVATION

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
225-000-001.000	9937-CASH-CHECKING	189,715.89	381,666.03
225-000-004.000	4319-MONEY MARKET	5,197.80	5,199.75
<b>Total Assets</b>		<b>194,913.69</b>	<b>386,865.78</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>7,500.00</b>	<b>0.00</b>
*** Fund Balance ***			
225-000-390.000	Fund Balance	187,413.69	187,413.69
<b>Total Fund Balance</b>		<b>187,413.69</b>	<b>187,413.69</b>
<b>Beginning Fund Balance</b>			<b>187,413.69</b>
<b>Net of Revenues VS Expenditures</b>			<b>199,452.09</b>
<b>Ending Fund Balance</b>			<b>386,865.78</b>
<b>Total Liabilities And Fund Balance</b>			<b>386,865.78</b>

Fund 226 PARK and RECREATION FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
	<b>Total Assets</b>	<u>17,100.09</u>	<u>0.00</u>
*** Liabilities ***			
	<b>Total Liabilities</b>	<u>0.00</u>	<u>0.00</u>
*** Fund Balance ***			
226-000-390.000	Fund Balance	17,100.09	17,100.09
	<b>Total Fund Balance</b>	<u>17,100.09</u>	<u>17,100.09</u>
	<b>Beginning Fund Balance</b>		17,100.09
	<b>Net of Revenues VS Expenditures</b>		(17,100.09)
	<b>Ending Fund Balance</b>		0.00
	<b>Total Liabilities And Fund Balance</b>		0.00

Fund 227 NEW URBANIST TOWN CENTER

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
	<b>Total Assets</b>	<u>27,889.03</u>	<u>0.00</u>
*** Liabilities ***			
	<b>Total Liabilities</b>	<u>0.00</u>	<u>0.00</u>
*** Fund Balance ***			
227-000-390.000	Fund Balance	27,889.03	27,889.03
	<b>Total Fund Balance</b>	<u>27,889.03</u>	<u>27,889.03</u>
	<b>Beginning Fund Balance</b>		27,889.03
	<b>Net of Revenues VS Expenditures</b>		(27,889.03)
	<b>Ending Fund Balance</b>		0.00
	<b>Total Liabilities And Fund Balance</b>		0.00

Fund 401 SAYLER PARK BOAT LAUNCH CAPITAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
401-000-001.000	CASH-CHECKING	0.00	75,128.37
<b>Total Assets</b>		<b>0.00</b>	<b>75,128.37</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
*** Fund Balance ***			
<b>Total Fund Balance</b>		<b>0.00</b>	<b>0.00</b>
Beginning Fund Balance			0.00
Net of Revenues VS Expenditures			75,128.37
Ending Fund Balance			75,128.37
Total Liabilities And Fund Balance			75,128.37

Fund 590 ACME RELIEF SEWER

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
590-000-001.000	9945-CASH-CHECKING	1,381,033.84	1,999,245.52
590-000-004.000	0651-MONEY MARKET	196,737.44	196,811.50
590-000-132.000	SEPTIC PLANT	470,853.00	470,853.00
590-000-133.000	ACCUMULATED DEPRECIATION	(65,737.06)	(65,737.06)
590-000-152.000	WATER SYSTEMS	177,000.00	177,000.00
590-000-153.000	ACCUMULATED DEPRECIATION-WATE	(60,475.00)	(60,475.00)
590-000-154.000	SEWER SYSTEMS	11,611,103.07	11,611,103.07
590-000-155.000	ACCUMULATED DEPREC-SEWER	(5,180,171.06)	(5,180,171.06)
590-000-160.000	LOAN ACQUISITION FEES	1,723.00	1,723.00
590-000-161.000	ACCUM AMORT LOAN ACCQU FEES	(1,723.00)	(1,723.00)
<b>Total Assets</b>		<b>8,530,344.23</b>	<b>9,148,629.97</b>
*** Liabilities ***			
590-000-250.000	BONDS PAYABLE LONG TERM	1,187,782.00	1,187,782.00
590-000-250.001	ACCR.INTEREST ON BONDS	9,130.00	9,130.00
590-000-250.100	Current portion of Bonds	206,362.00	206,362.00
590-000-251.002	PREMIUM OF REFUNDED BONDS	59,054.00	59,054.00
590-500-300.000	BONDS: SEPTAGE LONG TERM	309,215.00	309,215.00
<b>Total Liabilities</b>		<b>1,849,935.50</b>	<b>1,771,543.00</b>
*** Fund Balance ***			
590-000-390.000	Fund Balance	1,345,656.51	1,345,656.51
590-000-395.000	RETAINED EARNINGS	5,334,752.22	5,334,752.22
<b>Total Fund Balance</b>		<b>6,680,408.73</b>	<b>6,680,408.73</b>
<b>Beginning Fund Balance</b>			<b>6,680,408.73</b>
<b>Net of Revenues VS Expenditures</b>			<b>696,678.24</b>
<b>Ending Fund Balance</b>			<b>7,377,086.97</b>
<b>Total Liabilities And Fund Balance</b>			<b>9,148,629.97</b>

Fund 703 CURRENT TAX COLLECTION

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
703-000-001.000	CASH-CHECKING	1,765.91	6,286.92
703-000-002.000	Cash on Hand	0.00	0.00
703-000-102.000	DUE FROM OTHER FUNDS	0.00	0.00
<b>Total Assets</b>		<b>1,765.91</b>	<b>6,286.92</b>
*** Liabilities ***			
703-000-202.000	ACCOUNTS PAYABLE	310,823.09	0.00
703-000-273.000	UNDISTRIBUTED TAX	(420,740.22)	6,286.92
703-000-274.000	EARNED INTEREST UNDISTRIBUTED	133,361.16	0.00
<b>Total Liabilities</b>		<b>23,444.03</b>	<b>6,286.92</b>
*** Fund Balance ***			
703-000-390.000	Fund Balance	(21,678.12)	0.00
<b>Total Fund Balance</b>		<b>(21,678.12)</b>	<b>0.00</b>
<b>Beginning Fund Balance</b>			<b>(21,678.12)</b>
<b>Net of Revenues VS Expenditures</b>			<b>0.00</b>
<b>Fund Balance Adjustments</b>			<b>21,678.12</b>
<b>Ending Fund Balance</b>			<b>0.00</b>
<b>Total Liabilities And Fund Balance</b>			<b>6,286.92</b>

Fund 818 HOLIDAY HILLS AREA IMPROVEMENT

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
818-000-001.000	9307-CASH-CHECKING	190,651.58	231,051.07
<b>Total Assets</b>		<b>190,651.58</b>	<b>231,051.07</b>
*** Liabilities ***			
818-000-275.000	REFUND DUE TO TAXPAYERS	0.00	(15,364.35)
<b>Total Liabilities</b>		<b>116.65</b>	<b>(15,364.35)</b>
*** Fund Balance ***			
818-000-390.000	Fund Balance	190,534.93	190,534.93
<b>Total Fund Balance</b>		<b>190,534.93</b>	<b>190,534.93</b>
<b>Beginning Fund Balance</b>			<b>190,534.93</b>
<b>Net of Revenues VS Expenditures</b>			<b>55,880.49</b>
<b>Ending Fund Balance</b>			<b>246,415.42</b>
<b>Total Liabilities And Fund Balance</b>			<b>231,051.07</b>



**RecycleSmart**  
WWW.RECYCLESMAART.INFO

## Press Release

Contact: Sarah Archer, Program Manager  
Mobile: 734-476-2186  
Email: [recyclesmart@grandtraverse.org](mailto:recyclesmart@grandtraverse.org)

### RecycleSmart Brush Drop-Off Site Reopens for the Season

Grand Traverse County, MI (April 15, 2016) – RecycleSmart has announced that the Brush Drop-Off Site located at 2471 N. Keystone Road is now open for the yard waste season.

County residents may bring grass clippings, leaves, brush and branches to the site during the following days and times: **Tuesdays -- Noon to 7 PM; Thursdays and Saturdays – 9 am to 3 pm.**

#### Materials accepted include:

- Brush, branches, grass clippings, leaves at a cost of \$5.00/cubic yard or \$1.00/bag
- Untreated construction wood at a cost of \$8.00/ cubic yard
- Pallets at a cost of \$1.00 each
- Stumps at a cost of \$.50/inch up to 18" diameter.

The brush site does **NOT** accept dirt, sod, concrete and stumps or branches greater than 18" in diameter. Please separate your grass clippings and leaves from branches and twigs.

For more information, visit [www.RecycleSmart.info](http://www.RecycleSmart.info) or call the RecycleSmart Hotline at 231-941-5555.

###



# 2015 Annual Drinking Water Report

## East Bay Water Works

**Violations: = 0**

The East Bay Water Works performs bacteriological and water chemistry sampling every month or as required by the (EPA) Environmental Protection Agency. The samples are taken to SOS Laboratories in Traverse City, MI for analysis. Reports are sent to the East Bay Water Works for review and then sent to the EPA for monthly compliance.

For more information contact:  
East Bay Water Works  
Mike Skrzypczak  
231-534-7496  
[Mike.Skrzypczak@gtbindians.com](mailto:Mike.Skrzypczak@gtbindians.com)

### Is my water safe?

I'm pleased to report that our drinking water is safe and meets all federal and state requirements.

During 2015, your tap water met all U.S. Environmental Protection Agency (EPA) drinking water safety standards. The East Bay Water Works community water system routinely monitors for contaminants in your drinking water according to Federal and State laws. The table below shows the results of our monitoring for the period of January 1<sup>st</sup> to December 31<sup>st</sup>, 2015.

### Where does my water come from?

Your water supply is from groundwater. Our community water system consists of five wells that provide water to our system. These wells are located within the Grand Traverse Resort and the Turtle Creek Casino sites. These wells produce between 315 to 475 gallons/minute.

### Why are their contaminants in my drinking water?

All sources of drinking water are subject to potential contamination by substances that are naturally occurring or man made. These substances can be microbes, inorganic or organic chemicals and radioactive substances. All drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

### Do I need to take special precautions?

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbiological contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

MCL's are set at very stringent levels. To understand the possible health effects described for many regulated constituents, a person would have to drink 2 liters of water every day at the MCL level for a lifetime to have a one-in-a-million chance of having the described health effect.

### Source water assessment

We have a **source water protection delineation and plan** available at the Tribal Water Utilities office that provides more information such as potential sources of contamination. Mike Skrzypczak can be contacted at 231-534-7496 for information on the source water protection plan or Dwight Sargent at 906-632-6896.

### Water Quality Data Table

In the following table you will find terms and abbreviations you may not be familiar with. To help you better understand these terms we have provided the following definitions. The Safe Drinking Water Act identifies a number of chemicals and microorganisms that are found in drinking water supplies. These substances can be classified in the following groups:

**Inorganic Contaminants:** This group is composed mainly of heavy metals such as lead, copper, arsenic etc. They can enter the water supply naturally, from some mining runoff or industrial discharges.

**Organic Contaminants:** These contaminants are grouped into two categories Volatile Organic Compounds (VOCs) and Synthetic Organic Compounds (SOCs). They include such compounds as Benzene, Styrene etc. They include herbicides and insecticides that are used in agriculture solvents in industrial and other compounds. There are 21 regulated VOCs and 30 SOCs that are required to be analyzed.

**Radioactive Contaminants:** Most of these substances occur naturally in ground water but can also come from nuclear power plants and some mining areas.

**Microbial Contaminants:** Include bacteria and viruses which may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.

### Terms and abbreviations associated with water samples

*Parts per million (ppm) or Milligrams per liter (mg/l)* - one part per million corresponds to one minute in two years or a single penny in \$10,000.

*Parts per billion (ppb) or Micrograms per liter* - one part per billion corresponds to one minute in 2,000 years, or a single penny in \$10,000,000.

*Picocuries per liter (pCi/L)* - Picocuries per liter is a measure of the radioactivity in water.

Millirems per year (mrem/yr) - measure of radiation absorbed by the body.

Action Level (AL) - the concentration of a contaminant, which, if exceeded, triggers treatment or other requirements which a water system must follow.

Treatment Technique (TT) - A treatment technique is a required process intended to reduce the level of a contaminant in drinking water.

Maximum Contaminant Level - (mandatory language) The "Maximum Allowed" (MCL) is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

Maximum Contaminant Level Goal - (mandatory language) The "Goal" (MCLG) is the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

TEST RESULTS FOR THE EAST BAY WATER WORKS SYSTEM 2015							
Contaminant	Violation Y/N	Level Detected	Unit of Measure	MCLG	MCL	Sample Date	Likely Source of Contamination
<b>Microbiological Contaminants</b>							
Total Coliforms	N	Not present	Positive/Negative	0	0	Six monthly	Naturally present in the environment
<b>Inorganic Contaminants</b>							
TTHM	N	2.4	ppb	80	80	8/07/15	By-product of drinking water chlorination
HAA5	N	No Detect	ppb	60	60	8/07/15	By-product of drinking water chlorination
Copper	N	0.30	ppm	1.3	AL = 1.3	6/3/14	Corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives
Lead	N	No Detect	ppb	0	AL = 15	6/3/14	Corrosion of house hold plumbing; erosion of natural deposits
Sodium	N	26.4	ppm	N/A	N/A	5/04/15	Erosion of natural deposits
Sulfate	N	43	ppm	N/A	N/A	5/04/15	Erosion of natural deposits
Fluoride	N	0.92	ppm	4	4	5/04/15	Erosion of natural deposits Added to drinking water to prevent tooth decay
Nitrate	N	0.86	ppm	10	10	5/04/15	Runoff from fertilizer use; leaching from septic tanks, sewage; erosion of natural deposits
<b>Organic Contaminants</b>							
<b>Radioactive Contaminants</b>							
Gross Alpha	N	1	pCi/l	0	15	1/11/07	Erosion of natural deposits
Gross Beta	N	0.2	mrem/yr	0	5	1/11/07	Erosion of natural deposits
Combined Radium	N	0.1	pCi/l	0	5	1/11/07	Erosion of natural deposits

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The East Bay Water Works System is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

### What does this mean?

The table shows that our system has some minor contaminants in the water. The potential adverse health effects are shown in the above explanation. We are continuing to monitor the water for any changes in these parameters and will notify the community if the levels significantly increase.

If you have any questions please call our office at: 231-534-7496

Or the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.



# The Metro Insider

PROUDLY SERVING ACME, EAST BAY AND GARFIELD TOWNSHIPS SINCE 1980

Volume # 9

Issue # 2

*Chief Patrick J. Parker*

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## Chief's Corner...

Happy Spring to everyone! I would like to strangle that little prognosticator of weather Punxsutawney Phil. As you may remember on February 2nd, he didn't see his shadow and we were to have an early spring. We all know that didn't happen. It's spring non the less now and we already have had a few wildfires and already a motorcycle accident in the famous Acme roundabout. Everyone's mood changes with the weather and we are all preparing for outside training activities.

I have been sitting in on the planning for some huge events this summer. Even though some of these events are not actually in our district, we see the effects of the increased summer traffic. The summer kicks off with the Bayshore Marathon on the Peninsula with over 6,000 runners with an overall economic impact of \$1.9 million. This year over the 4th of July there will be 3 shows with the Navy's Blue Angels not including a practice show on the Friday before. The Cherry Festival will have huge crowds with some big names headlining the concert stage and an additional parade with the return of the Heritage Parade. Interlochen has some big acts also this year at Kresge Auditorium. We here in Metro are not alone without events. The Great Lakes Equestrian Festival comes to Flintfields Horse Park in Acme again. This is going to be a huge event with both US and International competitors

during the months of July & August. Our beautiful bays and beaches will be dotted with thousands enjoying our area. Why do I bring this to your attention? Not only have we seen an uptick in our runs lately, we can be assured that we will be even busier once tourist season begins. We need to be on our A Game and have our Customer Service smile on. Behind the scenes there is a lot of planning happening with all emergency responder agencies coordinated along with emergency management. Incident Action Plans are being prepared for all of these events. Our goal: to keep people safe! That is what we do.

The past week, Metro rolled out our new 800 MHz radio system. This is a state of the art digital trunked system which is part of the Michigan Public Service Communication System. This has been a 2 year program to improve the interoperability of all emergency responders with reliable new equipment. This couldn't have been done without the courage of our County Commissioners and our 911 Advisory Board. This was all built with the 911 Surcharge monies that the voters of Grand Traverse County approved in November of 2014. It puts a \$1.85 monthly surcharge on all phone lines. The clarity and performance of the system is already noticed. This week, mobile radios are being installed in our fire apparatus and 800 MHz pagers will soon follow.

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*Chief Patrick J. Parker*

## Chief's Corner continued...

Again, all of this not from the County's coffers, but from the surcharge. I know when the six year surcharge is back for a vote again, we will prove what a great investment this was. If you see a County Commissioner, thank them for making this possible. A huge thanks also to the 911 Advisory Board, 911 Dispatch Staff, and all associated with this project. We appreciate you taking the lead to keep us safe!

Graduation is just around the corner for the 5 Metro firefighter candidates who have been in School since November. Please come out and show your

support on the evening of May 17 at 7:00 pm at the Zion Worship Center just down the street from Station 12. Also, the Metro/East Bay Pancake Breakfast is just around the corner on Sunday May 1st. Please show your support by getting you and your neighbors to attend. This is a huge undertaking and we surely could use your help. Proceeds from this breakfast will go to help purchase smoke alarms for the functionally disabled.

Until next time,

Be safe out there!

**Chief Parker**



Our very own Firefighter Cory Ellis is a dispatcher at Grand Traverse 911. He recently was recognized for his efforts with a SmartSave Award from Smart 911. Good job Cory we are all proud of you! Congrats also on your promotion to supervisor as well. Keep telling us where to go!



Crews responded to help with the large commercial fire recently at Genes Auto Parts.

Our crews made a great save through an aggressive attack recently on a condo fire on Hammond Rd.



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*Chief Patrick J. Parker*

## The Facts About Open Burning

It's that time of year again when everyone wants to get outside after a long, cold and dark winter to clean up their yards and landscaping. Often times our minds go back to the old days when it was legal to burn our yard waste. This is no longer the case. Due to population growth and residential densities it is no longer legal to burn your yard waste ie, grass clippings, leaves, pruning's etc. within our three townships. These items must either be composted on your own property or can be hauled to the county yard waste recycling facility on Keystone Rd.

Many times during spring and fall clean up periods our townships offer free drop off coupons which can be picked up at the township offices. Frequently we receive calls in regards to obtaining a burn permit for these purposes. The only burn permits which may be issued are to agricultural tree/fruit farmers who are burning tree prunings, stumps etc., these are allowed with a 3 day limit. Contractors/developers may not receive permits for development or land clearing nor can homeowners for large scale brush pile fires.

All of this does not mean that you cannot sit outside and enjoy a recreational campfire in your backyard on a warm summer's night. Our townships have continued to allow these types of fires without a permit under the following rules: the fire must be confined to a fire pit or ring no larger than 3 feet in diameter, the flames must not be higher than 2 feet in height, and the only material allowed to be burned is good dry hardwood "campfire" type wood that does not produce noxious smoke levels. As long as your fire meets these criteria it is considered a legal recreational campfire.

Be safe, any questions please feel free to contact us at (231) 947-3000.



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*Chief Patrick J. Parker*

## Safe Neighborhood

A properly installed and maintained smoke alarm is the only thing in your home that can alert you and your family to a fire 24 hours a day, seven days a week. Whether you're awake or asleep, a working smoke alarm is constantly on alert, scanning the air for fire and smoke. According to the National Fire Protection Association, almost two-thirds of home fire deaths resulted from fires in properties without working smoke alarms. A working smoke alarm significantly increases your chances of surviving a deadly home fire.

Through the Safe Neighborhood Campaign Grand Traverse Metro Firefighters are working door-to-door, and by request, to check and change batteries in smoke alarms, check and/or provide and install smoke alarms in homes that are in need, and provide local coupons for the purchase of additional smoke alarms. This program is supported through the generosity of local and national businesses such as; Home Depot, Kidde, the National Fire Protection Association, Ace Hardware, Gilroy's, DeWeese Hardware, Lowe's, Roy's General Store, Northern Fire & Safety, and the Rotary Good Works.

*There is no cost to participants.*

[Click here to fill out an application](#)



## Stroke Awareness

**FACE DROOPING:** Ask the person to smile. Does one side of the face droop?

**ARM WEAKNESS:** Ask the person to raise both arms. Does one arm drift downward?

**SPEECH DIFFICULTY:** Ask the person to repeat a simple phrase. Is their speech slurred or strange.

**TIME TO CALL 911:** If you observe any of these signs, call 911 immediately.



**F**ACE

Look for an uneven smile



**A**RM

Check if one arm is weak



**S**PEECH

Listen for slurred speech



**T**IME

Call 911 at the first sign

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*Chief Patrick J. Parker*

## New Radios and Pagers

Grand Traverse Metro Fire Department is 1 of many departments that are undergoing a major technology improvement via radio and pager upgrades. All agencies in Grand Traverse County will be moving to 800MHZ radios and using the MPSCS (Michigan Public Safety Communication System) to improve coverage, clarity and interoperability.

In addition to brand new radios we are also using new pagers that are the first of their kind. We will be using 800Mhz pagers and one of the first agencies in Michigan.



These upgrades will replace the outdated and antiquated radio system that has been in place for many years. With this upgrade, all agencies will be able to talk to each other easier without coverage concerns.

## Burn Permits

**Recreational campfires** in established fires rings, portable outdoor fireplaces and other containment devices ARE ALLOWED WITH NO PERMIT so long as the fire is kept to a maximum size of 3 feet around and no higher than 2 feet of flame height.

**Agricultural fires** for the burning of tree farm stumps, trees and branches only (no man-made materials or manufactured lumber) are allowed with a burn permit from the Grand Traverse Metro Fire Department. These permits are FREE.

**Bonfires** are defined as ceremonial fires that may exceed the 3 feet round by 2 feet high requirement. A PERMIT IS REQUIRED for these fires and a plan must be submitted.

All fires and permits are subject to be revoked and/or prohibited due to unfavorable weather or smoke conditions and may be ordered extinguished by Metro Fire Department personnel. All fires must be attended at all times and completely extinguished with water.

If a fire should escape the permit holder, all fire department expenses related to extinguishment will be invoiced to the permit holder.

Please visit our website for further info: [www.gtmetrofire.org/fire-prevention/burnpermit/](http://www.gtmetrofire.org/fire-prevention/burnpermit/)

You can fill out a paper application or online application with a valid email address on our website.

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*Chief Patrick J. Parker*

## Wildfire Safety

Michigan winters keep the ground frozen for extended periods of time ever after the snow has melted, but as temperatures climb, the vegetation dries out and becomes a serious fire risk. Don't let your home or property become victim to a brush fire. Maintaining your own property and landscape can help keep your property.

Here are some tips to help:

- Keep weeds trimmed, grass cut and brush groomed.
- Remove dead and piled up vegetation, and dispose of it properly.
- Properly dispose of trash and debris. Piles of refuse such as old furniture, boxes and pallets are fires waiting to happen. Even old cars can burn!
- Stack firewood away from structures, fences or anything else that may be combustible.

If you live in an outlying or more rural area, consider these additional steps:

- Create at least a 30-ft. safety zone or firebreak around your home.
- Limit the use of flammable plants in landscape design. Choose fire resistant varieties.
- Plant trees and large shrubs in sparse, separate areas.
- Limit the use of trees and shrubs that have large volumes of foliage and branches.
- Limit the use of plants that have shaggy bark or dry leaves that shed annually.
- Limit the use of plants that develop dry or dead undergrowth.
- Limit the placement of plants next to structures, under eaves, overhangs, decks, etc.
- Limit the use of plants placed at the bases of trees or large shrubs.
- Remove ladder fuels (plants that provide a link between the ground and tree limbs).

***ALWAYS dispose of cigarettes carefully.***



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*Chief Patrick J. Parker*

## From the desk of Health and Safety Officer...

I hope you all survived winter and are looking forward to a great summer. As we go into a new season I would like to remind all employees to take a good look at their PPE. For those that have wild land gear, actually try it on and make sure it fits and is in good order. As for PPE in general, there has been a steady incline of it laying around, such as gloves and safety vests. A pair of gloves costs around \$70 and is priceless when used. A safety vest is around \$30 and is another tool to protect us. Hoods are now being issued in the color red so that we can see them in use. A hood is only effective if it's worn just like any of our PPE.

It is important that employees wear the correct PPE and ALL of their PPE properly for the task at hand. As a reminder your structural PPE is required to be washed when soiled and at least once a year. Think of this, when we work out we change and wash our clothes including socks. Well our PPE is our workout attire while at work and our hoods are the same as socks but for our heads. GROSS! I hope everyone stays safe and as a reminder were all Safety all the time after all that's why we have the jobs we have.

- HSO Sprenger



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Chief Patrick J. Parker

## April Wellness Warrior: Captain Tony Posey



Capt. Posey is no stranger to Sports. As a little tike he started playing hockey at age 3. He added in soccer, and was pretty much in the neighborhood playing some sort of game or sport most of the time with his family or friends. Around the age of 16 or so mountain biking also became a regular past-time activity. They were an active family, but his parents didn't emulate exercise. They ate healthy for the most part.

Fast forward to present: Hockey remains a love and nearly year round focus, as does mountain biking. The difference now is he has adult friends and his own family he shares these activities with. His parents do exercise regularly. In fact his mom is a Beach Body coach.

Family is important, and so is staying fit and healthy. In fact Tony says, "I don't want to be that person who is out of shape. I need to be an example for my daughter and the people I work with." "When Kaitlyn was diagnosed with Leukemia there was a 2 and half to 3 month slide off of working out. It was a struggle to motivate when we were focusing so much on her illness. But I realized I needed to keep it in the forefront to help inspire her to keep moving. The treatments took a lot of her energy."

Sara and Tony belong to the YMCA and keep active as a family. But Tony found that registering for the Iceman (after Kaitlyn's diagnosis), and having the goal to improve his finish time of 5 years prior got him back on track with regular training. In fact he did improve his time by an impressive 20 minutes. At 31 years old Tony has figured out that each person needs personal motivators to do what is needed to stay fit and healthy. "I don't think fitness being required for the job is enough, and being a department with scattered downtime makes that harder. But everyone should be motivated for self, family and the job. We are supposed to be motivating each other. If you made it happen to get the job, then make it happen to keep the job. Don't let off the gas pedal."

As a Captain most would expect Tony to be an example and inspire on the job. He feels the job itself is a motivator, as it's his plan to make this a carrier. But Tony finds his co-workers and friend's postings and broadcasts on social media, such as Lt. Newton and Digger Mansfield, and others with like-minded philosophies, to be some of his best inspirations and motivators. "It's cool to see and read about the events they have competed in, and the accomplishments they have achieved.

When asked what his personal message to the department is: "Everyone is responsible for and should achieve some level of health and fitness. It's important that each and all of us claim fitness for ourselves, our co-workers and our community. TOE THE LINE.

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# The Metro Insider

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## Challenge Coins

We have been asked by many if Metro is going to have a challenge coin. This has been talked about for a long time. What is a challenge coin and what is the history behind it?

There are many examples of traditions that build camaraderie in the military, but few are as well-respected as the practice of carrying a challenge coin—a small medallion or token that signifies a person is a member of an organization. Even though challenge coins have broken into the civilian population, they're still a bit of a mystery for those outside the armed forces.

### WHAT DO CHALLENGE COINS LOOK LIKE?

Typically, challenge coins are around 1.5 to 2 inches in diameter, and about 1/10-inch thick, but the styles and sizes vary wildly—some even come in unusual shapes like shields, pentagons, arrowheads, and dog tags. The coins are generally made of pewter, copper, or nickel, with a variety of finishes available (some limited edition coins are plated in gold). The designs can be simple—an engraving of the organization's insignia and motto—or have enamel highlights, multi-dimensional designs, and cut outs.

### CHALLENGE COIN ORIGINS

It's nearly impossible to definitively know why and where the tradition of challenge coins began. One thing is certain: Coins and military service go back a lot farther than our modern age.

Today, the use of coins in the military is much more nuanced. While many coins are still handed out as tokens of appreciation for a job well done, espe-

cially for those serving as part of a military operation, some administrators exchange them almost like business cards or autographs they can add to a collection. There are also coins that a soldier can use like an ID badge to prove they served with a particular unit. Still other coins are handed out to civilians for publicity, or even sold as a fund-raising tool.

### BEYOND THE MILITARY

However, thanks in part to custom coin companies online, everyone's getting in on the tradition. Today, it's not uncommon for police and fire departments to have coins, as do many civic organizations, such as the Lions Club and the Boy Scouts. Even the Star Wars cosplayers of the 501st Legion, Harley Davidson riders, and Linux users have their own coins. Challenge coins have become a long-lasting, highly-collectible way to show your allegiance anytime, anywhere.

Lt. Francisco worked on this project a while back. In fact we felt that it would be a good fund raiser for the 911 Memorial.

Here are some ideas that we came up with:



I would like to open this up to the creative minds of Metro to design a worthy challenge coin for our department.

*Please submit your ideas to the Chief by May 15th. A panel of your peers will decide the winning entry.*



**ACME TOWNSHIP PLANNING COMMISSION MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
April 11, 2016 7:00 p.m.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE: 7:01pm**

**ROLL CALL:**

Members Present: Rosa, White, Jessup, Timmins, Feringa, Forgette

Members Excused: Wentzloff, DeMarsh, Balentine

Staff Present: S. Winter, Zoning Administrator, J. Jocks, Legal Counsel (arrived at 7:14pm)

**A. LIMITED PUBLIC COMMENT:** None

**B. APPROVAL OF AGENDA:**

Motion by Timmins to approve agenda as present; support by Forgette. Motion passed unanimously

**C. INQUIRY AS TO CONFLICTS OF INTEREST:**

Feringa recused himself from any discussion on Item D1 correspondence

**D. CORRESPONDENCE:**

1. VGT letter requesting to rescind the minor amendment to SUP 2004-11. Winter read letter from Steve Schooler, agent for VGT, a formal request to rescind their SUP minor amendment that was issued in 2014 into record. The request will be reviewed and placed on the May agenda for PC review.

**E. PUBLIC HEARINGS:**

1. Zoning Ordinance Amendment 038 – Temporary Outdoor Sales

Hearing opened at 7:06pm.

D. Hoxie, 6778 M-72 East – Asked question if ordinance would allow other businesses to sell items and concerned of its effect on current brick and mortar businesses. Winter indicated that the ordinance would require that the outdoor sale would be permitted if the product being sold was an extension of the business inventory. Feringa added that owner would have to pull permit for sale and would be accountable. Jessup asked if he sold apples to Meijer. He did not. Hoxie worried about a business not from around here taking business away from those vested. Hoxie felt that PC should not move forward with ordinance as proposed.

Hearing closed at 7:10pm.

**F. OLD BUSINESS:**

1. Zoning Ordinance Amendment 038 – Temporary Outdoor Sales

Discussions among PC members regarding requirements of ordinance, adoption of language to protect local businesses, and the three major requirements of the ordinance. PC members thought ordinance as written was an opportunity for business to extend existing inventory to outdoor sales for short periods of time and that the intent protected local businesses as best it could. The ordinance provided Zoning Administrator the tools to effectively regulate. It was acknowledged that the ordinance could be scrutinized for loopholes. It was also noted that the ordinance could be reviewed in the future if there seemed to be problems. R. Evina, representing the Acme Business Association indicated they had reviewed the ordinance as a group and though did not think of Meijer

with its extensive inventory, he felt that its intent was good and had the best interest of the business community in mind.

Motion made by Timmins to send the proposed Zoning Ordinance Amendment 038 – Temporary Outdoor Sales to the Grand Traverse County Planning Commission for review and brought back to the Township Board for approval. Support by Rosa.

Favor – Rosa, Jessup, Feringa, Forgette, Timmins

Opposed – White

Motion passed.

**2. Zoning Ordinance Amendment 037 – Article XIX: Planned Development**

Winter provided a brief summary of the document. Most of the changes were minor to provide more consistent wording and correcting the numbering. Additional clarification and grammatical consistency were done throughout document. More detail was provided on the overall submission and approval process with a summary paragraph and flow chart added. More detail was also provided to clarify the density transfer component. Feringa mentioned that the PD would be another place where restrictions could be placed with respect to the allowing or not allowing of outdoor sales. He also suggested a wording change in Section 19.1, line 10 to change substantially in accord to “consistent with”. Legal counsel agreed that “consistent with” is less vague and aids in interpretation by all parties. Suggested changes to the wording were to make the PD abbreviation consistent throughout the document and change the amendment number to 037 at the top of the document. Winter added that on page 4, Item C5, when talking about exceptions and sending from receiving from receiving, there was an omission for an exception for sending from sending to sending zone, as there could be instances where it would it could be used if appropriate and approved by the Board. PC agreed that it was discussed last time and there should be allowance for that. Rosa asked about the contour interval delineation. Feringa indicated that it was relatively standard.

Motion by Timmins, to send the proposed Zoning Ordinance Amendment 037 – Planned Development with additional recommendations as discussed incorporated to the Grand Traverse County Planning Commission for review and to be brought back before the Planning Commission. Support by White. Motion passed unanimously.

**3. Zoning Ordinance Amendment 039 – Article VIII: Site Plan Review**

Winter provided a brief summary of the amended ordinance based on discussions last month on the strengths and weaknesses of the current ordinance. Length of time that every development takes to seek approval regardless of scale or impact was determined to be one of its weaknesses. Additionally, there have been some changes over the years in regards to site plan review methods and requirements that were not incorporated into the ordinance. Notable changes include a new section for an administrative review for uses permitted by right, form based code district, and B4 district. Notable changes include an administrative review process conducted by a committee for developments that meet certain qualifications and thresholds, improvements to the list of documents and plans needed for submission, and a table illustrating the necessary documentation as either included in narrative, site plan, or both. The administrative review process could not be used on properties that fall within 500 feet of Acme or Yuba Creek or the proposed use creates more than 500 trip ends. The administrative review committee can be called together to meet more frequently than the Planning Commission. Under approval and conditions section, the Site Plan Administrative Review Committee and/or the Planning Commission may impose reasonable conditions. Section 8.1.4 section A needs to be renumbered. Legal counsel clarified section the number of trip ends in section 8.1.2 is on a per day basis.

Motion by Timmins to set a public hearing for Zoning Ordinance Amendment 039 clarifying regulated uses and their requirements in the US-31 / M-72 Business District with the discussed changes in numeration for Section 8.1.4 and the addition of trip ends per day in Section 8.1.2 for the May 9th Planning Commission meeting. Support by White.

**G. NEW BUSINESS:**

1. Zoning Ordinance Amendment 040 – FBC Land Use Table

Winter provided summary of current Ordinance Amendment and noted where the new Form Based Code district overlay conflicts with existing regulations. This amendment defines the area in which the FBC requirements take precedence over the existing. Feringa suggested adding a legend or key for the abbreviations listed on the map for those who may not have the map in hand.

Motion by Timmins to set a public hearing for Zoning Ordinance Amendment 040 clarifying regulated uses and their requirements in the US-31 / M-72 Business District with recommended addition of a legend for the land use table for the May 9th Planning Commission meeting. Support by Jessup. Motion passed.

Rosa noted it appears a duplicated motion occurred for Amendment 039. Members agreed. Legal counsel recommended an amended motion.

Motion by Timmins to amend motion for Amendment 039 and remove statement clarifying regulated uses and their requirements in the US-31 / M-72 Business District. New amended motion to set a public hearing for Zoning Ordinance Amendment 039 Site Plan Review with the discussed changes in numeration for Section 8.1.4 and the addition of trip ends per day in Section 8.1.2 for the May 9th Planning Commission meeting. Support by Rosa. Motion passed unanimously.

**H. ADMINISTRATIVE ACTION**

1. Receive and file Township Board Minutes 3/1/16 – Motion by White to receive and file Township Board Minutes 3/1/16; support by Timmins. Motion passed unanimously.
2. Approve draft Planning Commission Minutes 1/11/16 – Motion by White to approve draft planning commission minutes 1/11/16; support by Jessup. Motion passed unanimously.
3. Approve draft Planning Commission Minutes 3/14/16 – Motion by Jessup to approve draft planning commission minutes 3/14/16; support by White. Motion passed unanimously.

**I. PUBLIC COMMENT & OTHER PC BUSINESS – Opened at 8:12pm**

Hoxie commended commission for opening meeting with Pledge of Allegiance. Congratulations to Commissioner White on dream team nomination.

Feringa congratulations to PC Chair Wentzloff on the birth of first child.

1. Zoning Administrator Report: Shawn Winter – provided summary report to PC
  - Permits issued since the March 14<sup>th</sup> PC Meeting:
    - Land Use Permits – 5
      - 2016-08: accessory structure
      - 2016-09: commercial (Chase Bank temporary location)
      - 2016-10: temporary tent
      - 2016-11: commercial (Flannery Machine, SUP Minor Amendment 2015-03)
      - 2016-12: new home
    - Sign Permits – 1
      - 2016-02: permanent (Floor Covering Brokers)
  - Next Month:
    - SUP Minor Amendment to rescind previous SUP Minor Amendment by the VGT, LLC at the Grand Traverse Town Center (re: density shift).

## **DRAFT UNAPPROVED**

- Draft Police Power Ordinance for Mobile Food Vending (i.e. food trucks)
- Potential Site Plan Review for the relocation of Chase Bank branch. May need to hold a special meeting.
- FY 2016-2017 Budget
  - Asked for considerations to know about desired trainings, workshops
  - Ask how many people need to take Citizen Planner
- 2. Planning Consultant Report: John Iacoangeli – not present
- 3. Township Board Report: Doug White – Board working through budget items
- 4. Parks & Trails Committee Report: Marcie Timmins – grant applications in and true planning process will begin

**ADJOURN:** Motion by Timmins to adjourn; support by Forgette. Motion passed unanimously. Meeting adjourned at 8:17pm.





ACME TOWNSHIP PARKS & TRAILS MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
April 14<sup>th</sup>, 2016 8:30 a.m.

ROLL CALL:

Committee: Excused DeMarsh    X Feringa    X Heffner  
X Jenema    X LaPointe    X Timmins  
Excused Wentzloff

Advisory: X Heinert    X Henkel    X Kushman  
Excused McDonough    X Winter

- A. PUBLIC COMMENT: No public present
- B. APPROVAL OF AGENDA: Motion to approve agenda LaPointe, 2<sup>nd</sup>. Heffner motion carries
- C. INQUIRY AS TO CONFLICTS OF INTEREST:

D. ACTION:

- 1. Approve Draft Minutes of:
  - a. Parks & Trail Meeting Minutes 02/05/16
  - b. Park & Trail Meeting Minutes 03/11/16

Motion to approve draft minutes from the Parks & Trails meeting minutes from 02/05/16 and 03/11/16. Lapointe, 2<sup>nd</sup>. Heffner  
Motion carries

E. REPORTS

- 1. Township Board – Jenema discussed getting together with Chris Kushman to get questions answered about costs involved in trail maintenance. Announced that the DNR grant application has been turned in to the State.
- 2. TART – Kushman – Secured permission from the Holiday Inn to be included in the preliminary conceptual designs. Target date for the conceptual design is still May. TART is working on a FAQ sheet and a model/demo maintenance plan.
- 3. Grand Traverse Regional Land Conservancy - None
- 4. Universal Accessibility – Timmins – Was contacted by Bill Fahl from Michigan Lake Products. Will be meeting with them to discuss options for universal access.
- 5. Autumn Olive – Winter will be calling the ruffed grouse society May 1<sup>st</sup>.

F. NEW BUSINESS:

- 1. Bayside Grant Debriefing (Heinert) – will be putting the file of graphics turned in with the grant on flash drive for Shawn to share it, will also put it on a FTP website that the committee will get a password for so we can stay up to date on designs. Discussed what was in the grant packet turned into the State. Worked with township assessor to combine the Bayside Park properties to become recognized as one single parcel.
- 2. Bayside Park- Site design standards and detailing (Heinert) – Phase 1 review of what will happen. Discussed a few areas of concern; area sinking in front of restrooms, what to



do with the well heads. Utility pole to bathhouse. Henkel commented that there are plans to bury the wires. Klaus will have a meeting with Jay and Tom to discuss the details that should go into phase 1, but have not been budgeted.

3. Phase 1- Construction Bid Plan Preliminary review (Heinert) - contacted 3-4 contractors there is interest.
4. **Phase 1- Next Steps (Heinert)** LaPointe asked about when the bids would come in and the date Klaus was putting out for completion of the projects. Discussion followed on best work dates and how those dates would affect beach closure. Klaus commented that 6-8 weeks would be needed for the wall/walkway completion and clean up. Committee discussed beginning of season and end of season dates. Decided the committee didn't have enough information to decide the best time schedule yet. Will request preliminary bids with two options to compare costs: a) completion before July, and b) starting in late August.
  - a. Pre-Staking walkway, beach wall, parterre garden- has been done, discussed problems with topo maps and how they are finding ways to work around the maps.
  - b. Field check, look at restroom, existing parking and trees
  - c. Schedule
    - i. Bidding/permits
    - ii. Contract
    - iii. Site Prep and removals
    - iv. Construction

Motion by LaPointe, 2<sup>nd</sup>. Heffner

Motion to send out plans for pre-pricing and date estimates to contractors.

Motion carries

#### **5. GCES Continuation of Design Development of Park Systems for Future Work (Heinert)**

- a. Overall irrigation system
- b. Overall preliminary grading plan
- c. Renovation plan for existing park
- d. Overall Utility plan

#### **G. OLD BUSINESS:**

1. **Mission and Vision Statements-** Jenema looked at the MTA website for what to include in bylaws and mission statement.

Committee discussed changing the meeting to once a month. Discussed the 2<sup>nd</sup> or 3<sup>rd</sup> Friday of each month. Shawn will be sending out an email to inform members not present of the new Friday meeting date and info on guidelines for mission statements. The committee needs to have these completed by June. Brain storming followed on how to share some of the maintenance costs as a whole, and the idea of starting a trail authority and how that may function.

#### **H. PUBLIC COMMENT None**

**ADJOURN:** Motion to Adjourn Jenema 2<sup>nd</sup>. By Timmins

*Prepaid*

CHECK DISBURSEMENT REPORT FOR ACME TOWNSHIP  
CHECK DATE FROM 04/06/2016 - 04/30/2016  
Banks: CHASE

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/06/2016	CHAS	23638	ACE HARDWARE	SUPPLIES & POSTAGE	101-253-726.000	23.99
		23638		REPAIRS & MAINT	101-265-930.000	20.97
						<hr/>
						44.96
04/06/2016	CHAS	23639	AMERICAN WASTE	REPAIRS & MAINT-6042 ACME RD	101-265-930.000	50.00
04/06/2016	CHAS	23640	CHARTER COMMUNICATIONS/SPECTRUM	CABLE INTERNET SERVICES	101-265-851.000	376.57
04/06/2016	CHAS	23641	CHERRYLAND RURAL ELECTRIC	ELECTRIC UTILITIES TOWNHALL/SAYLER P	101-265-920.000	57.28
		23641		STREET LIGHTS/YUBA PK RD & US 31 N	101-265-921.000	364.37
						<hr/>
						421.65
04/06/2016	CHAS	23642	DTE ENERGY	MICH CON GAS	101-265-922.000	353.47
04/06/2016	CHAS	23643	GRAND TRAVERSE COUNTY -DPW	SEWER TOWNSHIP HALL-6042 ACME	101-265-923.000	30.00
		23643		REPAIRS & MAINT- 5875 US 31 N	101-750-930.000	30.00
						<hr/>
						60.00
04/06/2016	CHAS	23644	PETTY CASH	PASSPORT FEES	101-000-465.000	2.00
		23644		POSTAGE FOR PASSPORTS	101-000-465.001	49.35
		23644		MISCELLANEOUS	101-247-956.000	95.55
		23644		SUPPLIES & POSTAGE	101-410-726.000	7.21
						<hr/>
						154.11
04/06/2016	CHAS	23645	TRAVERSE CITY RECORD EAGLE	PUBLICATIONS-TOWNSHIP BOARD	101-101-900.000	174.25
		23645		PUBLICATIONS-PLANNING & ZONING	101-410-900.000	121.75
						<hr/>
						296.00
04/20/2016	CHAS	23646	CHASE USA	SUPPLIES & POSTAGE	101-191-726.000	143.24
		23646		SUPPLIES & POSTAGE	101-215-726.000	16.00
		23646		TRAVEL & MILEAGE	101-215-860.000	429.49
		23646		REPAIRS & MAINT	101-265-930.000	360.94
		23646		REPAIRS & MAINT	101-750-930.000	111.50
		23646		PARK EQUIP MAINT	101-750-930.001	468.76
						<hr/>
						1,529.93
04/20/2016	CHAS	23647	CONSUMERS ENERGY	ELECTRIC UTILITIES TOWNHALL-6042 ACM	101-265-920.000	771.73
		23647		STREET LIGHTS	101-265-921.000	489.23
						<hr/>
						1,260.96

04/26/2016 01:09 PM  
User: CATHY DYE  
DB: ACME TOWNSHIP

CHECK DISBURSEMENT REPORT FOR ACME TOWNSHIP  
CHECK DATE FROM 04/06/2016 - 04/30/2016  
Banks: CHASE

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/20/2016	CHAS	23648	SHELL OIL COMPANY	REPAIRS & MAINT	101-750-930.000	99.57
04/20/2016	CHAS	23649	WYANT COMPUTER SERVICES	SOFTWARE SUPPORT & PROCESSIN	101-101-804.000	1,089.00
			TOTAL - ALL FUNDS	TOTAL OF 12 CHECKS		5,736.22
--- GL TOTALS ---						
101-000-465.000			PASSPORT FEES	2.00		
101-000-465.001			POSTAGE FOR PASSPORTS	49.35		
101-101-804.000			SOFTWARE SUPPORT & PROCESSIN	1,089.00		
101-101-900.000			PUBLICATIONS	174.25		
101-191-726.000			SUPPLIES & POSTAGE	143.24		
101-215-726.000			SUPPLIES & POSTAGE	16.00		
101-215-860.000			TRAVEL & MILEAGE	429.49		
101-247-956.000			MISCELLANEOUS	95.55		
101-253-726.000			SUPPLIES & POSTAGE	23.99		
101-265-851.000			CABLE INTERNET SERVICES	376.57		
101-265-920.000			ELECTRIC UTILITIES TOWNHALL	829.01		
101-265-921.000			STREET LIGHTS	853.60		
101-265-922.000			MICH CON GAS	353.47		
101-265-923.000			SEWER TOWNSHIP HALL	30.00		
101-265-930.000			REPAIRS & MAINT	431.91		
101-410-726.000			SUPPLIES & POSTAGE	7.21		
101-410-900.000			PUBLICATIONS	121.75		
101-750-930.000			REPAIRS & MAINT	241.07		
101-750-930.001			PARK EQUIP MAINT	468.76		

INVOICE REGISTER REPORT FOR ACME TOWNSHIP  
 EXP CHECK RUN DATES 05/10/2016 - 05/10/2016  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 OPEN

04/28/2016 02:56 PM  
 User: CATHY DYE  
 Job: ACME TOWNSHIP

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Inv Ref#	Description	Entered By					
2161501	TIRE FACTORY	05/10/2016	05/10/2016	19.00	19.00	Open	N
523	TUBE IN KUBOTA TIRE	CRISTY DANCA		19.00			05/10/2016
	101-750-930.000	REPAIRS & MAINT		19.00	19.00		
	Total for vendor 0000021395 - TIRE FACTORY:			19.00	19.00		
# of Invoices:				30	# Due:	30	Totals:
# of Credit Memos:				0	# Due:	0	Totals:
Net of Invoices and Credit Memos:				42,710.83			42,710.83
				0.00			0.00
				42,710.83			42,710.83

Brown & Brown Car Inc.  
 Consumer Energy

9,000.00  
 3,916.00  
 -----  
 55,626.83

OK.

INVOICE REGISTER REPORT FOR ACME TOWNSHIP  
 EXP CHECK RUN DATES 05/10/2016 - 05/10/2016  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 OPEN

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date

## Vendor 0000000520 - A &amp; D ASSESSING:

MAY 2016							
7501	A & D ASSESSING	05/10/2016	05/10/2016	3,333.34	3,333.34	Open	N
	ASSESSING	CRISTY DANCA					05/10/2016
	101-209-803.002	ASSESSING CONTRACT SERVICES		3,333.34			
	Total for vendor 0000000520 - A & D ASSESSING:			3,333.34	3,333.34		

## Vendor 0000000560 - ASCOM NORTH:

2138							
7533	ASCOM NORTH	05/10/2016	05/10/2016	205.00	205.00	Open	N
	PHONE SERVICE	CATHY DYE					05/10/2016
	101-265-930.000	REPAIRS & MAINT		205.00			
	Total for vendor 0000000560 - ASCOM NORTH:			205.00	205.00		

## Vendor 0000000890 - BAK SPECIALTY SALES:

4/15/2016							
7524	BAK SPECIALTY SALES	05/10/2016	05/10/2016	63.00	63.00	Open	N
	USA NYLON FLAGS: 3'X5' & 4'X6'	CRISTY DANCA					05/10/2016
	101-265-930.000	REPAIRS & MAINT		27.00			
	101-750-930.000	REPAIRS & MAINT		36.00			
	Total for vendor 0000000890 - BAK SPECIALTY SALES:			63.00	63.00		

## Vendor 0000001660 - BECKETT &amp; RAEDER:

2016167, 2016168							
7521	BECKETT & RAEDER	05/10/2016	05/10/2016	1,830.00	1,830.00	Open	N
	PLANNING SVS PROJECT NO. 201602; R	CRISTY DANCA					05/10/2016
	101-410-803.001	PLANNING CONSULTANT		1,080.00			
	101-410-803.001	PLANNING CONSULTANT		750.00			
	Total for vendor 0000001660 - BECKETT & RAEDER:			1,830.00	1,830.00		

## Vendor 0000003000 - CITY OF TRAVERSE CITY:

90262							
7530	CITY OF TRAVERSE CITY	05/10/2016	05/10/2016	48.00	48.00	Open	N
	ACME TWP SHARE OF AD PLACED IN TC	CRISTY DANCA					05/10/2016
	101-253-726.000	SUPPLIES & POSTAGE		48.00			
	Total for vendor 0000003000 - CITY OF TRAVERSE CITY:			48.00	48.00		

## Vendor 0000003300 - CONSUMERS ENERGY:

INVOICE REGISTER REPORT FOR ACME TOWNSHIP  
 EXP CHECK RUN DATES 05/10/2016 - 05/10/2016  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 OPEN

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
APRIL 2016 7534	CONSUMERS ENERGY ELECTRIC 101-265-921.000	05/10/2016 CATHY DYE	05/10/2016	79.08	79.08	Open	N 05/10/2016
	STREET LIGHTS-5741 LAUTNER RD			79.08			
	Total for vendor 0000003300 - CONSUMERS ENERGY:			<u>79.08</u>	<u>79.08</u>		

Vendor 0000003400 - CULLIGAN WATER, MCCARDEL:

03/28/16 7502	CULLIGAN WATER, MCCARDEL COOLER RENTAL 101-265-930.000	05/10/2016 CRISTY DANCA	05/10/2016	8.00	8.00	Open	N 05/10/2016
	REPAIRS & MAINT			8.00			
	Total for vendor 0000003400 - CULLIGAN WATER, MCCARDEL:			<u>8.00</u>	<u>8.00</u>		

Vendor 0000003830 - DAN HELSEL'S TREE SERVICE:

APRIL 2016 7532	DAN HELSEL'S TREE SERVICE SAYLOR PARK BOAT LAUNCH 401-000-930.002	05/10/2016 CATHY DYE	05/10/2016	10,500.00	10,500.00	Open	N 05/10/2016
	PARKS & RECREATION EXPENDITURE			10,500.00			
	Total for vendor 0000003830 - DAN HELSEL'S TREE SERVICE:			<u>10,500.00</u>	<u>10,500.00</u>		

Vendor 0000004990 - ELECTION SYSTEMS & SOFTWARE:

960946 7512	ELECTION SYSTEMS & SOFTWARE AUTOMARK-ONGOING MAINTENANCE FEE 101-191-726.000	05/10/2016 CATHY DYE	05/10/2016	309.20	309.20	Open	N 05/10/2016
	SUPPLIES & POSTAGE			309.20			
	Total for vendor 0000004990 - ELECTION SYSTEMS & SOFTWARE:			<u>309.20</u>	<u>309.20</u>		

Vendor 0000007675 - GOSLING CZUBAK ENGR:

75056, 75120 7503	GOSLING CZUBAK ENGR N BAYSIDE PARK DESIGN/GRANT SVS, P 101-101-803.003	05/10/2016 CRISTY DANCA	05/10/2016	5,334.50	5,334.50	Open	N 05/10/2016
	ENGINEERING SERVICES			4,794.50			
	ENGINEERING SERVICES T&A VGT PH 1			540.00			
75054 7504	GOSLING CZUBAK ENGR WATERWAYS CONTRACT FINAL ENGINEERI 401-000-803.000	05/10/2016 CRISTY DANCA	05/10/2016	1,013.58	1,013.58	Open	N 05/10/2016
	PLANNER SERVICES			1,013.58			
75124 7505	GOSLING CZUBAK ENGR MASTER SEWER PLANWORK ORDER 3 - MO	05/10/2016 CRISTY DANCA	05/10/2016	85.00	85.00	Open	N 05/10/2016

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution						
	590-000-803.003	ENGINEERING SERVICES		85.00			
	Total for vendor 0000007675 - GOSLING CZUBAK ENGR:			6,433.08	6,433.08		
Vendor 0000007950 - GRAND TRAVERSE METRO ESA:							
813							
7506	GRAND TRAVERSE METRO ESA	05/10/2016	05/10/2016	7,089.12	7,089.12	Open	N
	PART-TIME EMS STAFFING FOR MARCH 2 CRISTY DANCA						05/10/2016
	206-000-802.004	CONTRACTED EMPLOYEE SERVICES		7,089.12			
	Total for vendor 0000007950 - GRAND TRAVERSE METRO ESA:			7,089.12	7,089.12		
Vendor GREAT - GREATAMERICA FINANCIAL SVCS:							
18625811							
7520	GREATAMERICA FINANCIAL SVCS	05/10/2016	05/10/2016	311.65	311.65	Open	N
	HP BUSINESS DESKTOP COMPUTERS CRISTY DANCA						05/10/2016
	101-101-804.000	SOFTWARE SUPPORT & PROCESSIN		311.65			
	Total for vendor GREAT - GREATAMERICA FINANCIAL SVCS:			311.65	311.65		
Vendor 0000010300 - INTEGRITY BUSINESS SOLUTIONS:							
1362685-0							
7507	INTEGRITY BUSINESS SOLUTIONS	05/10/2016	05/10/2016	68.38	68.38	Open	N
	COPY PAPER, PAPER CLIPS, SCOTCH TA CRISTY DANCA						05/10/2016
	101-265-726.000	SUPPLIES & POSTAGE		68.38			
1366753-0,1372376-0							
7522	INTEGRITY BUSINESS SOLUTIONS	05/10/2016	05/10/2016	50.90	50.90	Open	N
	11X17 COPY PAPER, LEGAL PAPER; IVO CRISTY DANCA						05/10/2016
	101-265-726.000	SUPPLIES & POSTAGE		36.91			
	101-265-726.000	SUPPLIES & POSTAGE		13.99			
	Total for vendor 0000010300 - INTEGRITY BUSINESS SOLUTIONS:			119.28	119.28		
Vendor 0000011550 - KENDALL ELECTRIC INC:							
4/15/2016							
7526	KENDALL ELECTRIC INC	05/10/2016	05/10/2016	87.35	87.35	Open	N
	LIGHT BALLESTS FOR FIRE HALL 3 & 4 CRISTY DANCA						05/10/2016
	101-265-930.000	REPAIRS & MAINT		87.35			
	Total for vendor 0000011550 - KENDALL ELECTRIC INC:			87.35	87.35		
Vendor 0000011800 - KOPY SALES INC.:							
99743, 99744							
7508	KOPY SALES INC.	05/10/2016	05/10/2016	177.83	177.83	Open	N
	COPIES CRISTY DANCA						05/10/2016

INVOICE REGISTER REPORT FOR ACME TOWNSHIP  
 EXP CHECK RUN DATES 05/10/2016 - 05/10/2016  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 OPEN

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-265-930.000	REPAIRS & MAINT		177.83			
	Total for vendor 0000011800 - KOPY SALES INC.:			177.83	177.83		

Vendor 0000014255 - MFCI:

APRIL 4, 2016

7509	MFCI	05/10/2016	05/10/2016	750.00	750.00	Open	N
	FEE - DISSEMINATION AGENT FOR THE	CRISTY DANCA					05/10/2016
	101-101-802.002	ATTORNEY SERVICES		750.00			
	Total for vendor 0000014255 - MFCI:			750.00	750.00		

Vendor 0000013984 - MICHIGAN ELECTION RESOURCES:

35757							
7527	MICHIGAN ELECTION RESOURCES	05/10/2016	05/10/2016	69.84	69.84	Open	N
	VOTER MASTER CARDS & ID CARDS	CRISTY DANCA					05/10/2016
	101-191-726.000	SUPPLIES & POSTAGE		69.84			
	Total for vendor 0000013984 - MICHIGAN ELECTION RESOURCES:			69.84	69.84		

Vendor 0000014025 - MICHIGAN MUNICIPAL WORKERS:

5382204							
7535	MICHIGAN MUNICIPAL WORKERS	05/10/2016	05/10/2016	2,172.00	2,172.00	Open	N
	POLICY PREMIUM WORKERS' COMPENSATI	CATHY DYE					05/10/2016
	101-865-910.000	INSURANCE		2,172.00			
	Total for vendor 0000014025 - MICHIGAN MUNICIPAL WORKERS:			2,172.00	2,172.00		

Vendor 0000016245 - OLSON,BZDOK&HOWARD,P.C.:

APRIL 8, 2016

7529	OLSON,BZDOK&HOWARD,P.C	05/10/2016	05/10/2016	2,040.00	2,040.00	Open	N
	LEGAL SERVICES	CRISTY DANCA					05/10/2016
	101-410-802.002	ATTORNEY SERVICES		1,074.00			
	101-101-802.002	ATTORNEY SERVICES		426.00			
	101-410-802.003-901	ATTORNEY T & A VGT PH 1		510.00			
	101-101-802.001	ATTORNEY SERVICES LITIGATION		30.00			
	Total for vendor 0000016245 - OLSON,BZDOK&HOWARD,P.C.:			2,040.00	2,040.00		

Vendor PLAY - PLAY ENVIRONMENTS DESIGN:

8							
7531	PLAY ENVIRONMENTS DESIGN	05/10/2016	05/10/2016	4,253.00	4,253.00	Open	N
	SINGLE POST SWING WITH 4 SEATS, SH	CRISTY DANCA					05/10/2016
	101-750-930.000	REPAIRS & MAINT		4,253.00			
	Total for vendor PLAY - PLAY ENVIRONMENTS DESIGN:			4,253.00	4,253.00		



INVOICE REGISTER REPORT FOR ACME TOWNSHIP  
 EXP CHECK RUN DATES 05/10/2016 - 05/10/2016  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 OPEN

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date

Vendor RYAN - RYAN SHIVELY:

APRIL 2016							
7536	RYAN SHIVELY	05/10/2016	05/10/2016	168.40	168.40	Open	N
	KIOSK/BOYSCOT	CATHY DYE					05/10/2016
	101-750-930.000	REPAIRS & MAINT		168.40			
Total for vendor RYAN - RYAN SHIVELY:				<u>168.40</u>	<u>168.40</u>		

Vendor 0000021105 - STATE OF MICHIGAN:

APRIL							
7519	STATE OF MICHIGAN	05/10/2016	05/10/2016	2,584.57	2,584.57	Open	N
	UNEMPLOYMENT-KAREN JENNINGS	CATHY DYE					05/10/2016
	101-101-710.000	UNEMPLOYMENT EXPENSE		2,584.57			
Total for vendor 0000021105 - STATE OF MICHIGAN:				<u>2,584.57</u>	<u>2,584.57</u>		

Vendor 0000021400 - T C RENTALS:

7780							
7525	T C RENTALS	05/10/2016	05/10/2016	25.00	25.00	Open	N
	BATTERY OPERATOR HAMMER DRILL	CRISTY DANCA					05/10/2016
	101-265-930.000	REPAIRS & MAINT		25.00			
Total for vendor 0000021400 - T C RENTALS:				<u>25.00</u>	<u>25.00</u>		

Vendor 0000021700 - THIRLBY AUTOMOTIVE:

03/16/2016							
7510	THIRLBY AUTOMOTIVE	05/10/2016	05/10/2016	2.03	2.03	Open	N
	VALVE TOOL	CRISTY DANCA					05/10/2016
	101-750-930.000	REPAIRS & MAINT		2.03			
254624							
7513	THIRLBY AUTOMOTIVE	05/10/2016	05/10/2016	10.41	10.41	Open	N
	TIRE REPAIR	CATHY DYE					05/10/2016
	101-750-930.000	REPAIRS & MAINT		10.41			
258250							
7528	THIRLBY AUTOMOTIVE	05/10/2016	05/10/2016	22.65	22.65	Open	N
	TIRE PARTS FOR L3010 NUT GRAPPLE -	CRISTY DANCA					05/10/2016
	101-750-930.000	REPAIRS & MAINT		22.65			
Total for vendor 0000021700 - THIRLBY AUTOMOTIVE:				<u>35.09</u>	<u>35.09</u>		

Vendor 0000021395 - TIRE FACTORY:

INVOICE REGISTER REPORT FOR ACME TOWNSHIP  
 EXP CHECK RUN DATES 05/10/2016 - 05/10/2016  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 OPEN

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
2161501	GL Distribution						
7523	TIRE FACTORY	05/10/2016	05/10/2016	19.00	19.00	Open	N
	TUBE IN KUBOTA TIRE	CRISTY DANCA					05/10/2016
	101-750-930.000	REPAIRS & MAINT		19.00			
	Total for vendor 0000021395 - TIRE FACTORY:			<u>19.00</u>	<u>19.00</u>		
# of Invoices:	30	# Due:	30	Totals:	42,710.83	42,710.83	
# of Credit Memos:	0	# Due:	0	Totals:	<u>0.00</u>	<u>0.00</u>	
Net of Invoices and Credit Memos:					<u>42,710.83</u>	<u>42,710.83</u>	

--- TOTALS BY BANK ---

CHASE	GENERAL FUND	31,112.25
PARKS	SAYLER PARK BOAT LAUNCH	11,513.58
SEWER	ACME RELIEF SEWER	85.00

--- TOTALS BY GL DISTRIBUTION ---

101-101-710.000	UNEMPLOYMENT EXPENSE	2,584.57
101-101-802.001	ATTORNEY SERVICES LITIGATION	30.00
101-101-802.002	ATTORNEY SERVICES	1,176.00
101-101-803.003	ENGINEERING SERVICES	4,794.50
101-101-804.000	SOFTWARE SUPPORT & PROCESSIN	311.65
101-191-726.000	SUPPLIES & POSTAGE	379.04
101-209-803.002	ASSESSING CONTRACT SERVICES	3,333.34
101-253-726.000	SUPPLIES & POSTAGE	48.00
101-265-726.000	SUPPLIES & POSTAGE	119.28
101-265-921.000	STREET LIGHTS	79.08
101-265-930.000	REPAIRS & MAINT	530.18
101-410-802.002	ATTORNEY SERVICES	1,074.00
101-410-802.003-901	ATTORNEY T & A VGT PH 1	510.00
101-410-803.001	PLANNING CONSULTANT	1,830.00
101-410-803.004-901	ENGINEERING SERVICES T&A VGT PH 1	540.00
101-750-930.000	REPAIRS & MAINT	4,511.49
101-865-910.000	INSURANCE	2,172.00
206-000-802.004	CONTRACTED EMPLOYEE SERVICES	7,089.12
401-000-803.000	PLANNER SERVICES	1,013.58
401-000-930.002	PARKS & RECREATION EXPENDITURE	10,500.00
590-000-803.003	ENGINEERING SERVICES	85.00

INVOICE REGISTER REPORT FOR ACME TOWNSHIP  
 EXP CHECK RUN DATES 05/10/2016 - 05/10/2016  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 OPEN

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			24,023.13	24,023.13		
	206 - FIRE FUND			7,089.12	7,089.12		
	401 - SAYLER PARK BOAT LAUNCH CAP			11,513.58	11,513.58		
	590 - ACME RELIEF SEWER			85.00	85.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 -			18,687.70	18,687.70		
	101 - TOWNSHIP BOARD OF TRUSTEES			8,896.72	8,896.72		
	191 - ELECTION EXPENDITURES			379.04	379.04		
	209 - ASSESSOR'S EXPENDITURES			3,333.34	3,333.34		
	253 - TREASURER'S EXPENDITURES			48.00	48.00		
	265 - TOWNHALL EXPENDITURES			728.54	728.54		
	410 - PLANNING & ZONING EXPENDITU			3,954.00	3,954.00		
	750 - MAINT & PARKS EXPENDITURES			4,511.49	4,511.49		
	865 - INSURANCE			2,172.00	2,172.00		



# MEMORANDUM

## Planning and Zoning

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: [www.acmetownship.org](http://www.acmetownship.org)

To: Acme Township Board  
From: Shawn Winter  
CC:  
Date: April 20, 2016  
Re: Zoning Ordinance Amendment 038 – Temporary Outdoor Sales

---

The Acme Township Planning Commission has recommended approval by the Township Board for the adoption of Zoning Ordinance Amendment 038 which would allow for temporary outdoor sales under Article VII – Supplementary Regulations. The temporary outside sale (i.e. tent sale, sidewalk sale, Christmas tree sale) is intended to be an accessory event to an existing business. Some highlights include:

- Temporary – not to exceed 30 days a year, or three separate events
- This ordinance does not allow, or cover, outside, third-party, transient, or mobile food vendors
- The sales are to be an extension of the goods or products sold inside the existing business
- Limited to the commercial districts (C, CF, B-3), light industrial (B-4), and developments approved through Mixed Use Planned Development or Planned Development
- Properties with a Special Use Permit prohibiting outdoor sales would not be allowed to hold a temporary outdoor sale
- The sale must be contained within a designated sale area
- Temporary signage is limited

A permit issued by the Zoning Administrator will be required for a temporary outdoor sale. The permitting process would include the review of a site plan to ensure it doesn't impede vehicular, emergency, pedestrian and barrier-free circulation, verify the goods and products are an extension of the existing business' inventory, and to demonstrate Grand Traverse Metro Fire Department approval. The permit will include a fee to be established in the Acme Township Fee Schedule by the Acme Township Board.

The Planning Commission held a public hearing at their regular meeting on April 11<sup>th</sup>, 2016 and a draft copy of the minutes have been attached. The Acme Township Planning Commission voted 5-1 in favor of sending the proposed amendment to the Grand Traverse County Planning Commission for review and to the Acme Township Board for approval. The Grand Traverse County Planning Commission and staff have concurred with the Township Planning Commission's motion and their review has been included.

**Suggested Motion:**

*To approve Zoning Ordinance Amendment 038 as presented to allow for Temporary Outdoor Sales under Article VII – Supplementary Regulations of the Acme Township Zoning Ordinance.*



# Planning and Zoning

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: [www.acmetownship.org](http://www.acmetownship.org)

## PROPOSED AMENDMENT TO ACME TOWNSHIP ZONING ORDINANCE AMENDMENT 038- TEMPORARY OUTDOOR SALES §§ 3.2 and 7.2.10

§ 3.2 **DEFINITIONS** will be amended to include the following:

**“Temporary Outdoor Sales:** A temporary outdoor sale is an outdoor accessory event to the established business and intended to provide the business owner with the ability to sell goods or products outdoors on the property for a limited time. This type of sale is typically referred to as a tent sale and does not include transient sales, third-party vendors, or mobile food sales.”

§ 7.2.10 **TEMPORARY OUTDOOR SALES** will be added and will read as such:

### § 7.2.10 TEMPORARY OUTDOOR SALES

A temporary outdoor sale is an outdoor accessory event to the established business and intended to provide the business owner with the ability to sell goods or products outdoors on the property for a limited time. This type of sale is typically referred to as a tent sale and does not include transient sales, third-party vendors, or mobile food sales.

- a. **Regulations:** All temporary outdoor sales shall comply with the following regulations:
1. A temporary outdoor sale is an accessory use to the established onsite business.
  2. Temporary outdoor sales are only allowed in the C, CF, B-3 and B-4 Zoning Districts, and properties approved as a Mixed Use Planned Development or Planned Development. Properties that have an existing Special Use Permit that prohibits outdoor sales or storage shall not be allowed to conduct a temporary outdoor sale.
  3. The goods or products offered for sale are an extension of the inventory within the established business, or as specifically identified by this Ordinance.
  4. No outside or third-party vendors are allowed to operate a temporary outdoor sale.
  5. All goods or products sold through a temporary outdoor sale shall be contained within the designated sale area approved on the application.
  6. No business shall have more than thirty (30) days of temporary outdoor sales per calendar year and shall not exceed three (3) temporary outdoor sales events per calendar year.
  7. The location of the event area shall not impede onsite traffic circulation, barrier-free parking, or emergency access.
  8. Temporary signage during the time of the sale is allowed not to exceed a maximum of sixteen (16) square feet. Additional temporary signage may be displayed on the property in accordance with Section 7.4.6(c)(3). No balloons,

1 banners, air blown devices, or other attention grabbing items are allowed to be  
2 displayed.

3  
4 **b. Permits:** All temporary outdoor sales shall require a permit issued by the Acme Township  
5 Zoning Administrator. An application for a temporary outdoor sale shall be submitted to  
6 the Acme Township Zoning Administrator no less than two (2) business days before the  
7 intended event and shall include:

- 8 1. The proposed dates of the event. The goods or products, tent, signage or other  
9 items intended for the event may not be displayed onsite outside of the approved  
10 dates.
- 11 2. A site plan drawn to scale showing the area of the outdoor sale location and  
12 signage in relation to any buildings, parking and circulation.
- 13 3. Grand Traverse Metro Fire Department approval.
- 14 4. A fee established by resolution of the Acme Township Board and published on  
15 the Acme Township Fee Schedule.

16  
17 **c. Violation:** Failure to comply with any of the regulations stated in this Section will  
18 constitute a violation of this Ordinance under Article XVIII.



**ACME TOWNSHIP PLANNING COMMISSION MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
April 11, 2016 7:00 p.m.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE: 7:01pm**

**ROLL CALL:**

Members Present: Rosa, White, Jessup, Timmins, Feringa, Forgette

Members Excused: Wentzloff, DeMarsh, Balentine

Staff Present: S. Winter, Zoning Administrator, J. Jocks, Legal Counsel (arrived at 7:14pm)

**A. LIMITED PUBLIC COMMENT:** None

**B. APPROVAL OF AGENDA:**

Motion by Timmins to approve agenda as present; support by Forgette. Motion passed unanimously

**C. INQUIRY AS TO CONFLICTS OF INTEREST:**

Feringa recused himself from any discussion on Item D1 correspondence

**D. CORRESPONDENCE:**

1. VGT letter requesting to rescind the minor amendment to SUP 2004-11. Winter read letter from Steve Schooler, agent for VGT, a formal request to rescind their SUP minor amendment that was issued in 2014 into record. The request will be reviewed and placed on the May agenda for PC review.

**E. PUBLIC HEARINGS:**

1. Zoning Ordinance Amendment 038 – Temporary Outdoor Sales

Hearing opened at 7:06pm.

D. Hoxie, 6778 M-72 East – Asked question if ordinance would allow other businesses to sell items and concerned of its effect on current brick and mortar businesses. Winter indicated that the ordinance would require that the outdoor sale would be permitted if the product being sold was an extension of the business inventory. Feringa added that owner would have to pull permit for sale and would be accountable. Jessup asked if he sold apples to Meijer. He did not. Hoxie worried about a business not from around here taking business away from those vested. Hoxie felt that PC should not move forward with ordinance as proposed.

Hearing closed at 7:10pm.

**F. OLD BUSINESS:**

1. Zoning Ordinance Amendment 038 – Temporary Outdoor Sales

Discussions among PC members regarding requirements of ordinance, adoption of language to protect local businesses, and the three major requirements of the ordinance. PC members thought ordinance as written was an opportunity for business to extend existing inventory to outdoor sales for short periods of time and that the intent protected local businesses as best it could. The ordinance provided Zoning Administrator the tools to effectively regulate. It was acknowledged that the ordinance could be scrutinized for loopholes. It was also noted that the ordinance could be reviewed in the future if there seemed to be problems. R. Evina, representing the Acme Business Association indicated they had reviewed the ordinance as a group and though did not think of Meijer

with its extensive inventory, he felt that its intent was good and had the best interest of the business community in mind.

Motion made by Timmins to send the proposed Zoning Ordinance Amendment 038 – Temporary Outdoor Sales to the Grand Traverse County Planning Commission for review and brought back to the Township Board for approval. Support by Rosa.

Favor – Rosa, Jessup, Feringa, Forgette, Timmins

Opposed – White

Motion passed.

## 2. Zoning Ordinance Amendment 037 – Article XIX: Planned Development

Winter provided a brief summary of the document. Most of the changes were minor to provide more consistent wording and correcting the numbering. Additional clarification and grammatical consistency were done throughout document. More detail was provided on the overall submission and approval process with a summary paragraph and flow chart added. More detail was also provided to clarify the density transfer component. Feringa mentioned that the PD would be another place where restrictions could be placed with respect to the allowing or not allowing of outdoor sales. He also suggested a wording change in Section 19.1, line 10 to change substantially in accord to “consistent with”. Legal counsel agreed that “consistent with” is less vague and aids in interpretation by all parties. Suggested changes to the wording were to make the PD abbreviation consistent throughout the document and change the amendment number to 037 at the top of the document. Winter added that on page 4, Item C5, when talking about exceptions and sending from receiving from receiving, there was an omission for an exception for sending from sending to sending zone, as there could be instances where it would it could be used if appropriate and approved by the Board. PC agreed that it was discussed last time and there should be allowance for that. Rosa asked about the contour interval delineation. Feringa indicated that it was relatively standard.

Motion by Timmins, to send the proposed Zoning Ordinance Amendment 037 – Planned Development with additional recommendations as discussed incorporated to the Grand Traverse County Planning Commission for review and to be brought back before the Planning Commission. Support by White. Motion passed unanimously.

## 3. Zoning Ordinance Amendment 039 – Article VIII: Site Plan Review

Winter provided a brief summary of the amended ordinance based on discussions last month on the strengths and weaknesses of the current ordinance. Length of time that every development takes to seek approval regardless of scale or impact was determined to be one of its weaknesses. Additionally, there have been some changes over the years in regards to site plan review methods and requirements that were not incorporated into the ordinance. Notable changes include a new section for an administrative review for uses permitted by right, form based code district, and B4 district. Notable changes include an administrative review process conducted by a committee for developments that meet certain qualifications and thresholds, improvements to the list of documents and plans needed for submission, and a table illustrating the necessary documentation as either included in narrative, site plan, or both. The administrative review process could not be used on properties that fall within 500 feet of Acme or Yuba Creek or the proposed use creates more than 500 trip ends. The administrative review committee can be called together to meet more frequently than the Planning Commission. Under approval and conditions section, the Site Plan Administrative Review Committee and/or the Planning Commission may impose reasonable conditions. Section 8.1.4 section A needs to be renumbered. Legal counsel clarified section the number of trip ends in section 8.1.2 is on a per day basis.

Motion by Timmins to set a public hearing for Zoning Ordinance Amendment 039 clarifying regulated uses and their requirements in the US-31 / M-72 Business District with the discussed changes in numeration for Section 8.1.4 and the addition of trip ends per day in Section 8.1.2 for the May 9th Planning Commission meeting. Support by White.



**GRAND TRAVERSE COUNTY PLANNING COMMISSION  
MASTER PLAN/ZONING REVIEW**

Pursuant to Section 307 of Public Act 110 of 2006, a township shall submit for review and recommendation the proposed zoning ordinance or zoning ordinance amendment to the county. The county will have waived its right for review and recommendation of an ordinance if the recommendation of the county planning commission has not been received by the township within 30 days from the date the proposed ordinance is received by the county.

**TOWNSHIP:** Acme Township  
**AMENDMENT #:** Amendment 38  
**DATE RECEIVED:** April 11, 2016  
**PUBLIC HEARING:** April 11, 2016  
**PRELIMINARY REVIEW:**

**MASTER PLAN:**   
**ZONING ORDINANCE:**   
**TEXT:**  **MAP:**   
**MAP ATTACHED:**   
**PUBLIC HEARING MINUTES:**

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**CHANGE:**

Addition of §7.2.10 to allow for Temporary Outdoor Sales under Article VII: Supplemental Regulations. These sales would be limited to thirty (30) calendar days a year, not to exceed three (events) per year, and serve as an extension of an existing business (i.e. tent sale, sidewalk sale, etc.). The proposed amendment does not include transient, third-party, or mobile food sales. All Temporary Outdoor Sales will require a permit approved by the Zoning Administrator and a fee set by the Township Board. Additionally, §3.2 Definitions will be amended to include Temporary Outdoor Stores.

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**TOWNSHIP PLANNING COMMISSION RECOMMENDED TO TOWNSHIP BOARD:**

Motion by Timmins, support by Rosa to send the proposed Zoning Ordinance Amendment 038 – Temporary Outdoor Sales to the Grand Traverse County Planning Commission for review and to the Acme Township Board for approval.

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**COUNTY PLANNING STAFF COMMENTS:**

Based on review of the amendment and information provided by the Township, staff recommends that the County Planning Commission concur with the Township Planning Commission's proposed action.

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**COUNTY PLANNING COMMISSION ACTION:**

In accordance with the Zoning Enabling Act and having considered neighboring zoning and the County Master Plan, the County Planning Commission concurs with the Township Planning Commission's proposed action.

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**COMMENTS FROM CPC ACTION:**

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**RETURNED TO TOWNSHIP (DATE/RECOMMENDATION):**

Emailed to the Acme Township Clerk, Planning Commission Chair and Zoning Administrator on April 22, 2016.

# 2016 Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY

Authority: 2011 PA 256

The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc. under the Americans with Disabilities Act, you may make you needs known to this Legislative Body of City, Village or Township Board.

DATE PERMIT(S) EXPIRE:

TYPE OF PERMIT(S) (Select all applicable boxes)

Agricultural or Wildlife Fireworks       Articles Pyrotechnic       Display Fireworks

Public Display       Private Display

Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT <b>Dana Matson</b>		ADDRESS OF APPLICANT <b>9869 Kay Ray Road, Williamsburg, MI 49690</b>	AGE OF APPLICANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER		ADDRESS OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER	
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)		ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR <b>Great Lakes Fireworks LLC</b>		ADDRESS OF PYROTECHNIC OPERATOR <b>24805 Marine, Eastpointe, MI 48021</b>	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NO. YEARS EXPERIENCE <b>20+</b>	NO. DISPLAYS <b>100+</b>	WHERE <b>Throughout Michigan</b>	
NAME OF ASSISTANT <b>Bruce Tyree</b>		ADDRESS OF ASSISTANT <b>24805 Marine, Eastpointe, MI 48021</b>	AGE OF ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF OTHER ASSISTANT <b>TBD</b>		ADDRESS OF OTHER ASSISTANT	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

EXACT LOCATION OF PROPOSED DISPLAY  
**Approximately 300 feet offshore 9869 Kay Ray Road, Williamsburg, MI**

DATE OF PROPOSED DISPLAY: **August 13, 2016 (Rain 8/20/16)**  
TIME OF PROPOSED DISPLAY: **Approx. 10:00 p.m.**

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT.

**Stored at federally licensed facility until date of display.**

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT): **\$5,000,000**  
NAME OF BONDING CORPORATION OR INSURANCE COMPANY: **Allied Specialty Insurance Company**  
ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY: **10451 Gulf Boulevard, Treasure Island, FL 33706**

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)
Approx. 50	Various barrage cakes 3" and smaller

SIGNATURE OF APPLICANT: *Bruce Tyree*, **AGENT FOR DANA MATSON**  
DATE: **4-11-16**

## 2016 Permit for Fireworks Other Than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc. under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
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*This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of an at the place listed below only through permit expiration date.*

TYPE OF PERMIT(S) (Select all applicable boxes) <input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Display Fireworks  <input type="checkbox"/> Public Display <input checked="" type="checkbox"/> Private Display  <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes	FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY.  PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)
NAME OF PERSON PERMIT ISSUED TO <b>Dana Matson</b>	AGE (18 YEARS OR OLDER) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADDRESS OF PERSON PERMIT ISSUED TO <b>9869 Kay Ray Road, Williamsburg, MI</b>	
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION	
ADDRESS	
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary)  <b>Approx. 50 Various barrage cakes 3" and smaller</b>	
EXACT LOCATION OF DISPLAY OR USE  <b>Approx. 300 feet offshore 9869 Kay Ray Road, Williamsburg, MI</b>	
CITY, VILLAGE, TOWNSHIP  <b>Acme Township</b>	DATE <b>August 13, 2016 (Rain 8/20/16)</b>
BOND OF INSURANCE FILED <b>Yes</b>	TIME <b>Approx. 10:00 pm</b>
AMOUNT <b>\$5,000,000</b>	

Issued by action of the Legislative Body of a <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township of _____ on the _____ day of _____, 2016.  _____ <small>(Signature and Title of Legislative Body Representative)</small>
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**\*THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT\***



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
04/11/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Allied Specialty Insurance, Inc. 10451 Gulf Blvd Treasure Island, FL 33706-4814	<b>CONTACT NAME:</b> Glenn Harris <b>PHONE (A/C, No, Ext):</b> 727-547-3093 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> gharris@alliedspecialty.com <hr/> <b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> T.H.E. Insurance Company <b>NAIC #</b> 12866 <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
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**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CPP0100711-06	03/27/2016	03/27/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ N/A PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ 2,000,000 Protection & Indemnity \$ 1,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			CPP0100711-06	03/27/2016	03/27/2017	\$ \$ \$ \$ \$ \$ \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$			ELP0010168-06	03/27/2016	03/27/2017	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WCP0004594-006	06/25/2015	06/25/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Excess Liability GL			ELP0011852-01	03/27/2016	03/27/2017	Each Occurrence \$4,000,000 Aggregate Limit \$4,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Display Date: August 13, 2016      Rain date: August 20, 2016      Location: Offshore 9869 Kay Ray Road, Williamsburg, MI  
 RE: General Liability, the following are named as additional insured in respects to the operations of the named insured only:  
 Township of Acme and all its elected and appointed officials, employees, volunteers, boards, commissions, and/or other authorities

The above Commercial General Liability policy affords P&I, bodily injury & property damage liability coverage arising directly from a fireworks display, however, no Marine, Hull & Machinery or Pollution Liability coverage is afforded under this CGL policy arising from the use of any barge, docks, piers, wharves or floating platforms.

**CERTIFICATE HOLDER**  
 Dana Matson  
 9869 Kay Ray Road  
 Williamsburg, MI 49690  
  
 CERT # 1640

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

**RESOLUTION OF THE ACME TOWNSHIP BOARD OF TRUSTEES**  
**RESOLUTION #R-2016-20**  
*Resolution on Budget Amendments*  
*Various fund moves adjustments 2015/2016 Township Budget*  
*May 10, 2016*

At a Board meeting of the Acme Township Board of Trustees, held on May 10, 2016, the Acme Township Board of Trustees, on a motion made by Jenema and seconded by Dye .

The following resolution:

Whereas, at the Acme Township Board meeting held May 10, 2016, Resolution R-2016-20 was approved to make fund moves to bring the 2015-16 Budget in balance and improve our 2015-16 audit.

Whereas; The Fund's listed below have a budget correction to be made. The following Funds have budget amounts which need increased to Reflect Money spent for Cost increase to manage the Acme Township 401 plan and for our annual Liability Insurance. These funds increases are being done to move money from 101 Contingency 101-000-992-000 to the accounts shown below. Please refer to the following data below.

Transaction	Description	Fund	Dept.	Line	Amend Amount	Beginning Balance	New Balance
From	101 -000-992-000/ Contingency	101	000	992.000	\$840.00	\$26,000.00	\$ 25,160.00
To	Retirement Administration	101	861	874.000	\$840.00	\$1200.00	\$ 2,040.00
From	101 -000-992-000/ Contingency	101	000	992.000	\$100.00	\$25,160.00	\$25,060.00
To	Insurance /liability Policy for Township	101	865	910.000	\$100.00	\$12,000.00	\$12,100.00
From							
To							
From							
To							


Now therefore be it resolved that the Acme Township Board approves this request.

Township Board members: Present :Dye, Jenema, Aukerman, LaPointe, White, Zollinger Scott Absent:

Upon roll call, the following vote was cast: :Dye, Jenema, Aukerman, LaPointe, White, Zollinger Scot

Nay: 0

Abstaining: 0

  
Jay B. Zollinger Acme Township Supervisor

  
Cathy Dye Acme Township Clerk

## Acme Trustee Pay

Factors to consider regarding Trustee Pay.

Acme Township Trustee's Statutory Duties:

- Township legislators
- Required to vote on all issues
- Responsible for township's fiduciary health
- Other duties as assigned by board

The first question to answer – Should the Trustee position be considered solely as an occupation or should it be considered a civic duty or both?

Acme Trustee pay is currently set at \$6,000 annually with no additional benefits. One trustee is selected to be on the Metro Fire Board and is paid an additional \$1,200 annually from the Metro Fire general fund. Another Trustee is appointed to the Acme Planning Commission and is paid an additional \$900 as are all member of the Acme Planning Commission. + 1200

Although Trustees do not receive any non-salary benefits the township carries on their behalf Public Officials liability coverage in the amount of \$5M should any board member be sued for actions that they have taken as board members.

There seems like there is no shortage of qualified candidates for the Trustee position in Acme as 7 candidates ran for the position in 2012 and a like number have filed to run in 2016. And when there was a need to fill a Trustee vacancy in 2014 a number of excellent candidates applied.

### Calendar 2015

In calendar 2015 Acme Township held 12 regular board meetings and 4 special board meetings for a total of 16 meetings. The 16 meetings were held in a total of 41 hours or 2.5 hours per meeting on average. It would be reasonable to anticipate 2.5 hours per meeting going forward would be expected as the meeting procedures have been streamlined and the reports generated by the BSA financial system are more comprehensive and require much less discussion.

Board attendance is generally good, of the 16 meetings the entire board was present at 10 meetings.

At an annual salary of \$6,000 the Trustee pay equates to \$146 per hour (\$6,000/41 hrs). Even with one hour of "paid" prep time per one hour of meeting time, which is very generous, the hourly pay would equate to \$73 per hour.

Should the board consider reducing the compensation to a more reasonable amount such as \$4,500 annually which in all probability not reduce the number of qualified candidates that would be interested in running for the Trustee position and would adequately compensate the Trustee position?

Below is the salary survey that was conducted a year ago of comparable Townships:

Township	Acme	Millen	Kelsoe	Albina	Elmwood	Toscoora	East Bay	Green Lake	Peninsula	Long Lake	Whitewater	Bear Creek	Blair	avg
County	GF	Ashten	Kelsoe	Bondie	Lansdown	Cheshoppe	GT	GT	GT	GT	Emmet	GT		
Real Property Equalization	\$ 328,531	\$ 369,946	\$ 122,244	\$ 152,305	\$ 331,916	\$ 264,345	\$ 572,471	\$ 276,231	\$ 790,856	\$ 489,719	\$ 215,932	\$ 479,407	\$ 651,504	\$ 392,661
State Revenue Sharing	\$ 336,787	\$ 169,823	\$ 207,890	\$ 259,899	\$ 346,538	\$ 234,809	\$ 848,893	\$ 443,148	\$ 438,132	\$ 689,567	\$ 199,869	\$ 477,289	\$ 171,489	\$ 380,673
population	4,325	2,204	4,722	3,640	4,059	3,038	10,669	5,788	5,439	4,662	2,597	9201	8209	5,484
GF annual revenue	\$ 395,343	\$ 590,029	\$ 330,139	\$ 438,062	\$ 727,535	\$ 578,000	\$ 1,546,002	\$ 1,034,361	\$ 597,200	\$ 1,382,436	\$ 450,686	\$ 1,493,000	\$ 959,000	\$ 878,928
Trustee Compensation														
Salary	\$ 6,000	\$ 2,472	\$ 4,000	\$ 2,000	\$ 2,205	\$ 3,793	\$ 3,788	\$ 6,884	\$ 5,234	\$ 5,370	\$ 3,600	\$ 3,919	\$ 7,927	\$ 4,607
Retirement plan (401k, 457 etc)	N	N	Y	Y	Y	N	Y	Y	N	N	N	Y	Y	
(% employer match)			12%	9%	10%		11%	10%				20%	11%	
Health ins (Y/N)	N	N	N	N	N	N	N	Y (100%)	N	N	N	N	N	
(% employee contribution)														
Dental (Y/N)								N						
Vision (Y/N)								Y						
Life ins (Y/N)	N	N	N	N	Y	N	N	N	N	N	N	N	Y	
Other cash benefit or stipend	\$30 \$a/M	\$35 \$a/M	N	N	\$100 \$a/M	N	N	N	\$90 \$a/M	\$ 300	N	N	\$ 2,000	