



**APPROVED**

**ACME TOWNSHIP REGULAR BOARD MEETING**  
**6042 Acme Rd., Williamsburg MI 49690**  
**Tuesday, April 7, 2020 7:00 p.m.**

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

**ROLL CALL: Members present:** D. White, C. Dye, A. Jenema, J. Aukerman, P. Scott, D. Nelson, D. Hoxsie

**Members excused:** none

**Staff present:** J. Jocks, Legal Counsel, V. Donn, Recording Secretary

**A. LIMITED PUBLIC COMMENT:** Open at 7:01 pm

Brian Kelley, Acme resident, stated he felt with the remote meeting resolution the agenda should be limited to business type topics only and not anything that involves public hearings.

Public comment closed at 7:03 pm

**B. APPROVAL OF AGENDA:**

**Motion by Nelson to approve the agenda as presented, supported by Jenema. Motion carried unanimously.**

**C. Approval of R-#2020-8 Resolution Establishing Rules for Remote Attendance by Township Board Members, Planning Commission Members, Township Committee Members and Members of the Public at meetings due to Coronavirus Pandemic.**

**Motion by Nelson to approve Resolution R-#2020-8 establishing rules for remote attendance by Township Board Members, Planning Commission Members, Township Committee Members, and members of the public at meetings due to coronavirus pandemic as long as the Governor's keeps the open meetings act in effect, supported by Aukerman. Roll Call vote carries unanimously.**

**D. APPROVAL OF BOARD MINUTES: Regular meeting 3/3/20. Motion by Scott to approve the regular Board meeting minutes of 3/3/20 as presented, supported by Hoxsie. Roll call vote carried unanimously.**

**Motion by Scott to revise the regular board meeting 3/3/20 under E. Reports, e. County report by G. Lapointe, that reads the senior center mileage millage was discussed and supported by a 5-1 vote, should have by the city, supported by Dye. Roll call vote carried unanimously.**

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

**F. REPORTS**

**a. Clerk: Dye reported:**

There was a total of 1422 votes for the March 10 election, 832 by absentee voting and 590 were people who came into the township hall. That was a significant increase of absentee voting from the past. The May election has been cancelled. Elk Rapids School decided to pull the bond proposal off the ballot. It will be interesting to see if for the August 4 election, they could possibly rule for voters to vote only absentee ballot.

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- b. **Parks:** Jenema reported the parks are not open yet and thought a sign should be posted to remind people of social distancing. Jocks said a sign needs to be by the entrance or parking area and to also put caution tape around the playground equipment to prohibit it from being used. The DNR may be shutting down some of the boat launches if they become too crowded. He said the township needs to keep a watch to make sure this is not happening. If the launch does get too crowded it might have to be closed. The board agree to have a sign by the launches too. Jocks will give suggestions on what should be stated on the signs.

Jenema said the trash is being emptied at the parks but the restrooms will remain closed.

- c. **Legal Counsel** – Jocks informed he has had discussions with White on what the township should be doing during this time and the type of agenda items necessary to be covered at the meetings. The township needs to make sure bills are getting paid and things are going out in a timely manner. Topics for the meeting agenda like amendments to the zoning ordinance or items that are not critical, can wait. Permits and requests for approvals by applicants do have some level of due process and can't be delayed for long. He has asked Lindsey Wolf to get with applicants on if they can wait or what needs to be currently handled.
- d. **Sheriff:** White reported the sheriff called and there will be two full time officers on duty. They will work shifts of seven days for 12 hours for one week, on call for the next, and off for a week. There will always be someone covering the area. This scheduled was made during the coronavirus in case something should happen and one of them would need a couple of weeks off to recover.

Jenema informed the sheriff has asked the township to replace batteries and the charger in the speed sign and she wanted the board to be aware that bill will need to be paid.

- e. **County:** G. Lapointe reported in last week's minutes it stated the senior center mileage was discussed and supported by a 5-1 vote, he wanted to clarify that was voted by the city not the county. The county has not yet voted or approved the ~~mileage~~ millage for the senior center.

He informed that everything is centered around the coronavirus and they are also having remote meetings with a limited agenda covering only critical items. They had joint meetings for updates with nursing homes, Munson Medical Center, the county and the city with around 60 people who dial in. Munson informed they have equipment and beds available in preparation for any issues with the coronavirus. There have been individuals calling with concerns on what actions are being done for the homeless and that issue is being handled.

He noted Michigan has the highest percentage of fatalities from the coronavirus compared to the national average. He has asked for the reason and it appears there is not consistency with the various entities that are reporting.

- f. **Supervisor:** No report

## F. SPECIAL PRESENTATIONS: None

## G. CONSENT CALENDAR:

### 1. RECEIVE AND FILE:

- a. Treasurer's Report
- b. Clerk's Revenue/Expenditure Report and Balance Sheet
- c. RecycleSmart April newsletter
- d. Draft Unapproved meeting minutes
  - 1. Planning Commission/Meeting Cancelled

### 2. APPROVAL:

- 1. Accounts Payable Prepaid of \$437,467.84 and Current to be approved of \$15,250.39 (Recommend approval: Clerk, C. Dye)

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Jenema requested to have the Current to be approved of \$14,828.89 removed.

**Motion by Nelson to approve the Consent Calendar with current to be approved removed of \$14,828.89, supported by Dye. Roll call motion carried unanimously.**

Jenema informed the chargers and two batteries the sheriff asked to replace, came to \$421.50 with shipping, making the current to be approved of \$15,250.39

**Motion by Nelson to approve the current to be approved to \$15,250.39, supported by Dye. Roll call motion carried unanimously.**

**H. ITEMS REMOVED FROM THE CONSENT CALENDAR:** None

**I. CORRESPONDENCE:** None

**J. PUBLIC HEARING:** None

**K. NEW BUSINESS:**

**1. Grant Agreement regarding the Michigan Agricultural Preservation Program**

Jenema informed this agreement is for additional grant money the state has allocated to give up to \$475,750 and to be closed by March 14, 2022. She is asking the board for a motion to sign and send to the Michigan Department of Agriculture.

**Motion by Scott to approve and sign the grant agreement for the Michigan Agricultural Preservation Program, supported by Jenema. Roll call motion carried unanimously.**

**L. OLD BUSINESS:**

**1. American Waste 5 Year Proposal**

White talked to American Waste to extend the agreement proposal. They have increased the monthly fee from \$13.57 to \$14.00 a month, ~~30-gallon budget bag pickup to \$7.05 per month, and 30-gallon budget bag pickup only to \$3.00 per bag for weekly pick up of the 96-gallon cart~~ **and recycling. 30-gallon budget bag weekly pickup with recycling is now \$7.05 per month. Budget bags, purchased by customer, are \$3.00 each.** There has not been a price increase with them since May 2011. It has a 3% a year increase with a 5-year agreement. White is recommending the board to approve the extension agreement.

**Motion by Jenema to approve going with American Waste with the guidelines as stated in the extension agreement and give authorization for White and Dye to sign, supported by Hoxsie. Roll call motion carried unanimously.**

**2. Year End Auditor for 2020**

Dye stated it was discussed back in January 2019 to go with a different auditing company for best practice measures. She is recommending using Baird, Cotter & Bishop to do the year end audit for June 2020.

Jenema added there has been a discussion of switching auditors every five years. Dye received bids from three different companies, and she agreed with her to use Baird, Cotter & Bishop.

**Motion by Jenema to approve using Baird, Cotter & Bishop for one year, supported by Scott. Roll call motion carried unanimously.**

**3. Springbrook Hills SAD Discussion**

Winter informed the homeowners of Springbrook Hills have gotten together with 75% support interest for SAD in their area. There would have to be a mailing sent from the township to the property owners to start the process. With the coronavirus it would probably be best to wait at least a month to avoid any canvassing of the neighborhood for further interest.

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Jocks informed it could be held off and the board agreed to do so until things have changed.

Rick Conley, 4082 Circle View Dr., voiced his appreciation for everything the board is doing on the SAD but would like them to move forward with it.

**PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:** Opened at 7:53 pm

Nelson said he had spoke with Chief Parker from Metro on how they are dealing with the current situation. He told him they are using full precaution when responding on calls for signs of the coronavirus. They have PC equipment and will be getting face shields. They are down on calls by 50%. The new fire truck came in time before the state shut down was enforced. He and his staff appreciate all the public support they have received.

Brian Kelley stated his concern with moving forward with the SAD during this time.

Public Comment closed at 8:00 pm

**ADJOURN: Motion by Scott to adjourn, supported by Aukerman, roll call motion carried unanimously. Meeting adjourned at 8:01 pm**

### CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a document from the official records of the township.

  
Cathy Dye, CMMC, Acme Township Clerk





**ACME TOWNSHIP REGULAR BOARD MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
Tuesday, April 7, 2020, 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 Resolution Establishing Rules for Remote Attendance by Township Board Members, Planning Commission members, Township Committee Members and Members of the Public at meetings due to Coronavirus Pandemic**

**D. APPROVAL OF BOARD MINUTES: Regular meeting 3/3/20**

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

**F. REPORTS**

- a. Clerk - Dye**
- b. Parks –**
- c. Legal Counsel –**
- d. Sheriff –**
- e. Supervisor-**
- f. County –**

**F. SPECIAL PRESENTATIONS:**

- 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 April newsletter**
- d. Draft Unapproved meeting minutes**

**1. Planning Commission/MEETING CANCELLED**

**2. APPROVAL:**

- 1. Accounts Payable Prepaid of \$437,467.84 and Current to be approved of \$14,828.89 (Recommend approval: Clerk, C. Dye)**

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

If you are planning to attend and are physically challenged, requiring any special assistance, please notify Cathy Dye, Clerk, within 24 hours of the meeting at 938-1350.

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

**I. CORRESPONDENCE:**

- 1.

**J. PUBLIC HEARING:**

**K. NEW BUSINESS:**

1. **Grant Agreement regarding the Michigan Agricultural Preservation Program**

**L. OLD BUSINESS:**

1. **American Waste 5 Year Proposal**
2. **Year End Auditor for 2020**
3. **Spring Brook Hills SAD Discussion**

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

**ADJOURN**

ACME TOWNSHIP BOARD OF TRUSTEES

RESOLUTION 2020-\_\_\_\_

**RESOLUTION ESTABLISHING RULES FOR REMOTE ATTENDANCE BY  
TOWNSHIP BOARD MEMBERS, PLANNING COMMISSION MEMBERS,  
TOWNSHIP COMMITTEE MEMBERS, AND MEMBERS OF THE PUBLIC AT  
MEETINGS DUE TO CORONAVIRUS PANDEMIC**

WHEREAS, on March 10, 2020, Governor Whitmer declared a state of emergency as a result of the Coronavirus outbreak; and

WHEREAS, on March 11, 2020, the World Health Organization declared the Coronavirus outbreak a pandemic; and

WHEREAS, on March 13, 2020, the President declared a National Emergency as a result of the Coronavirus outbreak; and

WHEREAS, the Michigan Department of Health and Human Services (MDHHS) has issued Interim Recommendations for COVID-19 Community Mitigation Strategies; and

WHEREAS, such strategies include encouraging staff to tele-work when feasible and implementing social distancing measures as feasible, including limiting in-person meetings, and to limit large work-related gatherings; and

WHEREAS, on March 18, 2020, Governor Whitmer issued Executive Order 2020-15 to suspend rules and procedures relating to physical presence at meetings and hearings of public bodies to allow for public bodies to continue to conduct public business during the COVID-19 emergency and the general public to continue to participate in government decision making without unduly compromising public health, safety, and welfare; and

WHEREAS, to implement MDHHS's mitigation strategies, allow the Acme Township Board, Acme Township Planning Commission, and Acme Township committees ("Public Body(ies)") to continue public business, and to allow the public to attend meetings of the Public Bodies remotely if they desire, consistent and in compliance with Executive Order 2020-15, the Township Board desires to establish rules to authorize and allow the Public Bodies and members of the public to attend meetings by telephone or other electronic means as set forth in this Resolution;

NOW THEREFORE BE IT RESOLVED, that the Township Board immediately authorizes the Public Bodies and members of the public to attend all meetings by telephone or other electronic means and establishes rules as follows:

A. MEETINGS

1. The Public Bodies may hold meetings remotely in whole or in part.
2. A meeting held remotely in whole shall have no physical location and be carried out entirely by telephone or other electronic technology.
3. A meeting held remotely in part shall be held at a physical location, but shall provide for Public Body members, members of the public, or Acme Township staff to participate by telephone or other electronic technology if they choose.

B. NOTICE OF MEETINGS:

1. For every meeting to be held remotely, in whole or in part, pursuant to this Resolution, the Public Body shall post on the homepage of Acme Township's website in a conspicuous location and at Acme Township Hall the following:
  - a. An explanation of why the Public Body is meeting remotely.
  - b. Information about how the public may contact the Public Body to provide input on any business that will come before it.
  - c. The dial-in conference number or other necessary information for members of the public to utilize to access the meeting remotely.
  - d. The agenda for the meeting at least 18 hours prior to the meeting.
  - e. Procedures by which persons with disabilities may participate in the meeting.
2. If any meeting includes a public hearing, all material that will be considered by the Public Body at the public hearing shall be posted or linked on the homepage of Acme Township's website in a conspicuous location as well as available for inspection at Acme Township Hall, not less than 18 hours prior to the public hearing or as otherwise required by law. This provision shall not apply to written public comments received by the Public Body for the public hearing.

C. CONDUCT OF THE MEETING BY PUBLIC BODY MEMBERS:

1. The telephone or other electronic technology being utilized for a remote meeting in whole or in part shall allow the Public Body members, any member of the public, and any Acme Township staff to communicate with each other.
2. A Public Body members' remote attendance shall be considered attendance for the purpose of establishing a quorum.
3. Any vote by a Public Body member participating remotely pursuant to this resolution shall be counted in the total number of votes for any matter and shall not be held invalid for the reason that it was cast by a member remotely.

4. If any member is participating remotely, all votes on any matter shall be taken by roll call vote.
5. Adjournment of a meeting shall occur only on a roll call vote of the Public Body.
6. A Public Body member participating remotely shall disclose any person or persons present in the same room as that member during their remote attendance.
7. Emails, texting, or other forms of electronic communication by or between Public Body members during the meeting shall not be allowed.
8. If an email, text or other form of electronic communication is received by a Public Body member prior to the meeting or during the meeting related to any item on the agenda for the meeting, the email, text, or other electronic communication shall be read by the member receiving the communication during the agenda item and it shall be addressed by the Public Body as appropriate during the meeting.

D. ATTENDANCE BY MEMBERS OF THE PUBLIC:

1. Immediately after calling the meeting to order, the chair of the meeting shall insure that the dial-in number or other means of conducting the meeting remotely is working. If the dial-in number or other means of conducting the meeting remotely is not working, the meeting shall be immediately adjourned by the chair of the meeting without any decision or deliberation on any matter.
2. If the dial-in number or other means of conducting the meeting remotely is working, attendance shall be taken for all persons attending, including members of the public. If members of the public remotely join the meeting during the course of the meeting, they will be asked, but not required, to identify themselves and shall be added to the public attendance list for the meeting. No member of the public shall be required to identify themselves except as necessary to permit the person to participate in public comment.
3. If any member of the public is attending remotely, each member of the public shall be provided an opportunity to provide public comment during a public comment portion of the agenda pursuant to the rules on public comment. Such opportunity shall be given by the chair of the meeting or such other person as designated by the chair asking each individual attending by name whether they have any public comment. The chair of the meeting or person designated by the chair shall not move to the next name or person for public comment unless the person verbally confirms that they have no comment or there is no response after at least thirty (30) seconds. At the conclusion of the roll call request, the chair or person designated by the chair will



inquire whether there is any further public comment of any member of the public attending that had not been called. Any member of the public not already called desiring to give public comment shall be permitted to provide public comment.

4. If any member of the public is attending, and a closed session is called by the Public Body as permitted by the Open Meetings Act, a separate call in number or other electronic means of remotely participating shall be available for the Public Body to utilize for a closed session that is not available to the public, the chair of the meeting shall clearly indicate at what point in the agenda the closed session will occur, the projected length of the closed session, that the public will not be able to hear the Public Body or provide comment during the closed session, and the Public Body shall return to the public meeting following closed session to adjourn the meeting or take other action as necessary.

This Resolution is intended to establish rules for and authorize participation by remote access by Public Body members and attendance by remote access by members of the public in the interest of the public health, safety, and welfare during the Coronavirus outbreak while preserving meaningful access to meetings and communication for Public Body members and members of the public, including members of the press and other news media.

In the event of a conflict between this Resolution and rules of a Public Body, this Resolution shall control

This Resolution shall be effective immediately and shall remain in effect until April 15, 2020 at 11:59 pm.

Ayes:

Opposed:

I, Cathy Dye, Secretary for the Acme Township Board, do hereby certify that on March \_\_\_\_, 2020, the preceding resolution was adopted by the Acme Township Board.

Dated: \_\_\_\_\_



# DRAFT UNAPPROVED

## ACME TOWNSHIP REGULAR BOARD MEETING 6042 Acme Rd., Williamsburg MI 49690 Tuesday, March 3, 2020 7:00 p.m.

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

**ROLL CALL: Members present:** D. White, C. Dye, A. Jenema (arrived at 8:57 pm), J. Aukerman, P. Scott, D. Nelson, D. Hoxsie

**Members excused:** none

**Staff present:** L. Wolf, Planning & Zoning Administrator, V. Donn, Recording Secretary

#### A. **LIMITED PUBLIC COMMENT:** Open at 7:00 pm

Brian Kelley, Acme resident, stated the stormwater ordinance needs to reflect the priorities to protect Acme's water and wetlands.

Greg Klinger, Redbud Roots, 6669 M-72, addressed the topic of adult recreational marijuana. He would like the opportunity to do a presentation for the board and invited them to come see their facility.

Public comment closed at 7:05 pm

#### B. **APPROVAL OF AGENDA:**

**Motion by Aukerman to approve the agenda as presented with the addition to E. Reports, g. Supervisor report, supported by Nelson. Motion carried unanimously.**

#### C. **APPROVAL OF BOARD MINUTES: Regular meeting 02/04/20. Motion by Dye to approve the regular Board meeting minutes of 02/04/20 as presented, supported by Aukerman. Motion carried unanimously.**

#### D. **INQUIRY AS TO CONFLICTS OF INTEREST:**

White recused himself from discussion on the letter from Alward Fisher Rice Rowe & Graf, Attorney at Law regarding Engle Conservation easement dated 02/14/20.

#### E. **REPORTS**

##### a. **Clerk:** Dye reported:

The Presidential Primary Election is Tuesday, March 10. The clerk's office has been busy getting the absentee ballots issued. Dye looked up for a comparison the absentee ballots issued in 2016 and there were 444, currently there's 869. The volume has increased because the new law for no reason absentee voting is a convenient way to vote. An absentee ballot can't be issued after 4:00 pm, Monday, March 9. All the absentee ballots go to the Masonic Lodge and get counted in with the other ballots. Issued absentee ballots can be received up to 8:00 pm the day of the election. If someone sent in their ballot voting for a candidate that dropped out, that ballot can be spoiled and a new one issued. They would need to come in person to the clerk's office to do this.

##### b. **Parks:** No report

##### c. **Legal Counsel** – No report

##### d. **Sheriff:** Brian Abbring, reported for the month there had been 23 citations, 18 traffic accidents, and 10 arrests. The nice weather has increased people speeding on the roads. On April 25 from 10 am until 2 pm, there will be a DEA disposal of prescription drugs drop off. Scott requested a flyer with information of things to watch for on portable meth labs and asked to have it at the next meeting to share with the community.

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**e. County: G. Lapointe reported:**

- There was a special public meeting for the Fife Lake residents on the Pugsley firing range. There were many complaints on the development.
- The County Commission board passed a resolution for the TIFF 97 that states the county's opposition of the extension. It has already captured 4 million in tax revenue that should have been directed to county services. The resolution was put in a house bill to make it more difficult for the city to make an extension.
- There was a discussion on combining the county clerk and register of deeds to one position. Reviews were brought in from other townships and it was determined the register of deeds position was too complex to do this.
- Northern Lakes Mental Health came and talked to the commission board on their services. They cover six northern counties.
- There is a resolution coming up to support the 2<sup>nd</sup> amendment by different counties. The word sanctuary was eliminated in the resolution.
- The senior center mileage was discussed and supported by a 5-1 vote. It is a county wide mileage for building the center in the city. Lapointe asked to identify all the satellite centers in the area and what their programs are. Acme has a satellite center at the Samaritas Senior Living

**f. Planning Commission – Wolf 2019 Planning Commission Annual Report**

Wolf explained this is to let the board be aware the Michigan Planning Enabling Act requires a 2019 Annual Report for consideration and actions of the Planning Commission. Priorities for 2020 would be to rewrite the Stormwater Control Ordinance #2007-01. There's one correction under 2019 Milestones to change the word accepted to appointed for Doug White's position.

**g. Supervisor: White reported:**

- East Bay Harbor Marina will be dropping off pilings to work on the harbor. They need to use the gate on the other side for a couple of weeks to get the project completed.
- The Grand Traverse Conservation District said adelgids are killing the hemlock trees over by Bertha Vos Deepwater natural area and they will be coming to eliminate them.
- He asked the board if they would like to have Redbud do a presentation to them on the recreational marijuana. It was determined to wait until legal policies are in place and not to have a presentation at this time.
- Trash hauling in the ordinance states the township should have a contract with a single hauler. Our current American Waste has expired. White will check into services available from local waste haulers then determine if we need to go out for bids.

**F. SPECIAL PRESENTATIONS: 2020 Census, Partnership Specialist, Dave Springteen will Present.**

Dave Springteen, partner specialist with the Census Bureau, informed the 2020 Census will be starting next week. A packet will be left at each resident's home to fill out and send back. Individuals can also complete the form online or call an 800 number to do over the phone. The census portal opens March 12 on [my2020census.gov](https://my2020census.gov). The community loses money on everyone who does not complete the form and get counted. For those that don't respond they will be continuously contacted until their information is received.

**G. CONSENT CALENDAR:**

**1. RECEIVE AND FILE:**

- a. Treasurer's Report**
- b. Clerk's Revenue/Expenditure Report and Balance Sheet**
- c. RecycleSmart March**
- d. Draft Unapproved meeting minutes**
  - 1. Planning Commission 02/10/20**

# DRAFT UNAPPROVED

## 2. APPROVAL:

1. **Accounts Payable Prepaid of \$159,829.48 and Current to be approved of \$11,976.05 (Recommend approval: Clerk, C. Dye)**

**Motion by Dye to approve the Consent Calendar as presented, supported by Scott. Roll Call Motion carried unanimously.**

**H. ITEMS REMOVED FROM THE CONSENT CALENDAR:** None

## I. CORRESPONDENCE:

1. **Letter from Alward Fisher Rice Rowe & Graf, Attorney at Law regarding Engle Conservation easement dated 02/14/20**  
The letter was noted as received and filed

**J. PUBLIC HEARING:** None

## K. NEW BUSINESS:

1. **Sewer Video and Smoke Testing Select areas recommendation**

Mark Hurley with Gosling Czubak informed they have submitted a proposal to review Acme Township's sanitary sewers to identify sources of inflow and infiltration. The areas of consideration to review are Deepwater Point, pump station 4, and Grand Traverse Resort golf course collection. Gosling and Czubak requested quotes from contractors that have done previous projects of sewer video with smoke testing and are recommending the Taplin Group, LLC. They submitted the lowest quote of \$30,800 to include a 10% contingency for any overages that may occur.

**Motion by Nelson to go with Gosling Czubak's recommendation to use Taplin with the amount no greater than \$30,800 including a contingency for overages, per the agreement in the letter dated February 26, 2020, supported by Scott. Roll call motion unanimously.**

Hurley also stated the contract for services with Gosling Czubak of \$6,500 to oversee the project needed to be approved.

**Motion by Scott to approve Gosling Czubak's contractor services agreement not to exceed \$6,500 on page 1-4 in the packet presented, supported by Nelson. Roll call motion carried unanimously.**

## 2. RFP discussion Acme Stormwater Ordinance

Wolf stated the Planning Commission is requesting a rewrite of the current Stormwater Control Ordinance to align with their priorities for 2020. Currently the 2007 Grand Traverse Ordinance is what is being used. She would like to know if the board had any thoughts on whether to rebuild the ordinance or review the existing one and make revisions.

Aukerman suggested to get with some of the neighboring townships and see what they have in place.

Wolf would like to get with the engineer who is currently working on the township stormwater and get his objectives on what he thinks should be written in.

Aukerman will do some research and connect with the engineer to come back within two months to the board with recommendations.

## 3. Proposed Road Name

White explained Rosanne Eggleston submitted an application to propose a road to be named Stoney Bay Drive. It will be located off Bunker Hill road where there will be a house. The road needs to be named so if needed, emergency assistance can find the location.

# **DRAFT UNAPPROVED**

**Motion by Nelson to accept the name Stoney Bay Drive by applicant Rosanne Eggleston with the approval of the Grand Traverse County Equalization, supported by Hoxsie. Motion carried unanimously.**

## **4. Resolution R-#2020-25 for Budget amendments**

Dye informed this is a budget amendment for the Special Assessment District bond interest payment GL# 811-000-995-001 found in the revenue and expense report. The budget currently has \$17,000 and needs to have \$5,030 added to make the total amended budget amount \$22,030 for the interest payment to be made to the county.

**Motion by Scott to approve Resolution R-#2020-25 to move \$5,030 into the budget to make \$22,030 for SAD interest payment, supported by Nelson. Roll Call motion carried unanimously.**

## **5. Metro Fire Truck Purchase**

Pat Parker, Metro Fire Chief explained the board approved to purchase a new fire truck that was in the budget. He needs Acme Township to approve the financing for the truck of \$544,814.00 to share in paying it off within six years.

**Motion by Scott to approve Resolution R-#2020-26 to allow the purchase of the fire truck through Metro's budgeting process as written in the resolution agreement, supported by Aukerman. Roll call motion carried unanimously.**

Parker gave Metro updates. They received a grant from their insurance company to affix surveillance cameras to see what is going on outside the front door. He will soon have the annual report available for the board to review. North Flight is requesting an updated contract between them and Acme Township, the last one was signed in 2012. It will be identical to the last contract. Another item to be completed is to review the fire station leases and look at the language in the agreements.

## **6. Consumers Power Lighting Contract**

Dye stated Consumers Power did an audit on all the streets lights and found the township is to get a refund. As a result, they asked the township for a contract for the services that are currently being used and updated with LED lighting. They would like the contract signed and return.

**Motion by Scott to approve Resolution R-#2020-27 the Consumers Power lighting contract as presented, supported by Aukerman. Roll call motion carried unanimously.**

## **7. Review Draft revision of Acme Township Employee Handbook**

Dye informed the personnel committee went over the language for the handbook specifically with the full and part time employee descriptions. Current language is listed in the draft handbook with the proposed language highlighted. The description of the Part-time Employees needs to be corrected at the end changing the wording to less than 40 hours per week and omitting the rest. There is a proposed addition of nonexempt, exempt and workweek definitions to make it clearer. Jeff Jocks the township's legal counsel has reviewed it as well.

**Motion by Aukerman to accept the updated language to the full-time employees, part-time employees, nonexempt employee, exempt employee and workweek definitions with the edit to the part-time employees ends after 40 hours per week and the rest is deleted, supported by Dye. Motion carried unanimously.**

## **8. TC Boom Boom Club 4<sup>th</sup> of July fireworks donation**

White informed this is a donation the township does every year.

**Motion by Nelson to approve of the donation of \$300 to the TC Boom Boom Club 4<sup>th</sup> of July fireworks, supported by Scott. Roll call motion carried unanimously.**



# DRAFT UNAPPROVED

Nelson asked about the request by Tim Korson from Gosling Czubak, on a color choice for the Acme Pump Station generator by the boat launch. The board decided to go with Cummings Beige.

## **L. OLD BUSINESS:**

### **1. Discussion on future special events at Bayside Park**

White felt this type of event at the park could create problems. The park is meant to be used by the community and could interfere with people not being able to access it while the event is going on.

The board stated that Bayside Park is a relatively new space and is not equipped to handle an art show. There are no parameters in place that limit the number or type of event. There was discussion on the circulation of traffic, potential damage to the grounds, maintenance, and future donations. Due to the nature of the Trust Fund Grant the township cannot limit access or charge an entrance fee to use the park.

Wolf said there should be something in place in the park's ordinance to addresses these requests. She will get with the Parks and Trails committee to discuss.

**PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:** Opened at 9:33 pm

Brian Kelley gave his approval on the decision to not have special events at Bayside Park.

Public Comment closed at 9:34 pm

**ADJOURN: Motion by Scott to adjourn, supported by Aukerman. Meeting adjourned at 9:34 pm**

## **CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a document from the official records of the township.

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Cathy Dye, CMMC, Acme Township Clerk

CASH SUMMARY BY BANK FOR ACME TOWNSHIP  
 FROM 02/01/2020 TO 02/29/2020

Bank Code		Beginning Balance 02/01/2020	Total Debits	Total Credits	Ending Balance 02/29/2020
Fund	Description				
CHASE	GENERAL FUND				
101	GENERAL FUND	913,132.33	97,018.38	72,940.68	937,210.03
206	FIRE FUND	62,983.56	0.00	8,433.21	54,550.35
207	POLICE PROTECTION	27,904.19	0.00	0.00	27,904.19
208	PARK FUND	11,896.22	520.00	0.00	12,416.22
209	CEMETERY FUND	17,138.53	1,200.00	0.00	18,338.53
212	LIQUOR FUND	804.24	0.00	0.00	804.24
	GENERAL FUND	<u>1,033,859.07</u>	<u>98,738.38</u>	<u>81,373.89</u>	<u>1,051,223.56</u>
FARM	FARMLAND PRESERVATION				
225	FARMLAND PRESERVATION	1,057,439.20	145.97	0.00	1,057,585.17
	FARMLAND PRESERVATION	<u>1,057,439.20</u>	<u>145.97</u>	<u>0.00</u>	<u>1,057,585.17</u>
FARMM	FARMLAND PRESERVATION - MONEY MARKET				
225	FARMLAND PRESERVATION	5,209.69	0.21	0.00	5,209.90
	FARMLAND PRESERVATION - MONEY MARKET	<u>5,209.69</u>	<u>0.21</u>	<u>0.00</u>	<u>5,209.90</u>
GENHY	GENERAL FUND - HIGH YIELD				
101	GENERAL FUND	157,624.40	18.73	0.00	157,643.13
	GENERAL FUND - HIGH YIELD	<u>157,624.40</u>	<u>18.73</u>	<u>0.00</u>	<u>157,643.13</u>
GENMM	GENERAL FUND - MONEY MARKET				
101	GENERAL FUND	299,250.66	47.42	0.00	299,298.08
	GENERAL FUND - MONEY MARKET	<u>299,250.66</u>	<u>47.42</u>	<u>0.00</u>	<u>299,298.08</u>
PARKS	BAYSIDE PARK				
403	TRAVERSE CITY TO CHARLEVOIX TRAIL FU	26,291.18	0.00	0.00	26,291.18
	BAYSIDE PARK	<u>26,291.18</u>	<u>0.00</u>	<u>0.00</u>	<u>26,291.18</u>
PETTY	PETTY CASH				
101	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	HOLIDAY 818				
811	HOLIDAY HILLS AREA IMPROVEMENT	291,078.86	0.00	0.00	291,078.86
	HOLIDAY 818	<u>291,078.86</u>	<u>0.00</u>	<u>0.00</u>	<u>291,078.86</u>

CASH SUMMARY BY BANK FOR ACME TOWNSHIP  
FROM 02/01/2020 TO 02/29/2020

Bank Code	Description	Beginning Balance 02/01/2020	Total Debits	Total Credits	Ending Balance 02/29/2020
SEWER	ACME RELIEF SEWER				
590	ACME RELIEF SEWER	2,437,877.39	336.91	134,040.18	2,304,174.12
591	WATER FUND- HOPE VILLAGE	3,862.59	0.00	2,002.45	1,860.14
	ACME RELIEF SEWER	2,441,739.98	336.91	136,042.63	2,306,034.26
SEWMM	ACME RELIEF SEWER MONEY MARKET				
590	ACME RELIEF SEWER	197,832.91	23.51	0.00	197,856.42
	ACME RELIEF SEWER MONEY MARKET	197,832.91	23.51	0.00	197,856.42
SHORE	SHORELINE PRESERVATION				
296	SHORELINE PPRESERVATION	1,385.88	0.19	0.00	1,386.07
	SHORELINE PRESERVATION	1,385.88	0.19	0.00	1,386.07
TAX	CURRENT TAX COLLECTION				
703	CURRENT TAX COLLECTION	467,973.56	1,036,068.40	1,056,830.82	447,211.14
	CURRENT TAX COLLECTION	467,973.56	1,036,068.40	1,056,830.82	447,211.14
TRUST	TRUST & AGENCY				
701	TRUST AND AGENCY	4,000.00	0.00	0.00	4,000.00
	TRUST & AGENCY	4,000.00	0.00	0.00	4,000.00
	TOTAL - ALL FUNDS	5,983,885.39	1,135,379.72	1,274,247.34	5,845,017.77

*Sarah Lawrence*  
*Deputy Treasurer*  
*3/19/20*

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2020 NORMAL (ABNORMAL)	MONTH 02/29/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.000	CURRENT PROPERTY TAXES	241,700.00	122,856.10	0.00	118,843.90	50.83
101-000-412.000	PERSONAL PROP TAXES	15,400.00	0.00	0.00	15,400.00	0.00
101-000-445.020	PENALTIES& INTEREST	2,000.00	1,451.43	28.89	548.57	72.57
101-000-447.000	ADMINISTRATIVE FEE 1%	104,060.00	97,627.24	0.00	6,432.76	93.82
101-000-448.000	CABLE TV FEE	86,400.00	44,931.24	22,279.78	41,468.76	52.00
101-000-465.000	PASSPORT FEES	1,500.00	1,312.50	245.00	187.50	87.50
101-000-574.000	ST SHARED SALES TAX	380,564.00	204,538.00	65,035.00	176,026.00	53.75
101-000-577.000	SWAMP TAX	1,450.00	1,482.68	0.00	(32.68)	102.25
101-000-602.000	GRANTS	15,000.00	0.00	0.00	15,000.00	0.00
101-000-602.004	ENDOWMENT	9,465.00	0.00	0.00	9,465.00	0.00
101-000-607.000	CHARGES FOR SERVICES	3,010.00	1,471.07	878.84	1,538.93	48.87
101-000-608.001	Zoning Fees	17,600.00	22,575.00	3,525.00	(4,975.00)	128.27
101-000-610.000	Revenues for Escrow Account	6,200.00	8,800.00	3,500.00	(2,600.00)	141.94
101-000-631.000	CONS INDUSTRY ANNUAL MAINT FE	7,800.00	0.00	0.00	7,800.00	0.00
101-000-665.000	INTEREST ON INVESTMENTS	510.00	557.74	66.15	(47.74)	109.36
101-000-665.001	INTEREST SEPTAGE RECEIVED	2,450.00	0.00	0.00	2,450.00	0.00
101-000-667.000	RENT-PARKS	120.00	180.00	0.00	(60.00)	150.00
101-000-671.010	CIVIL INFRACTION FEES	100.00	0.00	0.00	100.00	0.00
101-000-676.000	REIMBURSEMENTS	30,100.00	18,529.47	1,525.87	11,570.53	61.56
101-000-699.000	TRANSFER IN	15,453.69	15,453.69	0.00	0.00	100.00
Total Dept 000		940,882.69	541,766.16	97,084.53	399,116.53	57.58
TOTAL REVENUES		940,882.69	541,766.16	97,084.53	399,116.53	57.58
Expenditures						
Dept 000						
101-000-465.001	POSTAGE FOR PASSPORTS	450.00	351.36	0.00	98.64	78.08
101-000-992.000	CONTINGENCY	56,000.00	0.00	0.00	56,000.00	0.00
101-000-994.000	TC TALUS CONTRACT SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
101-000-997.300	FOURTH OF JULY FIREWORKS	350.00	0.00	0.00	350.00	0.00
101-000-998.000	GT COUNTY ROAD COMMISSION TART	5,000.00	4,586.50	0.00	413.50	91.73
101-000-999.000	TRANSFER TO OTHER FUNDS	15,000.00	15,000.00	0.00	0.00	100.00
Total Dept 000		77,800.00	19,937.86	0.00	57,862.14	25.63
Dept 101 - TOWNSHIP BOARD OF TRUSTEES						
101-101-702.000	SALARIES	35,300.00	23,350.01	2,900.00	11,949.99	66.15
101-101-703.001	SECRETARY	33,078.00	22,612.83	2,736.80	10,465.17	68.36
101-101-705.001	PER DIEM TRUSTEES	300.00	0.00	0.00	300.00	0.00
101-101-714.000	FICA LOCAL SHARE	5,116.00	3,685.01	449.16	1,430.99	72.03
101-101-726.000	SUPPLIES & POSTAGE	1,800.00	967.31	0.00	832.69	53.74
101-101-801.000	ACCOUNTING & AUDIT	11,000.00	10,300.00	0.00	700.00	93.64
101-101-801.001	INTERNAL ACCOUNTANT	600.00	750.00	0.00	(150.00)	125.00
101-101-802.001	ATTORNEY SERVICES LITIGATION	1,200.00	75.00	0.00	1,125.00	6.25
101-101-802.002	ATTORNEY SERVICES	12,000.00	8,059.95	707.00	3,940.05	67.17
101-101-802.005	CONTRACTED COMMUNITY SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
101-101-803.003	ENGINEERING SERVICES	25,000.00	17,585.84	15,330.00	7,414.16	70.34
101-101-804.000	SOFTWARE SUPPORT & PROCESSIN	27,500.00	13,511.32	0.00	13,988.68	49.13
101-101-860.000	TRAVEL & MILEAGE	200.00	0.00	0.00	200.00	0.00
101-101-874.000	RETIREMENT/PENSION	3,808.00	2,617.69	296.76	1,190.31	68.74
101-101-900.000	PUBLICATIONS	1,800.00	1,715.40	250.20	84.60	95.30
101-101-910.000	INSURANCE	6,100.00	4,829.25	996.18	1,270.75	79.17

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-101-958.000	EDUCATION/TRAINING/CONVENTION	300.00	0.00	0.00	300.00	0.00
101-101-960.000	dues subscriptions	5,970.00	6,089.88	0.00	(119.88)	102.01
Total Dept 101 - TOWNSHIP BOARD OF TRUSTEES		176,072.00	116,149.49	23,666.10	59,922.51	65.97
Dept 171 - SUPERVISOR EXPENDITURES						
101-171-702.000	SALARIES	40,000.00	29,124.86	3,076.92	10,875.14	72.81
101-171-714.000	FICA LOCAL SHARE	3,600.00	2,184.84	202.47	1,415.16	60.69
101-171-726.000	SUPPLIES & POSTAGE	50.00	0.00	0.00	50.00	0.00
101-171-860.000	TRAVEL & MILEAGE	300.00	205.32	0.00	94.68	68.44
101-171-874.000	RETIREMENT/PENSION	4,750.00	1,269.22	0.00	3,480.78	26.72
101-171-910.000	INSURANCE	13,000.00	4,791.42	914.10	8,208.58	36.86
101-171-958.000	EDUCATION/TRAINING/CONVENTION	1,500.00	205.00	0.00	1,295.00	13.67
Total Dept 171 - SUPERVISOR EXPENDITURES		63,200.00	37,780.66	4,193.49	25,419.34	59.78
Dept 191 - ELECTION EXPENDITURES						
101-191-702.000	SALARIES	9,000.00	42.25	42.25	8,957.75	0.47
101-191-714.000	FICA LOCAL SHARE	50.00	0.00	0.00	50.00	0.00
101-191-726.000	SUPPLIES & POSTAGE	5,000.00	1,259.74	513.36	3,740.26	25.19
101-191-900.000	PUBLICATIONS	200.00	0.00	0.00	200.00	0.00
Total Dept 191 - ELECTION EXPENDITURES		14,250.00	1,301.99	555.61	12,948.01	9.14
Dept 209 - ASSESSOR'S EXPENDITURES						
101-209-702.000	SALARIES	5,500.00	3,333.36	416.67	2,166.64	60.61
101-209-714.000	FICA LOCAL SHARE	400.00	255.00	31.88	145.00	63.75
101-209-726.000	SUPPLIES & POSTAGE	3,500.00	2,149.85	699.80	1,350.15	61.42
101-209-803.002	ASSESSING CONTRACT SERVICES	44,150.00	33,112.52	3,679.17	11,037.48	75.00
101-209-803.004	ASSESSOR'S EVALUATION SERVICES	3,000.00	1,177.30	0.00	1,822.70	39.24
101-209-804.000	SOFTWARE SUPPORT & PROCESSIN	1,700.00	1,497.00	0.00	203.00	88.06
Total Dept 209 - ASSESSOR'S EXPENDITURES		58,250.00	41,525.03	4,827.52	16,724.97	71.29
Dept 215 - CLERK'S EXPENDITURES						
101-215-702.000	SALARIES	41,508.00	27,139.82	3,192.92	14,368.18	65.38
101-215-703.000	WAGES DEPUTY/SEC/PRT TIME	21,164.00	13,310.80	2,289.38	7,853.20	62.89
101-215-714.000	FICA LOCAL SHARE	4,880.00	2,578.94	354.22	2,301.06	52.85
101-215-726.000	SUPPLIES & POSTAGE	700.00	815.29	0.00	(115.29)	116.47
101-215-804.000	SOFTWARE SUPPORT & PROCESSIN	2,300.00	2,215.00	0.00	85.00	96.30
101-215-860.000	TRAVEL & MILEAGE	1,000.00	273.38	0.00	726.62	27.34
101-215-874.000	RETIREMENT/PENSION	6,267.00	4,045.16	548.24	2,221.84	64.55
101-215-910.000	INSURANCE	12,500.00	6,745.22	975.36	5,754.78	53.96
101-215-958.000	EDUCATION/TRAINING/CONVENTION	1,700.00	220.00	0.00	1,480.00	12.94
Total Dept 215 - CLERK'S EXPENDITURES		92,019.00	57,343.61	7,360.12	34,675.39	62.32
Dept 247 - BOARD OF REVIEW						
101-247-702.000	SALARIES	746.00	48.00	0.00	698.00	6.43
101-247-714.000	FICA LOCAL SHARE	60.00	3.66	0.00	56.34	6.10
101-247-900.000	PUBLICATIONS	50.00	0.00	0.00	50.00	0.00



PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-247-956.000	MISCELLANEOUS	160.00	0.00	0.00	160.00	0.00
Total Dept 247 - BOARD OF REVIEW		1,016.00	51.66	0.00	964.34	5.08
Dept 253 - TREASURER'S EXPENDITURES						
101-253-702.000	SALARIES	25,159.00	16,450.05	1,935.30	8,708.95	65.38
101-253-703.000	WAGES DEPUTY/SEC/PRT TIME	28,159.00	18,411.68	2,166.08	9,747.32	65.38
101-253-714.000	FICA LOCAL SHARE	4,553.00	2,867.01	337.29	1,685.99	62.97
101-253-726.000	SUPPLIES & POSTAGE	5,600.00	2,264.18	0.00	3,335.82	40.43
101-253-804.000	SOFTWARE SUPPORT & PROCESSIN	2,700.00	2,547.00	568.00	153.00	94.33
101-253-860.000	TRAVEL & MILEAGE	200.00	0.00	0.00	200.00	0.00
101-253-874.000	RETIREMENT/PENSION	5,531.00	3,747.65	440.90	1,783.35	67.76
101-253-910.000	INSURANCE	4,000.00	2,615.45	307.70	1,384.55	65.39
101-253-958.000	EDUCATION/TRAINING/CONVENTION	400.00	0.00	0.00	400.00	0.00
Total Dept 253 - TREASURER'S EXPENDITURES		76,302.00	48,903.02	5,755.27	27,398.98	64.09
Dept 265 - TOWNHALL EXPENDITURES						
101-265-726.000	SUPPLIES & POSTAGE	2,200.00	2,391.23	103.91	(191.23)	108.69
101-265-851.000	CABLE INTERNET SERVICES	4,290.00	2,676.55	678.25	1,613.45	62.39
101-265-920.000	ELECTRIC UTILITIES TOWNHALL	18,200.00	12,360.99	1,853.05	5,839.01	67.92
101-265-921.000	STREET LIGHTS	12,000.00	6,823.80	1,114.04	5,176.20	56.87
101-265-922.000	DTE GAS	3,800.00	1,377.90	540.50	2,422.10	36.26
101-265-923.000	SEWER TOWNSHIP HALL	720.00	420.00	60.00	300.00	58.33
101-265-930.000	REPAIRS & MAINT	20,000.00	14,627.50	567.83	5,372.50	73.14
101-265-970.000	CAPITAL OUTLAY	34,000.00	26,161.45	0.00	7,838.55	76.95
Total Dept 265 - TOWNHALL EXPENDITURES		95,210.00	66,839.42	4,917.58	28,370.58	70.20
Dept 410 - PLANNING & ZONING EXPENDITURES						
101-410-702.001	PLANNING & ZONING ASSISTANT	30,160.00	0.00	0.00	30,160.00	0.00
101-410-702.002	PLANNING & ZONING ADMINISTRATOR	65,000.00	37,230.81	4,461.54	27,769.19	57.28
101-410-705.000	PER DIEM PLANNING/ZBA	11,000.00	2,775.00	0.00	8,225.00	25.23
101-410-714.000	FICA LOCAL SHARE	8,530.00	2,997.41	323.78	5,532.59	35.14
101-410-726.000	SUPPLIES & POSTAGE	200.00	137.84	0.00	62.16	68.92
101-410-726.001	POSTAGE T & A	120.00	2.75	0.00	117.25	2.29
101-410-802.001	ATTORNEY SERVICES LITIGATION	500.00	0.00	0.00	500.00	0.00
101-410-802.002	ATTORNEY SERVICES	10,500.00	3,405.50	800.00	7,094.50	32.43
101-410-802.003	ATTORNEY T & A	1,000.00	60.00	60.00	940.00	6.00
101-410-803.000	PLANNER SERVICES	7,000.00	0.00	0.00	7,000.00	0.00
101-410-803.001	PLANNING CONSULTANT	12,500.00	7,871.32	4,090.44	4,628.68	62.97
101-410-803.003	ENGINEERING SERVICES	3,000.00	0.00	0.00	3,000.00	0.00
101-410-803.004	ENGINEERING SERVICES T&A	3,000.00	1,399.00	1,344.00	1,601.00	46.63
101-410-803.005	PLANNING & CONSULTANT T & A	3,000.00	3,445.00	960.00	(445.00)	114.83
101-410-803.006	STAFF REVIEW T & A	1,800.00	1,007.68	878.84	792.32	55.98
101-410-804.000	SOFTWARE SUPPORT & PROCESSIN	2,850.00	0.00	0.00	2,850.00	0.00
101-410-860.000	TRAVEL & MILEAGE	700.00	0.00	0.00	700.00	0.00
101-410-874.000	RETIREMENT/PENSION	6,750.00	1,332.71	446.16	5,417.29	19.74
101-410-900.000	PUBLICATIONS	2,100.00	811.50	0.00	1,288.50	38.64
101-410-900.001	PUBLICATIONS T & A	1,000.00	109.55	0.00	890.45	10.96
101-410-910.000	INSURANCE	10,500.00	2,551.60	483.96	7,948.40	24.30
101-410-949.000	RENTAL OF SPACE	300.00	0.00	0.00	300.00	0.00
101-410-956.000	MISCELLANEOUS	100.00	0.00	0.00	100.00	0.00

DB: Acme Township

## REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

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PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-410-958.000	EDUCATION/TRAINING/CONVENTION	2,000.00	26.95	0.00	1,973.05	1.35
101-410-960.000	dues subscriptions	500.00	0.00	0.00	500.00	0.00
101-410-964.000	REIMBURSEMENTS	0.00	6,075.02	3,231.16	(6,075.02)	100.00
Total Dept 410 - PLANNING & ZONING EXPENDITURES		184,110.00	71,239.64	17,079.88	112,870.36	38.69
Dept 750 - MAINT & PARKS EXPENDITURES						
101-750-703.000	WAGES DEPUTY/SEC/PRT TIME	21,600.00	15,522.00	0.00	6,078.00	71.86
101-750-714.000	FICA LOCAL SHARE	1,750.00	1,187.43	0.00	562.57	67.85
101-750-726.000	SUPPLIES & POSTAGE	1,000.00	0.00	0.00	1,000.00	0.00
101-750-860.000	TRAVEL & MILEAGE	150.00	0.00	0.00	150.00	0.00
101-750-930.000	REPAIRS & MAINT	40,615.00	16,487.02	1,305.08	24,127.98	40.59
101-750-930.001	PARK EQUIP MAINT	1,500.00	0.00	0.00	1,500.00	0.00
101-750-956.000	MISCELLANEOUS	2,400.00	0.00	0.00	2,400.00	0.00
Total Dept 750 - MAINT & PARKS EXPENDITURES		69,015.00	33,196.45	1,305.08	35,818.55	48.10
Dept 865 - INSURANCE						
101-865-910.000	INSURANCE	15,000.00	17,648.00	0.00	(2,648.00)	117.65
Total Dept 865 - INSURANCE		15,000.00	17,648.00	0.00	(2,648.00)	117.65
Dept 970 - CAPITAL IMPROVEMENTS						
101-970-750.000	MAINT & PARKS EXPENDITURES	5,000.00	0.00	0.00	5,000.00	0.00
101-970-975.000	TWNHALL CAPITAL IMPROVE	8,900.00	6,943.82	0.00	1,956.18	78.02
Total Dept 970 - CAPITAL IMPROVEMENTS		13,900.00	6,943.82	0.00	6,956.18	49.96
TOTAL EXPENDITURES		936,144.00	518,860.65	69,660.65	417,283.35	55.43
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		940,882.69	541,766.16	97,084.53	399,116.53	57.58
TOTAL EXPENDITURES		936,144.00	518,860.65	69,660.65	417,283.35	55.43
NET OF REVENUES & EXPENDITURES		4,738.69	22,905.51	27,423.88	(18,166.82)	483.37
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-402.000	CURRENT PROPERTY TAXES	780,566.00	411,289.13	0.00	369,276.87	52.69
206-000-402.002	CURRENT PROPERTY TAX AMBULANCE	115,273.00	54,551.54	0.00	60,721.46	47.32
Total Dept 000		895,839.00	465,840.67	0.00	429,998.33	52.00
TOTAL REVENUES		895,839.00	465,840.67	0.00	429,998.33	52.00
Expenditures						
Dept 000						

REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 206 - FIRE FUND						
Expenditures						
206-000-802.004	CONTRACTED EMPLOYEE SERVICES	106,425.00	61,644.55	8,433.21	44,780.45	57.92
206-000-805.000	METRO FIRE CONTRACT	778,000.00	411,289.13	0.00	366,710.87	52.86
Total Dept 000		884,425.00	472,933.68	8,433.21	411,491.32	53.47
TOTAL EXPENDITURES		884,425.00	472,933.68	8,433.21	411,491.32	53.47
Fund 206 - FIRE FUND:						
TOTAL REVENUES		895,839.00	465,840.67	0.00	429,998.33	52.00
TOTAL EXPENDITURES		884,425.00	472,933.68	8,433.21	411,491.32	53.47
NET OF REVENUES & EXPENDITURES		11,414.00	(7,093.01)	(8,433.21)	18,507.01	62.14
Fund 207 - POLICE PROTECTION						
Revenues						
Dept 000						
207-000-402.000	CURRENT PROPERTY TAXES	54,126.00	12,582.41	0.00	41,543.59	23.25
207-000-671.000	MISC REVENUES	18,300.00	0.00	0.00	18,300.00	0.00
207-000-699.000	TRANSFER IN	22,914.00	22,914.00	0.00	0.00	100.00
Total Dept 000		95,340.00	35,496.41	0.00	59,843.59	37.23
TOTAL REVENUES		95,340.00	35,496.41	0.00	59,843.59	37.23
Expenditures						
Dept 000						
207-000-802.000	COMMUNITY POLICING CONTRACT	81,000.00	41,306.50	0.00	39,693.50	51.00
207-000-956.000	MISCELLANEOUS	800.00	0.00	0.00	800.00	0.00
Total Dept 000		81,800.00	41,306.50	0.00	40,493.50	50.50
TOTAL EXPENDITURES		81,800.00	41,306.50	0.00	40,493.50	50.50
Fund 207 - POLICE PROTECTION:						
TOTAL REVENUES		95,340.00	35,496.41	0.00	59,843.59	37.23
TOTAL EXPENDITURES		81,800.00	41,306.50	0.00	40,493.50	50.50
NET OF REVENUES & EXPENDITURES		13,540.00	(5,810.09)	0.00	19,350.09	42.91
Fund 208 - PARK FUND						
Revenues						
Dept 000						
208-000-600.000	CONTRIBUTIONS FROM RESIDENTS	10,900.00	7,890.30	520.00	3,009.70	72.39
Total Dept 000		10,900.00	7,890.30	520.00	3,009.70	72.39
TOTAL REVENUES		10,900.00	7,890.30	520.00	3,009.70	72.39

REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 208 - PARK FUND						
Expenditures						
Dept 000						
208-000-930.000	REPAIRS & MAINT	7,500.00	6,187.12	0.00	1,312.88	82.49
208-000-930.005	SHORELINE REDEVELOPMENT	4,000.00	3,545.58	0.00	454.42	88.64
Total Dept 000		11,500.00	9,732.70	0.00	1,767.30	84.63
TOTAL EXPENDITURES		11,500.00	9,732.70	0.00	1,767.30	84.63
Fund 208 - PARK FUND:						
TOTAL REVENUES		10,900.00	7,890.30	520.00	3,009.70	72.39
TOTAL EXPENDITURES		11,500.00	9,732.70	0.00	1,767.30	84.63
NET OF REVENUES & EXPENDITURES		(600.00)	(1,842.40)	520.00	1,242.40	307.07
Fund 209 - CEMETERY FUND						
Revenues						
Dept 000						
209-000-643.000	CEMETARY lot & plots	3,500.00	1,600.00	1,200.00	1,900.00	45.71
209-000-646.000	BURIAL FEE PAYMENTS	5,000.00	2,650.00	0.00	2,350.00	53.00
Total Dept 000		8,500.00	4,250.00	1,200.00	4,250.00	50.00
TOTAL REVENUES		8,500.00	4,250.00	1,200.00	4,250.00	50.00
Expenditures						
Dept 000						
209-000-726.000	SUPPLIES & POSTAGE	400.00	100.00	0.00	300.00	25.00
209-000-802.004	CONTRACTED EMPLOYEE SERVICES	5,000.00	1,775.00	0.00	3,225.00	35.50
209-000-930.000	REPAIRS & MAINT	3,000.00	(241.04)	0.00	3,241.04	(8.03)
Total Dept 000		8,400.00	1,633.96	0.00	6,766.04	19.45
TOTAL EXPENDITURES		8,400.00	1,633.96	0.00	6,766.04	19.45
Fund 209 - CEMETERY FUND:						
TOTAL REVENUES		8,500.00	4,250.00	1,200.00	4,250.00	50.00
TOTAL EXPENDITURES		8,400.00	1,633.96	0.00	6,766.04	19.45
NET OF REVENUES & EXPENDITURES		100.00	2,616.04	1,200.00	(2,516.04)	2,616.04
Fund 212 - LIQUOR FUND						
Revenues						
Dept 000						
212-000-443.000	LIQUOR LICENSE FEES	12,500.00	11,446.60	0.00	1,053.40	91.57
212-000-665.000	INTEREST ON INVESTMENTS	3.10	2.04	0.00	1.06	65.81
Total Dept 000		12,503.10	11,448.64	0.00	1,054.46	91.57

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 212 - LIQUOR FUND</b>						
Revenues						
TOTAL REVENUES		12,503.10	11,448.64	0.00	1,054.46	91.57
Expenditures						
Dept 000						
212-000-999.000	TRANSFER TO OTHER FUNDS	22,914.00	22,914.00	0.00	0.00	100.00
Total Dept 000		22,914.00	22,914.00	0.00	0.00	100.00
TOTAL EXPENDITURES		22,914.00	22,914.00	0.00	0.00	100.00
<b>Fund 212 - LIQUOR FUND:</b>						
TOTAL REVENUES		12,503.10	11,448.64	0.00	1,054.46	91.57
TOTAL EXPENDITURES		22,914.00	22,914.00	0.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		(10,410.90)	(11,465.36)	0.00	1,054.46	110.13
<b>Fund 225 - FARMLAND PRESERVATION</b>						
Revenues						
Dept 000						
225-000-402.000	CURRENT PROPERTY TAXES	260,779.00	122,314.29	0.00	138,464.71	46.90
225-000-665.000	INTEREST ON INVESTMENTS	600.00	1,221.43	146.18	(621.43)	203.57
225-000-671.000	MISC REVENUES	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 000		263,379.00	123,535.72	146.18	139,843.28	46.90
TOTAL REVENUES		263,379.00	123,535.72	146.18	139,843.28	46.90
Expenditures						
Dept 000						
225-000-802.002	ATTORNEY SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
225-000-802.004	CONTRACTED EMPLOYEE SERVICES	30,750.00	30,750.00	0.00	0.00	100.00
225-000-941.000	PDR PYMT TO LANDOWNERS	224,000.00	35,000.00	0.00	189,000.00	15.63
225-000-942.000	APPRAISAL EXPENSES	8,200.00	0.00	0.00	8,200.00	0.00
225-000-944.000	CLOSING EXPENSES	0.00	6,800.00	0.00	(6,800.00)	100.00
Total Dept 000		264,950.00	72,550.00	0.00	192,400.00	27.38
TOTAL EXPENDITURES		264,950.00	72,550.00	0.00	192,400.00	27.38
<b>Fund 225 - FARMLAND PRESERVATION:</b>						
TOTAL REVENUES		263,379.00	123,535.72	146.18	139,843.28	46.90
TOTAL EXPENDITURES		264,950.00	72,550.00	0.00	192,400.00	27.38
NET OF REVENUES & EXPENDITURES		(1,571.00)	50,985.72	146.18	(52,556.72)	3,245.43
<b>Fund 296 - SHORELINE PPRESERVATION</b>						
Revenues						



PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 296 - SHORELINE PPRESERVATION						
Revenues						
Dept 000						
296-000-665.000	INTEREST ON INVESTMENTS	0.00	1.67	0.19	(1.67)	100.00
Total Dept 000		0.00	1.67	0.19	(1.67)	100.00
TOTAL REVENUES		0.00	1.67	0.19	(1.67)	100.00
Fund 296 - SHORELINE PPRESERVATION:						
TOTAL REVENUES		0.00	1.67	0.19	(1.67)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	1.67	0.19	(1.67)	100.00
Fund 402 - BAYSIDE PARK CAPITAL FUND						
Revenues						
Dept 000						
402-000-600.000	CONTRIBUTIONS FROM RESIDENTS	2,500.00	0.00	0.00	2,500.00	0.00
402-000-602.002	TRUST FUND DEVELOPMENT GRANT-MDNR	30,000.00	0.00	0.00	30,000.00	0.00
Total Dept 000		32,500.00	0.00	0.00	32,500.00	0.00
TOTAL REVENUES		32,500.00	0.00	0.00	32,500.00	0.00
Expenditures						
Dept 000						
402-000-803.003	ENGINEERING SERVICES	1,000.00	385.00	0.00	615.00	38.50
402-000-930.002	PARKS & RECREATION EXPENDITURE	15,000.00	0.00	0.00	15,000.00	0.00
402-000-999.000	TRANSFER TO OTHER FUNDS	20,453.69	20,453.69	0.00	0.00	100.00
Total Dept 000		36,453.69	20,838.69	0.00	15,615.00	57.16
TOTAL EXPENDITURES		36,453.69	20,838.69	0.00	15,615.00	57.16
Fund 402 - BAYSIDE PARK CAPITAL FUND:						
TOTAL REVENUES		32,500.00	0.00	0.00	32,500.00	0.00
TOTAL EXPENDITURES		36,453.69	20,838.69	0.00	15,615.00	57.16
NET OF REVENUES & EXPENDITURES		(3,953.69)	(20,838.69)	0.00	16,885.00	527.07
Fund 403 - TRAVERSE CITY TO CHARLEVOIX TRAIL FUND						
Revenues						
Dept 000						
403-000-602.006	COMMUNITY GROWTH GRANT	17,172.48	17,172.48	0.00	0.00	100.00
403-000-602.010	GRAND TRAVERSE BAND	15,000.00	15,000.00	0.00	0.00	100.00
403-000-699.000	TRANSFER IN	5,000.00	5,000.00	0.00	0.00	100.00
Total Dept 000		37,172.48	37,172.48	0.00	0.00	100.00

REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 403 - TRAVERSE CITY TO CHARLEVOIX TRAIL FUND						
Revenues						
TOTAL REVENUES		37,172.48	37,172.48	0.00	0.00	100.00
Expenditures						
Dept 000						
403-000-803.000	PLANNER SERVICES	25,000.00	0.00	0.00	25,000.00	0.00
403-000-803.003	ENGINEERING SERVICES	0.00	10,881.30	0.00	(10,881.30)	100.00
Total Dept 000		25,000.00	10,881.30	0.00	14,118.70	43.53
TOTAL EXPENDITURES		25,000.00	10,881.30	0.00	14,118.70	43.53
Fund 403 - TRAVERSE CITY TO CHARLEVOIX TRAIL FUND:						
TOTAL REVENUES		37,172.48	37,172.48	0.00	0.00	100.00
TOTAL EXPENDITURES		25,000.00	10,881.30	0.00	14,118.70	43.53
NET OF REVENUES & EXPENDITURES		12,172.48	26,291.18	0.00	(14,118.70)	215.99
Fund 590 - ACME RELIEF SEWER						
Revenues						
Dept 000						
590-000-460.000	USAGE&CONNECTION FEES	902,640.00	377,304.18	0.00	525,335.82	41.80
590-000-633.000	REPLACEMENT	2,500.00	0.00	0.00	2,500.00	0.00
590-000-634.000	IMPROVEMENTS	21,500.00	0.00	0.00	21,500.00	0.00
590-000-665.000	INTEREST ON INVESTMENTS	2,600.00	2,953.80	360.42	(353.80)	113.61
Total Dept 000		929,240.00	380,257.98	360.42	548,982.02	40.92
TOTAL REVENUES		929,240.00	380,257.98	360.42	548,982.02	40.92
Expenditures						
Dept 000						
590-000-802.002	ATTORNEY SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
590-000-803.003	ENGINEERING SERVICES	34,500.00	2,727.50	0.00	31,772.50	7.91
590-000-956.001	OPERATING & MAINT EXP	425,000.00	296,778.88	133,973.78	128,221.12	69.83
590-000-956.003	HOCH ROAD #697 EXP	1,200.00	288.52	66.40	911.48	24.04
590-000-995.001	INTEREST on BONDS	22,500.00	4,433.98	0.00	18,066.02	19.71
590-000-995.002	PRINCIPAL ON JOINT VENTURE	103,402.00	0.00	0.00	103,402.00	0.00
Total Dept 000		587,602.00	304,228.88	134,040.18	283,373.12	51.77
TOTAL EXPENDITURES		587,602.00	304,228.88	134,040.18	283,373.12	51.77
Fund 590 - ACME RELIEF SEWER:						
TOTAL REVENUES		929,240.00	380,257.98	360.42	548,982.02	40.92
TOTAL EXPENDITURES		587,602.00	304,228.88	134,040.18	283,373.12	51.77
NET OF REVENUES & EXPENDITURES		341,638.00	76,029.10	(133,679.76)	265,608.90	22.25

REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 591 - WATER FUND- HOPE VILLAGE						
Revenues						
Dept 550 - HOPE VILLAGE- WATER						
591-550-460.000	USAGE&CONNECTION FEES	14,749.00	6,154.66	0.00	8,594.34	41.73
Total Dept 550 - HOPE VILLAGE- WATER		14,749.00	6,154.66	0.00	8,594.34	41.73
TOTAL REVENUES		14,749.00	6,154.66	0.00	8,594.34	41.73
Expenditures						
Dept 550 - HOPE VILLAGE- WATER						
591-550-956.001	OPERATING & MAINT EXP	12,700.00	6,055.42	2,002.45	6,644.58	47.68
Total Dept 550 - HOPE VILLAGE- WATER		12,700.00	6,055.42	2,002.45	6,644.58	47.68
TOTAL EXPENDITURES		12,700.00	6,055.42	2,002.45	6,644.58	47.68
Fund 591 - WATER FUND- HOPE VILLAGE:						
TOTAL REVENUES		14,749.00	6,154.66	0.00	8,594.34	41.73
TOTAL EXPENDITURES		12,700.00	6,055.42	2,002.45	6,644.58	47.68
NET OF REVENUES & EXPENDITURES		2,049.00	99.24	(2,002.45)	1,949.76	4.84
Fund 703 - CURRENT TAX COLLECTION						
Expenditures						
Dept 000						
703-000-876.000	REFUNDS &OVERPAYMENTS	0.00	12.79	6.88	(12.79)	100.00
Total Dept 000		0.00	12.79	6.88	(12.79)	100.00
TOTAL EXPENDITURES		0.00	12.79	6.88	(12.79)	100.00
Fund 703 - CURRENT TAX COLLECTION:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	12.79	6.88	(12.79)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(12.79)	(6.88)	12.79	100.00
Fund 811 - HOLIDAY HILLS AREA IMPROVEMENT						
Revenues						
Dept 000						
811-000-672.000	ASSESSMENTS CURRENT	68,000.00	42,836.01	0.00	25,163.99	62.99
811-000-672.020	PREPAID ASSESSMENTS	6,000.00	3,322.10	0.00	2,677.90	55.37
Total Dept 000		74,000.00	46,158.11	0.00	27,841.89	62.38
TOTAL REVENUES		74,000.00	46,158.11	0.00	27,841.89	62.38

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REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

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PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 02/29/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 811 - HOLIDAY HILLS AREA IMPROVEMENT						
Expenditures						
Dept 000						
811-000-995.001	INTEREST on BONDS	17,000.00	11,471.25	0.00	5,528.75	67.48
811-000-997.000	DEBT PAYMENT TO COUNTY	55,000.00	55,000.00	0.00	0.00	100.00
Total Dept 000		72,000.00	66,471.25	0.00	5,528.75	92.32
TOTAL EXPENDITURES		72,000.00	66,471.25	0.00	5,528.75	92.32
Fund 811 - HOLIDAY HILLS AREA IMPROVEMENT:						
TOTAL REVENUES		74,000.00	46,158.11	0.00	27,841.89	62.38
TOTAL EXPENDITURES		72,000.00	66,471.25	0.00	5,528.75	92.32
NET OF REVENUES & EXPENDITURES		2,000.00	(20,313.14)	0.00	22,313.14	1,015.66
TOTAL REVENUES - ALL FUNDS						
		3,315,005.27	1,659,972.80	99,311.32	1,655,032.47	50.07
TOTAL EXPENDITURES - ALL FUNDS		2,943,888.69	1,548,419.82	214,143.37	1,395,468.87	52.60
NET OF REVENUES & EXPENDITURES		371,116.58	111,552.98	(114,832.05)	259,563.60	30.06

recycling!



# KNOW IT BEFORE YOU THROW IT!



Have questions about where to  
recycle an item?

Click on the Take it Back Logo  
and you will be magically  
transported to the Take it Back  
Directory!

If you are unable to find a solution on the  
directory, please contact the Resource  
Recovery Department and we'll be sure to help you out!



## Smoke Alarm Drop Off Program

The GTC Resource Recovery Department and the  
Grand Traverse Metro Fire Department have teamed  
up to bring GTC residents a Smoke Alarm Drop Off  
program.

You may now bring your old smoke alarms to either  
the [Grand Traverse Metro Fire Administration at 897](#)





# RecycleSmart

WWW.RECYCLESMAART.INFO



## Earth Celebration Cancellation

The Grand Traverse County Resource Recovery (RecycleSmart) and Parks and Recreation departments have come to the decision that it is in the best interest of our community's health and wellness to cancel the 2020 Earth

Celebration event. We are committed to continue our planning efforts to ensure that the 2021 event will be extra special . Thank you for your understanding



## The Keystone Brush Site opening could be postponed.

The Brush and Yard Waste drop off site located at 2471 N. Keystone Rd was scheduled to open on April 4th. Because of concerns with the Covid-19

virus, there may be a delay in the opening. Please [click here for the latest information](#) or call 231-632-5162.

Looking for the latest episodes of the very popular 9&10 News TV series "Talking Trash"? Look no further. Click this [LINK](#) and you will be whisked away to the glorious land of responsible





[Parsons Rd. in Traverse City](#) or the [Grand Traverse Metro Fire Station #11 at 3000 Albany Dr. in Traverse City](#) during their normal hours of operation.

The drop off containers are located just inside the main entry doors. It is recommended that smoke alarms be tested monthly, the batteries replaced bi-annually and whole units replaced every 10 years. Batteries can be brought to any of the 9 drop off locations (listed below) around GTC. Please contact the Resource Recovery Department if you have any questions.

**119,173 lbs. of Household  
Hazardous Waste and  
71,456 lbs. of Scrap Tires were  
collected from Grand Traverse  
County Residents in 2019!**



### 2020 HHW Event Schedule

Thursday, May 14th - 1:00 pm to 7:00 pm

Thursday, June 18th - 1:00 pm to 7:00 pm

Thursday, August 6th - 1:00 pm to 7:00 pm

Saturday, September 26th - 9:00 am to 2:00 pm

**\*\*\*Appointments will not be accepted until  
approximately one month before each event.\*\*\***

#### **RESIDENTS**

- Appointments are required for all HHW events and can be made by:
- Using the online scheduling system at [HHW Sign Up Page](#)
- Or, if internet access is not an option, please call the RecycleSmart hotline at 231-941-5555

**NON-RESIDENTS (businesses, organizations, schools, etc.)**

1. Download the [2020 VSQG Registration and Certification form](#).
2. Download the [2020 VSQG Hazardous Materials Inventory Worksheet](#).
3. Appointments are required. Call the RecycleSmart Hotline at 231-941-5555 to register for an HHW event. (VSQGs are NOT allowed to make an online appointment).
4. Not sure if you are a Very Small Quantity Generator (VSQG)? Review the State of Michigan guidelines [here](#).

**What Can I Bring to a Household Hazardous Waste Event? Click [here](#).**



## **Scrap Tire Collections 2020**

**May 14  
August 6  
September 20**

**Appointments are required and can be made by  
calling the Resource Recovery Department @  
231-995-6075.**

**Scrap Tire Collections are funded by the EGLE  
Scrap Tire Grant**



**Drop Off Battery Recycling**  
**BE SURE TO TAPE ALL YOUR BATTERY TERMINALS**  
**(CLEAR MASKING TAPE PLEASE)**



Batteries from Grand Traverse County residents are accepted at any of the battery drop off locations. Batteries from commercial businesses or nonresidents are not accepted. Businesses may bring batteries to the Household Hazardous Waste Collection events.

Battery drop off boxes are at the following locations:

Building / Location	Address
Acme Township Hall	<a href="#">6042 Acme Road Williamsburg, MI 49690</a>
Blair Township Hall	<a href="#">2121 County Road 633 Grawn, MI 49637</a>
City of Traverse City / Grand Traverse County Building	<a href="#">400 Boardman Avenue Traverse City, MI 49684</a>
Civic Center	<a href="#">1213 W Civic Center Drive Traverse City, MI 49686</a>
Fife Lake True Value	<a href="#">119 East Lake Street Fife Lake, Mi. 49633</a>
Grand Traverse County Public Service Building	<a href="#">2650 LaFranier Road Traverse City, MI 49686</a>
Metro Emergency Services Building	<a href="#">897 Parson Road Traverse City, MI 49686</a>
Traverse City Fire Department	<a href="#">500 W Front Street Traverse City, MI 49684</a>
Whitewater Township Hall	<a href="#">5777 Vinton Road Williamsburg, MI 49690</a>



Watch this short video on battery recycling.

231-941-5555 | [recyclesmart@grandtraverse.org](mailto:recyclesmart@grandtraverse.org) | [www.recyclesmart.info](http://www.recyclesmart.info)

04/01/2020 11:49 AM  
User: CATHY DYE  
DB: ACME TOWNSHIP

CHECK DISBURSEMENT REPORT FOR ACME TOWNSHIP  
CHECK DATE FROM 03/04/2020 - 04/06/2020  
Banks: CHASE, FARM, PARKS, SEWER

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Page 1/4

Check Date	Bank	Check #	Payee	Description	GL #	Amount
03/04/2020	CHAS	25667	CHERRYLAND RURAL ELECTRIC	ELECTRIC UTILITIES TOWNHALL/SAYLER P	101-265-920.000	19.50
		25667		ELECTRIC UTILITIES TOWNHALL/ YUBA CE	101-265-920.000	138.84
		25667		ELECTRIC UTILITIES TOWNHALL/SAYLERPK	101-265-920.000	94.31
		25667		STREET LIGHTS/YUBA PK RD & US 31 N	101-265-921.000	23.97
		25667		STREET LIGHTS/PEACEFUL VAL.NEAR 7791	101-265-921.000	11.53
		25667		STREET LIGHTS/US 31 N-11 LIGHTS	101-265-921.000	151.63
		25667		STREET LIGHTS/SAYLOR PK	101-265-921.000	10.43
		25667		STREET LIGHTS/BAY VALLEY ST LITE	101-265-921.000	10.23
		25667		STREET LIGHTS/5 MILE NEAR ADD 4782	101-265-921.000	10.43
		25667		STREET LIGHTS/BUNKER HILL AND WHITE	101-265-921.000	18.87
		25667		STREET LIGHTS/FIVE MILE & HOLIDAY HL	101-265-921.000	20.86
		25667		STREET LIGHTS/YUBA HERITAGE	101-265-921.000	10.23
		25667		STREET LIGHTS/ HOLIDAY RD/HOLIDAY PI	101-265-921.000	68.00
						<hr/> 588.83
03/04/2020	CHAS	25668	DTE ENERGY	DTE GAS	101-265-922.000	528.80
03/04/2020	CHAS	25669	FISH WINDOW CLEANING	REPAIRS & MAINT	101-265-930.000	21.00
03/04/2020	CHAS	25670	GOSLING CZUBAK ENGR	ENGINEERING SERVICES	101-101-803.003	478.75
03/04/2020	CHAS	25671	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES & POSTAGE	101-265-726.000	63.62
03/04/2020	CHAS	25672	KWIK PRINT	SUPPLIES & POSTAGE	101-265-726.000	87.64
03/04/2020	CHAS	25673	MICHIGAN ELECTION RESOURCES	SUPPLIES & POSTAGE	101-191-726.000	18.00
03/04/2020	CHAS	25674	MORTON PROPERTY MAINTENANCE, LL	REPAIRS & MAINT	101-750-930.000	895.00
03/04/2020	CHAS	25675	PLANNING AND ZONING CENTER, INC	dues subscriptions	101-410-960.000	350.00
03/17/2020	CHAS	25676	AMERICAN WASTE	REPAIRS & MAINT-6042 ACME RD	101-265-930.000	55.00
		25676		REPAIRS & MAINT	101-750-930.000	80.00
						<hr/> 135.00
03/17/2020	CHAS	25677	BECKETT & RAEDER	PLANNING CONSULTANT	101-410-803.001	1,165.00
		25677		PLANNING & CONSULTANT T & A	101-410-803.005-112	475.00
		25677		PLANNING & CONSULTANT T & A	101-410-803.005-113	175.00
						<hr/> 1,815.00
03/17/2020	CHAS	25678	BECKETT & RAEDER	ENGINEERING SERVICES	101-101-803.003-097	6,690.60

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
03/17/2020	CHAS	25679	CHARTER COMMUNICATIONS/SPECTRUM	CABLE INTERNET SERVICES	101-265-851.000	334.13
03/17/2020	CHAS	25680	CHASE CARD SERVICES	SUPPLIES & POSTAGE	101-191-726.000	125.22
03/17/2020	CHAS	25681	CONSUMERS ENERGY	ELECTRIC UTILITIES TOWNHALL-6042 ACM	101-265-920.000	1,464.76
		25681		ELECTRIC UTILITIES TOWNHALL-5875 US	101-265-920.000	25.36
		25681		ELECTRIC UTILITIES TOWNHALL-5827 US	101-265-920.000	27.40
						<hr/> 1,517.52
03/17/2020	CHAS	25682	CULLIGAN WATER, MCCARDEL	REPAIRS & MAINT	101-265-930.000	33.25
03/17/2020	CHAS	25683	EPS	REPAIRS & MAINT	101-750-930.000	161.52
03/17/2020	CHAS	25684	GRAND TRAVERSE COUNTY	PUBLICATIONS	101-247-900.000	40.17
03/17/2020	CHAS	25685	GRAND TRAVERSE COUNTY	COMMUNITY POLICING CONTRACT	207-000-802.000	21,219.21
03/17/2020	CHAS	25686	GRAND TRAVERSE COUNTY -DPW	SEWER TOWNSHIP HALL	101-265-923.000	60.00
03/17/2020	CHAS	25687	GRAND TRAVERSE METRO ESA	METRO FIRE CONTRACT	206-000-805.000	369,695.71
03/17/2020	CHAS	25688	GRAND TRAVERSE METRO ESA	CONTRACTED EMPLOYEE SERVICES	206-000-802.004	12,649.82
03/17/2020	CHAS	25689	PETTY CASH	PASSPORT FEES	101-000-465.000	3.17
		25689		POSTAGE FOR PASSPORTS	101-000-465.001	121.45
		25689		SUPPLIES & POSTAGE	101-215-726.000	8.95
						<hr/> 133.57
03/17/2020	CHAS	25690	QUADIENT FINANCE USA, INC	SUPPLIES & POSTAGE	101-101-726.000	11.00
		25690		SUPPLIES & POSTAGE	101-191-726.000	652.35
		25690		SUPPLIES & POSTAGE	101-209-726.000	40.70
		25690		SUPPLIES & POSTAGE	101-215-726.000	37.30
		25690		SUPPLIES & POSTAGE	101-253-726.000	32.15
		25690		SUPPLIES & POSTAGE	101-410-726.000	27.50
						<hr/> 801.00
03/17/2020	CHAS	25691	QUADIENT LEASING USA, INC	SUPPLIES & POSTAGE	101-101-726.000	154.17
03/17/2020	CHAS	25692	SONDEE, RACINE & DOREN, P.L.C.	ATTORNEY SERVICES	101-101-802.002	1,138.00
		25692		ATTORNEY SERVICES	101-410-802.002	362.00
						<hr/> 1,500.00
03/17/2020	CHAS	25693	SOS ANALYTICAL	REPAIRS & MAINT	101-265-930.000	20.00

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
03/17/2020	CHAS	25694	TRAVERSE CITY RECORD EAGLE	PUBLICATIONS-TOWNSHIP BOARD	101-101-900.000	195.00
		25694		PUBLICATIONS T & A	101-410-900.001-109	112.80
		25694		PUBLICATIONS T & A	101-410-900.001-112	134.15
		25694		PUBLICATIONS T & A	101-410-900.001-114	134.15
						<hr/> 576.10
03/30/2020	CHAS	25695	A & D ASSESSING	ASSESSING CONTRACT SERVICES	101-209-803.002	3,679.17
03/30/2020	CHAS	25696	CHERRYLAND RURAL ELECTRIC	ELECTRIC UTILITIES TOWNHALL/SAYLER P	101-265-920.000	19.50
		25696		ELECTRIC UTILITIES TOWNHALL/ YUBA CE	101-265-920.000	70.08
		25696		ELECTRIC UTILITIES TOWNHALL/SAYLERPK	101-265-920.000	88.89
		25696		STREET LIGHTS/YUBA PK RD & US 31 N	101-265-921.000	20.96
		25696		STREET LIGHTS/PEACEFUL VAL.NEAR 7791	101-265-921.000	11.53
		25696		STREET LIGHTS/US 31 N-11 LIGHTS	101-265-921.000	151.63
		25696		STREET LIGHTS/SAYLOR PK	101-265-921.000	10.43
		25696		STREET LIGHTS/BAY VALLEY ST LITE	101-265-921.000	10.23
		25696		STREET LIGHTS/5 MILE NEAR ADD 4782	101-265-921.000	10.43
		25696		STREET LIGHTS/BUNKER HILL AND WHITE	101-265-921.000	18.87
		25696		STREET LIGHTS/FIVE MILE & HOLIDAY HL	101-265-921.000	20.86
		25696		STREET LIGHTS/YUBA HERITAGE	101-265-921.000	10.23
		25696		STREET LIGHTS/ HOLIDAY RD/HOLIDAY PI	101-265-921.000	68.00
						<hr/> 511.64
03/30/2020	CHAS	25697	CONSUMERS ENERGY	STREET LIGHTS	101-265-921.000	90.30
03/30/2020	CHAS	25698	DTE ENERGY	DTE GAS	101-265-922.000	406.44
03/30/2020	CHAS	25699	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES & POSTAGE	101-209-726.000	37.72
		25699		SUPPLIES & POSTAGE	101-265-726.000	66.84
						<hr/> 104.56
03/30/2020	CHAS	25700	KOPY SALES INC.	REPAIRS & MAINT	101-265-930.000	601.16
03/30/2020	CHAS	25701	WYANT COMPUTER SERVICES	SOFTWARE SUPPORT & PROCESSIN	101-101-804.000	1,089.00
03/30/2020	SEWE	334	GRAND TRAVERSE COUNTY	OPERATING & MAINT EXP	590-000-956.001	9,078.60
		334		HOCH ROAD #697 EXP	590-000-956.003	66.54
		334		OPERATING & MAINT EXP	591-550-956.001	646.80
						<hr/> 9,791.94

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
03/30/2020	SEWE	335	GRAND TRAVERSE COUNTY HEALTH DE	OPERATING & MAINT EXP	590-000-956.001	500.00
TOTAL - ALL FUNDS				TOTAL OF 37 CHECKS		437,467.84

--- GL TOTALS ---

101-000-465.000	PASSPORT FEES	3.17
101-000-465.001	POSTAGE FOR PASSPORTS	121.45
101-101-726.000	SUPPLIES & POSTAGE	165.17
101-101-802.002	ATTORNEY SERVICES	1,138.00
101-101-803.003	ENGINEERING SERVICES	478.75
101-101-803.003-097	ENGINEERING SERVICES	6,690.60
101-101-804.000	SOFTWARE SUPPORT & PROCESSIN	1,089.00
101-101-900.000	PUBLICATIONS	195.00
101-191-726.000	SUPPLIES & POSTAGE	795.57
101-209-726.000	SUPPLIES & POSTAGE	78.42
101-209-803.002	ASSESSING CONTRACT SERVICES	3,679.17
101-215-726.000	SUPPLIES & POSTAGE	46.25
101-247-900.000	PUBLICATIONS	40.17
101-253-726.000	SUPPLIES & POSTAGE	32.15
101-265-726.000	SUPPLIES & POSTAGE	218.10
101-265-851.000	CABLE INTERNET SERVICES	334.13
101-265-920.000	ELECTRIC UTILITIES TOWNHALL	1,948.64
101-265-921.000	STREET LIGHTS	759.65
101-265-922.000	DTE GAS	935.24
101-265-923.000	SEWER TOWNSHIP HALL	60.00
101-265-930.000	REPAIRS & MAINT	730.41
101-410-726.000	SUPPLIES & POSTAGE	27.50
101-410-802.002	ATTORNEY SERVICES	362.00
101-410-803.001	PLANNING CONSULTANT	1,165.00
101-410-803.005-112	PLANNING & CONSULTANT T & A	475.00
101-410-803.005-113	PLANNING & CONSULTANT T & A	175.00
101-410-900.001-109	PUBLICATIONS T & A	112.80
101-410-900.001-112	PUBLICATIONS T & A	134.15
101-410-900.001-114	PUBLICATIONS T & A	134.15
101-410-960.000	dues subscriptions	350.00
101-750-930.000	REPAIRS & MAINT	1,136.52
206-000-802.004	CONTRACTED EMPLOYEE SERVICES	12,649.82
206-000-805.000	METRO FIRE CONTRACT	369,695.71
207-000-802.000	COMMUNITY POLICING CONTRACT	21,219.21
590-000-956.001	OPERATING & MAINT EXP	9,578.60
590-000-956.003	HOCH ROAD #697 EXP	66.54
591-550-956.001	OPERATING & MAINT EXP	646.80
	TOTAL	437,467.84



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INVOICE JOURNAL PROOF REPORT FOR ACME TOWNSHIP  
CHECK RUN DATES 04/07/2020 - 04/07/2020  
PROOF ONLY - JOURNAL ENTRIES NOT CREATED

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To Be  
Approved

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
04/07/2020	AP	FISHBECK ENGINEERING SERVICES Vnd: FISHBECK Invoice: 390576	Invoice: 390576 Ref#: 9978 (RE: SHELL PROPERTY-NEW OWNER- ACME TWP/B) 101-101-803.003 101-000-202.000	184.00	184.00
		Expected Check Run: 04/07/2020		184.00	184.00
04/07/2020	AP	G.J'S RENTALS, INC SUPPLIES & POSTAGE Vnd: 0000007275 Invoice: 32832	Invoice: 32832 Ref#: 9977 (ELECTION-ENTRANCE TENT) 101-191-726.000 101-000-202.000	50.00	50.00
		Expected Check Run: 04/07/2020		50.00	50.00
04/07/2020	AP	GOSLING CZUBAK ENGR PLANNING & CONSULTANT T & A Vnd: 0000007675 Invoice: 85104	Invoice: 85104 Ref#: 9981 (TRAILSIDE SOLAR STORM WATER REVIEW) 101-410-803.005-114 101-000-202.000	1,597.50	1,597.50
		Expected Check Run: 04/07/2020		1,597.50	1,597.50
04/07/2020	AP	GOSLING CZUBAK ENGR OPERATING & MAINT EXP Vnd: 0000007675 Invoice: 85101	Invoice: 85101 Ref#: 9984 (SANITARY SEWER INVESTIGATION) 590-000-956.001 590-000-202.000	1,072.50	1,072.50
		Expected Check Run: 04/07/2020		1,072.50	1,072.50
04/07/2020	AP	NICHOLS APPRAISAL SERVICES APPRAISAL EXPENSES Vnd: 0000014520 Invoice: MARCH 2020	Invoice: MARCH 2020 Ref#: 9970 (APPRAISALS- SEND FARM) 225-000-942.000 225-000-202.000	3,700.00	3,700.00
		Expected Check Run: 04/07/2020		3,700.00	3,700.00
04/07/2020	AP	NICHOLS APPRAISAL SERVICES APPRAISAL EXPENSES Vnd: 0000014520 Invoice: MARCH 2020	Invoice: MARCH 2020 Ref#: 9971 (APPRAISALS- DAVE WHITE FARM & DAVE HOXIE) 225-000-942.000 225-000-202.000	7,100.00	7,100.00
		Expected Check Run: 04/07/2020		7,100.00	7,100.00
04/07/2020	AP	SOS ANALYTICAL REPAIRS & MAINT Vnd: 0000020900 Invoice: 201133	Invoice: 201133 Ref#: 9983 (BACTERIA COLIFORMS) 101-265-930.000 101-000-202.000	20.00	20.00
		Expected Check Run: 04/07/2020		20.00	20.00

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CHECK RUN DATES 04/07/2020 - 04/07/2020  
PROOF ONLY - JOURNAL ENTRIES NOT CREATED

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount
04/07/2020	AP	WYANT COMPUTER SERVICES SOFTWARE SUPPORT & PROCESSIN Vnd: WYANT Invoice: 98372	Invoice: 98372 Ref#: 9982 (JULY 2019 COMPUTER FEE) 101-101-804.000 101-000-202.000	1,089.00	1,089.00
		Expected Check Run: 04/07/2020		<u>1,089.00</u>	<u>1,089.00</u>
04/07/2020	AP	ZOOM VIDEO COMMUNICATIONS, INC ENGINEERING SERVICES Vnd: ZOOM VIDEO Invoice: 13596311	Invoice: 13596311 Ref#: 9979 (CONFERENCE BOAD MEETING) 101-101-803.003 101-000-202.000	15.89	15.89
		Expected Check Run: 04/07/2020		<u>15.89</u>	<u>15.89</u>
				<u><u>14,828.89</u></u>	<u><u>14,828.89</u></u>
Cash/Payable Account Totals:					
		ACCOUNTS PAYABLE	101-000-202.000		2,956.39
		ACCOUNTS PAYABLE	225-000-202.000		10,800.00
		ACCOUNTS PAYABLE	590-000-202.000		1,072.50
			TOTAL INCREASE IN PAYABLE:		14,828.89

200000001848

**Grant Agreement**  
**Regarding the**  
**Michigan Agricultural Preservation Program**  
**Between the**  
**Michigan Department of Agriculture and Rural Development**  
**and**  
**Township of Acme**  
**March 15, 2020 – March 14, 2022**



**Michigan Department of Agriculture and Rural Development  
Michigan Agricultural Preservation Program**

By authority granted under Act. No. 65 of the Public Acts of 2019, the Michigan Department of Agriculture and Rural Development, (hereinafter the "Grantor") hereby agrees to provide the Township of Acme (hereinafter, the "Grantee") with grant assistance subject to the terms and conditions, and limitations as set forth herein.

The maximum amount of grant assistance hereby offered is \$475,750.00.

The grant shall be effective from March 15, 2020 through March 14, 2022.

If the project is not completed in the initial period, a grant extension may be considered by the Grantor. Approval of an extension is not guaranteed and is dependent on the Grantee's compliance with the enclosed Terms and Conditions. If the Grantee requires an extension, the Grantee should contact the Grant Administrator as soon as it is evident an extension is needed. Any request for extension must be made to the Grant Administrator in writing before the expiration of the grant.

Funds will be made available for this program in accordance with the attached Terms and Conditions.

This grant is valid contingent upon the availability of funds. If the Grantor's funds are reduced by the Legislature as part of a budget reduction or reduced for any other reason, this grant may be reduced or canceled.

This grant does not commit the State of Michigan or the Department of Agriculture and Rural Development to approve requests for additional funds not contained in this grant.

Grantee accepts the grant and agrees that the funds made available through the grant will be used only as set forth herein.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
Amy Jenema, Treasurer  
Township of Acme

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
James Johnson, Director  
Environmental Stewardship Division

Michigan Department of Agriculture and Rural Development  
Grant Agreement

**TITLE:** Michigan Agricultural Preservation Program

**GRANTEE/ADDRESS:** Amy Jenema, Treasurer  
Township of Acme  
6042 Acme Road  
Williamsburg, Michigan 49690  
Phone: 231-938-1350  
E-mail: [ajenema@acmetownship.org](mailto:ajenema@acmetownship.org)

**GRANT ADMINISTRATOR/  
ADDRESS:** Elizabeth Brost  
Michigan Department of Agriculture  
and Rural Development  
Environmental Stewardship Division  
P.O. Box 30017  
Lansing, Michigan 48909  
Phone: 517-243-7949  
E-Mail: [broste@michigan.gov](mailto:broste@michigan.gov)

**TOTAL AUTHORIZED  
BUDGET:** \$475,750.00

**GRANT NUMBER:** 200000001848

## **I. GENERAL TERMS AND CONDITIONS**

### **A. Record Retention**

Grantee shall retain all financial reports, supporting documents and statistical records for a period of three years after the close of the grant. Grantee shall also require all subcontractors retained for the performance of this grant to retain all financial reports, supporting documents and statistical records for a period of three years after the close of the grant. The retention period starts from the date of receipt of the Final Report by the Grant Administrator. Examples of documents to be retained might include but are not limited to: original and/or electronic invoices, billings, packing slips, reports, checking account statements, accounts payable records, contracts and sub-contracts.

### **B. Procurement**

The Grantee agrees that all procurement transactions involving the use of funds from this grant shall be conducted in a manner that provides maximum open and free competition.

### **C. Grant Changes**

The Grantee must obtain prior written approval for program changes from the Grant Administrator. Grant changes include:

1. Changes in substance in the program activities.
2. Additions or deletions in the project work plan or location.
3. Any single or cumulative change in the budget of 20% or more of the grant amount.

### **D. Regulation Compliance**

The Grantee and Grantee's contractors and subcontractors are responsible for compliance with all federal and state laws and municipal ordinances and regulations that in any manner affect the work or performance of this grant and shall at all times carefully observe and comply with all rules, ordinances and regulations.

### **E. Non-Discrimination Clause**

In the performance of this grant, the Grantee agrees not to discriminate against any employee or applicant for employment, with respect to their hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, ancestry, age, sex, height, weight, marital status, physical or mental disability unrelated to the individual's ability to perform the duties of the particular job or position. The Grantee further agrees that every subcontract entered into for the performance of this Grant Agreement will contain a provision requiring non-discrimination in employment, as herein specified, that is binding upon each subcontractor. This covenant is required pursuant to the Elliot Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*, and the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101, *et seq.* Any breach of this

covenant may be regarded as default under Section J and grounds for cancelling the Grant Agreement.

**F. Unfair Labor Practices**

Pursuant to Act No. 278 of the Public Acts of 1980, as amended, MCL 423.321 *et seq.*, the State of Michigan (the State) shall not award a contract or subcontract to an employer whose name appears in the current register of employers failing to correct an unfair labor practice compiled pursuant to MCL 423.322.

Grantee shall not enter into a contract for the performance of this grant with a subcontractor, manufacturer, or supplier whose name appears in this register. Pursuant to MCL 423.324, the Grantor may void this Agreement if, subsequent to entering this Agreement, the name of the Grantor or the name of any of Grantor's subcontractors, manufacturers or suppliers appears in the register.

**G. Liability Insurance**

The Grantee shall provide and maintain insurance in an amount sufficient to protect from claims that may arise out of or result from the Grantee's operations under this grant, or for anyone whose acts they are legally liable.

**H. Indemnification**

Each party to this Grant Agreement must seek its own legal representation and bear its own costs in any litigation that may arise from performance of this grant. It is specifically understood and agreed that neither party will indemnify the other party in such litigation and that each party shall be responsible for any judgments entered against it.

**I. Conflict of Interest**

No member of the legislative, judicial, or executive branch of state or federal governments or any local unit of government official shall personally benefit from this Grant Agreement. No member of the Grantee's Board of Directors, its employees, partner agencies or their families shall have any personal benefit from this Grant Agreement.

**J. Cancellation**

This Grant Agreement may be canceled by 30 day written notice by either party. If canceled, Grantee must provide a Final Report and invoice within 30 days of cancellation.

Cancellation or reduction of the grant by the Grantor may be for default by the Grantee, lack of further need for the service at the location named in the contract, or conviction of criminal offense(s) as set forth below.

Default is defined as the failure of the Grantee to fulfill the obligations of the Grant Agreement. In case of default by the Grantee, the Grantor may cancel the Grant Agreement immediately and all unused grant funds must be returned by the Grantee immediately. All disallowed costs and overpayments shall also be returned by the Grantee within 30 days of cancellation.

In the event the Grantor no longer needs the service specified in the grant due to department changes, changes in laws, rules or regulations, relocation of offices, or no longer has appropriations to fund the grant, the Grantor may cancel or reduce the grant by giving the Grantee written notice of such cancellation or reduction 30 days prior to the date of cancellation or reduction. All costs incurred by the Grantee between the grant cancellation or reduction notice and the cancellation or reduction date, with the exception of previously budgeted personnel costs and non-cancelable obligations, must be approved by the Grant Administrator prior to their incurrence. No costs shall be allowed after the grant has been cancelled.

The Grantor may immediately cancel the grant without further liability to the State, its departments, agencies and employees if the Grantee, an officer of the Grantee, or an owner of the Grantee is convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract; or convicted of a criminal offense including but not limited to any of the following: embezzlement; theft; forgery; bribery; falsification or destruction of records; receiving stolen property; attempting to influence a public employee to breach the ethical conduct standards for State employees; violation of a state or federal antitrust statute; or any other criminal offense which in the sole discretion of the Grantor, reflects on the Grantee's business integrity.

**K. Electronic Funds Transfer**

In accordance with Act No. 207 of the Public Acts of 2004, payments under this Grant Agreement must be processed by electronic funds transfer (EFT). Grantees are required to register to receive payments by EFT at the SIGMA website <https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService> .

**L. Freedom of Information**

This is a grant from public funds and records associated with it are subject to disclosure under Michigan's Freedom of Information Act.

## II. SPECIAL TERMS AND CONDITIONS

### A. Statement of Purpose

The purpose of this grant program is to assist local units of government with purchasing development rights on agricultural land through the recording of a permanent conservation easement.

### B. Statement of Work

The Grantee shall purchase an agricultural conservation easement on the property listed below. The Grantor and/or the Grantee reserve the right to alter the legal description due to prices paid for the development rights, the ability to obtain a good and clean title, and any other unforeseen circumstances. Additional parcels may not be added to this list.

Property	Size	Location
Acme Township – Cherries R Da Berries, LLC	173 Acres	S 1/2 OF SE 1/4 LYING E OF US 31 C/L EXC COM S 1/4 CNR; S 81 DEG E ALG MAITLAND RD C/L 1173.96' TO US 31 C/L; N 21 DEG E ALG C/L 718.05' TO POB; N 21 DEG E 150'; S 68 DEG E 290'; S 21 DEG W 150'; N 68 DEG W 290' TO POB EXC RD R/W. SEC 23 T28N R10W SW 1/4 OF SW 1/4 EXC S 130' OF W 138' SEC 24 T28N R10W THAT PT N 1/2 OF SW 1/4 LYING E OF U.S. 31, NORTH SEC 26 T28N R10W N 1/2 OF SE 1/4 EXC N 51.48' ALSO EX COM AT S 1/4 COR TH N 2297 .31' TO POB TH N 68 DEG 04' W 18.97' TO SELY R/W US 31 TH N 21 DEG 55' E 350' TH S 87 DEG 44' E 530.98' TH S 21 DEG 55' W 528.70' TH N 68 DEG 04' W 481.03' TO POB ALSO EX COM E 1/4 CNR TH S 51.55' TO POB TH S 1269.24' TH W 705.95 TH N 1275.34' TH E 706.24' TO POB SEC 26 T28N R10W PT OF SE 1/4 SEC 26 T28N R10W COM AT SE CORNER SEC 26 TH N 88 DEG 43'25" W 1760.37' TO POB TH N 88 DEG 43'25" W 387' TH N 597' TH S 88 DEG 43'25" 387' TH S 597' TO POB PT SE 1/4 SEC 26 T28N R10W COM SE SEC CNR; W 648.37' TO POB; N 1326.12'; W 1673.25'; S 1339.41'; E 182.12'; N 597'; E 1161'; S 597'; E 338' TO POB EXC RD R/W Tax Parcel #01-223-010-00; 01-224-012-00; 01-226-008-00; 01-226-012-00; 01-226-014-30; 01-226-014-00

The Grantee shall:

1. Perform necessary legal and administrative actions to ensure proper acquisition and recordation of a valid agricultural conservation easement for the development rights purchased from the property description listed above.

- a. Operate and manage each conservation easement in accordance with the Grantee's program, this agreement, and Part 362 of the Natural Resources and Environmental Protection Act, 1994 PA 451 as amended.
  - b. Prohibit all non-agricultural uses of the encumbered properties, except for recreational uses such as hiking, hunting, fishing, boating, and horseback riding that will not conflict with the purpose of the easement.
  - c. Prepare a baseline report documenting the conditions of the property at the time of easement. The baseline report shall be recorded as an exhibit within the conservation easement at the local Register of Deeds.
2. Ensure the conservation easement acquired under this agreement:
    - a. Runs with the lands in perpetuity.
    - b. Prevents the land from being converted to nonagricultural uses.
    - c. Provides for the administration, management, and enforcement of the easement by the Grantee.
    - d. Includes the following language under "Contingent Right in the State of Michigan" provision:
 

*"In the event that the (Grantee merge field) fails to enforce any of the terms of this easement [or other interests in land], as determined in the sole discretion of the Director of the Michigan Department of Agriculture and Rural Development, the said Director of the Michigan Department of Agriculture and Rural Development and his or her successors and assignees shall have the right to enforce the terms of the easement through any and all authorities available under federal or state law. In the event that the (Grantee merge field) attempts to terminate, transfer, or otherwise divest itself of any rights, title, or interests of this easement [or other interests in land] or extinguish the conservation easement without the prior consent of the Director of the Michigan Department of Agriculture and Rural Development and payment of consideration to the State of Michigan, then, at the option of such Director, all right, title, and interest in this easement [or other interests in land] shall become vested in the State of Michigan."*
    - e. Include signature of a responsible State of Michigan official on the conservation easement, accepting the State of Michigan's property interest in the easement.
  3. Pay all costs of conservation easement acquisition.
    - a. Use all funds for the acquisition of development rights from approved property.

- b. Funds may not be used for closing or related administrative costs incurred in acquiring the conservation easement.
  - c. Ensure the consideration paid to the landowner for the conveyance of the conservation easement is no more than fair market value of the land conveyed.
  - d. The Grantee will be reimbursed not more than 75 percent of the value of the conservation easement acquired.
4. The Grantee and the Grantor shall co-hold the title to any conservation easement. Monitoring and enforcement of the easement will remain the responsibility of the Grantee.
5. Ensure the title to the property or interests therein shall be unencumbered or, if encumbered by outstanding or reserved interests, ensure any outstanding interest are subordinated to the conservation easement.
6. Assure proper title evidence is secured and the title of the interest acquired by the State of Michigan is insured to the amount of the Michigan Agriculture Preservation Fund price paid for the State of Michigan interest, and named on the title policy.
7. Ensure that American Land Title Association (ALTA) title insurance will be issued for the acquisition and the title insurance company is approved by the State Insurance Commissioner. In the event of a failure of title, the Grantee will reimburse the Grantor for the amount paid.
8. Monitor the property under easement on an annual basis to ensure that the conservation easement is being implemented according to the easement provisions. Monitoring shall occur each year starting the year after the easement is recorded with local register of deeds.

**C. Budget**

This is a deliverable based grant funded by state restricted revenue from the Michigan Agricultural Preservation Fund.

The maximum amount available is \$475,750.00.

The Grantee or designated escrow agent must disburse a minimum 25 percent of the payment, representing the easement purchase price, to the landowner at the time of closing. Landowner donation of a portion of the value of the development rights may be considered as part of the entity's matching offer.

**D. Payment Schedule**

Payment will be made prior to the closing date on the conservation easement, and upon receipt of required documents listed in Reporting F.1.



**E. Audit**

The project will be subject to audit by the State who may review the adequacy of the financial management/reporting system during, or at any time subsequent to, the award.

**F. Reporting**

All documents shall be submitted to [MDA-ESD-Grants@michigan.gov](mailto:MDA-ESD-Grants@michigan.gov).

1. Thirty days before the closing date, the Grantee will submit:
  - a. Final draft conservation easement for signature.
  - b. Letter from the title company indicating the closing date, commitment, and estimated closing costs. The State of Michigan's share of the cost of the development rights should be indicated in the letter.
  - c. Copy of the appraisal documenting the value of the development rights.
2. Thirty days after the closing date, the Grantee will submit:
  - a. Title policy.
  - b. Recorded easement with baseline report recorded as exhibit.

## EXTENSION AGREEMENT

(Acme Township/American Waste)

By Agreement dated May 23, 2011, Acme Township (hereinafter "Township") and American Waste, Inc. (hereinafter "Contractor"), executed that certain Agreement which, amongst other things, granted Contractor the exclusive right to collect and dispose of all household garbage and trash from residential dwellings within the Township (the "Agreement").

WHEREAS, Pursuant to Article VI of the Agreement the parties may, by mutual agreement, agree that the Agreement could be extended for an additional five (5) years. The Township and Contractor have agreed to extend the Agreement for an additional five (5) years commencing May 1, 2020 and continuing through April 30, 2025 subject to the following prices (for Contractor's Services):

1. 96-gallon weekly cart service with weekly recycling services and monthly bulk item pick up will be: \$14.00 per month.
2. 30-gallon budget bag pickup (bags purchased by customer) with weekly recycling service and monthly bulk item pick up will be: \$7.05 per month.
3. 30-gallon budget bag pick up only (bags purchased by customer) will be \$3.00 per bag.
4. 30-gallon yard waste stickers (compostable bags furnished by customer) from April through November – bi-weekly will be \$3.00 per sticker.
5. There shall be no fuel surcharges during the extension period.
6. Contractor will service on a daily basis, without additional charge, eight (8) of the ten (10) yard recycling containers at the Acme location next to Ace Hardware.

On an annual basis beginning May 1, 2021, the contract will be adjusted 3% per year. If both parties agree, this Agreement may be extended for an additional five (5) years.

In all other respects, except as expressly modified above, the Agreement is hereby reaffirmed and ratified in its entirety.

Acme Township

\_\_\_\_\_  
By: Doug White


Its: Supervisor

And

\_\_\_\_\_  
By: Cathy Dye

Its: Clerk

American Waste

  
By: Mark Bevelhimer

Its: General Manager

4/1/20