

APPROVED



ACME TOWNSHIP REGULAR BOARD MEETING 6042 Acme Rd., Williamsburg MI 49690 Remote Zoom Meeting Tuesday, February 2, 2021 7:00 p.m.

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:04 p.m.

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

Members excused: None

Staff present: L. Schut, Recording Secretary; L. Wolf, Zoning Administrator

A. LIMITED PUBLIC COMMENT:

Limited Public Comment opened at 7:05 p.m.

Brian Kelley, Acme resident, expressed a concern about Agenda Item K.1 (New Business, *Contract for Services for Water Supply Feasibility Study*), and recommends reviewing the report from a similar study previously completed, prior to moving forward with another public water study.

Limited Public Comment closed at 7:08 p.m.

B. APPROVAL OF AGENDA

White proposed adding *Resolution to Allow Acme Township Residents to Protest in Writing*, to be added to Agenda Item K, New Business, Item #6.

Motion by Jenema, supported by Dye, to approve the agenda as presented with the addition of *Resolution to Allow Acme Township Residents to Protest in Writing* under Agenda Item K.6 (New Business, Item #6). Roll call motion carried unanimously.

C. APPROVAL OF BOARD MINUTES:

1. Special Board Meeting Minutes, 12/21/20
2. Regular Board Meeting Minutes, 01/05/21 Board Meeting

Motion by Dye, supported by Stevens, to approve the *Special Board Meeting Minutes 12/21/20* and the *Regular Board Meeting Minutes 1/05/21* as presented. Roll call motion carried unanimously.

D. INQUIRY AS TO CONFLICTS OF INTEREST: None

E. REPORTS

a. Clerk: Dye reported that, at the direction from Grand Traverse County, on January 19, 2021, Acme Township participated Ballot Retrieval for a Risk-Limiting Audit for the November 3, 2020 Presidential Election. The Audit was initiated by the Michigan Bureau of Elections and is designed to verify the machine-tabulated results by comparing it to a random sample of hand reviewed paper ballots. Dye reported that on the day of the election, Acme Township reported 1,501 votes for Biden, and 1,614 votes for Trump; the Risk Limiting Audit resulted in 6 votes for Biden and 3 votes for Trump. A final report from the State of Michigan has not been released yet.

b. Parks: Jenema reported they are attempting to secure the easement language with the Tribe on the property from the dinner theater to the Meijer development. All parties are still in support of the extensions that have been requested.

c. Legal Counsel: Jenema did attend the mediation Tuesday of last week regarding the Engle Farmland PDR. Violation. There was no resolution, and the parties will move to the next stage.

d. Sheriff: Deputy Abbring reported statistics for the year 2020. Acme had 125 citations, 160 vehicle crashes, and approximately 60 arrests.

e. County: Darryl Nelson, representing Grand Traverse County, reported on a situation involving Commissioner Clous. Grand Traverse County is scheduled to meet tomorrow, and the agenda will focus on this topic. Nelson expects a significant amount of time will be spent on public comment. Nelson further reports 3 resolutions will be considered during tomorrow's meeting, and he is hopeful that the issue will be resolved so the commissioners can return to addressing Grand Traverse County business. Nelson also reported a recent virtually held meeting experienced multiple interruptions during public comment.

f. Planning Commission: Wolf, referencing the *2020 Planning Commission Annual Report*, provided an update regarding Planning Commission's goals for 2021. Wolf highlighted high attendance levels of the Planning Commission members.

Wolf reported she will be working with Jeff Jocks to review the language under consideration for Police Power text and Zoning text, hoping to have a draft to be reviewed at the March 2021 Board Meeting and Planning Commission Meeting.

Supervisor: White reported that Pump Station #2 has been repaired. White reported that Smoke Testing was also completed last week and is waiting for final results of the test.

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. Draft Unapproved**
 - 1. Planning Commission Minutes 01/11/21**

2. APPROVAL:

- 1. Accounts Payable Prepaid of \$533,662.38 and Current to be approved of \$2,143.93 (Recommend approval: Clerk, C. Dye)**

Motion by Scott, supported by Hoxsie, to approve the Consent Calendar as presented. Roll call motion carried unanimously.

H. ITEMS REMOVED FROM THE CONSENT CALENDAR: None

I. CORRESPONDENCE:

- 1. Grand Traverse County Board of Commissioners Meeting Notice 2021**

J. PUBLIC HEARING: None

K. NEW BUSINESS:

1. Contract for services for Water Supply Feasibility Study

White proposed the Board consider approving a proposal to contract with Gosling Czubak Engineering Sciences, Inc. to complete a Water Supply Feasibility Study for Acme Township.

John Iacoangeli explained the issue of having public water has been in the Acme Township Master Plan for several editions. The Feasibility Study that has been proposed is primarily confined to the US-31 and M-72 corridor. Iacoangeli explained Acme Township will not see the desired level of commercial or residential development without potable water, because the

expense for the fire suppression systems under the new fire codes is a deterrent for commercial development looking at Acme Township. Several developers have not pursued development in Acme Township due to the lack of potable water.

Iacoangeli indicated limited accessibility to public water will not encourage sprawl but will instead encourage concentrated development along the commercial corridors, thereby preserving the rural nature of Acme Township. Iacoangeli notes that the results of the proposed Feasibility Study would provide information needed to determine whether it is financially feasible for Acme Township to connect with East Bay Township's system, or if Acme Township should build its own system. Iacoangeli indicated that the scope of the Feasibility Study will be compatible with the preliminary engineering report that would be accepted by the USDA.

Jenema asked if the cost analysis that was completed previously was considered. Iacoangeli indicated the cost analysis was an estimation of cost for Acme township to install their own system but did not include operation and maintenance costs. The Feasibility Study would help Acme Township to determine the best option to bring potable water to the Township, from a cost and benefit analysis. Jenema estimated a high cost for a new water system. Iacoangeli provided several possible benefits to hooking up to an existing system.

Jenema asked if the Township would be provided a recommendation within the results of the Feasibility Study. Iacoangeli committed to staying engaged with the project to ensure the results of the Feasibility Study would contain the information needed for Acme Township to make an informed decision.

Jenema noted that in general, higher population density leads to more affordable housing in the area, to which Iacoangeli agreed.

Stevens indicated the issue of municipal water is also a safety issue.

Aukerman noted the commercial areas of Acme Township have been relatively stagnant, which she believes is due to the lack of water. Aukerman is hopeful bringing water to the commercial corridors in Acme Township will be a catalyst to Acme Township achieving its potential as a community, assuming it is feasible. Aukerman also noted this type of development supports the vision described in the Master Plan.

Dye agreed that the information to be provided by the Feasibility Study is important to make an informed decision. White indicated the results of the study should be received by approximately July 1, 2021.

Motion by Jenema, supported by Aukerman, to contract Gosling Czubak Engineering Sciences, Inc. to conduct a *Water Supply Feasibility Study*, with Iacoangeli assistance, not to exceed \$16,500. Roll call motion carried unanimously.

2. Acme Temporary Outdoor Dining Ordinance

Wolf requested Board comments regarding a proposed *Acme Township Temporary Outdoor Dining Ordinance*.

White expressed support for restaurants coping with shutdowns due to the pandemic.

Stevens expressed support for an option to assist restaurants operating in Acme Township. Regarding the potential fee for a permit under the proposed ordinance, Stevens recommended keeping the fee as low as possible. Wolf indicated the fee is intended only to cover the costs to develop, implement, and operate the ordinance. Responding to a question by Hoxsie, Wolf indicated permits would be evaluated on a case by case basis. Wolf expects to set the fee at \$100.

Aukerman asked about the potential to offer this annually. Wolf expressed a desire to move away from the current process that includes a Special Use Requirement.

Aukerman also asked if other like ordinances from other communities were reviewed, to which Wolf indicated the team did examine other like ordinances from communities around the state.

Scott proposed extending the sunset clause through the end of the year, unless Jocks objected for some reason. Wolf will make inquiries.

Motion by Aukerman, supported by Jenema, to approve Ordinance #2021-01, *Acme Township Temporary Outdoor Dining Ordinance*, as presented, with the fee for outdoor dining permits being \$100 and the Permit Term expiring on December 31, 2021. Roll call motion carried unanimously.

3. Supervisor's Appointment to the Zoning Board of Appeals.

White recommended appointing Chad Schut to the Zoning Board of Appeals. Chad is a resident of Acme Township and seemed very interested and eager.

Motion by Jenema, supported by Aukerman, to appoint Chad Schut to fill a vacancy on the Zoning Board of Appeals. Roll call motion carried unanimously.

White indicated there is also a vacancy on the Planning Commission that needs to be filled. White is interested in speaking with interested applicants. The vacancy will be advertised on the Acme Township website.

4. Fourth of July fireworks financial request.

White shared that the TC Boom Boom Club is requesting a \$300 donation from Acme Township, which Acme Township has historically donated.

Motion by Scott, supported by Aukerman, to approve the request for \$300 for the TC Boom Boom Club if Acme Township gave the TC Boom Boom Club \$300 last year and it was returned to Acme Township, or if Acme Township did not give the TC Boom Boom Club \$300 last year; but if Acme Township gave the TC Boom Boom Club \$300 last year and it was not returned, this year's \$300 request would not be granted. Roll call motion carried unanimously.

5. Approval of *Annual Guideline Resolution for Poverty Exemption*

Jenema presented revised State of Michigan guidelines regarding the Poverty Exemption.

Motion by Jenema, supported by Scott, to adopt *Acme Township Resolution R#2021-04, Annual Guideline Resolution for Poverty Exemption* as presented. Roll call motion carried unanimously.

6. Approval of *Resolution to Allow Acme Township Residents to Protest in Writing*

Jenema introduced a resolution that would provide an option to individuals to protest to the board of review virtually.

Motion by Jenema, supported by Scott, to adopt *Resolution R#2021-05, To Allow Acme Township Residents to Protest in Writing* as presented. Roll call motion carried unanimously.

L. OLD BUSINESS:

1. Addendum 1 to *Grand Traverse County Interlocal Agreement for County Designated Assessor*

White introduced a revised Addendum 1 to the *Grand Traverse County Interlocal Agreement for County Designated Assessor*.

Motion by Jenema, supported by Scott, to approve Addendum 1 to *Grand Traverse County Interlocal Agreement for County Designated Assessor* as presented. Roll call motion carried unanimously.

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

Public Comment opened at 8:30 p.m.

No public comment offered.

Public Comment closed at 8:31 p.m.

ADJOURN: Motion by Scott, supported by Jenema, to adjourn. Roll call motion carried unanimously.

Meeting adjourned at 8:31 p.m.

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

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 Fax: (231) 938-1510 Web: www.acmetownship.org

PUBLIC NOTICE ACME TOWNSHIP

**NOTICE IS HEREBY GIVEN that
A Regular Township Board Meeting has been
scheduled on**

Tuesday, February 2nd, at 7:00 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/81684202590>

Meeting ID: 816 8420 2590

One tap mobile

+13017158592,,86466644118# US (Germantown)

+13126266799,,86466644118# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 823 9878 9196

Find your local number: <https://us02web.zoom.us/j/81684202590>



ACME TOWNSHIP REGULAR BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, February 2, 2021, 7:00 p.m.

GENERAL TOWNSHIP MEETING POLICIES

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

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE
ROLL CALL

A. LIMITED PUBLIC COMMENT:

Public Comment periods are provided at the beginning and end of each meeting agenda. Members of the public may address the Board regarding any subject of community interest during these periods. Comment during other portions of the agenda may or may not be entertained at the moderator's discretion.

B. APPROVAL OF AGENDA:

C. APPROVAL OF BOARD MINUTES: Special Board meeting: 12/21/20 and Regular Board Meeting 01/05/21

D. INQUIRY AS TO CONFLICTS OF INTEREST:

E. REPORTS

- a. Clerk - Dye**
- b. Parks –**
- c. Legal Counsel –**
- d. Sheriff –**
- e. County -**
- f. Planning Commission – 2020 Planning Commission Annual Report -Wolf**

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. Draft Unapproved meeting minutes**
 - 1. Planning Commission 01/11/21**

2. APPROVAL:

- 1. Accounts Payable Prepaid of \$533,662.38 and Current to be approved of \$2,143.93 (Recommend approval: Clerk, C. Dye)**

H. ITEMS REMOVED FROM THE CONSENT CALENDAR:

- 1. _____**
- 2. _____**
- 3. _____**

H. CORRESPONDENCE:

1. Grand Traverse County Board of Commissioners 2021 Schedule Meetings

J. PUBLIC HEARING:

K. NEW BUSINESS:

1. Contract for services for Water Supply Feasibility Study
2. Acme Temporary Outdoor Dining Ordinance
3. Supervisor's Appointment to the Zoning Board of Appeals
4. Fourth of July fireworks financial request
5. Approval of Annual Guideline Resolution for Poverty Exemption

L. OLD BUSINESS:

1. Addendum 1 to Grand Traverse County Interlocal Agreement for County Designated Assessor

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

ADJOURN

DRAFT UNAPPROVED



ACME TOWNSHIP SPECIAL BOARD MEETING 6042 Acme Rd., Williamsburg MI 49690 Remote Zoom Meeting Tuesday, December 21, 2020 7:00 p.m.

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:02 p.m.

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

Members excused: none

Staff present: L. Schut, Recording Secretary

A. LIMITED PUBLIC COMMENT: Open at 7:04 p.m.

Brian Kelley, Acme Township resident, commented that all remote meetings should be recorded via video. He also recounted that a previous SAD project went over budget due to corrections and the Township taxpayers should not have paid for it.

Rick Conley, 4082 Circle View Dr., thanked the board and others for their efforts over the past 9 months regarding the Springbrook SAD and is in full support of the project. It is a positive impact on property values and the community in general, Acme Township is a leadership community helping property owners, and notes that people living in the neighborhood enjoy living in Acme Township.

Glen Ruczynski, 4021 Circle View, is in favor of the project especially as a cyclist when he attempts to navigate the road on a road bike, which currently is a challenge. He wondered if the residents have any input regarding the width of the road, which may also contribute to speed suppression.

Brandon Marnett, 4114 Westridge Dr., expressed appreciation for the work on the SAD, and agrees with G. Ruczynski regarding the width of the road. He is looking forward to the new road.

Public comment closed at 7:12 p.m.

B. APPROVAL OF AGENDA

Motion by C. Dye, supported by A. Jenema, to approve the agenda as presented with 1 change to Item C (New Business), revising 'New Business' to 'Public Hearing'. Roll call motion carried unanimously.

C. PUBLIC HEARING

1. Discussion of the creation of Special Assessment District in Springbrook Subdivision

D. White asked John Axe, representing Grand Traverse County, if changes to the current design of the road (including a narrowing of the road width) would require the project be returned to the Grand Traverse County Road Commission and essentially start over. J. Axe confirmed this would be the case. John Axe explained Grand Traverse County designed the road to meet certain specifications and noted that making any changes would require starting the process again from the beginning, which would also impact the cost of the project, while also delaying it. He recommends moving forward with the current design.

P Scott restated it was important to note that Grand Traverse County is accepting the road into 'their system', which will need to meet Grand Traverse County specifications, which J. Axe indicated were uniform throughout the County.

D. Stevens referenced B. Kelley's comments, and inquired about the process to remedy potential issues that may present during or after the conclusion of the project. J. Axe recommended residents notify Acme Township of any concerns as soon as they become aware of them; he also noted it was important to refrain from releasing the contractor until it has been satisfied that the project has been completed successfully. D. Stevens asked if the final payment is the official final release; J. Axe indicated a release would be signed by the Grand Traverse County Road Commission, after which the final payment would be released. J. Axe stated outstanding issues typically delay the final payment. D. Stevens stated that the change in seasons can make it difficult to quickly identify issues with newly constructed projects. J. Axe restated that the best recourse is to contact the Township immediately, and for the Township to keep the contractor on the job site until the issue is fixed, noting it is more difficult and costly to have the contractor return to a completed project, something most contractors are unwilling to do.

PUBLIC HEARING:

Public Hearing opened at 7:20 p.m.

Brian Kelley, Acme Township Resident, expressed that he wasn't aware this meeting was a public hearing, it was not identified on the website. C. Dye noted the township was having some issues with the website and the Notice of Public Hearing was published in the T.C. Record Eagle. Brian repeated his concerns that issues with extra costs that are incurred due to unexpected corrections of storm water control should not be paid for by Acme Township residents.

Rick Conley, 4082 Circle View Dr., responded to concerns expressed earlier in the meeting regarding road width. R. Conley estimates the road width of the new road is like the current road width. R. Conley has no concerns that the new road width will be significantly increased from its current width. **Supports the SAD**

Bill Barton, 4010 Circle View Dr., expressed his support of the SAD and echoed Brian's concerns about stormwater drainage that has the potential to negatively impact some property owners. B. Barton states a wider road may be helpful in avoiding some of those issues but indicates some attention should be given to the additional easement from the asphalt and its potential impact. **Supports the SAD**

Beth Balentine, 4379 Westridge Dr., requested a summary of the first part of the meeting, regarding the width of the road. A. Jenema provided a summary, stating the width essentially matches its current width. D. White stated a 3-foot extension will be added to the current width of the road to allow for water to drain properly which should increase the quality of the road over time. **Supports the SAD**

Allen Heuer, 4453 Westridge Dr., expressed concerns with the width of the road in the Brookview area. Currently people park in the traffic lane, which creates problems with traffic flow. **Supports the SAD**

Suzanne Heuer, 4453 Westridge Dr., would like the board to consider assessing the mileage for this project to be included in regular property taxes, ensuring taxes are assessed according to property values, rather than all property owners contributing an equal share of the costs. John Axe noted this was a special assessment, which is a lien on the property and is not a property tax and is not calculated in the same way in which a property tax is calculated. J. Axe noted that the law necessitates the property owner be benefited by the improvement, which is one of the tests to allow the SAD project to move forward; he also notes that the value of the property in the district will be enhanced by the improvement. J. Axe stated the cost of the special assessment may be reduced if the improvement does not result in increased property values. **Supports the SAD**

Motion by A. Jenema, supported by P. Scott, to close Public Hearing at 7:35 p.m. Roll call motion carried unanimously.

Public Hearing closed at 7:35 p.m.

Motion by P. Scott, supported by C. Dye, to approve Acme Township Resolution #R-2020-28 (Springbrook Area Subdivision Road Improvement Special Assessment Project, Township of Acme #3) as presented. Roll call motion carried unanimously.

Motion by P. Scott, supported by A. Jenema, to approve Acme Township Resolution #R-2020-29 (Springbrook Area Subdivision Road Improvement Special Assessment Project Township of Acme #4) as presented, with the date of the second public hearing set for January 19, 2021. Roll call motion carried unanimously.

PUBLIC COMMENT: None

ADJOURN: Motion by P. Scott, supported by D. Hoxsie, to adjourn. Roll call motion carried unanimously.

Meeting adjourned at 7:41 p.m.

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

DRAFT UNAPPROVED



ACME TOWNSHIP REGULAR BOARD MEETING 6042 Acme Rd., Williamsburg MI 49690 Remote Zoom Meeting Tuesday, January 5, 2021 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. Hoxsie, D. Stevens

Members excused: None

Staff present: L. Schut, Recording Secretary

A. LIMITED PUBLIC COMMENT: Open at 7:02 p.m.

Brian Kelley, Acme resident, expressed a concern about the Solar Project approval referencing the expected costs of \$146,000 for the Restoration Fee phase and the potential increase of this cost after 25 years.

Public comment closed at 7:05 p.m.

B. APPROVAL OF AGENDA

A. Jenema proposed adding *Farmland Preservation* to Agenda Item L. (Old Business, Item #1).

C. Dye proposed adding *Closed Meeting Minutes from December 1, 2020 Board Meeting* under Agenda Item C (Approval of Board Minutes, Item #2).

Motion by A. Jenema, supported by P. Scott, to approve the agenda as presented with the addition of *Farmland Preservation* under Agenda item L.1 (Old Business) and the addition of *Closed Meeting Minutes from December 1, 2020 Board Meeting* under Agenda Item C.2 (Approval of Board Minutes). Roll call motion carried unanimously.

C. APPROVAL OF BOARD MINUTES:

1. 12/01/20, Regular Board Meeting

J. Aukerman proposed editing the Meeting Minutes from December 1, 2020 Board Meeting, referencing Section E. Reports, d) Sheriff Report, changing '12 p.m.' to '12 a.m.'.

Motion by C. Dye, supported by P. Scott, to approve the Board meeting minutes of 12/01/20 as presented with the proposed edit changing '12 p.m.' to '12 a.m.' under E. Reports, d) Sheriff Report. Roll call motion carried unanimously.

2. Closed Board Meeting Minutes, 12/01/20 Board Meeting

Motion by A. Jenema, supported by J. Aukerman, to approve the *Closed Board Meeting Minutes, 12/01/20 Board Meeting*. Roll call motion carried unanimously, with D. White and D. Hoxsie recusing.

D. INQUIRY AS TO CONFLICTS OF INTEREST: None

E. REPORTS

- a. Clerk:** Clerk is working on the year-end payroll reports, W-2s, and similar. Clerk planning vacation during February 2021.
- b. Parks:** A. Jenema reported the grant from the Michigan Department of Natural Resources Trust Fund was granted an extension in order to complete outstanding work associated with that grant, including a sign-off on the easement language with Tribe.
- c. Legal Counsel:** None
- d. Sheriff:** None
- e. County:** D. White shared information received from Daryl that the Grand Traverse County organizational meeting is tomorrow, and Daryl intends to meet with the Acme Township Board next month.
- f. Supervisor:** D. White is exploring options for getting municipal water into Acme Township. He is also exploring options for a new location for the Fire Hall.

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 December 2020**
- d. Draft Unapproved Planning Commission Minutes 12/14/2020**

2. APPROVAL:

- 1. Accounts Payable Prepaid of \$28,556.24 and Current to be approved of \$55,378.78 (Recommend approval: Clerk, C. Dye)**

Motion by P. Scott, supported by D. Hoxsie, to approve the Consent Calendar as presented. Roll call motion carried unanimously.

H. ITEMS REMOVED FROM THE CONSENT CALENDAR: None

I. CORRESPONDENCE: None

J. PUBLIC HEARING: None

K. NEW BUSINESS:

1. Review of 1st Draft Capitalization Policy Resolution

C. Dye explained that Auditors (Baird, Cotter, and Bishop, PC) recommended Acme Township have a formal Capitalization Policy. C. Dye noted the Auditors will be responsible for measuring and recording the depreciation of individual assets. The Board discussed items proposed to be covered by the Capitalization Policy.

Motion by A. Jenema, supported by P. Scott, to approve Resolution #R-2021-01, Capitalization Policy dated January 5, 2021, with correction at the bottom of page 3, revising 'transportin' to 'transporting'. Roll call motion carried unanimously.

2. Supervisor's Appointment for an Alternate to Board of Review

D. White recommends appointing Jim Dye, longtime Acme resident, as an Alternate to the Board of Review.

Motion by A. Jenema, supported by D. Hoxsie, to approve the appointment of Jim Dye as an Alternate to the Board of Review. Roll call motion carried unanimously, with C. Dye recusing.

3. Resolution for Approval of Purchasing a New Fire Truck

Pat Parker, representing Grand Traverse Metro Fire, shared that a tanker truck was purchased at the last Metro Board Meeting. The new truck (year 2021) has a 3,000 gallon capacity and replaces a truck purchased in 1983. P. Parker also shared that funding for the purchase is in the budget, and that the total purchase price is \$334,835, and additional items are expected to be purchased in association with the new truck, for example hose and decals. P. Parker indicated the Metro Board will finance the purchase, and the new truck will be placed at Station 1 on 3 Mile Road. Parker intends to pursue additional approvals from East Bay Township and Garfield Township.

Motion by A. Jenema, supported by J. Aukerman, to approve Resolution #R-2021-02, Approval of Financing for Fire Truck Purchase not to exceed \$350,000. Roll call motion carried unanimously.

L. OLD BUSINESS:

1. Farmland Preservation

A. Jenema indicated Grand Traverse Regional Land Conservancy (GTRLC) would like to continue working through the ranking that was completed during Phase 2 of the Farmland Project. GTRLC would like approval from the Acme Township Board to move forward with acquiring the development rights on the next property, based on the agreed upon rating system. David White's property would be next but is currently on hold. The next properties in line for purchase would be Dave Hoxsie, Doug White and Send Brothers, Cherry R Us property is looking at a different funding source. Additional grant money has been established for these purchases and if not used by the end of the year will be lost. The Board Members agreed if David White's situation is resolved it could be placed back on the list.

Motion by P. Scott, supported by A. Jenema, to follow the ranking system established by GTRLC to move forward on the purchase of development rights for Dave Hoxsie property. Roll call motion carried unanimously, with D. Hoxsie and D. White recusing.

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD: Opened at 7:45 p.m.

A. Jenema described the potential for a 'satellite library location' to be installed outside the Acme Township Hall. The satellite library would essentially function as a private physical drop box for Grand Traverse District Library patrons to drop off and/or pick up books in the secure locker. The potential also exists for the Library to provide a wi-fi hot spot for patrons to download books. It is expected that the Library would provide and install the lockers. The Board members were interested in more information, and A. Jenema will provide additional details at a future meeting.

P. Scott noted he will be on vacation and may need someone to substitute for him at the Grand Traverse Metro Board Meeting if a meeting is scheduled while he is unavailable.

Public Comment closed at 7:50 p.m.

ADJOURN: Motion by A. Jenema, supported by D. Hoxsie, to adjourn. Roll call motion carried unanimously.

Meeting adjourned at 7:51 p.m.

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

Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

December 2020

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	17	0	2	7	1	3	9
02 Blair	16	0	2	23	2	14	25
03 East Bay	42	0	1	25	0	20	26
04 Fife Lake	2	0	0	5	0	1	5
05 Garfield	90	0	5	76	8	58	81
06 Grant	1	0	0	6	0	1	6
07 Green Lake	11	0	2	13	0	9	15
08 Long Lake	3	0	1	10	2	1	11
09 Mayfield	3	0	2	7	0	0	9
10 Peninsula	2	0	1	5	0	0	6
11 Paradise	5	0	0	15	0	1	15
12 Union	4	0	0	0	0	0	0
13 Whitewater	2	0	1	5	1	0	6
29 Fife Lake Vlg	0	0	0	1	0	0	1
30 Kingsley Vlg	8	0	1	1	0	1	2
66 Traverse City	4	0	0	3	2	18	3
84 Out of County	0	0	0	0	0	5	0
Totals	210	0	18	202	16	132	220

Ticket stats are based on what District Court has entered as of 1/05/21.

Arrest stats are as of 1/05/21.

Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

Fourth Quarter Totals October - December 2020

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	31	0	4	40	5	10	44
02 Blair	57	0	8	67	5	35	75
03 East Bay	146	0	8	85	6	34	93
04 Fife Lake	8	0	6	28	0	6	34
05 Garfield	238	0	23	248	33	144	271
06 Grant	2	0	1	12	1	2	13
07 Green Lake	21	0	6	37	1	16	43
08 Long Lake	11	0	4	49	2	6	53
09 Mayfield	7	0	6	27	2	0	33
10 Peninsula	3	0	2	17	2	3	19
11 Paradise	11	0	3	36	1	4	39
12 Union	13	0	0	11	0	0	11
13 Whitewater	8	0	5	33	2	5	38
29 Fife Lake Vlg	0	0	0	1	0	0	1
30 Kingsley Vlg	12	0	3	3	3	4	6
66 Traverse City	7	0	0	9	4	55	9
84 Out of County	0	0	0	0	0	18	0
Totals	575	0	79	703	67	342	782

Ticket stats are based on what District Court has entered as of 1/05/21.

Arrest stats are as of 1/05/21.



Planning and Zoning

6042 Acme Road | Williamsburg, MI | 49690

Phone: (231) 938-1350 **Fax:** (231) 938-1510 **Web:** www.acmetownship.org

To: Acme Township Board of Trustees

From: Lindsey Wolf, Planning & Zoning Administrator

Date: January 27, 2021

Re: 2020 Planning Commission Annual Report

As required by the Michigan Planning Enabling Act, attached is the 2020 Annual Report of the Planning Commission. The Planning Enabling Act (MCL 125.3801 et seq.) states that “a planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.”

On January 11, 2021 during a regular meeting the Planning Commission recommended approval and submission of the 2020 Planning Commission Annual Report to the Board of Trustees.



Acme Township Planning Commission

2020 Annual Report

Purpose

Pursuant to Section 19(2) of Public Act 33 of 2008, as amended, the Michigan Planning Enabling Act, “a planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.”

Planning Commission Membership

Karly Wentzloff – *Chair*
Steve Feringa – *Vice Chair*
Marcie Timmins – *Secretary*
Jean Aukerman – *Township Board Representative*
Daniel VanHouten
Beth Balentine
Dan Rosa

Reviews & Recommendations

<u>Applicant</u>	<u>Review Type</u>	<u>Recommendation</u>
Sleep Inn	Site Plan Review- hotel expansion	Approved with Conditions
Jody Fisk	Rezoning AG> B-4	Approved
Lormax Stern	PD – public hearing and review	In process
Prism Power Partners	SUP- Site Plan Review -Solar Farm	Approved with Conditions
Flintfields	Special Use - Minor Amendment	Approved with Conditions
Bos Vineyard	Site Plan Review -Winery	Approved with Conditions
KOTI	PD – Site Plan Review Phase 1	Approved with Conditions
		Total: 7

Zoning Ordinance Text Amendments

ZO #52 Jody Fisk Rezoning of parcel from AG to B-4 – *adopted June 20, 2020*

2020 Milestones

- Draft zoning ordinance introduced to the Planning Commission.
- New signage installed at Bayside Park and the cemeteries.
- We survived covid (thus far).

Meetings

The Planning Commission held 11 meetings in 2020 (9 regular and 2 special meetings).



Acme Township Planning Commission 2020 Annual Report

Name	13-Jan	10-Feb	24-Feb	13-Apr	11-May	26-May	8-Jun	13-Jul	9-Nov	30-Nov	14-Dec	Meetings attended out of 11
Aukerman	P	P	P	P	P	P	P	P	P	P	P	11
Balentine	P	P	P	P	P	P	P	P	P	P	P	11
Feringa	P	P	P	P	P	P	P	P	P	P	P	11
Rosa	P	P	P	P	P	P	P	E	P	P	P	10
Timmins	P	P	P	P	P	P	P	P	P	P	E	10
VanHouten	P	P	P	P	P	P	P	P	P	P	P	11
Wentzloff	P	P	P	P	P	P	P	P	P	P	P	11

Key: P- present E-Excused n/a - Not Applicable

Priorities for 2021

- Adoption of Zoning Ordinance by end of the fiscal year - June 30, 2021
- Refine and update CIP process and create a working plan
- Rewrite the Stormwater Control Ordinance #2007-01

Prepared by:
Lindsey Wolf
Planning & Zoning Administrator
(231)938-1350 / zoning@acmetownship.org

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CASH SUMMARY BY BANK FOR ACME TOWNSHIP
 FROM 12/01/2020 TO 12/31/2020

Page: 1/2

Bank Code	Description	Beginning Balance 12/01/2020	Total Debits	Total Credits	Ending Balance 12/31/2020
CHASE	GENERAL FUND				
101	GENERAL FUND	1,011,171.77	139,987.61	75,480.39	1,075,678.99
206	FIRE FUND	26,222.55	227,624.25	8,433.21	245,413.59
207	POLICE PROTECTION	(8,163.18)	20,503.59	0.00	12,340.41
208	PARK FUND	17,398.49	0.00	0.00	17,398.49
209	CEMETERY FUND	14,453.43	0.00	0.00	14,453.43
212	LIQUOR FUND	13,815.04	0.00	0.00	13,815.04
	GENERAL FUND	1,074,898.10	388,115.45	83,913.60	1,379,099.95
FARM	FARMLAND PRESERVATION				
225	FARMLAND PRESERVATION	1,073,297.81	0.00	1,104.00	1,072,193.81
	FARMLAND PRESERVATION	1,073,297.81	0.00	1,104.00	1,072,193.81
FARM	FARMLAND PRESERVATION - MONEY MARKET				
225	FARMLAND PRESERVATION	5,212.59	0.00	0.00	5,212.59
	FARMLAND PRESERVATION - MONEY MARKET	5,212.59	0.00	0.00	5,212.59
GENHY	GENERAL FUND - HIGH YIELD				
101	GENERAL FUND	157,762.69	0.00	0.00	157,762.69
	GENERAL FUND - HIGH YIELD	157,762.69	0.00	0.00	157,762.69
GENMM	GENERAL FUND - MONEY MARKET				
101	GENERAL FUND	299,474.76	0.00	0.00	299,474.76
	GENERAL FUND - MONEY MARKET	299,474.76	0.00	0.00	299,474.76
PARKS	BAYSIDE PARK				
403	NAKWEMA TRAILWAY FUND	33,993.68	0.00	742.50	33,251.18
	BAYSIDE PARK	33,993.68	0.00	742.50	33,251.18
PETTY	PETTY CASH				
101	GENERAL FUND	200.00	0.00	0.00	200.00
	PETTY CASH	200.00	0.00	0.00	200.00
SADH	HOLIDAY HILLS				
811	HOLIDAY HILLS AREA IMPROVEMENT	243,055.64	0.00	0.00	243,055.64
	HOLIDAY HILLS	243,055.64	0.00	0.00	243,055.64

CASH SUMMARY BY BANK FOR ACME TOWNSHIP

FROM 12/01/2020 TO 12/31/2020

Bank Code	Description	Beginning Balance 12/01/2020	Total Debits	Total Credits	Ending Balance 12/31/2020
SEWER	ACME RELIEF SEWER				
590	ACME RELIEF SEWER	2,416,656.03	0.00	2,275.00	2,414,381.03
591	WATER FUND- HOPE VILLAGE	6,444.83	0.00	0.00	6,444.83
	ACME RELIEF SEWER	<u>2,423,100.86</u>	<u>0.00</u>	<u>2,275.00</u>	<u>2,420,825.86</u>
SEWMM	ACME RELIEF SEWER MONEY MARKET				
590	ACME RELIEF SEWER	197,968.08	0.00	0.00	197,968.08
	ACME RELIEF SEWER MONEY MARKET	<u>197,968.08</u>	<u>0.00</u>	<u>0.00</u>	<u>197,968.08</u>
SHORE	SHORELINE PRESERVATION				
296	SHORELINE PPRESERVATION	1,387.19	0.00	0.00	1,387.19
	SHORELINE PRESERVATION	<u>1,387.19</u>	<u>0.00</u>	<u>0.00</u>	<u>1,387.19</u>
TAX	CURRENT TAX COLLECTION				
703	CURRENT TAX COLLECTION	33,028.96	1,586,051.17	359,299.93	1,259,780.20
	CURRENT TAX COLLECTION	<u>33,028.96</u>	<u>1,586,051.17</u>	<u>359,299.93</u>	<u>1,259,780.20</u>
TRUST	TRUST & AGENCY				
701	TRUST AND AGENCY	4,000.00	0.00	0.00	4,000.00
	TRUST & AGENCY	<u>4,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,000.00</u>
	TOTAL - ALL FUNDS	<u>5,547,380.36</u>	<u>1,974,166.62</u>	<u>447,335.03</u>	<u>7,074,211.95</u>

User: CATHY DYE

DB: Acme Township

PERIOD ENDING 12/31/2020

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
		12/31/2020	12/31/2020	MONTH 12/31/2020	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.000	CURRENT PROPERTY TAXES	252,000.00	59,713.68	59,713.68	192,286.32	23.70
101-000-412.000	PERSONAL PROP TAXES	16,000.00	0.00	0.00	16,000.00	0.00
101-000-445.020	PENALTIES& INTEREST	2,500.00	(26.92)	0.00	2,526.92	(1.08)
101-000-447.000	ADMINISTRATIVE FEE 1%	111,300.00	93,482.33	5,689.38	17,817.67	83.99
101-000-448.000	CABLE TV FEE	86,400.00	21,931.99	0.00	64,468.01	25.38
101-000-465.000	PASSPORT FEES	1,500.00	315.00	35.00	1,185.00	21.00
101-000-574.000	ST SHARED SALES TAX	384,104.00	76,914.00	0.00	307,190.00	20.02
101-000-577.000	SWAMP TAX	1,450.00	0.00	0.00	1,450.00	0.00
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	1,771.96	342.50	1,238.04	58.87
101-000-608.001	Zoning Fees	17,600.00	11,695.00	90.00	5,905.00	66.45
101-000-610.000	Revenues for Escrow Account	6,200.00	12,108.35	0.00	(5,908.35)	195.30
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	127.29	0.00	382.71	24.96
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	24,000.00	3,834.51	0.00	20,165.49	15.98
Total Dept 000		941,509.00	282,047.19	65,870.56	659,461.81	29.96
TOTAL REVENUES		941,509.00	282,047.19	65,870.56	659,461.81	29.96
Expenditures						
Dept 000						
101-000-465.001	POSTAGE FOR PASSPORTS	450.00	144.85	8.45	305.15	32.19
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	300.00	0.00	0.00	300.00	0.00
101-000-998.000	GT COUNTY ROAD COMMISSION TART	5,000.00	3,586.50	0.00	1,413.50	71.73
Total Dept 000		62,750.00	3,731.35	8.45	59,018.65	5.95
Dept 101 - TOWNSHIP BOARD OF TRUSTEES						
101-101-702.000	SALARIES	35,300.00	15,250.00	3,150.00	20,050.00	43.20
101-101-703.001	SECRETARY	33,590.00	17,899.20	4,415.20	15,690.80	53.29
101-101-705.001	PER DIEM TRUSTEES	300.00	0.00	0.00	300.00	0.00
101-101-714.000	FICA LOCAL SHARE	5,400.00	2,963.41	608.07	2,436.59	54.88
101-101-726.000	SUPPLIES & POSTAGE	1,800.00	547.93	154.17	1,252.07	30.44
101-101-801.000	ACCOUNTING & AUDIT	11,000.00	11,000.00	0.00	0.00	100.00
101-101-801.001	INTERNAL ACCOUNTANT	600.00	100.00	0.00	500.00	16.67
101-101-802.001	ATTORNEY SERVICES LITIGATION	1,200.00	45.00	0.00	1,155.00	3.75
101-101-802.002	ATTORNEY SERVICES	12,000.00	5,519.42	920.00	6,480.58	46.00
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	4,681.50	2,500.00	20,318.50	18.73
101-101-804.000	SOFTWARE SUPPORT & PROCESSIN	27,500.00	10,099.28	15.89	17,400.72	36.72
101-101-804.001	BSA SOFTWARE SUPPORT	6,300.00	4,274.00	0.00	2,026.00	67.84
101-101-860.000	TRAVEL & MILEAGE	200.00	0.00	0.00	200.00	0.00
101-101-874.000	RETIREMENT/PENSION	3,900.00	2,297.22	492.69	1,602.78	58.90
101-101-900.000	PUBLICATIONS	2,100.00	662.90	172.50	1,437.10	31.57
101-101-910.000	INSURANCE	6,500.00	3,456.35	775.56	3,043.65	53.17
101-101-958.000	EDUCATION/TRAINING/CONVENTION	300.00	0.00	0.00	300.00	0.00

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-101-960.000	dues subscriptions	6,100.00	5,990.05	0.00	109.95	98.20
Total Dept 101 - TOWNSHIP BOARD OF TRUSTEES		184,090.00	84,786.26	13,204.08	99,303.74	46.06
Dept 171 - SUPERVISOR EXPENDITURES						
101-171-702.000	SALARIES	40,000.00	19,999.98	4,615.38	20,000.02	50.00
101-171-714.000	FICA LOCAL SHARE	3,100.00	1,448.19	318.12	1,651.81	46.72
101-171-726.000	SUPPLIES & POSTAGE	50.00	0.00	0.00	50.00	0.00
101-171-860.000	TRAVEL & MILEAGE	300.00	0.00	0.00	300.00	0.00
101-171-874.000	RETIREMENT/PENSION	4,750.00	2,153.76	461.52	2,596.24	45.34
101-171-910.000	INSURANCE	13,000.00	5,538.77	968.27	7,461.23	42.61
101-171-958.000	EDUCATION/TRAINING/CONVENTION	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 171 - SUPERVISOR EXPENDITURES		62,700.00	29,140.70	6,363.29	33,559.30	46.48
Dept 191 - ELECTION EXPENDITURES						
101-191-702.000	SALARIES	10,000.00	8,457.00	0.00	1,543.00	84.57
101-191-714.000	FICA LOCAL SHARE	100.00	66.63	0.00	33.37	66.63
101-191-726.000	SUPPLIES & POSTAGE	5,500.00	6,606.51	1,656.47	(1,106.51)	120.12
101-191-874.000	RETIREMENT/PENSION	0.00	87.09	0.00	(87.09)	100.00
101-191-900.000	PUBLICATIONS	200.00	172.45	0.00	27.55	86.23
Total Dept 191 - ELECTION EXPENDITURES		15,800.00	15,389.68	1,656.47	410.32	97.40
Dept 209 - ASSESSOR'S EXPENDITURES						
101-209-702.000	SALARIES	5,500.00	2,083.35	416.67	3,416.65	37.88
101-209-714.000	FICA LOCAL SHARE	400.00	191.25	31.87	208.75	47.81
101-209-726.000	SUPPLIES & POSTAGE	3,500.00	58.85	0.00	3,441.15	1.68
101-209-803.002	ASSESSING CONTRACT SERVICES	45,500.00	26,527.06	7,579.16	18,972.94	58.30
101-209-803.004	ASSESSOR'S EVALUATION SERVICES	3,000.00	150.10	0.00	2,849.90	5.00
Total Dept 209 - ASSESSOR'S EXPENDITURES		57,900.00	29,010.61	8,027.70	28,889.39	50.10
Dept 215 - CLERK'S EXPENDITURES						
101-215-702.000	SALARIES	41,508.00	20,753.98	4,789.38	20,754.02	50.00
101-215-703.000	WAGES DEPUTY/SEC/PRT TIME	21,503.00	13,033.10	1,889.40	8,469.90	60.61
101-215-714.000	FICA LOCAL SHARE	4,906.00	2,423.18	440.00	2,482.82	49.39
101-215-726.000	SUPPLIES & POSTAGE	700.00	373.51	0.00	326.49	53.36
101-215-860.000	TRAVEL & MILEAGE	1,000.00	0.00	0.00	1,000.00	0.00
101-215-874.000	RETIREMENT/PENSION	6,267.00	3,662.37	667.89	2,604.63	58.44
101-215-910.000	INSURANCE	12,500.00	5,907.68	1,030.88	6,592.32	47.26
101-215-958.000	EDUCATION/TRAINING/CONVENTION	1,700.00	(680.00)	20.00	2,380.00	(40.00)
Total Dept 215 - CLERK'S EXPENDITURES		90,084.00	45,473.82	8,837.55	44,610.18	50.48
Dept 247 - BOARD OF REVIEW						
101-247-702.000	SALARIES	1,000.00	75.00	75.00	925.00	7.50
101-247-714.000	FICA LOCAL SHARE	75.00	5.73	5.73	69.27	7.64
101-247-900.000	PUBLICATIONS	50.00	0.00	0.00	50.00	0.00
101-247-956.000	MISCELLANEOUS	160.00	0.00	0.00	160.00	0.00
101-247-958.000	EDUCATION/TRAINING/CONVENTIONS	250.00	0.00	0.00	250.00	0.00

User: CATHY DYE

DB: Acme Township

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 247 - BOARD OF REVIEW		1,535.00	80.73	80.73	1,454.27	5.26
Dept 253 - TREASURER'S EXPENDITURES						
101-253-702.000	SALARIES	25,159.00	12,579.45	2,902.95	12,579.55	50.00
101-253-703.000	WAGES DEPUTY/SEC/PRT TIME	28,610.00	14,304.94	3,301.14	14,305.06	50.00
101-253-714.000	FICA LOCAL SHARE	4,592.00	2,378.33	509.93	2,213.67	51.79
101-253-726.000	SUPPLIES & POSTAGE	5,600.00	3,299.19	785.77	2,300.81	58.91
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	3,050.09	607.74	2,480.91	55.15
101-253-910.000	INSURANCE	4,000.00	2,153.90	461.55	1,846.10	53.85
101-253-958.000	EDUCATION/TRAINING/CONVENTION	400.00	0.00	0.00	400.00	0.00
Total Dept 253 - TREASURER'S EXPENDITURES		74,092.00	37,765.90	8,569.08	36,326.10	50.97
Dept 265 - TOWNHALL EXPENDITURES						
101-265-726.000	SUPPLIES & POSTAGE	3,000.00	984.76	368.22	2,015.24	32.83
101-265-851.000	CABLE INTERNET SERVICES	4,290.00	2,140.70	357.82	2,149.30	49.90
101-265-920.000	ELECTRIC UTILITIES TOWNHALL	18,200.00	6,380.01	1,287.46	11,819.99	35.06
101-265-921.000	STREET LIGHTS	12,000.00	4,832.97	1,549.72	7,167.03	40.27
101-265-922.000	DTE GAS	3,800.00	411.34	203.84	3,388.66	10.82
101-265-923.000	SEWER TOWNSHIP HALL	720.00	300.00	60.00	420.00	41.67
101-265-930.000	REPAIRS & MAINT	20,000.00	3,869.89	1,242.55	16,130.11	19.35
101-265-970.000	CAPITAL OUTLAY	34,000.00	0.00	0.00	34,000.00	0.00
Total Dept 265 - TOWNHALL EXPENDITURES		96,010.00	18,919.67	5,069.61	77,090.33	19.71
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	60,000.00	29,749.98	6,865.38	30,250.02	49.58
101-410-705.000	PER DIEM PLANNING/ZBA	11,000.00	3,600.00	2,300.00	7,400.00	32.73
101-410-714.000	FICA LOCAL SHARE	7,000.00	2,681.86	683.07	4,318.14	38.31
101-410-726.000	SUPPLIES & POSTAGE	200.00	168.33	130.00	31.67	84.17
101-410-726.001	POSTAGE T & A	120.00	9.50	0.00	110.50	7.92
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	4,381.18	955.00	6,118.82	41.73
101-410-802.003	ATTORNEY T & A	1,000.00	0.00	0.00	1,000.00	0.00
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	8,028.30	340.44	4,471.70	64.23
101-410-803.003	ENGINEERING SERVICES	3,000.00	632.50	0.00	2,367.50	21.08
101-410-803.004	ENGINEERING SERVICES T&A	3,000.00	0.00	0.00	3,000.00	0.00
101-410-803.005	PLANNING & CONSULTANT T & A	3,000.00	8,112.29	1,725.00	(5,112.29)	270.41
101-410-803.006	STAFF REVIEW T & A	1,800.00	333.00	0.00	1,467.00	18.50
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	6,100.00	3,203.90	686.55	2,896.10	52.52
101-410-900.000	PUBLICATIONS	2,100.00	354.70	0.00	1,745.30	16.89
101-410-900.001	PUBLICATIONS T & A	1,000.00	0.00	0.00	1,000.00	0.00
101-410-910.000	INSURANCE	6,000.00	2,916.06	495.31	3,083.94	48.60
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
101-410-958.000	EDUCATION/TRAINING/CONVENTION	2,000.00	165.33	0.00	1,834.67	8.27
101-410-960.000	dues subscriptions	500.00	0.00	0.00	500.00	0.00

REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

Page: 4/11

PERIOD ENDING 12/31/2020

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2020	MONTH 12/31/2020	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
101-410-964.000	REIMBURSEMENTS	2,500.00	560.65	(271.05)	1,939.35	22.43
Total Dept 410 - PLANNING & ZONING EXPENDITURES		174,930.00	64,897.58	13,909.70	110,032.42	37.10
Dept 750 - MAINT & PARKS EXPENDITURES						
101-750-703.000	WAGES DEPUTY/SEC/PRT TIME	21,948.00	17,318.35	2,633.77	4,629.65	78.91
101-750-705.003	PER DIEM PARKS & TRAILS BOARD	3,000.00	0.00	0.00	3,000.00	0.00
101-750-714.000	FICA LOCAL SHARE	1,750.00	1,438.12	201.48	311.88	82.18
101-750-860.000	TRAVEL & MILEAGE	150.00	0.00	0.00	150.00	0.00
101-750-930.000	REPAIRS & MAINT	47,100.00	16,972.10	3,144.80	30,127.90	36.03
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	1,200.00	0.00	1,200.00	50.00
Total Dept 750 - MAINT & PARKS EXPENDITURES		77,848.00	36,928.57	5,980.05	40,919.43	47.44
Dept 865 - INSURANCE						
101-865-910.000	INSURANCE	15,000.00	13,169.00	0.00	1,831.00	87.79
Total Dept 865 - INSURANCE		15,000.00	13,169.00	0.00	1,831.00	87.79
Dept 970 - CAPITAL IMPROVEMENTS						
101-970-750.000	MAINT & PARKS EXPENDITURES	9,000.00	2,593.25	0.00	6,406.75	28.81
101-970-975.000	TWNHALL CAPITAL IMPROVE	11,000.00	11,000.00	0.00	0.00	100.00
Total Dept 970 - CAPITAL IMPROVEMENTS		20,000.00	13,593.25	0.00	6,406.75	67.97
TOTAL EXPENDITURES		932,739.00	392,887.12	71,706.71	539,851.88	42.12
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		941,509.00	282,047.19	65,870.56	659,461.81	29.96
TOTAL EXPENDITURES		932,739.00	392,887.12	71,706.71	539,851.88	42.12
NET OF REVENUES & EXPENDITURES		8,770.00	(110,839.93)	(5,836.15)	119,609.93	1,263.85
BEG. FUND BALANCE		1,679,637.26	1,679,637.26			
END FUND BALANCE		1,688,407.26	1,568,797.33			
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-402.000	CURRENT PROPERTY TAXES	857,607.00	200,968.78	200,968.78	656,638.22	23.43
206-000-402.002	CURRENT PROPERTY TAX AMBULANCE	113,764.00	26,655.47	26,655.47	87,108.53	23.43
Total Dept 000		971,371.00	227,624.25	227,624.25	743,746.75	23.43
TOTAL REVENUES		971,371.00	227,624.25	227,624.25	743,746.75	23.43
Expenditures						
Dept 000						

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 206 - FIRE FUND						
Expenditures						
206-000-802.004	CONTRACTED EMPLOYEE SERVICES	110,000.00	46,382.66	8,433.21	63,617.34	42.17
206-000-805.000	METRO FIRE CONTRACT	850,000.00	0.00	0.00	850,000.00	0.00
Total Dept 000		960,000.00	46,382.66	8,433.21	913,617.34	4.83
TOTAL EXPENDITURES		960,000.00	46,382.66	8,433.21	913,617.34	4.83
Fund 206 - FIRE FUND:						
TOTAL REVENUES		971,371.00	227,624.25	227,624.25	743,746.75	23.43
TOTAL EXPENDITURES		960,000.00	46,382.66	8,433.21	913,617.34	4.83
NET OF REVENUES & EXPENDITURES		11,371.00	181,241.59	219,191.04	(169,870.59)	1,593.89
BEG. FUND BALANCE		64,172.00	64,172.00			
END FUND BALANCE		75,543.00	245,413.59			
Fund 207 - POLICE PROTECTION						
Revenues						
Dept 000						
207-000-402.000	CURRENT PROPERTY TAXES	87,215.00	20,503.59	20,503.59	66,711.41	23.51
207-000-671.000	MISC REVENUES	8,700.00	0.00	0.00	8,700.00	0.00
Total Dept 000		95,915.00	20,503.59	20,503.59	75,411.41	21.38
TOTAL REVENUES		95,915.00	20,503.59	20,503.59	75,411.41	21.38
Expenditures						
Dept 000						
207-000-802.000	COMMUNITY POLICING CONTRACT	83,430.00	7,073.07	0.00	76,356.93	8.48
207-000-956.000	MISCELLANEOUS	1,500.00	1,172.50	0.00	327.50	78.17
Total Dept 000		84,930.00	8,245.57	0.00	76,684.43	9.71
TOTAL EXPENDITURES		84,930.00	8,245.57	0.00	76,684.43	9.71
Fund 207 - POLICE PROTECTION:						
TOTAL REVENUES		95,915.00	20,503.59	20,503.59	75,411.41	21.38
TOTAL EXPENDITURES		84,930.00	8,245.57	0.00	76,684.43	9.71
NET OF REVENUES & EXPENDITURES		10,985.00	12,258.02	20,503.59	(1,273.02)	111.59
BEG. FUND BALANCE		82.39	82.39			
END FUND BALANCE		11,067.39	12,340.41			
Fund 208 - PARK FUND						
Revenues						
Dept 000						
208-000-600.000	CONTRIBUTIONS FROM RESIDENTS	5,000.00	2,750.70	0.00	2,249.30	55.01
Total Dept 000		5,000.00	2,750.70	0.00	2,249.30	55.01

DB: Acme Township

REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

Page: 6/11

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 208 - PARK FUND						
Revenues						
TOTAL REVENUES		5,000.00	2,750.70	0.00	2,249.30	55.01
Expenditures						
Dept 000						
208-000-930.000	REPAIRS & MAINT	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 000		5,000.00	0.00	0.00	5,000.00	0.00
TOTAL EXPENDITURES		5,000.00	0.00	0.00	5,000.00	0.00
Fund 208 - PARK FUND:						
TOTAL REVENUES		5,000.00	2,750.70	0.00	2,249.30	55.01
TOTAL EXPENDITURES		5,000.00	0.00	0.00	5,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	2,750.70	0.00	(2,750.70)	100.00
BEG. FUND BALANCE		14,647.79	14,647.79			
END FUND BALANCE		14,647.79	17,398.49			
Fund 209 - CEMETERY FUND						
Revenues						
Dept 000						
209-000-643.000	CEMETARY lot &plots	3,500.00	3,225.00	0.00	275.00	92.14
209-000-646.000	BURIAL FEE PAYMENTS	5,000.00	1,325.00	0.00	3,675.00	26.50
Total Dept 000		8,500.00	4,550.00	0.00	3,950.00	53.53
TOTAL REVENUES		8,500.00	4,550.00	0.00	3,950.00	53.53
Expenditures						
Dept 000						
209-000-726.000	SUPPLIES & POSTAGE	400.00	0.00	0.00	400.00	0.00
209-000-802.004	CONTRACTED EMPLOYEE SERVICES	5,000.00	1,825.00	0.00	3,175.00	36.50
209-000-930.000	REPAIRS & MAINT	3,000.00	3,195.49	0.00	(195.49)	106.52
Total Dept 000		8,400.00	5,020.49	0.00	3,379.51	59.77
TOTAL EXPENDITURES		8,400.00	5,020.49	0.00	3,379.51	59.77
Fund 209 - CEMETERY FUND:						
TOTAL REVENUES		8,500.00	4,550.00	0.00	3,950.00	53.53
TOTAL EXPENDITURES		8,400.00	5,020.49	0.00	3,379.51	59.77
NET OF REVENUES & EXPENDITURES		100.00	(470.49)	0.00	570.49	470.49
BEG. FUND BALANCE		14,923.92	14,923.92			
END FUND BALANCE		15,023.92	14,453.43			

Fund 212 - LIQUOR FUND

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PERIOD ENDING 12/31/2020

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	%
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2020	MONTH 12/31/2020	BALANCE	BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 212 - LIQUOR FUND						
Revenues						
Dept 000						
212-000-443.000	LIQUOR LICENSE FEES	11,500.00	13,010.80	0.00	(1,510.80)	113.14
212-000-665.000	INTEREST ON INVESTMENTS	3.00	0.00	0.00	3.00	0.00
Total Dept 000		11,503.00	13,010.80	0.00	(1,507.80)	113.11
TOTAL REVENUES		11,503.00	13,010.80	0.00	(1,507.80)	113.11
Expenditures						
Dept 000						
212-000-999.000	TRANSFER TO OTHER FUNDS	8,700.00	0.00	0.00	8,700.00	0.00
Total Dept 000		8,700.00	0.00	0.00	8,700.00	0.00
TOTAL EXPENDITURES		8,700.00	0.00	0.00	8,700.00	0.00
Fund 212 - LIQUOR FUND:						
TOTAL REVENUES		11,503.00	13,010.80	0.00	(1,507.80)	113.11
TOTAL EXPENDITURES		8,700.00	0.00	0.00	8,700.00	0.00
NET OF REVENUES & EXPENDITURES		2,803.00	13,010.80	0.00	(10,207.80)	464.17
BEG. FUND BALANCE		804.24	804.24			
END FUND BALANCE		3,607.24	13,815.04			
Fund 225 - FARMLAND PRESERVATION						
Revenues						
Dept 000						
225-000-402.000	CURRENT PROPERTY TAXES	268,820.00	0.00	0.00	268,820.00	0.00
225-000-665.000	INTEREST ON INVESTMENTS	600.00	225.58	0.00	374.42	37.60
Total Dept 000		269,420.00	225.58	0.00	269,194.42	0.08
TOTAL REVENUES		269,420.00	225.58	0.00	269,194.42	0.08
Expenditures						
Dept 000						
225-000-802.002	ATTORNEY SERVICES	8,500.00	2,130.00	1,104.00	6,370.00	25.06
225-000-802.004	CONTRACTED EMPLOYEE SERVICES	31,250.00	15,500.00	0.00	15,750.00	49.60
225-000-941.000	PDR PYMT TO LANDOWNERS	220,000.00	(35,000.00)	0.00	255,000.00	(15.91)
225-000-942.000	APPRAISAL EXPENSES	8,200.00	2,900.00	0.00	5,300.00	35.37
Total Dept 000		267,950.00	(14,470.00)	1,104.00	282,420.00	(5.40)
TOTAL EXPENDITURES		267,950.00	(14,470.00)	1,104.00	282,420.00	(5.40)
Fund 225 - FARMLAND PRESERVATION:						

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 225 - FARMLAND PRESERVATION						
TOTAL REVENUES		269,420.00	225.58	0.00	269,194.42	0.08
TOTAL EXPENDITURES		267,950.00	(14,470.00)	1,104.00	282,420.00	5.40
NET OF REVENUES & EXPENDITURES		1,470.00	14,695.58	(1,104.00)	(13,225.58)	999.70
BEG. FUND BALANCE		1,062,423.82	1,062,423.82			
END FUND BALANCE		1,063,893.82	1,077,119.40			
Fund 296 - SHORELINE PPRESERVATION						
Revenues						
Dept 000						
296-000-665.000	INTEREST ON INVESTMENTS	0.00	0.30	0.00	(0.30)	100.00
Total Dept 000		0.00	0.30	0.00	(0.30)	100.00
TOTAL REVENUES		0.00	0.30	0.00	(0.30)	100.00
Fund 296 - SHORELINE PPRESERVATION:						
TOTAL REVENUES		0.00	0.30	0.00	(0.30)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.30	0.00	(0.30)	100.00
BEG. FUND BALANCE		1,386.89	1,386.89			
END FUND BALANCE		1,386.89	1,387.19			
Fund 403 - NAKWEMA TRAILWAY FUND						
Revenues						
Dept 000						
403-000-602.006	COMMUNITY GROWTH GRANT	17,172.00	0.00	0.00	17,172.00	0.00
403-000-602.008	IRON BELLE TRAIL FUND	300,000.00	0.00	0.00	300,000.00	0.00
403-000-602.009	MI NATIONAL RESOURSE TRUST FUND	300,000.00	0.00	0.00	300,000.00	0.00
403-000-602.010	GRAND TRAVERSE BAND	15,000.00	0.00	0.00	15,000.00	0.00
Total Dept 000		632,172.00	0.00	0.00	632,172.00	0.00
TOTAL REVENUES		632,172.00	0.00	0.00	632,172.00	0.00
Expenditures						
Dept 000						
403-000-803.000	PLANNER SERVICES	25,000.00	742.50	742.50	24,257.50	2.97
403-000-803.003	ENGINEERING SERVICES	25,000.00	0.00	0.00	25,000.00	0.00
Total Dept 000		50,000.00	742.50	742.50	49,257.50	1.49
TOTAL EXPENDITURES		50,000.00	742.50	742.50	49,257.50	1.49
Fund 403 - NAKWEMA TRAILWAY FUND:						
TOTAL REVENUES		632,172.00	0.00	0.00	632,172.00	0.00
TOTAL EXPENDITURES		50,000.00	742.50	742.50	49,257.50	1.49

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 403 - NAKWEMA TRAILWAY FUND						
NET OF REVENUES & EXPENDITURES		582,172.00	(742.50)	(742.50)	582,914.50	0.13
BEG. FUND BALANCE		33,993.68	33,993.68			
END FUND BALANCE		616,165.68	33,251.18			
Fund 590 - ACME RELIEF SEWER						
Revenues						
Dept 000						
590-000-460.000	USAGE&CONNECTION FEES	902,640.00	118,222.06	0.00	784,417.94	13.10
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	560.81	0.00	2,039.19	21.57
Total Dept 000		929,240.00	118,782.87	0.00	810,457.13	12.78
TOTAL REVENUES		929,240.00	118,782.87	0.00	810,457.13	12.78
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	0.00	0.00	34,500.00	0.00
590-000-956.001	OPERATING & MAINT EXP	425,000.00	263,484.55	2,275.00	161,515.45	62.00
590-000-956.003	HOCH ROAD #697 EXP	1,200.00	81.48	0.00	1,118.52	6.79
590-000-995.001	INTEREST on BONDS	22,500.00	2,480.11	0.00	20,019.89	11.02
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	266,046.14	2,275.00	321,555.86	45.28
TOTAL EXPENDITURES		587,602.00	266,046.14	2,275.00	321,555.86	45.28
Fund 590 - ACME RELIEF SEWER:						
TOTAL REVENUES		929,240.00	118,782.87	0.00	810,457.13	12.78
TOTAL EXPENDITURES		587,602.00	266,046.14	2,275.00	321,555.86	45.28
NET OF REVENUES & EXPENDITURES		341,638.00	(147,263.27)	(2,275.00)	488,901.27	43.11
BEG. FUND BALANCE		9,030,552.27	9,030,552.27			
END FUND BALANCE		9,372,190.27	8,883,289.00			
Fund 591 - WATER FUND- HOPE VILLAGE						
Revenues						
Dept 550 - HOPE VILLAGE- WATER						
591-550-460.000	USAGE&CONNECTION FEES	14,749.00	2,458.29	0.00	12,290.71	16.67
Total Dept 550 - HOPE VILLAGE- WATER		14,749.00	2,458.29	0.00	12,290.71	16.67
TOTAL REVENUES		14,749.00	2,458.29	0.00	12,290.71	16.67
Expenditures						
Dept 550 - HOPE VILLAGE- WATER						
591-550-956.001	OPERATING & MAINT EXP	12,700.00	3,175.46	0.00	9,524.54	25.00

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	
		AMENDED BUDGET	12/31/2020	MONTH 12/31/2020	BALANCE		
		NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)
Fund 591 - WATER FUND- HOPE VILLAGE							
Expenditures							
Total Dept 550 - HOPE VILLAGE- WATER		12,700.00	3,175.46	0.00		9,524.54	25.00
TOTAL EXPENDITURES		12,700.00	3,175.46	0.00		9,524.54	25.00
Fund 591 - WATER FUND- HOPE VILLAGE:							
TOTAL REVENUES		14,749.00	2,458.29	0.00		12,290.71	16.67
TOTAL EXPENDITURES		12,700.00	3,175.46	0.00		9,524.54	25.00
NET OF REVENUES & EXPENDITURES		2,049.00	(717.17)	0.00		2,766.17	35.00
BEG. FUND BALANCE		102,447.00	102,447.00				
END FUND BALANCE		104,496.00	101,729.83				
Fund 703 - CURRENT TAX COLLECTION							
Expenditures							
Dept 000							
703-000-876.000	REFUNDS &OVERPAYMENTS	0.00	8.31	10.78		(8.31)	100.00
Total Dept 000		0.00	8.31	10.78		(8.31)	100.00
TOTAL EXPENDITURES		0.00	8.31	10.78		(8.31)	100.00
Fund 703 - CURRENT TAX COLLECTION:							
TOTAL REVENUES		0.00	0.00	0.00		0.00	0.00
TOTAL EXPENDITURES		0.00	8.31	10.78		(8.31)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(8.31)	(10.78)		8.31	100.00
BEG. FUND BALANCE		(375.35)	(375.35)				
END FUND BALANCE		(375.35)	(383.66)				
Fund 811 - HOLIDAY HILLS AREA IMPROVEMENT							
Revenues							
Dept 000							
811-000-672.000	ASSESSMENTS CURRENT	64,000.00	0.00	0.00		64,000.00	0.00
811-000-672.020	PREPAID ASSESSMENTS	6,000.00	6,597.41	0.00		(597.41)	109.96
Total Dept 000		70,000.00	6,597.41	0.00		63,402.59	9.42
TOTAL REVENUES		70,000.00	6,597.41	0.00		63,402.59	9.42
Expenditures							
Dept 000							
811-000-995.001	INTEREST on BONDS	21,200.00	11,058.75	0.00		10,141.25	52.16
811-000-997.000	DEBT PAYMENT TO COUNTY	55,000.00	55,000.00	0.00		0.00	100.00
Total Dept 000		76,200.00	66,058.75	0.00		10,141.25	86.69
TOTAL EXPENDITURES		76,200.00	66,058.75	0.00		10,141.25	86.69

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 811 - HOLIDAY HILLS AREA IMPROVEMENT						
Fund 811 - HOLIDAY HILLS AREA IMPROVEMENT:						
TOTAL REVENUES		70,000.00	6,597.41	0.00	63,402.59	9.42
TOTAL EXPENDITURES		76,200.00	66,058.75	0.00	10,141.25	86.69
NET OF REVENUES & EXPENDITURES		(6,200.00)	(59,461.34)	0.00	53,261.34	959.05
BEG. FUND BALANCE		302,516.98	302,516.98			
END FUND BALANCE		296,316.98	243,055.64			
TOTAL REVENUES - ALL FUNDS		3,949,379.00	678,550.98	313,998.40	3,270,828.02	17.18
TOTAL EXPENDITURES - ALL FUNDS		2,994,221.00	774,097.00	84,272.20	2,220,124.00	25.85
NET OF REVENUES & EXPENDITURES		955,158.00	(95,546.02)	229,726.20	1,050,704.02	10.00
BEG. FUND BALANCE - ALL FUNDS		12,307,212.89	12,307,212.89			
END FUND BALANCE - ALL FUNDS		13,262,370.89	12,211,666.87			

Fund 101 GENERAL FUND

GL Number	Description	Balance
*** Assets ***		
101-000-001.000	CASH-CHECKING	1,000,332.99
101-000-002.000	CASH ON HAND (PETTY CASH)	200.00
101-000-004.000	3735-MONEY MARKET	299,474.76
101-000-005.000	1886-HIGH YIELD	157,762.69
101-000-018.000	MISC RECEIVABLE (IMMANUAL/BATES A	43,331.38
101-000-072.000	G.T. COUNTY SEPTAGE BOND/LOAN	103,964.26
101-000-084.703	DUE FROM CURRENT TAX FUND	2,199.03
101-000-123.000	PREPAID EXPENSE	4,127.00
Total Assets		1,611,392.11
*** Liabilities ***		
101-000-231.200	OTHER PAYROLL DEDUCTIONS	(736.60)
101-000-339.000	DEFERRED REVENUE	43,331.38
Total Liabilities		42,594.78
*** Fund Balance ***		
101-000-378.000	PA48 METRO FUND-RESTRICTED	14,574.37
101-000-378.001	PUBLIC BROADCAST EQUIP FUND-RESTR	6,864.00
101-000-382.000	SELF FUND ACCTS (PAYABLE 6 MONTHS	388,125.00
101-000-382.003	SEPTAGE PLANT BOND BUYOUT-COMMITT	110,169.74
101-000-382.004	TOWNSHIP HALL/COMMUNITY CTR-COMMI	30,000.00
101-000-382.005	GTTC ENGINEER PROJECT MNGT-COMMIT	32,000.00
101-000-390.000	Fund Balance	1,097,904.15
Total Fund Balance		1,679,637.26
Beginning Fund Balance		1,679,637.26
Net of Revenues VS Expenditures		(110,839.93)
Ending Fund Balance		1,568,797.33
Total Liabilities And Fund Balance		1,611,392.11

Fund 206 FIRE FUND

GL Number	Description	Balance
*** Assets ***		
206-000-001.000	CASH-CHECKING	245,413.59
Total Assets		<u>245,413.59</u>
*** Liabilities ***		
Total Liabilities		<u>0.00</u>
*** Fund Balance ***		
206-000-390.000	Fund Balance	64,172.00
Total Fund Balance		<u>64,172.00</u>
Beginning Fund Balance		64,172.00
Net of Revenues VS Expenditures		181,241.59
Ending Fund Balance		245,413.59
Total Liabilities And Fund Balance		245,413.59

Fund 207 POLICE PROTECTION

GL Number	Description	Balance
*** Assets ***		
207-000-001.000	CASH-CHECKING	12,340.41
Total Assets		12,340.41
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
207-000-390.000	Fund Balance	82.39
Total Fund Balance		82.39
Beginning Fund Balance		82.39
Net of Revenues VS Expenditures		12,258.02
Ending Fund Balance		12,340.41
Total Liabilities And Fund Balance		12,340.41

Fund 208 PARK FUND

GL Number	Description	Balance
*** Assets ***		
208-000-001.000	CASH-CHECKING	17,398.49
Total Assets		<u>17,398.49</u>
*** Liabilities ***		
Total Liabilities		<u>0.00</u>
*** Fund Balance ***		
208-000-390.000	Fund Balance	14,647.79
Total Fund Balance		<u>14,647.79</u>
Beginning Fund Balance		14,647.79
Net of Revenues VS Expenditures		2,750.70
Ending Fund Balance		17,398.49
Total Liabilities And Fund Balance		17,398.49

Fund 209 CEMETERY FUND

GL Number	Description	Balance
*** Assets ***		
209-000-001.000	CASH-CHECKING	14,453.43
Total Assets		<u>14,453.43</u>
*** Liabilities ***		
Total Liabilities		<u>0.00</u>
*** Fund Balance ***		
209-000-390.000	Fund Balance	14,923.92
Total Fund Balance		<u>14,923.92</u>
Beginning Fund Balance		14,923.92
Net of Revenues VS Expenditures		(470.49)
Ending Fund Balance		14,453.43
Total Liabilities And Fund Balance		14,453.43

Fund 212 LIQUOR FUND

GL Number	Description	Balance
*** Assets ***		
212-000-001.000	CASH-CHECKING	13,815.04
Total Assets		<u>13,815.04</u>
*** Liabilities ***		
Total Liabilities		<u>0.00</u>
*** Fund Balance ***		
212-000-390.000	Fund Balance	804.24
Total Fund Balance		<u>804.24</u>
Beginning Fund Balance		804.24
Net of Revenues VS Expenditures		13,010.80
Ending Fund Balance		13,815.04
Total Liabilities And Fund Balance		13,815.04

Fund 225 FARMLAND PRESERVATION

GL Number	Description	Balance
*** Assets ***		
225-000-001.000	9937-CASH-CHECKING	1,072,193.81
225-000-004.000	4319-MONEY MARKET	5,212.59
Total Assets		1,077,406.40
*** Liabilities ***		
225-000-202.000	ACCOUNTS PAYABLE	287.00
Total Liabilities		287.00
*** Fund Balance ***		
225-000-390.000	Fund Balance	1,062,423.82
Total Fund Balance		1,062,423.82
Beginning Fund Balance		1,062,423.82
Net of Revenues VS Expenditures		14,695.58
Ending Fund Balance		1,077,119.40
Total Liabilities And Fund Balance		1,077,406.40

Fund 296 SHORELINE PPRESERVATION

GL Number	Description	Balance
*** Assets ***		
296-000-001.000	CASH-CHECKING	1,387.19
Total Assets		1,387.19
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
296-000-390.000	Fund Balance	1,386.89
Total Fund Balance		1,386.89
Beginning Fund Balance		1,386.89
Net of Revenues VS Expenditures		0.30
Ending Fund Balance		1,387.19
Total Liabilities And Fund Balance		1,387.19

Fund 403 NAKWEMA TRAILWAY FUND

GL Number	Description	Balance
*** Assets ***		
403-000-001.000	CASH-CHECKING	33,251.18
Total Assets		33,251.18
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
403-000-390.000	Fund Balance	33,993.68
Total Fund Balance		33,993.68
Beginning Fund Balance		33,993.68
Net of Revenues VS Expenditures		(742.50)
Ending Fund Balance		33,251.18
Total Liabilities And Fund Balance		33,251.18

Fund 590 ACME RELIEF SEWER

GL Number	Description	Balance
*** Assets ***		
590-000-001.000	9945-CASH-CHECKING	2,414,381.03
590-000-004.000	0651-MONEY MARKET	197,968.08
590-000-132.000	SEPTIC PLANT	470,853.00
590-000-133.000	ACCUMULATED DEPRECIATION	(122,239.42)
590-000-153.000	ACCUMULATED DEPRECIATION-WATE	(236,575.14)
590-000-154.000	SEWER SYSTEMS	12,770,463.07
590-000-155.000	ACCUMULATED DEPREC-SEWER	(6,383,303.24)
Total Assets		9,111,547.38
*** Liabilities ***		
590-000-250.000	BONDS PAYABLE LONG TERM	107,257.54
590-000-250.001	ACCR.INTEREST ON BONDS	836.46
590-000-250.100	Current portion of Bonds	105,402.38
590-000-251.002	PREMIUM OF REFUNDED BONDS	14,762.00
Total Liabilities		228,258.38
*** Fund Balance ***		
590-000-382.000	OPERATION & MAINTENANCE	370,210.00
590-000-382.001	REPLACEMENT	246,807.00
590-000-382.002	IMPROVEMENT	509,150.00
590-000-390.000	Fund Balance	7,904,385.27
Total Fund Balance		9,030,552.27
Beginning Fund Balance		9,030,552.27
Net of Revenues VS Expenditures		(147,263.27)
Ending Fund Balance		8,883,289.00
Total Liabilities And Fund Balance		9,111,547.38

Fund 591 WATER FUND- HOPE VILLAGE

GL Number	Description	Balance
*** Assets ***		
591-000-001.000	CASH-CHECKING	6,444.83
591-000-152.000	WATER SYSTEMS	177,000.00
591-000-153.000	ACCUMULATED DEPRECIATION-WATER	(81,715.00)
Total Assets		101,729.83
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
591-000-390.000	Fund Balance	102,447.00
Total Fund Balance		102,447.00
Beginning Fund Balance		102,447.00
Net of Revenues VS Expenditures		(717.17)
Ending Fund Balance		101,729.83
Total Liabilities And Fund Balance		101,729.83

Fund 701 TRUST AND AGENCY

GL Number	Description	Balance
*** Assets ***		
701-000-001.000	CASH-CHECKING	4,000.00
Total Assets		<u>4,000.00</u>
*** Liabilities ***		
701-400-282.423	POW/WINDWARD RIDGE	4,000.00
Total Liabilities		<u>4,000.00</u>
*** Fund Balance ***		
Total Fund Balance		<u>0.00</u>
Beginning Fund Balance		0.00
Net of Revenues VS Expenditures		0.00
Ending Fund Balance		0.00
Total Liabilities And Fund Balance		4,000.00

Fund 703 CURRENT TAX COLLECTION

GL Number	Description	Balance
*** Assets ***		
703-000-001.000	CASH-CHECKING	1,259,780.20
Total Assets		<u>1,259,780.20</u>
*** Liabilities ***		
703-000-202.000	ACCOUNTS PAYABLE	187.56
703-000-273.000	UNDISTRIBUTED TAX	1,259,976.30
Total Liabilities		<u>1,260,163.86</u>
*** Fund Balance ***		
703-000-390.000	Fund Balance	(375.35)
Total Fund Balance		<u>(375.35)</u>
Beginning Fund Balance		(375.35)
Net of Revenues VS Expenditures		(8.31)
Ending Fund Balance		(383.66)
Total Liabilities And Fund Balance		1,259,780.20

Fund 811 HOLIDAY HILLS AREA IMPROVEMENT

GL Number	Description	Balance
*** Assets ***		
811-000-001.000	CASH-CHECKING	243,055.64
811-000-045.000	RECEIVABLE-CURRENT	536,039.94
Total Assets		779,095.58
*** Liabilities ***		
811-000-339.000	DEFERRED REVENUE	536,039.94
Total Liabilities		536,039.94
*** Fund Balance ***		
811-000-390.000	Fund Balance	302,516.98
Total Fund Balance		302,516.98
Beginning Fund Balance		302,516.98
Net of Revenues VS Expenditures		(59,461.34)
Ending Fund Balance		243,055.64
Total Liabilities And Fund Balance		779,095.58

DRAFT UNAPPROVED



ACME TOWNSHIP PLANNING COMMISSION MEETING

6042 Acme Rd., Williamsburg MI 49690

Remote Zoom Meeting

Monday, January 11, 2021 7:00 p.m.

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

ROLL CALL: Members present: K. Wentzloff, S. Feringa, D. Rosa, B. Balentine, J. Aukerman, D. VanHouten, M. Timmins

Members excused: None

Staff present: L. Wolf, Planning & Zoning Administrator, S. Winter, Planning Consultant Becker & Raeder, L. Schut, Recording Secretary

A. LIMITED PUBLIC COMMENT:

Public comment opened at 7:02 p.m.

Brian Kelley referenced the ongoing process to review the Zoning Ordinance for Acme Township, and requested a document that summarizes changes. Brian also expressed his desire for the original Capital Improvement (CIP) scoring list to be reinstated and adhered to.

Andy Andres, 1107 Barlow Street, Traverse City, Michigan, speaking on behalf of the Andres Trust located at 4946 M-72 East (at the corner of M-72 and Lautner Road). Andres may bring zoning issues related to the Andres Trust property forward in the future.

Public comment closed at 7:07 p.m.

B. APPROVAL OF AGENDA

One item of additional Correspondence presented to amend the Agenda.

Motion by Timmons, supported by Balentine, to approve the agenda as presented with the addition of 1 item of Correspondence (Agenda item G, #7, Correspondence). No discussion. Roll call motion carried unanimously.

C. INQUIRY AS TO CONFLICTS OF INTEREST: None

D. SPECIAL PRESENTATIONS: None

E. CONSENT CALENDAR:

1. RECEIVE AND FILE

a. Township Board Regular Meeting Minutes 12.01.20

2. ACTION

a. Approve Draft Planning Commission Meeting Minutes 12.14.20

Motion by Aukerman, supported by Timmons, to Receive and File the Township Board Regular Meeting Minutes from 12.01.20, from the Consent Calendar. No discussion. Roll call motion carried unanimously, with VanHouten unable to vote due to technology issues.

F. ITEMS REMOVED FROM THE CONSENT CALENDAR:

1. Draft Planning Commission Meeting Minutes 12.14.20

Motion by Balentine, supported by Aukerman, to revise Draft Planning Commission Meeting Minutes dated 12.14.20, page 5, Agenda item J.2 (New Business, Planning Commission Annual Report), paragraph 5, changing all (2) references of 'Stimson' to 'Iacoangeli.' No discussion. Roll call motion carried, with VanHouten unable to vote due to technology issues and Timmons abstaining.

G. CORRESPONDENCE:

1. Letter dated December 15, 2020, Beverly Silk
2. Email dated December 16, 2020, Judy Passon
3. Email dated December 17, 2020, John and Irene Stuart
4. Monthly Planning Report, January 2021, Beckett & Raeder
5. Email dated December 17, 2020, Melanie Stieber
6. Email dated December 4, 2020, Jim Goran
7. Email dated January 11, 2021, Robert Garvey

H. PUBLIC HEARINGS: None

I. OLD BUSINESS

1. Planning Commission 2020 Annual Report

Wolf, referencing the *Planning Commission 2020 Annual Report*, requested feedback from the Planning Commission members. Wolf requested approval to submit the *Planning Commission 2020 Annual Report* to the Acme Township Board of Trustees.

Motion by Timmons, supported by Balentine, to approve and forward to the Acme Township Board the *Planning Commission 2020 Annual Report* as presented. No discussion. Roll call motion carried unanimously.

2. DRAFT Zoning Ordinance - Articles 4 & 5

The Planning Commission members began their review and comment on the DRAFT Zoning Ordinance, Article 4, which addresses Overlay Districts.

Section 4.1, Overlay Districts

Winter noted the map will need to be updated due to changes made at a recent meeting regarding the zoning map. Wentzloff noted that some of the text of street names tended to interfere with the reading of the map. She also proposed increasing the contrast between the colors (blue and green) or changing the color scheme, would also increase the clarity for map reading. Balentine recommended increasing the size of the map to increase readability.

Wentzloff inquired as to the source Overlay Districts. S. Winter stated the source was the Michigan Department of Environment, Great Lakes, and Energy (EGLE). Wentzloff and Winter discussed methods used to determine boundaries of wetland areas, with Wentzloff noting that a few parcels were mostly or completely encumbered by land designated as Wetlands. Wentzloff expressed a concern that it may be burdensome for a property owner whose property includes an area or areas that have been delineated as Wetlands. Winter offered potential remedies for property owners to address possible discrepancies regarding Wetland designations, and also clarified that any redetermination would override the actual map, which would eventually be updated with the redetermination.

US-31/M-72 Mixed Use Overlay District

Section 4.2.2, Applicability

Winter noted this new section that is intended to clarify the district to which the ordinance applies.

Section 4.2.3, General Standards

Wentzloff suggested providing a method that allows entities other than the Planning Commission to review

applications, including circumstances involving permits or when reviewed by the Site Plan Committee.

Section 4.2.3, General Standards, Item F

Timmons and Winters discussed the possibility of removing the reference to the *Acme Shores Placemaking Plan*, and instead include the current *Park Plan* and the *Community Master Plan*. Winters noted the *Community Master Plan* was already included and that the *Park Plan* applies specifically to recreational properties rather than the development of the Township as a whole, especially private property. Timmons agreed the *Acme Shores Placemaking Plan* still had relevance and should continue to be included and that referencing the *Park Plan* was redundant, as the content is included in the Master Plan.

Section 4.2.4, Properties Currently Developed and Occupied

Language was added that addresses circumstances when an existing structure that, if expanded, requires any improvements to comply with the standards of the Overlay District to the greatest extent possible. The change also provides latitude to additional bodies to determine compliance.

Section 4.2.5, Development Categories, Patterns and Land Use, Item A, Mixed Housing Neighborhood, Typical Building Heights

Responding to an inquiry by Wentzloff, Winter confirmed that property owners would not be held to the specific language, and that the description is intended to describe the general character of a neighborhood rather than prescribe mandatory requirements.

Responding to an inquiry by Wentzloff regarding the likelihood of ‘workplace buildings’ existing in a ‘Housing Neighborhood,’ Winter indicated that some types of buildings that could be referred to as workplace buildings are allowable in a Housing Neighborhood, including educational institutions, cultural institutions, and government buildings.

Timmons asked who would determine how many a ‘few’ taller workplace buildings would include.

Section 4.2.5, Development Categories, Patterns and Land Use, Item C, Corridor Commercial, Frontage Types

Planning Commission members agreed that ‘arcade walkways’ is a design type that is outdated. Winter indicated a covered facade may be described as an arcade walkway in a Community Planning environment, and the Planning Commission members agreed to keep the reference.

Section 4.2.6, General Provisions, Item C

Winter recommended removing the requirement of a masonry screen wall along a property that is not defined by a building.

After some discussion, the Planning Commission members agreed to a proposal by Winter that the requirement of the masonry screen wall be prohibited along primary streets, but allowable along secondary streets, as long as a vegetative screen was installed; if the masonry screen is located in the rear or adjacent to an alley, the vegetative screen would not be required and could be adjacent to the building.

Section 4.2.6, General Provisions, Item D

Wentzloff requested ‘buildable density’ be defined,

Section 4.2.6, General Provisions, Item E

Responding to an inquiry from Wentzloff, Winter clarified that ‘intended for the receipt of vehicles and goods’ was language that had been added to ensure the requirement does not interfere in situations when restaurants use overhead doors as an indoor/outdoor dining area.

Section 4.2.6, General Provisions, Item F

Winter recommended removing the first few items in the list and referring to them as ‘exposed mechanical equipment’ instead.

Section 4.2.7, Land Use Development by Floor

Balentine noted office uses are not permitted for buildings in Mixed Housing Neighborhoods.

Referencing 'Ground floor residential uses', Winter proposed allowing residential on the ground floor in the Corridor Commercial District. Wentzloff requested a solution be developed that would allow for residential parking/garage spaces to be allowed on the ground level in Mixed Use Districts.

Wentzloff noted office uses in Corridor Shoreline and Commercial Uses are not allowed on the ground floor, but are allowed on the 2nd floor with no commercial uses. Wentzloff suggested office uses and commercial uses be allowable on the ground floor.

Wentzloff proposed allowing a Finish Level Above Grade (max.) of one foot for both the Commercial and Commercial Flex districts.

Aukerman inquired as to whether or not the requirement of a raised entrance may present any hardship for people with disabilities or who are confined to a wheelchair. Feringa indicated the buildings with a raised entrance must also meet ADA accessibility requirements.

Section 4.2.9, Facade Components and Materials (All Buildings Except Residential-Only), Item A, Windows and Transparency, Item #2

Winter proposed language be added to specify 'front' facade.

Section 4.2.9, Facade Components and Materials (All Buildings Except Residential-Only), Item E, Customer Entrances, Item #1

Language was added to allow for one entrance for corner properties, rather than requiring two entrances.

Section 4.2.9, Facade Components and Materials (All Buildings Except Residential-Only), Item E, Customer Entrances, Item #2

Language was revised to allow the developer to select a minimum of three items from the list.

Section 4.2.9, Facade Components and Materials (All Buildings Except Residential-Only), Item F, Building Materials

Feringa suggested the list of building materials be updated. Winter proposed linking each type of building material to a maximum percentage of facade coverage, which would allow for flexibility of selection of building materials while limiting the density of use of a building material. Feringa agreed to develop a proposal, to be reviewed at a future meeting.

Section 4.2.10, Site Lighting, Item D

Exterior lighting poles are currently limited to the height of the building or 27 feet; Planning Commission members agreed to change '27 feet' to '22 feet'

Section 4.2.12, Parking, Item B, Screening

Winter proposed allowing an exception to the screen requirement on *all* sides of a parking lot to allow for snow removal.

Section 4.2.12, Parking, Item C, Setbacks, Item #3

Winter suggested reducing side setbacks along a common property line from ten feet to five feet.

Section 4.2.12, Parking, Item E, Bicycle Parking

Winter cautioned against requiring too much bicycle parking. Wentzloff suggested adding a cap to the maximum number of bicycle parking slots required.

US-31/M-72 Mixed Use Overlay District

Section 4.3.2, Applicability

Winter noted the setback from an established wetland had been increased to 50 feet, while the Stormwater Ordinance currently requires 25 feet.

Section 4.3.2, Applicability, Item C

Feringa proposed changing ‘established wetland’ to ‘delineated wetland.’

Section 4.3.3, General Requirements

Winter noted Items C through E had been added.

Rosa expressed concern regarding the ability of the Township to enforce requirements and suggested Township residents may not be in agreement with the ordinance. Rosa recommended the Township notify property owners of changes made to the Acme Township Zoning Ordinance in an effort to inform them and encourage compliance.

Section 4.3.4, Natural Shoreline Buffer, Item C, Preservation, #4

Winter noted that this section now permits the removal of limbs up to twelve feet above grade, a revision intended to encourage property owners to keep trees while maintaining a view of the water.

Section 4.3.6, Shoreline Stabilization Structures

Winter noted this is a new section. Planning Commission members discussed other options to accomplish rapid shoreline stabilization through the use of structures, with members preferring temporary structures as opposed to permanent structures.

Wentzloff suggested adding language to define a review method when property owners intend to replace a temporary structure with a permanent structure, and recommended the Zoning Board of Appeals be involved in such a review. Winter will consult with legal counsel.

Additional discussion between Planning Commission members occurred regarding jurisdiction in matters when overlapping zoning ordinances conflict. Winter will consult with legal counsel.

The Planning Commission members expect to review Article 5 at the January 25, 2021 meeting, with the potential to also review Article 6.

J. NEW BUSINESS

1. CIP Training Discussion

Winter proposed scheduling J. Iacoangeli, who is willing to provide a Capital Improvement Program (CIP) training/presentation to the Planning Commission. The presentation is expected to take 30 minutes, with a question and answer session after. Winter proposed a small subcommittee tackle the CIP to bring a proposal back to the Planning Commission. Aukerman agreed that 30 minutes should be sufficient and noted that Capital Improvement Plans from other local governments can be very extensive. Aukerman requested the training be tailored to Acme Township.

Wentzloff reminded the Planning Commission members that some items that were originally placed on the CIP were later removed because it was determined the items were not considered to be financially feasible, or were out of Acme Township’s jurisdiction. Wentzloff further clarified that these changes were by design and not made arbitrarily.

Winter indicated that the CIP should be limited to expenditures that Acme Township can make to advance objectives of the Master Plan.

Balentine inquired as to the status of the repaving of Bunker Hill Road. Feringa noted it remains on the Transportation Priority List and has been funded, but has experienced delays due to a variety of issues, including the COVID-19 pandemic.

K. PUBLIC COMMENT & OTHER PC BUSINESS

PUBLIC COMMENT

Public Comment opened at 9:09 p.m.

Brian Kelley, provided comments regarding the nature of waterways, specifically noting the importance of keeping fertilizer out of the creeks; Brian recommends Acme Township implement regulations related to water quality that more than meet the minimum requirements of the State of Michigan. Brian also supports the suggestion to provide Acme Township property owners information regarding changes made to zoning. Brian requested the Bunker Hill paving project remain on the list.

Public Comment closed at 9:12 p.m.

1. Planning & Zoning Administrator Report:

Wolf reminded the Planning Commission members of the Special Planning Commission Meeting scheduled for January 25, 2021.

Winter shared his intention to draft a Police Power Ordinance to offer a temporary solution that provides relief to dining and drinking establishments in Acme Township, which are currently not allowed to operate. Temporary accommodations could include a permit from Acme Township.

2. Township Board Report: None

3. Parks & Trails Committee Report: None

ADJOURN: Motion by Balentine to adjourn, supported by VanHouten. No discussion. Roll call motion carried unanimously.

Meeting adjourned at 9:15 p.m.

01/27/2021 10:16 AM
User: CRISTY DANCA
DB: ACME TOWNSHIP

CHECK DISBURSEMENT REPORT FOR ACME TOWNSHIP
CHECK DATE FROM 01/06/2021 - 02/01/2021
Banks: CHASE, FARM, PARKS, SEWER

Page 1/4

Check Date	Bank	Check #	Payee	Description	GL # <i>prepaid</i>	Amount
01/06/2021	CHAS	26071	ACE HARDWARE	REPAIRS & MAINT	101-750-930.000	72.95
01/06/2021	CHAS	26072	BECKETT & RAEDER	PLANNING CONSULTANT	101-101-803.001	1,520.22
		26072		PLANNING & CONSULTANT T & A	101-410-803.005-112	125.00
		26072		PLANNING & CONSULTANT T & A	101-410-803.005-114	75.00
						<hr/> 1,720.22
01/06/2021	CHAS	26073	CHERRYLAND RURAL ELECTRIC	ELECTRIC UTILITIES TOWNHALL/SAYLER P	101-265-920.000	19.50
		26073		ELECTRIC UTILITIES TOWNHALL/ YUBA CE	101-265-920.000	42.77
		26073		STREET LIGHTS/YUBA PK RD & US 31 N	101-265-921.000	20.96
		26073		STREET LIGHTS/PEACEFUL VAL.NEAR 7791	101-265-921.000	11.53
		26073		STREET LIGHTS/SAYLOR PK	101-265-921.000	10.43
		26073		STREET LIGHTS/BAY VALLEY ST LITE	101-265-921.000	10.23
		26073		STREET LIGHTS/5 MILE NEAR ADD 4782	101-265-921.000	10.43
		26073		STREET LIGHTS/BUNKER HILL AND WHITE	101-265-921.000	18.87
		26073		STREET LIGHTS/FIVE MILE & HOLIDAY HL	101-265-921.000	20.86
		26073		STREET LIGHTS/YUBA HERITAGE	101-265-921.000	10.23
		26073		STREET LIGHTS	101-265-921.000	78.43
						<hr/> 254.24
01/06/2021	CHAS	26074	CINTAS CORP #729	REPAIRS & MAINT	101-265-930.000	91.19
01/06/2021	CHAS	26075	CONSUMERS ENERGY	STREET LIGHTS	101-265-921.000	542.19
01/06/2021	CHAS	26076	G.J'S RENTALS, INC	SUPPLIES & POSTAGE	101-191-726.000	270.00
01/06/2021	CHAS	26077	GRAND TRAVERSE COUNTY -DPW	SEWER TOWNSHIP HALL	101-265-923.000	60.00
01/06/2021	CHAS	26078	GRAND TRAVERSE METRO ESA	METRO FIRE CONTRACT	206-000-805.000	86,875.77
01/06/2021	CHAS	26079	GRAND TRAVERSE METRO ESA	CONTRACTED EMPLOYEE SERVICES	206-000-802.004	12,649.82
01/06/2021	CHAS	26080	MICHIGAN TOWNSHIPS ASSOCIATION	dues subscriptions	101-101-960.000	98.46
01/06/2021	CHAS	26081	MORTON PROPERTY MAINTENANCE, LL	REPAIRS & MAINT	101-750-930.000	1,995.00
01/14/2021	CHAS	26082	AMERICAN WASTE	REPAIRS & MAINT-6042 ACME RD	101-265-930.000	56.93
		26082		REPAIRS & MAINT	101-750-930.000	140.00
						<hr/> 196.93
01/14/2021	CHAS	26083	CHARTER COMMUNICATIONS/SPECTRUM	CABLE INTERNET SERVICES	101-265-851.000	357.82

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User: CRISTY DANCA
DB: ACME TOWNSHIP

CHECK DISBURSEMENT REPORT FOR ACME TOWNSHIP
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Banks: CHASE, FARM, PARKS, SEWER

Page 2/4

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/14/2021	CHAS	26084	CNA SURETY	INSURANCE	101-101-910.000	55.00
01/14/2021	CHAS	26085	CULLIGAN WATER, MCCARDEL	REPAIRS & MAINT	101-265-930.000	19.75
01/14/2021	CHAS	26086	FISH WINDOW CLEANING	REPAIRS & MAINT	101-265-930.000	21.00
01/14/2021	CHAS	26087	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES & POSTAGE	101-265-726.000	147.71
01/14/2021	CHAS	26088	KCI	SUPPLIES & POSTAGE	101-209-726.000	1,301.98
01/14/2021	CHAS	26089	MICHIGAN TOWNSHIPS ASSOCIATION	EDUCATION/TRAINING/CONVENTIONS	101-247-958.000	20.00
01/14/2021	CHAS	26090	MORTON PROPERTY MAINTENANCE, LL	REPAIRS & MAINT	101-750-930.000	2,175.00
01/14/2021	CHAS	26091	RELIANCE STANDARD	INSURANCE	101-101-910.000	711.38
01/14/2021	CHAS	26092	SHELL OIL COMPANY	REPAIRS & MAINT	101-750-930.000	57.13
01/14/2021	CHAS	26093	TRAVERSE CITY RECORD EAGLE	PUBLICATIONS	101-101-900.000	116.90
01/14/2021	PARK	415	BECKETT & RAEDER	PLANNER SERVICES	403-000-803.000	1,237.99
01/21/2021	FARM	208	SONDEE, RACINE & DOREN, P.L.C.	ATTORNEY SERVICES	225-000-802.002	788.00
01/21/2021	CHAS	26094	A & D ASSESSING	ASSESSING CONTRACT SERVICES	101-209-803.002	3,789.58
01/21/2021	CHAS	26095	BERG WELL DRILLING	REPAIRS & MAINT	101-265-930.000	350.00
01/21/2021	CHAS	26096	CHASE CARD SERVICES	SOFTWARE SUPPORT & PROCESSIN	101-101-804.000	31.78
		26096		SUPPLIES & POSTAGE	101-265-726.000	16.48
		26096		REPAIRS & MAINT	101-750-930.000	13.36
						<hr/> 61.62
01/21/2021	CHAS	26097	CONSUMERS ENERGY	ELECTRIC UTILITIES TOWNHALL-6042 ACM	101-265-920.000	1,535.13
		26097		ELECTRIC UTILITIES TOWNHALL-5875 US	101-265-920.000	29.27
		26097		ELECTRIC UTILITIES TOWNHALL-5827 US	101-265-920.000	31.43
						<hr/> 1,595.83
01/21/2021	CHAS	26098	GOSLING CZUBAK ENGR	PLANNING & CONSULTANT T & A	101-410-803.005-114	488.75
01/21/2021	CHAS	26099	GRAND TRAVERSE METRO ESA	METRO FIRE CONTRACT	206-000-805.000	114,093.01
01/21/2021	CHAS	26100	IMAGE360	MAINT & PARKS EXPENDITURES	101-970-750.000	5,186.33
01/21/2021	CHAS	26101	MICHIGAN MUNICIPAL LEAGUE	INSURANCE	101-865-910.000	385.00

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Page 3/4

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/21/2021	CHAS	26102	PROFILE	SUPPLIES & POSTAGE	101-191-726.000	42.16
01/21/2021	CHAS	26103	SONDEE, RACINE & DOREN, P.L.C.	ATTORNEY SERVICES LITIGATION	101-101-802.001	22.50
		26103		ATTORNEY SERVICES	101-101-802.002	1,240.80
		26103		ASSESSOR'S EVALUATION SERVICES	101-209-803.004	254.60
		26103		ATTORNEY SERVICES	101-410-802.002	1,730.80
						<hr/> 3,248.70
01/26/2021	CHAS	26104	APPLIED IMAGE	REPAIRS & MAINT	101-265-930.000	119.00
01/26/2021	CHAS	26105	B S & A SOFTWARE	SOFTWARE SUPPORT & PROCESSIN	101-101-804.000	576.00
01/26/2021	CHAS	26106	BRICK HOUSE INTERACTIVE	SOFTWARE SUPPORT & PROCESSIN	101-101-804.000	1,250.00
01/26/2021	CHAS	26107	CONSUMERS ENERGY	STREET LIGHTS	101-265-921.000	116.08
01/26/2021	CHAS	26108	ELECTIONSOURCE	SUPPLIES & POSTAGE	101-191-726.000	20.03
01/26/2021	CHAS	26109	GRAND TRAVERSE COUNTY	COMMUNITY POLICING CONTRACT	207-000-802.000	21,219.21
01/26/2021	CHAS	26110	GRAND TRAVERSE METRO ESA	METRO FIRE CONTRACT	206-000-805.000	269,284.65
TOTAL - ALL FUNDS				TOTAL OF 42 CHECKS		533,662.38

--- GL TOTALS ---

101-101-802.001	ATTORNEY SERVICES LITIGATION	22.50
101-101-802.002	ATTORNEY SERVICES	1,240.80
101-101-803.001	PLANNING CONSULTANT	1,520.22
101-101-804.000	SOFTWARE SUPPORT & PROCESSIN	1,857.78
101-101-900.000	PUBLICATIONS	116.90
101-101-910.000	INSURANCE	766.38
101-101-960.000	dues subscriptions	98.46
101-191-726.000	SUPPLIES & POSTAGE	332.19
101-209-726.000	SUPPLIES & POSTAGE	1,301.98
101-209-803.002	ASSESSING CONTRACT SERVICES	3,789.58
101-209-803.004	ASSESSOR'S EVALUATION SERVICES	254.60
101-247-958.000	EDUCATION/TRAINING/CONVENTIONS	20.00
101-265-726.000	SUPPLIES & POSTAGE	164.19
101-265-851.000	CABLE INTERNET SERVICES	357.82
101-265-920.000	ELECTRIC UTILITIES TOWNHALL	1,658.10
101-265-921.000	STREET LIGHTS	850.24
101-265-923.000	SEWER TOWNSHIP HALL	60.00
101-265-930.000	REPAIRS & MAINT	657.87
101-410-802.002	ATTORNEY SERVICES	1,730.80
101-410-803.005-112	PLANNING & CONSULTANT T & A	125.00

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CHECK DISBURSEMENT REPORT FOR ACME TOWNSHIP
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Banks: CHASE, FARM, PARKS, SEWER

Page 4/4

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-410-803.005-114				PLANNING & CONSULTANT T & A		563.75
101-750-930.000				REPAIRS & MAINT		4,453.44
101-865-910.000				INSURANCE		385.00
101-970-750.000				MAINT & PARKS EXPENDITURES		5,186.33
206-000-802.004				CONTRACTED EMPLOYEE SERVICES		12,649.82
206-000-805.000				METRO FIRE CONTRACT		470,253.43
207-000-802.000				COMMUNITY POLICING CONTRACT		21,219.21
225-000-802.002				ATTORNEY SERVICES		788.00
403-000-803.000				PLANNER SERVICES		1,237.99
				TOTAL		533,662.38

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User: CRISTY DANCA
DB: ACME TOWNSHIP

INVOICE REGISTER REPORT FOR ACME TOWNSHIP
POST DATES 02/02/2021 - 02/02/2021
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 1/1

To Be Approved

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
NOTARY 10472	STATE OF MICHIGAN MI DEPT OF STATE/APPLICATION FOR N 101-215-726.000	02/02/2021 CATHY DYE SUPPLIES & POSTAGE	02/02/2021	10.00 10.00	10.00	Open	N 02/02/2021
4074081283 10473	CINTAS CORP #729 RUGS 101-265-930.000	02/02/2021 CRISTY DANCA REPAIRS & MAINT	02/02/2021	91.19 91.19	91.19	Open	N 02/02/2021
87066 10474	GOSLING CZUBAK ENGR KOTI SITE 101-410-803.005-080	02/02/2021 CRISTY DANCA PLANNING & CONSULTANT T & A	02/02/2021	112.50 112.50	112.50	Open	N 02/02/2021
87065 10475	GOSLING CZUBAK ENGR SEWER INVESTIGATION OVERSITE 590-000-956.001	02/02/2021 CRISTY DANCA OPERATING & MAINT EXP	02/02/2021	1,870.00 1,870.00	1,870.00	Open	N 02/02/2021
2169153-0 10476	INTEGRITY BUSINESS SOLUTIONS DATE STAMPS (2) 101-265-726.000	02/02/2021 CRISTY DANCA SUPPLIES & POSTAGE	02/02/2021	60.24 60.24	60.24	Open	N 02/02/2021
# of Invoices:	5	# Due:	5	Totals:	2,143.93	2,143.93	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				2,143.93	2,143.93		
--- TOTALS BY FUND ---							
101 - GENERAL FUND				273.93	273.93		
590 - ACME RELIEF SEWER				1,870.00	1,870.00		
--- TOTALS BY DEPT/ACTIVITY ---							
000 -				1,870.00	1,870.00		
215 - CLERK'S EXPENDITURES				10.00	10.00		
265 - TOWNHALL EXPENDITURES				151.43	151.43		
410 - PLANNING & ZONING EXPENDITU				112.50	112.50		

**GRAND TRAVERSE COUNTY
BOARD OF COMMISSIONERS
MEETING NOTICE
2021**

REGULAR MEETINGS:

Regular meetings of the Board of Commissioners will be held on the 1st and 3rd Wednesday of each month. Meetings are either held at the Governmental Center, 400 Boardman Ave, Commission Chambers, second floor, Traverse City, Michigan or, when remote, at www.grandtraverse.org/184. Please check the County's website at www.grandtraverse.org/184 for information as to whether the meeting will be in-person or remote, and which of these forums will be available for public participation and viewing of the meeting.

STUDY SESSIONS:

Study Sessions of the Board of Commissioners will be held on the 2nd and 4th Wednesday of each month - *as needed*.

**The Board will meet immediately following
regular business for Executive Sessions (if needed)**

January 6 – Organizational Meeting	8:00 a.m.
January 6 – Regular Meeting.....	After Org Mtg
January 20 – Regular Meeting.....	8:00 a.m.
January 13 and January 27 – Study Session.....	8:00 a.m.
 February 3 and February 17 – Regular Meeting	 8:00 a.m.
February 10 and February 24 – Study Session.....	8:00 a.m.
 March 3 and March 17 – Regular Meeting	 8:00 a.m.
March 10 and March 24 – Study Session.....	8:00 a.m.
 April 7 and April 21 – Regular Meeting	 8:00 a.m.
April 13 – Equalization Meeting	8:00 a.m.
April 14 and April 28 – Study Session.....	8:00 a.m.
 May 5 and May 19 – Regular Meeting.....	 8:00 a.m.
May 12 and May 26 – Study Session	8:00 a.m.
 June 2 and June 16 – Regular Meeting.....	 8:00 a.m.
June 9 and June 23 – Study Session	8:00 a.m.
 July 7 and July 21 – Regular Meeting.....	 8:00 a.m.
July 14 and July 28 – Study Session	8:00 a.m.
 August 4 and August 18– Regular Meeting	 8:00 a.m.
August 11 and August 25 – Study Session.....	8:00 a.m.
 September 1 – Regular Meeting and September 15 – Annual Meeting	 8:00 a.m.
September 8 and September 22 – Study Session.....	8:00 a.m.
 October 6 and October 20 – Regular Meeting	 8:00 a.m.
October 13 and October 27 – Study Session.....	8:00 a.m.

November 3 and November 17 – Regular Meeting..... 8:00 a.m.
November 10 and November 24 – Study Session 8:00 a.m.

December 1 and December 15 – Regular Meeting 8:00 a.m.
December 8 and December 22 - Study Session 8:00 a.m.

SPECIAL MEETINGS

A special meeting of the Board of Commissioners shall be held when called by the Chairperson or by notice of 3 commissioners in writing to the County Clerk. Special meetings will be posted 18 hours in advance of the meeting on the front of the Governmental Center.

MINUTES

Minutes are posted on the Board of Commissioners' webpage at www.grandtraverse.org. Draft minutes of regular and special meetings of the County Commissioners will be available for public inspection and copying without charge 8 days after such session in the office of the County Clerk, 400 Boardman Ave., Traverse City.

Board meetings are videotaped and can be viewed live on Channel 191 and on-demand or online at <http://gtcml.us.bocstream>. Visit www.grandtraverse.org for more information or call the County Clerk's office at 922-4760.

BONNIE SCHEELE
GRAND TRAVERSE COUNTY CLERK



CONTRACT FOR SERVICES

Water Supply Feasibility Study

Client: Acme Township
Client's Agent: Doug White
Address: 6042 Acme Road
Williamsburg, MI 49690
cc: File

Date: January 22, 2021
Re: Water Supply Feasibility Study
From: Mark Hurley, M.S., P.E.

Gosling Czubak Engineering Sciences, Inc. (GCES) and Acme Township (CLIENT) agree that GCES will perform the professional services described in the Proposed Scope of Work, subject to GCES's Terms and Conditions, attached.

Project Name and Location

Project Name: Water Supply Feasibility Study

Proposed Scope of Work

Gosling Czubak will provide the professional services described below:

Evaluate the following two public water system scenarios:

1. Acme Township constructs a water system supplied by its own water sources.
2. Acme Township constructs a water system supplied by East Bay Township.

The findings for both scenarios will be documented in a report and include the following:

1. Define Water Service Area(s)
2. Customer Base and Water Use
3. Water Modeling
4. Proposed Water System Maps
5. Construction Cost Estimates
6. Rate Analysis

Progress meetings with the Owner will be held during the study to define the service area and discuss results.

Define Water Service Area

GCES will meet with the Owner to identify the areas to be supplied by the proposed water system. During this phase, the water system service area will be defined and determined if the water system will be constructed in stages.

Customer Base for Water Service Area and Water Use Calculations

GCES will collect sewer customer and population data to calculate water use for the proposed system area. The basis for developing water use includes reviewing historical population growth, Acme's current sewer customer list, and planned and future developments in the water service area.

Hydraulic Water Modeling

Computer water models will be created and analyzed to size the water system piping, locate and evaluate water storage needs, and evaluate necessary operational settings along with locating water booster stations and capacities, if necessary. As part of developing the water main distribution system and sizing, fire flow will be taken into consideration for both scenarios.

Proposed Water System Maps

GCES will create water system maps in AutoCAD for each scenario. The maps will be used to illustrate the location of the water system and its features in addition to quantifying materials for the construction cost estimates.

Construction Cost Estimates

Develop construction cost estimates for each scenario based on system features including Engineering, Legal, and Administrative costs. Cost estimates will also include general costs for existing water customers to install water services from their building plumbing to the ROW and to abandon their existing well(s). The costs will also include providing each customer with a water meter.

Rate Analysis

Water rates will be calculated for customers based on a ready to serve charge and a water use charge. A water connection charge will also be calculated for new customers. The rate analysis will take into consideration the construction loan (assumed through Rural Development using current interest rates), Grand Traverse County operating costs, utility costs, repair and replacement costs, maintenance costs, and the wholesale cost of water from East Bay Township.

Proposed Schedule

Work will begin March 1, 2021 with the final report submitted by July 1, 2021.

Proposed Fee

The total fee to provide these services shall not exceed \$ 16,500

☒ Will be based on a time and materials basis in accordance with GCES's normal rates and charges

☐ An initial deposit to be applied to the final invoice is required in the amount of \$

Approval

Client

Gosling Czubak Engineering Sciences, Inc

Name: _____

Mark Hurley, M.S., P.E.

Title: _____

Director of Engineering Services

Dated: _____

Dated: January 22, 2021

Terms and Conditions

Description of Services: GCES agrees to perform those professional services described in the attached Contract for Services which is incorporated herein by reference as if the same had been fully set forth.

Payment for Services: The estimated total fee for the services set forth in the Contract for Services. The Client understands and agrees that the aforementioned amount is an estimate for the scope of work described in the Contract. Additional fees may be billed if the scope of the work is changed. A statement for work done in a month will be billed in the following month, and that payment is to be made by the Client within 30 days of the invoice.

Estimated Date of Completion: GCES will complete the performance of the services as indicated with the dates provided in the Contract for Services absent an act, condition, or event beyond the control of the parties.

Ownership of Documents: All original documents, drawings, computer files and survey notes represent the product of training, experience and professional skill. All such items are, and will remain, the property of GCES, regardless if the project is completed. Upon full payment of all amounts due hereunder, GCES will furnish copies of suitable, original drawings and other final work products in the form required by applicable law to the Client. Such documents furnished to the Client are not intended or represented to be suitable for reuse by the Client or others on extensions of the project or any other project. Any unauthorized reuse of documents will be at the Client's sole risk and without liability or exposure to GCES.

Scope of Services Rendered: Client assumes full responsibility for determining the suitability of the described services to meet its needs. If indicated on the attached Contract for Services, such services may include preparation and attendance at public hearings or informational meetings, when so requested by the Client; but this Agreement does not include services that would pertain to the preparation or appearance on behalf of the Client in litigation.

Assignment of Contract: GCES will be solely responsible for all services performed under this Agreement and will supervise and direct the work in accordance with in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances and in the same locality. Neither the Client nor GCES may assign, sublet, or transfer their interest in this Agreement, without the prior written consent of the other.

Lien for Services/Attorney's Fees: GCES reserves the right to file any statutorily authorized lien against the property which is the subject of this contractual Agreement in the event payment is not received for services rendered. If GCES is required to file suit to secure payment, GCES shall be entitled to receive its actual attorney's fees and costs incurred in such litigation.

Termination of Services: This contract may be terminated by the Client or GCES should the other fail to perform its obligations under this contract. In the event of termination, the Client shall pay GCES for all services and expenses rendered to the date of the termination.

Limitation of Liability: The Client agrees to limit the liability of GCES on this project for claims, losses or damages and claims expenses to a sum not to exceed \$25,000 or GCES's total fee for services on this project, whichever is greater.

Consequential Damages: Neither the Client nor GCES shall be liable to the other, shall make any claim for any incidental, indirect, or consequential damages arising out of this Agreement. This mutual waiver of

consequential damages shall include any consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the Client and GCES shall require similar waivers of consequential damages in all contracts and subcontracts with others involved in this project.

Dispute Resolution: Any claims or disputes between the Client and GCES shall be submitted to non-binding mediation. The Client and GCES agree to include a similar mediation agreement with all contracts, subcontractors, suppliers and fabricators that provides for mediation as the primary method for dispute resolution between all parties.

Entire Agreement: This Agreement constitutes the entire Agreement of the parties and no alteration or amendment shall be effective until such time as it is reduced to writing and signed by both parties.

Permits: GCES will assist the Client with preparation and submittal of permit applications to the approving agencies listed in the description of services. GCES's contract fee estimate for permitting assistance is based on its experience working with the listed agencies. The Client and GCES acknowledge that permitting requirements are subject to the opinions of the permit review official(s) and may result in unforeseen conditions imposed by the permitting official. Any permitting assistance, design changes or inspections made necessary by newly enacted laws, codes, regulations, or interpretations of codes made by permitting and code officials that are not described in the contract services or were unforeseen by GCES at the time that this contract was signed, can be provided by GCES for additional fees. The amount of additional fees required by unexpected permitting or inspection requirements will be presented to the Client for the Client's approval before the additional work is undertaken.

**ACME TOWNSHIP
TEMPORARY OUTDOOR DINING ORDINANCE**

ORDINANCE NO. 2021-01

The following shall be known as the Temporary Outdoor Dining Ordinance. Acme Township has determined that due to limitations caused by Covid-19 and imposed by State and Local agencies, it is in the interest of the public health, safety, and general welfare to adopt an ordinance that allows for food and drink establishments to have temporary outdoor dining. Acme Township desires to encourage economic activity and assist its local establishments impacted by Covid-19 by allowing temporary outdoor dining. Therefore, pursuant to MCL 41.181, the Acme Township Board approves this ordinance.

Acme Township hereby Ordains:

1. **Permit Required.** No person shall have any Outdoor Dining area in Acme Township without first obtaining a permit pursuant to this Ordinance, unless said person has a pre-existing and approved Special Use Permit for outdoor dining.
2. **Outdoor Dining Standards.**
 - a. An Outdoor Dining area may compensate for interior seating lost as a result of Covid-19 restrictions, to accommodate social distancing, and/or to allow for a phased reopening of a pre-existing and approved food and drink establishment.
 - b. An Outdoor Dining area shall not result in an increase in the total number of seats or maximum occupancy of a food and drink establishment.
 - c. An Outdoor Dining area shall be properly licensed and approved by all state and local agencies, and comply with all state and local laws and regulations.
 - d. An Outdoor Dining area shall comply with the Acme Noise Ordinance. No amplified music shall be permitted in an Outdoor Dining area. The Zoning Administrator may impose additional conditions or limitations relating to noise when such conditions or limitations are necessary or appropriate based on the location of the Outdoor Dining area and the proximity of such area to residential areas.
 - e. Existing off-street parking areas may be used for an Outdoor Dining area, but there must be a physical barrier or separation to protect customers from vehicle traffic, such as bollards or planter boxes.
 - f. An Outdoor Dining area approved for a multi-tenant building shall be located adjacent to or directly in front of the food and drink establishment. An Outdoor Dining permit does not supersede any restrictions or limitations put on the multi-tenant building. An Outdoor Dining area may require permission from the owner

or owners of the multi-tenant building and the Applicant is solely responsible for receiving such permission.

- g. If an Outdoor Dining area is to be located on or near any public or private sidewalk, a minimum of 6 feet of unobstructed pedestrian access on the sidewalk shall be maintained. No Outdoor Dining area shall block or interfere with entrances or exits of any structure or building.
- h. An Outdoor Dining area shall not encroach into or interfere with handicapped parking spaces.
- i. An Outdoor Dining area shall not interfere with safe pedestrian or vehicular access, or any access required to be maintained under the Americans with Disabilities Act.
- j. An Outdoor Dining area shall not encroach or interfere with fire or other emergency access.
- k. If a tent, canopy, or any other similar soft roof or soft sided structure is to be used it must meet all fire codes, ratings, and standards and be approved by Metro Emergency Services.
- l. The Zoning Administrator may impose other conditions or limitations on Outdoor Dining to protect against adverse impacts from noise, traffic, parking, or fire, and to protect persons with disabilities.
- m. An Outdoor Dining area must maintain written evidence of all approvals and/or reviews by Grand Traverse County Sheriff, Grand Traverse Metro Emergency Services, Grand Traverse Health Department, Michigan Department of Transportation, Grand Traverse County Road Commission, Grand Traverse County Construction Codes, and/or any other necessary agency.

3. **Application for Outdoor Dining Permit.** Any existing and approved food and drink establishment that seeks an Outdoor Dining area must submit an application for administrative approval by the Zoning Administrator. Applications shall include the following information:

- a. A plan view drawing of the proposed Outdoor Dining area showing all fixtures and furnishings with all distances clearly marked for pedestrian paths and between seating as follows:
 - i. That the layout of the entire Outdoor Dining area, to the maximum extent practical, provides that a minimum 6-foot-wide clear pedestrian walking path adjacent to the dining area.
 - ii. That tables and chairs allow seating for patrons only in accordance with social distancing guidelines in effect.

- iii. That temporary signage to encourage compliance with social distancing guidelines is prominent.
 - iv. That a temporary hand sanitizing station is near the entrance of the Outdoor Dining area.
 - v. That a temporary service station is within or near the Outdoor Dining area that includes a trash receptacle and disinfecting wipes or other supplies to disinfect tables and chairs between patrons and to disinfect high touch points in the Outdoor Dining area.
 - b. Written permission from the property owner if the food and drink establishment is not the property owner.
 - c. Proof of insurance to include coverage of the Outdoor Dining area.
4. **Permit Fee.** The fee for an Outdoor Dining Permit shall be _____.
5. **Application Review.** Once the Zoning Administrator determines the Application to be complete, the Zoning Administrator shall determine if the Application meets all requirements of this Ordinance. If the Application meets all requirements, the Zoning Administrator shall approve the Outdoor Dining Permit, but may add any conditions or limitations pursuant to this Ordinance.
6. **Permit Term.** All Outdoor Dining Permits approved pursuant to this Ordinance shall expire on October 31, 2021 at 11:59:59 p.m., unless Acme Township otherwise modifies or amends this Ordinance.
7. **Ordinance Sunset.** No Outdoor Dining Permits shall be approved after October 31, 2021 and this Ordinance shall have no further effect whatsoever after October 31, 2021.
8. **Inspection:** The Applicant shall allow the Zoning Administrator or any Acme Township designee access to the property for inspection at any time. Applicant shall also make available written evidence of all approvals and/or reviews by Grand Traverse County Sheriff, Grand Traverse Metro Emergency Services, Grand Traverse Health Department, Michigan Department of Transportation, Grand Traverse County Road Commission, Grand Traverse County Construction Codes, and/or any other necessary agency. Failure to meet all requirements of this Ordinance or conditions and/or limitations imposed by the Zoning Administrator may result in immediate suspension or termination of the Outdoor Dining Permit.
9. **Violations and Penalties.**
- a. A violation of this Ordinance is a Municipal Civil Infraction subject to Acme Township's Municipal Civil Infraction Ordinance and the enforcement officer for such violation can be the Zoning Administrator, Township Supervisor, or any other person designated by the Township Board.

b. A violation of this Ordinance is a nuisance per se and is enforceable as such.

10. Severability. If any portion of this Ordinance is found invalid by any court, such invalidation shall not affect or limit the remaining portions of this Ordinance or its application.

11. Effective Date. This Ordinance shall become effective 30 days after its publication in a newspaper of general circulation in the Township.

Ordinance Declared Adopted:

Doug White, Supervisor

Cathy Dye, Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by Acme Township, Grand Travers County, State of Michigan, at a regular meeting held on February 2, 2021 that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act. I further certify that the foregoing Ordinance was published on _____ in the following newspaper:

Cathy Dye, Clerk

Doug White

From: tmhtcmi07@aol.com
Sent: Monday, January 25, 2021 12:43 PM
To: Doug White
Subject: Fwd: Fourth of July fireworks request

Dear Doug,

Acme Township has continually played an instrumental role in our ability to produce a quality fireworks display that we can all be proud of. The Traverse City Boom Boom Club is most appreciative for all of your support we have received over the past 10 years!

Once again, we respectfully request the Township's continued financial participation of \$300 that allows TCBBC to fulfill its mission of lighting up the sky on the 4th of July!! We appreciate your consideration, and wish to enjoy your continued support..

Kindest regards,
Tim Hinkley, President
TC Boom Boom Club

Acme Township R#2021-

ANNUAL GUIDELINE RESOLUTION FOR POVERTY EXEMPTION

WHEREAS, the adoption of guidelines for poverty exemptions is required of the Township of Acme; and

WHEREAS, the principal residence of persons, who the Township Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the Township of Acme, Grand Traverse County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the Township Assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year or a signed State Tax Commission Form 4988, Poverty Exemption Affidavit.
- 3) File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review. The filing of this claim

constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the **2021** federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

Federal Poverty Guidelines Used in the Determination of Poverty

Size of Family Unit	Poverty Guidelines
1	\$12,760
2	\$17,240
3	\$21,720
4	\$26,200
5	\$30,680
6	\$35,160
7	\$39,640
8	\$44,120
For each additional person	\$4,480

WHEREAS, pursuant to PA 253 of 2020, if a person claiming an exemption qualified under the eligibility requirements, the board of review shall grant the exemption in whole or in part, as follows:

(a) A full exemption equal to a 100% reduction in taxable value for the tax year in which the exemption is granted.

(b) A partial exemption equal to 1 of the following:

(i) A 50% or 25% reduction in taxable value for the tax year in which the exemption is granted.

(ii) As approved by the state tax commission, any other percentage reduction in taxable value for the tax year in which the exemption is granted, applied in a form and manner prescribed by the state tax commission.

WHEREAS, the commission resolves to permit a principal residence exempt from the collection of taxes under this section in tax year 2019 or 2020, or both, to remain exempt under this section in tax years 2021, 2022, and 2023 without subsequent reapplication for the exemption, provided there has not been a change in ownership or occupancy status of the person eligible for exemption and to permit a principal residence exempt for the first time from the collection of taxes under this section in tax year 2021, 2022, or 2023 to remain exempt under this section for up to 3 additional years after its initial year of exempt status without subsequent reapplication for the

exemption, provided there has not been a change in ownership or occupancy status of the person eligible for exemption and if the person who establishes initial eligibility receives a fixed income solely from public assistance that is not subject to significant annual increases beyond the rate of inflation, such as federal Supplemental Security Income or Social Security disability or retirement benefits.

WHEREAS, both of the following apply to a person who obtains an extended exemption:

(a) The person shall file with the local assessing unit, in a form and manner prescribed by the state tax commission, an affidavit rescinding the exemption as extended under this subsection within 45 days after either of the following, if applicable:

(i) The person ceases to own or occupy the principal residence for which the exemption was extended.

(ii) The person experiences a change in household assets or income that defeats eligibility for the exemption.

(b) If the person fails to file a rescission as required and the property is later determined to be ineligible for the exemption, the person is subject to repayment of any additional taxes with interest.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Assessor and Board of Review shall follow the above stated policy and federal guidelines in granting, extending or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

The foregoing resolution offered by Township Commission Member

Supported by Township Commission Member

Upon roll call vote, the following voted:

"Aye": _____

"Nay": _____

The Township Clerk declared the resolution _____.

Cathy Dye, Clerk Township of Acme

Date: _____

**ADDENDUM 1 TO GRAND TRAVERSE COUNTY INTERLOCAL AGREEMENT
FOR COUNTY DESIGNATED ASSESSOR**

WHEREAS the original Interlocal Agreement for County Designated Assessor was returned by the State Tax Commission requiring clarification and expansion;

WHEREAS the parties wish to supplement the original Interlocal Agreement for County Designated Assessor with the following answers;

THEREFORE the parties agree to incorporate the following into the original Agreement.

1. The parties desire to make clear that, as the proposed Designated Assessor, James D. Baker, is an employee of Grand Traverse County, this agreement is solely between local units of government that make up Assessing Districts and Grand Traverse County—not the Assessing District and the proposed Designated Assessor. Such arrangement ensures that the Designated Assessor is not simultaneously an agent of the Assessing District and the County;
2. If James D. Baker leaves the employment of Grand Traverse County, the designation of James D. Baker as Designated Assessor is voided and a new Interlocal Agreement must be executed;
3. Attached to this Addendum as Attachment 1, and hereby incorporated, is the 2020 year SEV totals by classification, including special act values, for Grand Traverse County;
4. Attached to this Addendum as Attachment 2, and hereby incorporated, is a 2020 year listing of the total number of parcels, by classification, including special act rolls, within each Assessing District;
5. Attached to this Addendum as Attachment 3, and hereby incorporated, is a list of any unique, complex, or high value properties within Grand Traverse County;
6. Attached to this Addendum as Attachment 4, and hereby incorporated, is the resume of the proposed Designated Assessor indicating current employment status and specific assessing or equalization responsibilities of the Designated Assessor;
7. The place of the performance of the duties of the Designated Assessor will be dependent on the then-current facilities of the Assessing District as well as the duties required by the noncompliance order, and would be in a mutually agreed upon location with mutually agreed upon office coverage hours;
8. The Designated Assessor, James D. Baker, provides the following conflict of interest disclosure: he is currently employed by Grand Traverse County as the Director of Equalization. He is also employed by Grand Traverse County as Assessor of Record for East Bay Charter Township, which is within Grand Traverse County. There is no known conflict of interest;

9. The plan to correct deficiencies and the timeline for delivery of documents and execution of forms would be executed as efficiently and expeditiously as possible with reference to the Property Tax calendar and seeking compliance with the noncompliance order. Within two weeks of the noncompliance order preliminary plans and timelines would be delivered to the Assessing District's supervisor, manager, or chief executive, and within four weeks a detailed plan and timeline would be delivered. All plans and timelines delivered to the Assessing District would also be delivered to the State Tax Commission;
10. The reporting requirements if an audit located deficiencies would be that the Designated Assessor would comply with the Property Tax Calendar, and the noncompliance order. The Designated Assessor would report to Assessing District officials within days of being appointed Designated Assessor, and would meet further as requested by the Assessing District or required by the Designated Assessor;
11. The Designated Assessor will be permitted to use all available qualified resources of the Assessing District, including staff, to accomplish the tasks of a noncompliance order deficiency. Assessing District staff will conduct their duties as under the direction and supervision of the Designated Assessor, limited by any Assessing District employment contract;
12. The Designated Assessor will have no responsibilities to the Assessing Districts during periods when he or she is not acting as an assessor of record, and requires no retainer or base rate for those periods of time;
13. The Designated Assessor is required to remain certified and in good standing with his or her employer as well as maintain requisite professional certifications, and if required to serve as the Designated Assessor for an Assessing District will meet all requirements as set forth by the State Tax Commission's *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018 attached to this Addendum as Attachment 5, and hereby incorporated;
14. Non-exclusivity of assessing services allows the Designated Assessor to serve as the assessor of record for other Assessing Districts. The original Interlocal Agreement and this Addendum set up an agreement for non-exclusive assessing services;
15. The original Interlocal Agreement has established that the Designated Assessor will be due "reasonable and actual" cost for services rendered to the Assessing District. If or when deficiencies are found in an audit, a specific scope of work could be established, and a reasonable and actual cost can be ascertained. Employing additional County staff may be required. The lowest-paid individual who is capable of performing the work will be used, and that corresponding employee full wage and benefit cost amount to the County will be billed to the Assessing District for the actual hours of service. The reasonable and actual cost incurred will be a separate line item in the County budget subject to audit, and be billed on a quarterly basis. The reasonable and actual cost has a limit "not to exceed", and shall not exceed the maximum amounts listed, which is attached to this Addendum as Attachment 6, and hereby incorporated, Cost and Compensation Limits, Not to Exceed, for Designated Assessor;
16. The Assessing District shall retain ultimate control of all litigation and settlement negotiations in property tax appeals. Payment of certain costs including appraisal, expert

witness or attorney fees related to MTT appeals will be at the direct expense of the Assessing District;

17. For amounts owed to the Designated Assessor, the Assessing District will pay Grand Traverse County and Grand Traverse County will pay the Designated Assessor. In the event of the death or disability of the Designated Assessor, the Assessing District will still owe Grand Traverse County for services rendered by the Designated Assessor;

IN WITNESS WHEREOF, the authorized representatives of the Parties hereto have fully executed this instrument.

COUNTY OF GRAND TRAVERSE

Robert Hentschel, Chairperson
County Board of Commissioners

Date

Nate Alger, County Administrator
Grand Traverse County

Date

ACME TOWNSHIP

Supervisor

Date

BLAIR TOWNSHIP

Supervisor

Date

EAST BAY TOWNSHIP

Supervisor

Date

FIFE LAKE TOWNSHIP

Supervisor

Date

GARFIELD TOWNSHIP

Supervisor

Date

GRANT TOWNSHIP

Supervisor

Date

GREEN LAKE TOWNSHIP

Supervisor

Date

LONG LAKE TOWNSHIP

Supervisor

Date

MAYFIELD TOWNSHIP

Supervisor

Date

PARADISE TOWNSHIP

Supervisor

Date

PENINSULA TOWNSHIP

Supervisor

Date

UNION TOWNSHIP

Supervisor

Date

WHITEWATER TOWNSHIP

Supervisor

Date

CITY OF TRAVERSE CITY

Mayor

Date

DESIGNATED COUNTY ASSESSOR

Date