



**APPROVED**

**ACME TOWNSHIP BOARD MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
Tuesday, February 7, 2017, 7:00 p.m.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:06 p.m**

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

**A. LIMITED PUBLIC COMMENT:**

**B. APPROVAL OF AGENDA:**

Jenema would like to add to New Business #9 TART Single Track support.

**Motion by Nelson, seconded by Aukerman to approve the agenda with the addition of New Business #9 TART Single Tract support. Motion carried unanimously.**

**C. APPROVAL OF BOARD MINUTES**

1. 01/03/17 Board meeting
2. 01/19/17 Public forum on Short-term rentals meeting

**Motion by Dye, seconded by White to approve minutes from 01/03/17 and 01/19/17 as presented.  
Motion carried unanimously.**

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

**E. REPORTS:**

1. **Clerk – Dye**  
Dye stated that BATA and Elk Rapids Schools will be on the May 2 election.
2. **Parks-** No report
3. **Legal Counsel** –Received and filed
4. **County** - Received and filed
5. **Roads** – No report
6. **Farmland**  
Zollinger commented that a meeting is scheduled for Wednesday, February 22<sup>nd</sup>.

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

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

**1. RECEIVE AND FILE:**

- a. **Treasurer's Report**
- b. **Clerks Revenue/Expenditure Report and Balance Sheet**
- d. **Draft unapproved meeting minutes**
  1. **Planning Commission 12/12/16**
  2. **Parks & Trails 12/16/16**

**2. APPROVAL:**

- a. **Accounts Payable Prepaid of \$146,806.00 and Current to be approved of \$82,370.40  
(Recommend approval: Cathy Dye, Clerk)**

## **APPROVED**

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

White requested the minutes for Parks & Trail 12/16/16 and Jenema asked for the Treasurer's report to be removed.

**Motion by Jenema, seconded by Nelson to approve the consent calendar with the removal of the Parks & Trails 12/16/16 minutes and the Treasurer's report. Motion carried by unanimous roll call vote.**

#### **1. Parks & Trails 12/16/16 minutes**

White asked about the statement in the minutes "TART has gained resolutions of support from every community along the proposed Traverse City to Charlevoix trail". Jenema stated it was a concept of trails in a resolution adopted earlier. There are no plans for now.

**Motion by White, seconded by Scott to approve the Parks & Trails 12/16/16 minutes as presented. Motion carried unanimously.**

#### **2. Treasurer's report**

Treasurer Jenema explained her cash summary report for January 2016 is provided in tonight's package but the Treasurer addendum report will be provided in next month's Board package once all the budget resolutions are approved tonight and actual work items are completed by the Clerk's office.

**Motion by Dye, seconded by Jenema to approve the Treasurer's report as presented. Motion carried unanimously.**

### **I. CORRESPONDENCE:**

- 1. Medical Marijuana Training/MSU extension office**
- 2. Email from C. Duemling, 9307 Shaw Rd, re followup to Short-term rentals meeting 1/19/17**

### **J. PUBLIC HEARING: None**

### **K. NEW BUSINESS:**

#### **1. Budget Resolutions**

- a. Loan payback from fund 401 (Boat launch) to 101 fund**

**Motion by Scott, seconded by White to approve Resolution R-2017-2 allowing for a loan pay back to 101 fund from 401 fund. Motion carried by unanimous roll call vote.**

- b. 401 funds various budget line item adjustments**

**Motion by Dye, seconded by Jenema to approve Resolution R-2017-3 budget adjustment from 401 line 930.002 to 401 line 803.00. Motion carried by unanimous roll call vote.**

- c. 208 Park fund line item adjustments**

**Motion by Nelson, seconded by White to approve Resolution R-2017-4 budget adjustment from fund 208 line 390.000 to line 930.005 fund 208. Motion carried by unanimous roll call vote.**

- d. 101 fund to 208 fund move to support Bayside park work**

**Motion by Nelson, seconded by White to approve Resolution R-2017-5 transferring funds from 101 Contingency to 208 Parks repairs & Maintenance. Motion carried by unanimous roll call vote.**

- e. Four other various budget adjustments Dept 750, Dept 101.865, Dept 212 and 101 contingency to Dept 206 fire fund.**

**Motion by White, seconded by Aukerman to approve Resolution R-2017-6 for multiple budget**

## **APPROVED**

**Adjustments and transferring funds. Motion carried by unanimous roll call vote.**

**2. GTCRC-Turnaround easement for Yuba park road.**

A turnaround easement between the Road Commission and Acme Township for ingress and egress to allow for snow moving and grading equipment to turn.

**Motion by Nelson, seconded by White allowing Acme Township to enter into the agreement with the Grand Traverse Road Commission. Motion carried unanimously.**

**3. Portable radar speed display/Cost about \$5,120**

Board was presented with a quote and product information from Air Traffic Solutions for a portable radar speed display at a cost of \$5,120. Discussion followed with questions regarding grant funding, selling the current speed trailer. Zollinger will report back next month.

**4. TC Boom Boom Club request for 4<sup>th</sup> of July fireworks donation**

A request from the Traverse City Boom Boom club for a \$300 contribution for annual 4<sup>th</sup> of July fireworks.

**Motion by Nelson, seconded by White to approve a \$300 contribution for annual 4<sup>th</sup> of July Fireworks. Motion carried by unanimous roll call vote.**

**5. School tax collections resolutions for TBAISD for TC schools and Elk Rapids**

**Motion by Scott, seconded by Jenema to approve the agreement for collection of summer school property taxes for Traverse City and Elk Rapids schools. Motion carried unanimously.**

**6. Approval of professional services contract with Gosling Czubak for N. Bayside Park**

A draft for professional services for design and construction engineering services for the north Bayside Park development was presented to the Board. There was concern about the cost being effected by a time line change. A note to the effect will be added to the contract that no additional cost will be incurred if time line slips.

**Motion by Nelson, seconded by Dye to approve the draft for professional services with Gosling Czubak for N. Bayside park development in addition to the note regarding additional cost. Motion carried unanimously.**

**7. Savings on DTE gas bill using a alternative supplier**

A memo regarding energy savings on electric bills from supplier Volunteer Energy was presented to the Board. Zollinger commented that Acme Township could save \$342.65 over 12 months. Metro fire will be moving to Volunteer to get better rates for their facilities.

**Motion by Scott, seconded by Aukerman to approve changing gas suppliers to Volunteer Energy for better rates. Motion carried unanimously by roll call vote.**

**8. Qualifying retirement disbursements 401k for S. Winter**

**Motion by Scott, seconded by Jenema to approve Winter's 401 retirement disbursement of \$1,418.91 be submitted into the new plan with Burnham and Flower. Motion carried by unanimous roll call vote.**

**9. Letter of support for TART "Single Track"**

Jenema is seeking approval to write a letter of support on Acme township letterhead for the National Bike trail in East Bay township.

**Motion by White, seconded by Nelson to approve Jenema writing a letter of support for the National Bike Trail. Motion carried unanimously.**

# **APPROVED**

## **L. OLD BUSINESS: None**

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

P. Anderson, 10108 Kay Ray Road, asked if anything was happening with the Kmart building after the March store closing. Zollinger commented that at this time we have not heard of anything.

Jenema commented that “Form 5076 Affidavit to claim Small Business Tax Exemption” for personal property must be returned no later than February 10, 2017.

Aukerman discussed bringing information to the next Board meeting regarding boat launch fee.

**Motion by, seconded to ADJOURN AT 8:40 pm**



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

**GENERAL TOWNSHIP MEETING POLICIES**

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

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

**A. LIMITED PUBLIC COMMENT:**

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

**B. APPROVAL OF AGENDA:**

**C. APPROVAL OF BOARD MINUTES:**

- 1. 01/03/17 Board meeting
- 2. 01/19/17 Public Forum on Short-term rentals meeting

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

**E. REPORTS**

- a. Clerk - Dye
- b. Parks –
- c. Legal Counsel – J. Jocks
- d. Sheriff – Brian Potter
- e. County -Carol Crawford
- f. Roads –
- g. Farmland

**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 12/12/16
  - 2. Parks & Trails 12/16/16

**2. APPROVAL:**

- 1. Accounts Payable Prepaid of \$146,806.00 and Current to be approved of \$82,370.40  
(Recommend approval: Clerk, C. Dye)

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

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

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

**I. CORRESPONDENCE: Medical Marijuana Training/MSU extension office**

**J. PUBLIC HEARING:**

**K. NEW BUSINESS:**

**1. Budget Resolutions**

- a. Loan payback from 401 to 101 fund
- b. 401 Various Budget line adjustments
- c. 208 Parks fund Line item adjustments
- d. 101 to 208 fund money move
- e. Four other various Budget Adjustments

**2. GTCRC-- Turnaround Easement Yuba Park Road road end transfer to Acme Township Sayler Park land.**

**3. Portable Radar Speed Display-Cost about \$5,120.00 from All-Traffic Solutions same unit Sheriff has & East Bay Township.**

**4. TC Boom Boom Club-Request for 4<sup>th</sup> of July Fireworks donation.**

**5. School tax collections Resolutions for TBAISD (TC Schools & Elk Rapids) and Traverse City schools**

**6. Approval of Professional Services contract with Gosling Czubak for N Bayside Park development under MDNR Grant.**

**7. Savings on DTE Gas Bill going to Alternative Supplier**

**8. Qualifying retirement disbursements 401k for S. Winter**

**L. OLD BUSINESS:**

**1.**

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

**ADJOURN**



**ACME TOWNSHIP BOARD MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
Tuesday, January 3, 2017, 7:00 p.m.**

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

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

**A. LIMITED PUBLIC COMMENT:**

Zollinger welcomed “Brook and Zac” high school civics students tonight.

**B. APPROVAL OF AGENDA:**

Zollinger requested that two new items be added under New Business: #4 Paper Birch cul-de-sac work and #5 Approval of continuation of attorney services with Jeff Jocks at the firm of Sondee, Racine & Doren, PLC.

**Motion by White seconded by Nelson to approve the agenda with the additional items to New Business: #4 Paper Birch cul-de-sac work and #5 Approval of continuation of attorney services with Jeff Jocks at the firm of Sondee, Racine & Doren, PLC. Motion carried by unanimous vote.**

**C. APPROVAL OF BOARD MINUTES 12/06/16**

Aukerman asked for corrections under New Business #5 Supervisor appointments recommendation; names to be listed and under Old Business # 1 to state that the name of the road is Yuba Park Rd.

**Motion by White, seconded by Scott to approve the 12/06/16 Board minutes with the correction under New Business #5 to name Supervisors recommendations and Old Business #1 stating that it is Yuba Park Road that was paved. Motion carried by unanimous vote.**

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

**E. REPORTS:**

- 1. Clerk – Dye**  
Dye is preparing W2's and year end paperwork for 2016.
- 2. Parks – Zollinger No report**
- 3. Legal Counsel - Jocks**  
To continue under New Business
- 4. County - Received and filed**
- 5. Roads – Marc McKeller No report**

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

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

**1. RECEIVE AND FILE:**

- a. Treasurer's Report**
- b. Clerks Revenue/Expenditure Report and Balance Sheet**
- c. North Flight report**
- d. Draft unapproved meeting minutes**
  - 1. Planning Commission 12/12/16**

**2. APPROVAL:**

- a. **Accounts Payable Prepaid of \$385,790.11 and Current to be approved of \$104,585.59 (Recommend approval: Cathy Dye, Clerk)**

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

**I. CORRESPONDENCE: None**

**J. PUBLIC HEARING: None**

**K. NEW BUSINESS:**

1. **Discussion on Parks/Bayside moving money from 101 to 208 fund**

Zollinger stated that funds are low in 208 and he would like Board approval by resolution to take \$5,000.00 from General into 208 Park fund so that we have funds to remove the dirt in the parking lot. Discussion followed.

**Motion by Scott, seconded by Nelson, to have Zollinger prepare a Resolution for the February Board meeting to transfer funds from General to 208 Park fund. Motion carried by unanimous vote.**

2. **Review directions/approach/financial needs/location and sizing on a new Township Hall**

Zollinger asked Aukerman to take the lead with one or two others in reviewing directions on a new Township hall. After discussion Board Aukerman agreed to lead this effort. Aukerman will present initial findings at the March Board meeting.

3. **Amending procedure for post-audit policy of Acme Township Claims – Dye**

Dye read a prepared memo regarding procedures for post-audit policy of Acme Township claims and requested we update our pre-payment approval list for recurring bills.

**Motion by Scott, seconded by Nelson to approve Resolution R-2017-#1 amending procedure for post-audit policy of Acme Township claims. Motion carried by unanimous roll call vote.**

4. **Paper Birch cul-de-sac work**

Zollinger reviewed a memo from Jim Johnson at the Road Commission regarding the cul-de-sac on Paper Birch. It was noted after a rain event that existing drainage patterns to the North of the cul-de-sac were seeing erosion. After evaluation the Road Commission felt that by re-grading the cul-de-sac to slope towards the center was the best option to provide a corrective action. The final invoice was \$23,307 and the Road Commission is requesting that the Township assistance with half of the cost at \$11,653.50. Discussion followed regarding sharing the cost with the engineering firm.

**Motion by Scott, seconded by White to approve Acme Township paying half (\$11,653.50) of the reconstruction cost (\$23,307.00 total cost) of Paper Birch as part of our SAD road improvement project. Funds to come from Fund 818. Zollinger to check with Jim Johnson GTCRC if any liability exist under performance bonding for project. Motion carried by unanimous roll call vote.**

5. **Approval of continuation of attorney services with Jeff Jocks at the firm of Sondee, Racine & Doren, PLC.**

Jocks informed the Board of his recent move to a affiliate, of counsel, Sondee, Racine & Doren, PLC. Jocks would be honored to continue to represent Acme Township. Discussion followed.

**Motion by Nelson, seconded by Aukerman, that we continue having Jocks as legal counsel with Sondee, Racine & Doren, PLC, at present billing rates. Motion carried by unanimous vote.**



**L. OLD BUSINESS:**

**1. Police power ordinance directions on Medical Marijuana law changes**

Zoning Administrator, Winter provided a very detailed memo about changes in Michigan Medical Marihuana Legislation. Discussion followed. Board recommends allowing all five uses in the B-4 district, not allowed in agriculture district at this time, use by right, leave parks restriction on and don't restrict Tart Trails in this B4 area. License all allowable uses.

**2. Bayside Park Grant Status Timeline**

Zollinger stated that the township has been awarded the DNR grant, but there is a time line to this process. Now that it is approved by the DNR it will then go to the House and Senate for approval this will happen May or June. Then a legal contract between DNR and Acme is to be approved between both parties. The Conservancy must come up with their half of the matching funds as well as the Township. Probably no work to start until 2018.

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

**Motion by White, seconded by Nelson to ADJOURN AT 8:50 pm**



**PUBLIC FORUM ON SHORT-TERM RENTALS**  
**Acme Township Board of Trustees & Planning Commission**  
**THE WILLIAMSBURG BANQUET & CONFERENCE CENTER**  
**4230 M-72 East, Williamsburg MI 49690**  
**January 19<sup>th</sup>, 2017 7:00 p.m.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE: @ 7:02pm**

**ROLL CALL:**

*Township Board*

  X   Aukerman     X   Dye     X   Jenema     X   Nelson      Scott     X   White     X   Zollinger

*Planning Commission*

  X   Balentine     X   Feringa     X   Forgette     X   Rosa     X   Timmins     X   Wentzloff     X   White

Note: Scott excused; White arrived at 7:14pm.

**Other Staff Present:**

Shawn Winter, Planning and Zoning Administrator; Jeff Jocks, Legal Counsel

**A. OPENING REMARKS**

**1. *Jay Zollinger, Township Supervisor and Karly Wentzloff, Planning Commission Chair***

Township Supervisor Jay Zollinger introduced himself and opened the meeting by thanking Dan Kelly for the use of his facility at The Williamsburg. Tonights meeting was to gather input from the citizens of Acme Township on short term rentals, listen and to share information. Several citizens have come to Board and Planning Commission meetings speaking out on this topic. Felt that it would be best to have a joint public meeting for many people to hear comments on this single item and to share information. This is a joint meeting of the Township Board and the Planning Commission. Planning Commission Chairperson, Karly Wentzloff provided instructions for the format of the meeting and introduced Planning and Zoning Administrator, Shawn Winter. As a citizen driven township, this meeting is to gather public input. Further discussion will take place at future Planning Commission meetings after a review of all public comment, review of surveys handed out this evening, and review of any additional information that may be provided as part of this process.

**B. OVERVIEW**

**1. *Shawn Winter, Planning and Zoning Administrator***

Winter read an overview of the topic as provided in the agenda packet (see agenda packet). In summary, short term rentals have been occurring for decades without many issues. Recently, however, that has changed based on the number of complaints this summer. Additionally, the opinion of legal counsel after reviewing the existing zoning ordinance language was that short-term rentals are not an allowed use in the R-1, R-2 and R-3 Districts for the Township. Two models of short-term rentals exist: whole houses being rented out, and room sharing (i.e. Airbnb). The options we have moving forward are as follows:

- A complete prohibition on any and all short-term rentals
- Allow short-term rentals to occur as is, in an unregulated manner
- Allow short-term rentals to occur in a regulated manner

The Township has not determined which option best suits the citizens of the Township and the decision will not occur at this meeting. Tonights public forum provides the first step of this process. After tonight, comments will be compiled, survey results analyzed and referenced based upon the goals and objectives of the Township Master Plan which has prescribed our intended future. With all of this information, the township will be better equipped to make a decision.

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

**C. PUBLIC COMMENT:** @ 7:11pm. All letters of correspondence related to this public meeting will be attached to the minutes. Below are summarized comments from the public during the meeting.

- 1) Cynthia Duemling, 9307 Shaw Road. Lives downstate but come up on regular basis. We also live next to place that rents on regular basis. Hasn't been horrible, but there have been incidents. Preference would be to not allow rentals. If allowed, township needs to come up with regulations that make sense; enforceable rules. Our biggest concern is number of people allowed to stay in single residence. And then additional people "visiting" during the day. Impacts on our enjoyment of the area.
- 2) Bruce Brownie, 5253 US 31 North. Strongly opposed to regulations. In favor of homeowners deciding whether or not they want to rent their house/room. Sounds like we have some homes with issues. Things to deal with this is policies should be made to address these small issues and not restricting the 99% of the rest. Short term rentals help owners with source of income and helps local economy. Understands the problem,, but there are better ways to address than regulation. Owners should run their property responsibly.
- 3) Pat Valley, 9433 Shaw Road. There is a home between us and Duemling's that rents. Trash is one of our biggest concerns, Renters tend to throw trash in everyone else's receptacles since they are not provided a sufficient receptacle. At the end of weekend there is a pile at end of our drive that needs to be picked up. Our portion of Shaw Road is private and we pay to maintain ourself and get little support from the people renting out their home. People end up in our orchard to park and we end up fixing our property. Road is windey so traffic, parking, safety and speed is a concern.
- 4) Curt Peterson, 1356 Buchan Drive, TC. Not a resident of township but knowledgeable on topic. Counsel's determination that short term rentals is not allowed use needs to reviewed. In August 2016 PC meeting addendum, he indicates the definition of dwelling by Counsel is not the complete definition from the zoning ordinance, as referenced. The key is that a house is "designed" for a single-family, not that it must be occupied by a single-family. Otherwise we couldn't have friends stay with us. Went on to cite a Wikipedia definition of single-family. Feels the tourist home model is legal under the ordinance.
- 5) Joel Safronoff, 7206 Peaceful Valley Road. Has had a neighbor rent all year. Rentals duration anywhere from 2 to 10 days. Issues with trash, noise, and camp fires burning all day. Every week with each new renter you have to call authorities to deal with an issue. Have been here over 40 years and had to pick up trash on beach for first time. Security is another concern. One neighbor was robbed on two occasions, Never an issue previously. We had on average of 6 cars per week; car loads. Safety a concern; started locking up a shed we never had to do before. Wondered if rental managers should know of the regulations and ordinances too. Traffic speed is another concern.
- 6) Virginia Tegel, 4810 Bartlett Road. Listed 7 individuals supporting the model of Airbnb. Excerpts read from her letter that is attached to minutes. Indicated she rents a room and has never had an issue. Always present when room is rented. Feels Airbnb has an excellent policy and has no impact on neighbors, comparable to a roommate. Effect on neighbors no more of an impact than in-home business. Guests support local economy. No environmental impact. It is a niche market. Cited resources on the topic, including MSU Extension, AirBNB's website.
- 7) Pat Partridge, 3907 Bay Valley Drive. Supports short term rentals. Ability to have short-term rentals is way to offset costs. Allows additional income to maintain property and meet increased taxes. Believes rules should be established and enforced. Pets of renter are an issue if not watched closely.
- 8) Pat Buck, 7369 Deepwater Pointe. This is about 3rd meeting attended related to short term rental issue. Trying to keep open mind but when families looking into moving in R-1 zoning district that it is free from commercial activity and supports them via the R1 zoning. Modifying or changing the ordinance to accommodate short term rentals would be a breach of the township's obligation to its citizens. The airbnb and vacation rentals has increased popularity escalated rentals at costs to our neighborhoods. Hopes township does not sway from its current course of not allowing short term rentals.
- 9) Kara Peck, 7677 Bates Road, 4180 M72 E. Thanked everyone for input and emphasizes with those who have had bad experiences. Our family has personally rented vacation homes and feel people coming into the area also appreciate them. People are staying in town, eating, shopping, cooking for themselves and learning how to live in our community. A different feel than going to hotel. This could turn into future homeowners. Need to look at policies concerning loud and inappropriate behavior for homeowners. How are issues such as noise and trash that require law enforcement handled? Usually by law enforcement.



Renters who do not abide should be called out. Things to ask are these rented by management company or homeowner? Are owners available 24/7? What are the size of properties, homes? Is there verbiage that could be done in the ordinance to address and make doable? Email correspondence attached and included with minutes.

- 10) Jill Kester, Saylor Road. Supports allowing short-term rentals and emphasizing for those who have had bad experiences. Feels those that don't manage properties should be held accountable. Personally, as a family, has used them a lot; Landlords need to be accountable. Law enforcement should handle these cases. Supports some sort of regulation to those who rent out properties.
- 11) Rod Kuncaitis 1604(?) Elk Lake Rd, on behalf of Karin Flint of Flint Fields Horse Shows by the Bay. Read letter submitted by Karin Flint. Horse show has brought thousands of people and millions of dollars to the area. Many families come or numerous weeks and looks to home/cottage rentals for accommodations as a better option than hotels, that may be booked. Has researched many tourist communities throughout the country. Certain there is a positive resolution that can be beneficial to everyone.
- 12) Theresa Galante, 6809 Deepwater Point. Uses home as a short term rental. We check all guests in and restrict the number of people, we restrict number of vehicles parked. Thinks there are ways to regulate by law enforcement.
- 13) Margy Goss, 4105 Bay Valley Drive. Supports short term rentals. Believes regulation is important but not over regulation; believe 1% is cause. Over regulation is not good. My preference is what I heard from Long Lake township; they don't want you to rent rvs or campers; but neighborhoods are ok. It is a good source of income. In favor with wise regulations; using more data from the number side; not on the personal side. If large problem then we need to deal with it.
- 14) Lisa Weeks, 5734 Apple Valley. Had no idea this was going on until talked with neighbors while on a walk who indicated they were renting and she didn't even know. Common sense should be able to deal with this. Worked well in my neighborhood.
- 15) Bea Edmond, 4644 Paper Birch. All in favor of short term rentals. Opposed to regulation. Also rents places in TC. As owner you are going to take of your home; doesn't understand.
- 16) Ciprian Streza for Jon Reibel, 7186 Peaceful Valley Road. Read letter into record (attached to these minutes). Echoed sentiments of neighbors that we live in wonderful community. Hard to regulate every aspect. Expressed apologies for distress rentals have caused neighbors.
- 17) Eric Nuffer, 5754 Ridge Road. In favor of short term rentals without regulation, Thinks more enforcement and accountability would be needed but we don't need more rules. Hopeful that enforcement was called by residents who had neighbor issues. Doesn't want Acme turn into Traverse City. Airbnb is a wonderful thing and works well. It has lots of checks and balances.
- 18) John Zalouak, 10351 Kay Ray Road. Thanked member of Board and PC for time looking into this. He has researched this topic on the internet looking at other communities, states, etc.. Lot of good things to think about out there. Encourages everyone to do the same. Definitions are critical to the ordinance. What is a single family? What is a single family home? What is a family? A big believer in property rights, but with right also incurs responsibility. Rent as if you are living there. Problems not just with short term rentals but also long term rentals can also be issues. In a personal case and had the number of owner and called to get resolution to a number of problems. We need to have responsibility side of whatever comes out of this built in..
- 19) Bonnie Smith, 7280 Deepwater Pointe. Here addressing short term rentals only; Not in favor of them. I It was mentioned previously that short term rentals provide a quality of life for those renting when they live and enjoy our community. However, that quality of life for the rest of us has been affected due to goings on at short term rentals. Settled here and built home because of township zoning to protect property rights and it would be worth something because of the zoning and for it to be a safe area to raise a family. A safe place, A quieter place, A place where you knew the people around you. Wondered why zoning has not been enforced. Wonders also about why we are having this meeting at this time of the year as many of our neighbors are not here and on vacation. Concerned about not knowing who is renting next door. Concerned about grandchildren playing in yard without constant supervision. Summers in the last 3 years have been extremely disruptive. Issues with noise and parties during the night, More traffic and fireworks during times when they are not allowed. Enough of this occurs, that when you are working, and have to get up early, it is really a grind when you are dealing with late night activities of neighbors. Not a commercial area.

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

- 20) Dale Stevens, 6679 Bates Road. Area in and around the Flint horse park, events and things that have been going on there are unique. The development is busy and there is commotion. But there is a lot of fun. Neighborhood is coming together. Acme is uniquely positioned here with short term rentals because of the amount of private ownership. Thinks Township should continue to approve these uses and actually embrace short term rentals because it is a good thing for our area in the summer months. Understands those that are against them, but with growth, change happens.
- 21) Chuck Walter, no address. Lives across from Flint horse park and they have brought in lot of nice folks from all over this country. A large event that goes on for 6-8 weeks and very few incidents that we are aware of. Has rented space for RVs all but one year of the horse show without incident. We have our own rules and regulations for those who come on our property. Thinks rules and regulations on rentals takes away from rights of property owners. Can't expect township to be mom and dad to those who cannot handle their property. Township cannot enforce some of the current regulations that are out there now. Doesn't know why people who rent these places can't take it upon themselves to have rules and regulations. And if people who rent there cannot abide by those rules, kick them out or call law enforcement. Horse show also brings in tourism; not just participants. Does not want officials to enforce or act on any more regulations on short or long term rentals or any other thing in Acme township.
- 22) Doug Meteyer, 6348 Singletree. Spent a lot of time looking at property rights and defending those rights. Doesn't want this group to restrict rights of the many for those of the few. An intersection between right to peaceful enjoyment of one's property and property rights of the landowner. Be mindful that a small minority of properties are where problems are occurring. Efforts need to be focused there.
- 23) Alan Martel, Torch Lake Township Supervisor. At Torch Lake, we do not allow short term rentals. Decided about 10 years ago after a lot of actions; including court action. In looking into it, we found this is a money maker and we have discovered that over half of those renting homes in our township do not live here. Many have purchased homes and then turned them over to a management company. Very lucrative investment that outsiders are buying into. We don't allow it. He provided a study Torch Lake conducted to share with the Board and PC members. Recommend to not open township up to short term rentals.
- 24) John Martin, 908 S. Belmont Ave. Considered an outsider but has been coming to this area all his life. 10 years ago bought a place and has done short-term rentals place for 9 years and only one issue. Has rules, Tells neighbors to let them know if problem occurs. Requires deposit be put down by renters. Very clear with them to be respectful to neighbors. It's not just about protecting the property, but it's about protecting the neighborhood. We vet prospective renters as carefully as we can. Look at age of renters, occupation and the number of cars, etc. Without proper management, issues occur. Isolated incidence in one neighborhood seems to be causing issues. Use common sense rules. If regulation is considered, licensing, permits, fees could be used to offset costs. They can be good for everyone.
- 25) Catherine Nelson, 7466 Saylor Road. Creator of Airbnb was on brink of destitution when he decided to rent a room. My impression is that there is a need for room sharing for additional income. In support of short term rentals; I like PC to consider cascading economic so those owners and renters can reinvest in the local community.
- 26) Debra Safronoff, 7206 Peaceful Valley Road. Lived 40 years at this address. This past summer is when we started having experiences with weekly rentals. People here want to talk about all the good things of short term rentals but our experience is every week, a different set of people are next door. Every week is a different problem. Our summer is very short and having to deal with weekly issues makes things unrestful and not very peaceful. Went to PC and Board meetings and was told to call law enforcement or fire department. So we did. But who wants to be doing this each and every week of the summer. Makes things unhappy and unrestful being up late in the night due to noise and fireworks next door. Maybe short term rentals are ok in certain areas, but zoning for R1, R2, and R3 should be for single families only. Does not feel we need to change the way we live so that others can make some money.
- 27) Linda Simpson, 7271 Peaceful Valley Road. In favor of short term rentals. Been breaking law for 30 some years with little house on Deepwater Pointe. Has rented it out for 30 years. Normally long term. Check them in, Check them out. Never had an issue. Lease agreement drafted by attorney. As a realtor, we have so many people who can't find lodging in town. I don't think we need regulation. Property owners need to step up to plate and manage their property. If they can't be here, hire someone who is to take care of these issues so neighbors do not have these problems that I have heard they have had. .

**D. DISCUSSION**

**1. *Acme Township Board of Trustees and Planning Commission***

No discussion at this time as outlined in opening remarks.

**E. CLOSING REMARKS:**

**1. *Jay Zollinger, Township Supervisor and Karly Wentzloff, Planning Commission Chair***

Wentzloff indicated all emails will be made part of public record and will be added to minutes when complete. Agenda will also be updated with late added correspondence. There will be additional opportunities for public comment during future Acme Township PC and Board meetings. Zollinger added that short term rental concerns are not just an Acme Township issue. Rather it is a regional issue that many townships are having to react on. There was a lot of good information tonight and sharing concerns is helpful. We will be looking at this closely and communicate to the residents. Please come and participate at meetings..

**ADJOURN: @ 8:20pm**

JOHN P. RACINE, JR.  
W. PETER DOREN  
JOHN A. MACNEAL  
MAURICE A. BORDEN

RONALD W. SONDEE, OF COUNSEL

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January 30, 2017

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

Re: Attorney Update for Township Board Meeting

Dear Supervisor Zollinger:

Please accept this Attorney Update for your February 2017 Township Board meeting.

1. I have had meetings and discussions with John Iacoangeli and/or Shawn Winter concerning a number of zoning and planning related issues.
2. I have continued to work on medical marihuana review and revisions.
3. I have attended meetings and worked on the Part 41 permit issue for the VGT.
4. I worked with Shawn Winter on non-conforming use issues, storm water ordinance issues, Gokey Apartment project issues,
5. I attended the short term rental joint meeting.
6. I met with and communicated with planning commissioners concerning Kelly v Goss litigation.
7. Ross Hammersley has continued to monitor and update the Immanuel, LLC bankruptcy.

As always, thank you for the opportunity to represent Acme Township.

Sincerely,



Jeffrey L. Jocks

# Grand Traverse Sheriff Department Calls for Service Statistics

## 4th Quarter Totals

October - December 2016

Day of Week	Mon	Tues	Weds	Thurs	Fri	Sat	Sun	TOTAL					
	1,380	1,452	1,563	1,496	1,399	1,269	1,126	9,685					
Hour of Day	0	1	2	3	4	5	6	7	8	9	10	11	
	261	123	139	112	89	134	167	327	463	492	469	523	
	12	13	14	15	16	17	18	19	20	21	22	23	
	480	511	490	653	661	620	611	457	497	558	508	340	
Location	Citations	Traffic Crashes			Arrests			*Other	Criminal	Non-Criminal	Traffic Crashes	Total	
		Fatal	PIA	PDA	OWI	MIP	Criminal						
01 Acme	43	0	4	41	4	1	20	348	75	127	45	595	
02 Blair	120	1	9	90	7	6	63	711	214	252	100	1,277	
03 East Bay	65	0	6	105	8	0	41	631	160	305	111	1,207	
04 Fife Lake	11	1	1	17	0	0	4	127	19	29	19	194	
05 Garfield	223	2	21	268	26	8	204	1,630	886	1,012	291	3,819	
06 Grant	5	1	1	13	1	0	6	57	24	22	15	118	
07 Green Lake	30	1	5	50	0	1	20	270	76	162	56	564	
08 Long Lake	17	0	4	47	1	0	10	162	69	169	51	451	
09 Mayfield	19	0	1	37	2	0	6	141	36	23	38	238	
10 Peninsula	21	0	1	25	0	0	5	136	36	120	26	318	
11 Paradise	28	0	2	48	1	0	7	161	49	62	50	322	
12 Union	2	0	1	8	1	0	1	24	5	11	9	49	
13 Whitewater	8	0	1	37	0	0	10	134	27	50	38	249	
29 Fife Lake Vlg	4	0	0	2	0	0	0	23	17	17	2	59	
30 Kingsley Vlg	22	0	0	3	0	2	7	137	37	48	3	225	
66 Traverse City	20	0	0	0	9	0	190	0	0	0	0	0	
84 Out of County	0	0	0	0	0	0	56	0	0	0	0	0	
<b>Totals</b>	638	6	57	791	60	18	650	4,692	1,730	2,409	854	9,685	

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

Ticket stats are based on what District Court has entered as 1/03/17.

Arrest stats are as of 1/04/17.





## County Staff Report January 2017

### Strategic Goals

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

### Administration/Board of Commissioners/Administrative Services (1, 2, 4, 7, 8)

- At the Grand Traverse County Board of Commissioners meeting on January 4, 2016, the Board elected **Carol Crawford** as the **Chairwoman** and **Ron Clous** as the **Vice Chairman**.
- Please Note: Effective January 11, 2017 all meetings of the Board of Commissioners will begin at **5:30PM**.
- In December 2016, the County Board adopted a balanced budget of \$37,123,654 without the use of fund balance. The adopted budget maintains the existing programs and services of the County. We greatly appreciate the diligence and efforts of the County Departments and Agencies to reduce their spending requests, develop efficiencies within departments, and work collaboratively to meet this financial goal.

### Central Dispatch/911 (7)

- Working with Peninsula Fiber Network (PFN) to complete the teleco cutovers from the legacy network to the new IP based infrastructure. Paperwork to accept Text to 911 has also been submitted with anticipated "soft launch" in Q1 2017.
- Updates to fire/EMS response districts underway after Green Lake Township approved their withdrawal from the Rural Fire Department.
- New aerial photography updates will enhance dispatching accuracy and efficiencies.
- 911 Goes To Washington Event upcoming February 26th. Director attending with sponsorship as an executive board member of the Michigan Communication Directors Association.
- Deputy Director hosting webinar on social media in the 911 Center in conjunction with the National Emergency Number Association (NENA).
- Facebook "likes" are at 41,000 and climbing. Our outreach on social media is contributing to a noticeable reduction in non-emergency related calls, resulting in increased focus on emergency events.
- Dispatch staff continue to do great work!

### Circuit Court

- No report provided.

### **Circuit Court - Family Division**

- No report provided.

### **Commission on Aging (7)**

- In January 2017, the Commission on Aging will be able to accept credit and debit cards through an online payment system. Check the COA website for updates!
- The COA hosts the AARP Tax Aide Program to provide assistance with simple tax preparation and filing. For more information you may call 231.922.4688.

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

- Stats for month of December
  - New Circuit and Family Court Cases filed: 33 civil, 64 domestic, 20 felony, and 27 juvenile.
  - Five (5) jury pools sent out for Circuit Court trials.
  - Clerked one (1) trials both lasting 2 days.
  - Clerked 3 County Commission meetings.
  - Vital Records filed: 138 births, 103 deaths, and 27 marriage licenses.
  - DBAs filed: 66
  - Concealed Pistol applications filed: 78
  - Concealed Pistol fingerprints done: 52
  - Concealed Pistol Licenses issued: 78
  - Passport Photos taken: 269
  - Certified Copies: 423 customers (this could be 1 or many copies per customer)
  - Wedding Ceremonies: 10
  - Voter Registrations: 148

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

- No report provided.

### **District Court**

- No report provided.

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

- No report provided.

### **Friend of the Court**

- No report provided.

### **Health Department (7)**

#### **ADMINISTRATION & FINANCE DIVISION**

- FY2017 Budget - The 2017 Health Department budget was completed and approved.
- Maternal Infant Health Program (MIHP) Health Plan Agreements - Continued working with Medicaid Health Plans to finalize contractual agreements to establish Grand Traverse County Health Department as the local service provider for MIHP services and to receive payments for claims for services provided to the Medicaid Health Plan enrollees.
- Northern Michigan Public Health Alliance (NMPHA) Update

- Public Health Workforce- Received approval from Boards of Health for District Health Department #2, District Health Department #4 and Michigan Department of Health and Human Services to share Health Officer (Denise Bryan), effective January 1, 2017.
  - Coordinated Technology- Continued work to launch shared database utilizing MyInsight, new electronic health record software among Benzie Leelanau District Health Department, District Health Department #2, District Health Department #4, and Health Department of Northwest Michigan. Also coordinated development with District Health Department #10
  - Policy-Maker Advocacy- Began initial planning for annual Day at the Capitol
  - Unified Marketing Plan- Created an Action Planning Cycle for 2017 with Public Information Officers
  - Michigan Cross Jurisdictional Sharing Grant- Submitted Work Plan and \$70,000 Budget to support the following activities: NMPHA Strategic Plan Update; MyInsight Launch; Health Officer Shared Arrangement for two Northern Michigan local health departments and Legislative Advocacy
  - Community-Based Immunization- Convened Health Officers, Directors of Personal Health Services, and Immunization Coordinators for a half-day planning meeting to assess progress and plan activities for 2017.
  - Medicaid Health Plan Transportation Benefit- The Maternal and Child Health Program Committee worked to reduce the transportation barrier to accessing service by securing agreements with three Medicaid Health Plans to reinstate transportation benefits for Maternal and Child Health Program clients and continued negotiations with a fourth Medicaid Health Plan and successfully negotiated with Blue Cross Blue Shield of Michigan for local health departments to bill for postpartum home visits.
- Northern Michigan Community Health Innovation Region (NMCHIR) Update
- Approved Charter (signed by all Steering Committee members) and Memorandum of Understanding (signed by each individual organization)
  - Elected Wendy Trute as Chair and Ingemar Johansson as vice chair for 2017.
  - Clinical Community Linkages Work Group
    - Received approval for Planning & Design Budget, with sub-contract to Northern Michigan Health Network to Inventory current tools for screening patients for social determinants of health, and plan/design universal screening tool to be used in 124 patient-centered medical homes
    - Inventory and adopt or plan/design an electronic platform for data exchange
    - Plan/design clinical community linkages model blending the Pathways Community HUB and Community Health Access Plan by completing an Action Planning Cycle, resulting in Key Actions to complete and deciding to create three HUBs in the 10-county NMCHIR managed/operated by local health department
    - Benzie Leelanau District Health Department OR Grand Traverse County Health Department (Benzie, Grand Traverse, Leelanau)

- District Health Department #10 (Kalkaska, Manistee, Wexford, Missaukee, and Wexford)
- Health Department of Northwest Michigan (Antrim, Charlevoix, Emmet) already operational
- Created a draft graphic depiction of the Pathways Community HUB/Community Health Access Plan clinical community linkages model
- Community Health Assessment & Improvement Work Group
  - Received approval for Planning & Design Budget, with sub-contracts to District Health Department #10 to conduct Emergency Department Utilization Assessment and Northern Michigan Health Network to create Asset Maps
  - Completed literature review required for Emergency Department Utilization Assessment, adopted Maine approach to completing it and established ad-hoc committee to assist in conducting the assessment
  - Completed Action Planning Cycle, resulting in Key Action Items and timeline for completion
  - Identified major community health needs assessment conducting in the 10-county region to consolidate
  - Identified major resource databases in use or under development
- Outreach, Media and Public Information Sharing-
  - Multiple conference calls on Public Health information & projects took place: Great Lakes Water Safety Consortium Messaging/Media Committee call, State Zika Conference Call, MiPIO Conference Call
  - Participated in Hepatitis A After Action Report with respect to Public Information pros/cons - general consensus is that “public information” sharing worked pretty well.
  - Interviews & Media Mentions: interview regarding cold weather and pet safety (9&10), Flu Shots are still available interview with WTCM, three interviews regarding Medical Examiner changes (7&4, The Ticker and Record Eagle).
  - An article was submitted and published in the Traverse City Business News regarding Mike Lahey in the “Newsmaker” section for his efforts with the Northern Michigan Public Health Emergency Preparedness collaborations and the associated awards.
  - Northern Michigan Public Health Alliance Marketing Workgroup had an extended work session to create their strategic plan and goals for the next 1-3 years.

## **MEDICAL EXAMINER DIVISION**

- Medical Examiner Dr. Nicole Fliss and deputy medical examiner Dr. Kari Young completed the 2016 medical examiner year and gave resignations for 12/31/2016.
- Negotiated a 3 month plan with the Western Michigan Stryker School of Medicine (WMed) to expand medical examiner services to include serving as medical and deputy medical examiners for Benzie, Grand Traverse and Leelanau Counties.
- Transitioning medical examiner authorities and logistics with area funeral homes, law enforcement, Munson administration and morgue/pathology staff.
- Scene Investigation informational sessions will be held to begin the transition to dedicated death scene investigators.
- Cremation permit fees increased to \$75 for 2017.

## **ENVIRONMENTAL HEALTH & ANIMAL CONTROL DIVISION**

- FOIA Requests- Three (3) FOIA requests were processed during the month of December. All three requests were associated with Environmental Assessments for commercial properties.
- Animal Control- We continue to train our new Animal Control Officer who started on October 17, 2016 and have been working to strengthen relationships with our partners such as the Sheriff's Office and Cherryland Humane Society.

## **EMERGENCY MANAGEMENT & PUBLIC HEALTH PREPAREDNESS DIVISION**

- Emergency Management
  - Gregg was appointed the 2nd Vice President of the Michigan Emergency Management Association (MEMA) after the sudden resignation of the sitting 2nd VP. He will serve the remainder of the term through December 31, 2017. MEMA is currently working with Michigan Association of Counties (MA C), and the International Association of Emergency Management on a study to hopefully bring a higher percentage of federal grant dollars to the local Emergency Management programs statewide as well as other all hazards and legislative issues.
  - Wind Storms during the Christmas holiday weekend led to approx. 2000 Grand Traverse Co citizens without power, some for nearly 2 days. Emergency Management worked with power companies on timelines, was in contact with American Red Cross in the event emergency shelters needed to be opened, and monitored the situation throughout the day. All power has been restored and no shelters were needed to be opened.
  - Worked with Traverse City Police Department, Traverse City Fire Department, and event operations staff on an Incident Action Plan (contingency plan for emergencies) for the CherryT Ball Drop event and New Year's Eve festivities on Front St.
- Emergency Preparedness- status quo

## **COMMUNITY HEALTH DIVISION**

### *DISEASE CONTROL AND PREVENTION PROGRAMS:*

- Communicable Disease-
  - Communicable Disease staff investigated 44 communicable diseases and animal bites/exposures for the month of December.
  - Staff presented an information and education session titled "Vaccine Preventable Diseases during Pregnancy and Postpartum" to over 50 members of Munson Medical Center's Maternity staff, in collaboration with the Northern Michigan Vaccine Preventable Disease Task Force.
  - Staff received updates from the Michigan Department of Health and Human Services regarding new standards/protocols related to Zika prevention, testing and travel recommendations.
  - Continued participation in the Northern Michigan Vaccine Preventable Disease Task Force; December's project focused on readying a Toolkit for Clergy and Religious Leaders.
  - Collaboration with Environmental Health Director Tom Buss and Sanitarians to review the Foodborne Illness Policy and guidelines related to prevention and reporting of foodborne illnesses.

➤ Reproductive Health –

- o Reproductive Health staff provided services for 91 men and women for the month of December, of which 42 were new clients to the program.
- o Amber Jaworski, RN, was welcomed to the Health Department and has begun her orientation; her primary work assignments will be Family Planning, Communicable Disease, and Immunizations.
- o A statewide survey supported by the Michigan Department of Health and Human Services was performed to help measure client satisfaction with Title X Reproductive Health Services. Thirty-five teen and adults surveys were completed and submitted to the state, with consistently high satisfaction scores revealed in our two sites which provide Title X services (Grand Traverse County Health Department and KTown).
- o Staff participated in a Title X Information and Education Advisory Committee conference call with the Michigan Department of Health and Human Services, which detailed the new accreditation standards which are now in place regarding this committee and how written information is dispensed in clinic.

➤ Immunizations -

- o Immunization Coordinator and Director participated in the end of the year Regional Work Group evaluation meeting in Gaylord which will result in the development of the final year 2017 grant work plan.
- o Immunization Clinic resulted in 102 kept appointments, an 84% show rate.
- o An additional 87 walk-in clients were provided immunizations, ending the year accommodating 18% more walk ins for 2016 compared to 2015.
- o We continue to offer Flu Vaccinations as we have not yet seen the peak of our Flu Season. Grand Traverse County consistently has ranked in the top 10 counties for flu vaccination coverage for those of all ages 6 months through adult.
- o Certified Vaccination Waiver appointments resulted in the issuance of 10 waivers for the month of December. Current Grand Traverse County school waiver rate is 5.7, a decrease of 3.0 from the previous year, however, Grand Traverse County continues to rank 77th out of 84 counties in Michigan for the highest waiver rates, presenting an ongoing risk for potential vaccine preventable disease outbreaks such as chickenpox, measles, and pertussis.

➤ Adolescent Health-

- o K-Town Youth Care - performed an immunization clinic at Interlochen Arts Academy for students needing to be updated according to Michigan Department of Education requirements. Approximately 40 students were updated.
- o Nearly 100 immunizations for students were performed.
- o Nearly 200 visits were completed.
- o Youth Health & Wellness Center welcomed a new counselor to the staff - Melanie Villanueva, LLMSW. Considerable thank you to Lindsay King, LLMSW who primarily serves the Maternal Infant Health population for temporarily filling the gap during this critical vacancy which serves our teen population!
- o Youth Health & Wellness Center held their biannual Community Advisory Committee meeting. Input from community and students was welcomed and encouraged. Approximately 25 persons in attendance.

**MATERNAL AND CHILD HEALTH PROGRAMS:**

➤ Maternal Infant Health Program (MIHP)-

- o Represented Grand Traverse County Health Department at the Perinatal Regional Collaborative Network meeting December 19th via phone conference. The Network continued to finalize the 2017 Perinatal Regionalization goals, which inclusive of pathway development for maternal child programs and behavioral health, continued resource development for smoking cessation, breastfeeding, home visiting expansion regionally, advocacy for access to care, transportation, family visiting, and substance use treatment, coordinate with State Initiatives for reduction in infant mortality, and coordinate education education needs regionally.
- o As a region we have been tracking referrals from birthing hospitals to local health departments for all eligible MIHP clients since August of 2015. Our total capture rate is 93% which demonstrates significant outreach and contact with our Medicaid postpartum population to offer services of this evidenced-based home visiting program.
- o Represented the Northern Michigan Public Health Alliance Regional Maternal Child CQI Team meeting on December 19th, focused on improving reach and access to MIHP services for eligible pregnant and postpartum women. This team agreed to expand the target audience to all maternal child health populations served beyond those who are eligible for MIHP services. All local health departments received a one-time grant from the State to conduct a maternal-child health needs assessment, for which our Alliance partners will work together to meet the deliverables and achieve outcomes.
- o Michele Felber, RN was welcomed to Grand Traverse County Health Department on December 19th. Following orientation and training, her primary work assignments will be MIHP and Immunizations.
- Healthy Futures-Provided input to Munson Healthy Futures Coordinator and Operations team as they explore and plan for launch of a new Healthy Futures website with interactive capabilities.
- Children's Special Health Care Services- status quo
- Child Death Review - Community Health Director facilitated the December 2nd quarterly Tri-County Child Death Review team; Public Health Nurse and the Medical Examiner team participated in the review along with members from community organizations focused on preventing child deaths.
- Pediatric Cardiac Clinic- Public health nurse supported this important Munson/University of Michigan/Grand Traverse County Health Department collaborative specialty clinic held monthly with on average 10-16 appointments, however, due to inclement weather, kept appointments were down by 50% in December.
- Head Start- status quo
- Women Infants and Children (WIC)-
  - o Letter dated December 14, 2016 received from Stan Bien, Director WIC Division notifying Grand Traverse Health Department WIC Nutrition Services Plan received and approved. The letter stated, "Congratulations on successfully increasing your breastfeeding initiation rates relative to the previous two year rates. The continuation of your breastfeeding objective to increase 6 month duration rates strengthen the foundation of optimum health outcomes." Michigan WIC Five-Year-Plan: The Health Outcome Indicators January 2014 to December 2016 breastfeeding goal is to "...increase breastfeeding six-month duration rate from 18.5% to 20.5%." Grand Traverse County WIC has almost hit the mark at 20.1% duration rate for breastfeeding.

- Hearing & Vision- status quo
- Blood Lead - Amy Leiva attended Region 2 and 3 Childhood Lead Poisoning Prevention Program (CLPPP) outreach and education grant meeting on December 12, 2016. The total grant for Region 2 which includes Grand Traverse County is \$1,500. Grand Traverse will receive \$600 earmarked for Lead outreach prevention January 2017 - October 2017. Events in the past have included Kids Day at the Fair, Kids Day at the Cherry Festival, presentations to community stakeholders, and health fairs.

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

- The County continues its efforts to establish a Strategic Plan for the IT department. We are currently working with County departments and agencies to identify needed and/or on-going IT projects in order develop a plan for continued growth and investment in IT.

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

- The 2017 Northwest Michigan Orchard and Vineyard Show is scheduled for January 17-18 and will be held at the Grand Traverse Resort in Acme, Michigan. Both Tuesday and Wednesday will offer a variety of topics relating to research and information on tart cherries, sweet cherries, apples, wine grapes, berry crops and saskatoons, addressing both production and marketing. Tree fruit topics include spotted wing Drosophila monitoring and management strategies, an update on non-bearing Ulster sweet cherries, trends on cherry imports, tart cherry crop insurance and diversion, and pollination. The winegrape session will focus on bees, wasps and SWD in the vineyard, a newly released virus survey, an update on the Michigan Winegrape Collaborative, and insurance for wine grapes. The afternoon will conclude with a social hour featuring local food and wines, sponsored by Crop Production Services.  
New to 2017 will be an afternoon session on the second day that will target small-scale or backyard berry growers and SWD. This pest is new to many of these growers, and this educational program will help them identify SWD, learn how to monitor for it, and how to best control this pest in raspberries, blueberries, and blackberries.  
The program is co-sponsored by the Grand Traverse Fruit Growers' Council, Michigan State University Extension and AgBioResearch, Cherry Marketing Institute, Parallel 45, and the Northwest Michigan Horticultural Research Center. For more information on the Northwest Michigan Orchard and Vineyard Show, please call the Northwest Michigan Horticulture Research Center at 231-946-1510 or email [goodr100@msu.edu](mailto:goodr100@msu.edu).
- Participants of the National Diabetes Prevention Program (NDPP) are winding down the first phase of programming. Michigan State University Extension Educator Sarah Eichberger has been facilitating two cohorts through this evidenced-based program aimed at preventing the onset of type 2 diabetes through lifestyle changes made with the support of the course leader and one's peers. Participants have been meeting weekly since August and will transition to monthly meetings that will conclude in July 2017. MSU Extension thanks the Grand Traverse Bay YMCA for hosting the group and incentivizing participation. Michigan State University Extension is one of eight NDPP providers in Michigan who have received "full recognition" from the Centers for Disease Control & Prevention. To learn if you might be at risk for type for type 2 diabetes, visit [www.DidIHavePrediabetes.org](http://www.DidIHavePrediabetes.org). If you are interested in hosting a NDPP course at your worksite, please contact Sarah Eichberger MPH, RD [eichber2@anr.msu.edu](mailto:eichber2@anr.msu.edu) or 231-922-4836.



- MSU Extension is partnering with the Area Agency on Aging of NW Michigan and Munson Family Practice Clinic to offer the Stanford University Chronic Pain Self-Management Program (CPSMP), called Chronic Pain PATH (Personal Action Toward Health) in Michigan. PATH is a workshop that empowers people to take an active role in managing chronic pain. Interactive education and weekly goal-setting activities help participants build healthy lifestyle skills. Workshops meet for 6 weeks and adults of all ages interested in managing a long-term pain condition may attend, including family members and caregivers.  
The Pain Self-Management Workshop will be held at Munson Family Practice, 1400 Medical Campus Drive in Traverse City Thursdays, 1:30-4:00 pm, beginning February 2, through March 9, 2017. Space is limited and pre-registration is required. There is no cost to attend and donations are accepted. For more information or to register with Sharon at 1-800-442-1713, or online at [www.aaanm.org/workshop-registration](http://www.aaanm.org/workshop-registration).

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

- Parks and Recreation and Grand Traverse Bay YMCA entered into a two-year agreement in January 2017 for the YMCA to continue managing operations at Easling Pool and the fitness Center as Central Y. As of December 2016, there were 290 members at the Central Y.
- The Friends of Easling Pool group kicked off its campaign to raise \$625,000 for the refurbishment of Easling Pool. Donations may be made through the County Treasurer's Office, with checks made out to "GTC Parks and Recreation." Donations also may be made by credit card. For more information or to make a donation, call 231-922-4735.
- Twin Lakes Fitness programming through Crystal Bindi Studios resumed January 9, in the lower level of Gilbert Lodge at Twin Lakes Park. Fitness and dance classes are in a community setting at a reasonable price, led by experienced, friendly, compassionate instructors. No prior dance or fitness experience is necessary – any age, size, and fitness level welcomed. Special pricing for Grand Traverse County Employees, Senior Center Members, Munson, and TCAPS. For more information and a full schedule, visit <https://sites.google.com/site/crystalbindistudios> on line, send an e-mail to [info@crystalbindistudio.com](mailto:info@crystalbindistudio.com), or call 231-932-0668.
- The Bayside Travellers Dance Society hosts contra dances in Gilbert Lodge at Twin Lakes Park. This month's dance, featuring live music by Dag Nabbit, will be held on Saturday, January 14. All dances are called and taught, and everyone is welcomed. Contra dancing is the perfect family outing! No partner or experience is necessary. Free lessons begin at 7 p.m. and dance begins 8 p.m. For more information, visit [www.dancetc.com](http://www.dancetc.com) on line, send an e-mail to [tccaller@yahoo.com](mailto:tccaller@yahoo.com), or call 231-313-2596.

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

- In December 2016, 2,863 units of service were provided to 690 seniors.
- Eighteen new members joined in December
- Programs in December 2016: Michigan State Police Citizens Academy, Insomnia and Sleep, After Life, Health Eating Support Group, Holiday parties were held at each location.
- SCN collected over 200 sets of mittens/hats to share with the homeless outreach program.
- SCN has partnered with Kelly Services to provide seniors an on-site interview site to find part-time work.

- Senior Center staff met with a local engineering company to reassess estimates provided for building renovation.
- 155 Volunteers provided over 9,500 hours of service to the SCN.

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

County Planning Commission. The County Planning Commission is currently reviewing its zoning ordinance review policy for townships. The review is to see if there are ways to streamline the process so that it makes it less cumbersome for the townships and applicants while maintaining coordination of local zoning standards and requirements.

Bayshore Corridor Strategy. Work continues on the Bayshore Corridor Strategy, the corridor that stretches from Acme, around the bottom of Grand Traverse Bay, to Greilickville. Current discussions by the County and local planners are focused on sign and development standards, access management, and coordination of local plans.

### **Probate Court**

- No report provided.

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

#### ➤ Prosecution

As the County's Chief Law Enforcement Officer, the Prosecuting Attorney is responsible for the prosecution of crimes including juvenile, misdemeanor and felony offenses, protection of abused and neglected children, and establishment of child support for needy children. For the month of December, we engaged in the following:

- Authorized 152 misdemeanor warrants
- Authorized 29 felony warrants
- Authorized 20 juvenile petitions
- Initiated 4 neglect/abuse case
- Handled the following matters in Family Court:
  - 9 allegedly mentally ill cases
  - 26 referrals from the Office of Child Support

#### ➤ Civil Counsel

- Ø Contract Drafting and Review - As the County's civil counsel, we assist various County departments in reviewing and drafting contracts and other agreements. Our involvement ranges from reviewing a contract and approving it "as to form," to negotiating the terms and conditions of the contract with the other party. For the month of December, we reviewed seven contracts for the following departments:

- Parks and Recreation: two
- Health: three
- Facilities: one
- Administration: one

- Ø FOIA Coordination - In 1997, the County Board of Commissioners designated the Prosecuting Attorney as the FOIA coordinator for Grand Traverse County. As the coordinator, we ensure that the various county departments are complying with Michigan's FOIA law including determining whether the requested information should be exempt from disclosure. For the month of December, we reviewed six requests, and provided advice and consultation to the following departments:
  - Prosecuting Attorney: one
  - Finance: one
  - Human Resources: one
  - Clerk: one
  - Health: one
  - Construction Code: one
- Ø Board of Commissioners/Staff Questions - Part of our duties as Civil Counsel involves answering questions and/or preparing opinion memoranda for the Board of Commissioners and County staff related to a wide variety of issues, ranging from compliance with state and federal statutes to advising on exposure to liability. For the month of December, we answered questions/prepared memos for the Board of Commissioners and various departments including:
  - Administration
  - Finance
  - Animal Control
  - Planning
- Ø Ordinance Drafting - As you know, under MCL 46.11, a county board of commissioners has the authority to adopt ordinances related to county affairs. One of our responsibilities is to prepare, amend or repeal ordinances when requested by the Board of Commissioners. For December we did not prepare any ordinances.
- Ø Litigation - We represent the County in civil actions filed in the Grand Traverse County District and Circuit Courts as well as the Federal District Courts. For the month of December, we did not represent the County in any civil actions.
- Ø Board of Commissioners' Meetings - We attend every Board meeting, committee meeting and any special meetings. For the month of December, Chris Forsyth attended the regular board meetings and the special meeting.

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

- No report provided.

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

- Recorded 22, 522 documents for the year of 2016

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

- No report provided.

**Treasurer (1)**

- For those that have not heard I had spinal surgery in November and I was out of the office most of November and part time in December. I want to express my great appreciation for my staff who stepped up and kept the office running smoothly with minimal issues. They have been overwhelmed at times but have worked through and kept things going, a true example of the great employees here at the County.
- Staff met with all township treasurers to review millage updates and database changes for December 2016 tax bill. Balanced all 13 databases to Equalization for proper winter collection and streamlined settlement in March. December tax bills went out and we are receiving payments from the townships and reconciling balances between the Township, Equalization and our databases for settlement.
- December Board of Review adjustments for all townships and the City have come in, we are processing prior year adjustments and we are working to get refunds or bills out to taxpayers. We also will be entering the 2016 adjustments into our database for settlement purposes.
- Processed 240 regular service, and 14 expedited and 4 hand carry passports in November, and 243 regular service, 38 expedited and 2 hand carry passports in December.

**Veterans Affairs (7)**

- No report provided.

CASH SUMMARY BY BANK FOR ACME TOWNSHIP  
FROM 12/01/2016 TO 12/31/2016

Bank Code and Description	Beginning Balance 12/01/2016	Total Debits	Total Credits	Ending Balance 12/31/2016
BASE GENERAL FUND				
01 GENERAL FUND	437,602.16	117,381.36	76,264.53	478,718.99
06 FIRE FUND	579.87	86,215.47	89,298.18	(2,502.84)
07 POLICE PROTECTION	100,723.06	5,120.16	19,604.25	86,238.97
08 PARK FUND	10,361.09	0.00	10,353.38	7.71
09 CEMETERY FUND	7,956.18	0.00	89.98	7,866.20
12 LIQUOR FUND	9,722.90	0.00	0.00	9,722.90
GENERAL FUND	566,945.26	208,716.99	195,610.32	580,051.93
ARM FARMLAND PRESERVATION				
25 FARMLAND PRESERVATION	373,189.62	25,246.34	0.00	398,435.96
FARMLAND PRESERVATION	373,189.62	25,246.34	0.00	398,435.96
ARMM FARMLAND PRESERVATION - MONEY MARKET				
25 FARMLAND PRESERVATION	5,201.26	0.43	0.00	5,201.69
FARMLAND PRESERVATION - MONEY MARKET	5,201.26	0.43	0.00	5,201.69
ENHY GENERAL FUND - HIGH YIELD				
01 GENERAL FUND	156,897.66	26.15	0.00	156,923.81
GENERAL FUND - HIGH YIELD	156,897.66	26.15	0.00	156,923.81
ENMM GENERAL FUND - MONEY MARKET				
01 GENERAL FUND	297,464.20	49.58	0.00	297,513.78
GENERAL FUND - MONEY MARKET	297,464.20	49.58	0.00	297,513.78
EQ LIQUOR MONEY MARKET				
12 LIQUOR FUND	6,992.38	0.59	0.00	6,992.97
LIQUOR MONEY MARKET	6,992.38	0.59	0.00	6,992.97
ARKS SAYLER PARK BOAT LAUNCH				
01 SAYLER PARK BOAT LAUNCH CAPITAL FUND	159,749.10	0.00	1,485.00	158,264.10
SAYLER PARK BOAT LAUNCH	159,749.10	0.00	1,485.00	158,264.10
PETTY PETTY CASH				
01 GENERAL FUND	200.00	0.00	0.00	200.00
PETTY CASH	200.00	0.00	0.00	200.00

Bank Code	Description	Beginning Balance 12/01/2016	Total Debits	Total Credits	Ending Balance 12/31/2016
ADH 18	HOLIDAY 818 HOLIDAY HILLS AREA IMPROVEMENT	245,333.77	5,016.83	0.00	250,350.60
	HOLIDAY 818	245,333.77	5,016.83	0.00	250,350.60
EWER 90	ACME RELIEF SEWER ACME RELIEF SEWER	2,325,450.83	20,446.82	26,645.10	2,319,252.55
	ACME RELIEF SEWER	2,325,450.83	20,446.82	26,645.10	2,319,252.55
EWMM 90	ACME RELIEF SEWER MONEY MARKET ACME RELIEF SEWER	196,921.49	32.82	0.00	196,954.31
	ACME RELIEF SEWER MONEY MARKET	196,921.49	32.82	0.00	196,954.31
HORE 24	SHORELINE PRESERVATION SHORELINE PPRESERVATION	1,378.45	0.18	0.00	1,378.63
	SHORELINE PRESERVATION	1,378.45	0.18	0.00	1,378.63
AX 03	CURRENT TAX COLLECTION CURRENT TAX COLLECTION	77,012.21	1,300,308.67	364,778.93	1,012,541.95
	CURRENT TAX COLLECTION	77,012.21	1,300,308.67	364,778.93	1,012,541.95
	TOTAL - ALL FUNDS	4,412,736.23	1,559,845.40	588,519.35	5,384,062.28

  
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PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2016 NORMAL (ABNORMAL)	MONTH 12/31/2016 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.000	CURRENT PROPERTY TAXES	219,000.00	25,307.43	25,307.43	193,692.57	11.56
101-000-412.000	PERSONAL PROP TAXES	17,250.00	0.00	0.00	17,250.00	0.00
101-000-445.020	PENALTIES& INTEREST	1,200.00	749.93	749.93	450.07	62.49
101-000-447.000	ADMINISTRATIVE FEE 1%	106,000.00	80,399.69	2,470.37	25,600.31	75.85
101-000-448.000	CABLE TV FEE	82,500.00	22,820.08	0.00	59,679.92	27.66
101-000-465.000	PASSPORT FEES	2,700.00	437.60	50.00	2,262.40	16.21
101-000-574.000	ST SHARED SALES TAX	340,496.00	119,227.00	58,439.00	221,269.00	35.02
101-000-577.000	SWAMP TAX	1,300.00	0.00	0.00	1,300.00	0.00
101-000-602.000	GRANTS	40,250.00	99,437.65	18,214.83	(59,187.65)	247.05
101-000-607.000	CHARGES FOR SERVICES	0.00	1.80	0.00	(1.80)	100.00
101-000-608.001	Zoning Fees	12,000.00	5,447.99	549.99	6,552.01	45.40
101-000-610.000	Revenues for Escrow Account	70,000.00	5,000.00	0.00	65,000.00	7.14
101-000-631.000	CONS INDUSTRY ANNUAL MAINT FE	6,500.00	0.00	0.00	6,500.00	0.00
101-000-665.000	INTEREST ON INVESTMENTS	350.00	228.40	75.73	121.60	65.26
101-000-665.001	INTEREST SEPTAGE RECEIVED	1,350.00	1,321.10	0.00	28.90	97.86
101-000-667.000	RENT-PARKS	150.00	0.00	0.00	150.00	0.00
101-000-671.000	MISC REVENUES	2,000.00	7,014.77	0.00	(5,014.77)	350.74
101-000-671.010	CIVIL INFRACTION FEES	200.00	0.00	0.00	200.00	0.00
101-000-676.000	REIMBURSEMENTS	24,500.00	11,010.89	512.34	13,489.11	44.94
Total Dept 000		927,746.00	378,404.33	106,369.62	549,341.67	40.79
TOTAL REVENUES		927,746.00	378,404.33	106,369.62	549,341.67	40.79
Expenditures						
Dept 000						
101-000-465.001	POSTAGE FOR PASSPORTS	650.00	336.63	0.00	313.37	51.79
101-000-992.000	CONTINGENCY	65,000.00	0.00	0.00	65,000.00	0.00
101-000-994.000	TC TALUS CONTRACT SERVICES	1,000.00	1,000.00	1,000.00	0.00	100.00
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 COMMISION TART	48,975.15	1,589.63	0.00	47,385.52	3.25
101-000-999.000	TRANSFER TO OTHER FUNDS	151,467.83	151,467.83	20,145.00	0.00	100.00
Total Dept 000		267,392.98	154,394.09	21,145.00	112,998.89	57.74
Dept 101-TOWNSHIP BOARD OF TRUSTEES						
101-101-702.000	SALARIES	27,000.00	12,884.56	1,730.76	14,115.44	47.72
101-101-703.001	SECRETARY	30,100.00	13,697.21	2,292.00	16,402.79	45.51
101-101-705.001	PER DIEM TRUSTEES	250.00	0.00	0.00	250.00	0.00
101-101-714.000	FICA LOCAL SHARE	4,650.00	2,130.19	331.27	2,519.81	45.81
101-101-726.000	SUPPLIES & POSTAGE	2,500.00	706.55	154.04	1,793.45	28.26
101-101-801.000	ACCOUNTING & AUDIT	11,000.00	4,950.00	0.00	6,050.00	45.00
101-101-801.001	INTERNAL ACCOUNTANT	1,250.00	425.00	425.00	825.00	34.00
101-101-802.001	ATTORNEY SERVICES LITIGATION	500.00	1,498.36	1,363.36	(998.36)	299.67
101-101-802.002	ATTORNEY SERVICES	12,000.00	1,803.04	736.72	10,196.96	15.03
101-101-802.005	CONTRACTED COMMUNITY SERVICES	20,000.00	0.00	0.00	20,000.00	0.00
101-101-803.003	ENGINEERING SERVICES	23,000.00	6,966.13	808.63	16,033.87	30.29
101-101-804.000	SOFTWARE SUPPORT & PROCESSIN	19,300.00	11,158.96	3,578.65	8,141.04	57.82
101-101-860.000	TRAVEL & MILEAGE	1,000.00	0.00	0.00	1,000.00	0.00
101-101-874.000	RETIREMENT/PENSION	3,270.00	1,767.88	273.06	1,502.12	54.06
101-101-900.000	PUBLICATIONS	2,000.00	679.00	177.75	1,321.00	33.95
101-101-910.000	INSURANCE	4,000.00	1,772.70	307.70	2,227.30	44.32
101-101-946.001	SUPPLIES/POSTAGE	150.00	0.00	0.00	150.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

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PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-101-958.000	EDUCATION/TRAINING/CONVENTION	500.00	0.00	0.00	500.00	0.00
101-101-960.000	dues subscriptions	5,700.00	5,689.92	0.00	10.08	99.82
Total Dept 101-TOWNSHIP BOARD OF TRUSTEES		168,170.00	66,129.50	12,178.94	102,040.50	39.32
Dept 171-SUPERVISOR EXPENDITURES						
101-171-702.000	SALARIES	37,000.00	17,576.96	3,346.16	19,423.04	47.51
101-171-714.000	FICA LOCAL SHARE	3,040.00	1,455.55	279.53	1,584.45	47.88
101-171-726.000	SUPPLIES & POSTAGE	100.00	0.00	0.00	100.00	0.00
101-171-860.000	TRAVEL & MILEAGE	500.00	0.00	0.00	500.00	0.00
101-171-874.000	RETIREMENT/PENSION	4,000.00	2,049.97	315.38	1,950.03	51.25
101-171-910.000	INSURANCE	4,000.00	1,846.20	307.70	2,153.80	46.16
101-171-958.000	EDUCATION/TRAINING/CONVENTION	500.00	0.00	0.00	500.00	0.00
Total Dept 171-SUPERVISOR EXPENDITURES		49,140.00	22,928.68	4,248.77	26,211.32	46.66
Dept 191-ELECTION EXPENDITURES						
101-191-702.000	SALARIES	11,000.00	7,011.00	0.00	3,989.00	63.74
101-191-726.000	SUPPLIES & POSTAGE	3,000.00	3,920.61	1,150.01	(920.61)	130.69
101-191-900.000	PUBLICATIONS	500.00	244.60	77.00	255.40	48.92
Total Dept 191-ELECTION EXPENDITURES		14,500.00	11,176.21	1,227.01	3,323.79	77.08
Dept 209-ASSESSOR'S EXPENDITURES						
101-209-702.000	SALARIES	5,000.00	2,500.02	416.67	2,499.98	50.00
101-209-714.000	FICA LOCAL SHARE	383.00	191.25	31.87	191.75	49.93
101-209-726.000	SUPPLIES & POSTAGE	3,000.00	136.56	0.47	2,863.44	4.55
101-209-803.002	ASSESSING CONTRACT SERVICES	40,800.00	20,400.01	3,400.00	20,399.99	50.00
101-209-803.004	ASSESSOR'S EVALUATION SERVICES	3,000.00	1,730.00	45.00	1,270.00	57.67
101-209-804.000	SOFTWARE SUPPORT & PROCESSIN	1,800.00	2,022.87	0.00	(222.87)	112.38
Total Dept 209-ASSESSOR'S EXPENDITURES		53,983.00	26,980.71	3,894.01	27,002.29	49.98
Dept 215-CLERK'S EXPENDITURES						
101-215-702.000	SALARIES	37,008.00	17,080.56	2,846.76	19,927.44	46.15
101-215-703.000	WAGES DEPUTY/SEC/PRT TIME	16,400.00	7,440.00	960.00	8,960.00	45.37
101-215-714.000	FICA LOCAL SHARE	4,104.00	1,594.97	234.55	2,509.03	38.86
101-215-726.000	SUPPLIES & POSTAGE	1,000.00	352.33	27.40	647.67	35.23
101-215-804.000	SOFTWARE SUPPORT & PROCESSIN	3,000.00	0.00	0.00	3,000.00	0.00
101-215-860.000	TRAVEL & MILEAGE	2,000.00	78.91	32.54	1,921.09	3.95
101-215-874.000	RETIREMENT/PENSION	5,365.00	2,607.62	380.68	2,757.38	48.60
101-215-910.000	INSURANCE	10,900.00	6,195.51	1,030.56	4,704.49	56.84
101-215-958.000	EDUCATION/TRAINING/CONVENTION	2,200.00	0.00	0.00	2,200.00	0.00
Total Dept 215-CLERK'S EXPENDITURES		81,977.00	35,349.90	5,512.49	46,627.10	43.12
Dept 247-BOARD OF REVIEW						
101-247-702.000	SALARIES	900.00	0.00	0.00	900.00	0.00
101-247-714.000	FICA LOCAL SHARE	61.00	0.00	0.00	61.00	0.00
101-247-900.000	PUBLICATIONS	100.00	0.00	0.00	100.00	0.00
101-247-956.000	MISCELLANEOUS	200.00	0.00	0.00	200.00	0.00



PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 247-BOARD OF REVIEW		1,261.00	0.00	0.00	1,261.00	0.00
Dept 253-TREASURER'S EXPENDITURES						
101-253-702.000	SALARIES	25,159.00	11,611.80	1,935.30	13,547.20	46.15
101-253-703.000	WAGES DEPUTY/SEC/PRT TIME	25,159.00	11,611.80	1,935.30	13,547.20	46.15
101-253-714.000	FICA LOCAL SHARE	3,825.00	1,721.22	289.70	2,103.78	45.00
101-253-726.000	SUPPLIES & POSTAGE	5,800.00	1,602.97	50.22	4,197.03	27.64
101-253-804.000	SOFTWARE SUPPORT & PROCESSIN	1,000.00	1,325.00	0.00	(325.00)	132.50
101-253-860.000	TRAVEL & MILEAGE	500.00	0.00	0.00	500.00	0.00
101-253-874.000	RETIREMENT/PENSION	5,032.00	2,516.02	387.08	2,515.98	50.00
101-253-910.000	INSURANCE	1,300.00	621.67	127.62	678.33	47.82
101-253-958.000	EDUCATION/TRAINING/CONVENTION	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 253-TREASURER'S EXPENDITURES		68,775.00	31,010.48	4,725.22	37,764.52	45.09
Dept 265-TOWNHALL EXPENDITURES						
101-265-726.000	SUPPLIES & POSTAGE	2,200.00	848.43	205.60	1,351.57	38.57
101-265-851.000	CABLE INTERNET SERVICES	4,000.00	2,019.66	335.67	1,980.34	50.49
101-265-920.000	ELECTRIC UTILITIES TOWNHALL	11,500.00	6,233.97	1,260.62	5,266.03	54.21
101-265-921.000	STREET LIGHTS	9,000.00	4,673.29	903.49	4,326.71	51.93
101-265-922.000	MICH CON GAS	3,800.00	353.02	183.06	3,446.98	9.29
101-265-923.000	SEWER TOWNSHIP HALL	400.00	90.00	0.00	310.00	22.50
101-265-930.000	REPAIRS & MAINT	6,000.00	6,131.20	960.49	(131.20)	102.19
Total Dept 265-TOWNHALL EXPENDITURES		36,900.00	20,349.57	3,848.93	16,550.43	55.15
Dept 410-PLANNING & ZONING EXPENDITURES						
101-410-702.002	ZONING ADMIN SALARY	52,000.00	22,631.45	3,769.24	29,368.55	43.52
101-410-705.000	PER DIEM PLANNING/ZBA	17,900.00	5,807.00	2,832.00	12,093.00	32.44
101-410-714.000	FICA LOCAL SHARE	5,210.00	2,309.03	528.54	2,900.97	44.32
101-410-726.000	SUPPLIES & POSTAGE	400.00	240.13	0.93	159.87	60.03
101-410-726.001	POSTAGE T & A	100.00	0.00	0.00	100.00	0.00
101-410-802.001	ATTORNEY SERVICES LITIGATION	0.00	150.00	0.00	(150.00)	100.00
101-410-802.002	ATTORNEY SERVICES	19,000.00	4,783.60	779.92	14,216.40	25.18
101-410-802.003	ATTORNEY T & A	15,000.00	930.00	0.00	14,070.00	6.20
101-410-803.000	PLANNER SERVICES	10,000.00	5,770.25	0.00	4,229.75	57.70
101-410-803.001	PLANNING CONSULTANT	20,000.00	7,100.00	990.00	12,900.00	35.50
101-410-803.004	ENGINEERING SERVICES T&A	22,000.00	147.00	0.00	21,853.00	0.67
101-410-803.005	PLANNING & CONSULTANT T & A	30,000.00	5,402.75	0.00	24,597.25	18.01
101-410-804.000	SOFTWARE SUPPORT & PROCESSIN	1,720.00	0.00	0.00	1,720.00	0.00
101-410-860.000	TRAVEL & MILEAGE	500.00	441.27	368.38	58.73	88.25
101-410-874.000	RETIREMENT/PENSION	5,200.00	1,019.25	(1,011.21)	4,180.75	19.60
101-410-900.000	PUBLICATIONS	2,500.00	800.25	365.75	1,699.75	32.01
101-410-900.001	PUBLICATIONS T & A	800.00	0.00	0.00	800.00	0.00
101-410-910.000	INSURANCE	4,000.00	1,846.20	307.70	2,153.80	46.16
101-410-949.000	RENTAL OF SPACE	300.00	0.00	0.00	300.00	0.00
101-410-958.000	EDUCATION/TRAINING/CONVENTION	2,500.00	470.00	0.00	2,030.00	18.80
101-410-960.000	dues subscriptions	500.00	282.00	0.00	218.00	56.40
Total Dept 410-PLANNING & ZONING EXPENDITURES		209,630.00	60,130.18	8,931.25	149,499.82	28.68

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REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

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PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2016 NORMAL (ABNORMAL)	MONTH 12/31/2016 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Dept 750-MAINT & PARKS EXPENDITURES						
101-750-702.000	SALARIES	47,600.00	17,331.75	0.00	30,268.25	36.41
101-750-703.000	WAGES DEPUTY/SEC/PRT TIME	5,400.00	6,318.00	0.00	(918.00)	117.00
101-750-714.000	FICA LOCAL SHARE	4,100.00	1,670.38	0.00	2,429.62	40.74
101-750-726.000	SUPPLIES & POSTAGE	2,000.00	1,308.77	0.00	691.23	65.44
101-750-860.000	TRAVEL & MILEAGE	90.00	806.82	0.00	(716.82)	896.47
101-750-874.000	RETIREMENT/PENSION	4,760.00	1,985.20	0.00	2,774.80	41.71
101-750-910.000	INSURANCE	12,500.00	3,087.93	0.00	9,412.07	24.70
101-750-930.000	REPAIRS & MAINT	30,810.00	35,334.25	12,059.18	(4,524.25)	114.68
101-750-930.001	PARK EQUIP MAINT	0.00	57.26	0.00	(57.26)	100.00
101-750-956.000	MISCELLANEOUS	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 750-MAINT & PARKS EXPENDITURES		109,260.00	67,900.36	12,059.18	41,359.64	62.15
Dept 861-RETIREMENT/PENSION						
101-861-874.000	RETIREMENT/PENSION	2,100.00	575.00	0.00	1,525.00	27.38
Total Dept 861-RETIREMENT/PENSION		2,100.00	575.00	0.00	1,525.00	27.38
Dept 865-INSURANCE						
101-865-910.000	INSURANCE	12,300.00	16,512.32	(10,813.00)	(4,212.32)	134.25
Total Dept 865-INSURANCE		12,300.00	16,512.32	(10,813.00)	(4,212.32)	134.25
TOTAL EXPENDITURES		1,075,388.98	513,437.00	66,957.80	561,951.98	47.74
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		927,746.00	378,404.33	106,369.62	549,341.67	40.79
TOTAL EXPENDITURES		1,075,388.98	513,437.00	66,957.80	561,951.98	47.74
NET OF REVENUES & EXPENDITURES		(147,642.98)	(135,032.67)	39,411.82	(12,610.31)	91.46

## PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-402.000	CURRENT PROPERTY TAXES	754,196.00	86,215.47	86,215.47	667,980.53	11.43
206-000-699.000	TRANS IN FRM OTHER FUNDS	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 000		756,196.00	86,215.47	86,215.47	669,980.53	11.40
TOTAL REVENUES		756,196.00	86,215.47	86,215.47	669,980.53	11.40
Expenditures						
Dept 000						
206-000-802.004	CONTRACTED EMPLOYEE SERVICES	96,000.00	46,079.27	14,178.24	49,920.73	48.00
206-000-805.000	METRO FIRE CONTRACT	657,122.00	75,130.65	75,119.94	581,991.35	11.43
Total Dept 000		753,122.00	121,209.92	89,298.18	631,912.08	16.09
TOTAL EXPENDITURES		753,122.00	121,209.92	89,298.18	631,912.08	16.09
Fund 206 - FIRE FUND:						
TOTAL REVENUES		756,196.00	86,215.47	86,215.47	669,980.53	11.40
TOTAL EXPENDITURES		753,122.00	121,209.92	89,298.18	631,912.08	16.09
NET OF REVENUES & EXPENDITURES		3,074.00	(34,994.45)	(3,082.71)	38,068.45	1,138.40

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REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

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PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 207 - POLICE PROTECTION						
Revenues						
Dept 000						
207-000-402.000	CURRENT PROPERTY TAXES	44,803.00	5,120.16	5,120.16	39,682.84	11.43
207-000-671.000	MISC REVENUES	26,500.00	0.00	0.00	26,500.00	0.00
207-000-699.000	TRANS IN FRM OTHER FUNDS	8,600.00	0.00	0.00	8,600.00	0.00
Total Dept 000		79,903.00	5,120.16	5,120.16	74,782.84	6.41
TOTAL REVENUES		79,903.00	5,120.16	5,120.16	74,782.84	6.41
Expenditures						
Dept 000						
207-000-802.000	COMMUNITY POLICING CONTRACT	78,500.00	19,604.25	19,604.25	58,895.75	24.97
Total Dept 000		78,500.00	19,604.25	19,604.25	58,895.75	24.97
TOTAL EXPENDITURES		78,500.00	19,604.25	19,604.25	58,895.75	24.97
Fund 207 - POLICE PROTECTION:						
TOTAL REVENUES		79,903.00	5,120.16	5,120.16	74,782.84	6.41
TOTAL EXPENDITURES		78,500.00	19,604.25	19,604.25	58,895.75	24.97
NET OF REVENUES & EXPENDITURES		1,403.00	(14,484.09)	(14,484.09)	15,887.09	1,032.37

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GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 208 - PARK FUND						
Revenues						
Dept 000						
208-000-665.000	INTEREST ON INVESTMENTS	8.00	0.00	0.00	8.00	0.00
208-000-699.000	TRANS IN FRM OTHER FUNDS	37,950.00	0.00	0.00	37,950.00	0.00
Total Dept 000		37,958.00	0.00	0.00	37,958.00	0.00
TOTAL REVENUES		37,958.00	0.00	0.00	37,958.00	0.00
Expenditures						
Dept 000						
208-000-930.005	SHORELINE REDEVELOPMENT	36,500.00	64,431.77	10,353.38	(27,931.77)	176.53
Total Dept 000		36,500.00	64,431.77	10,353.38	(27,931.77)	176.53
TOTAL EXPENDITURES		36,500.00	64,431.77	10,353.38	(27,931.77)	176.53
Fund 208 - PARK FUND:						
TOTAL REVENUES		37,958.00	0.00	0.00	37,958.00	0.00
TOTAL EXPENDITURES		36,500.00	64,431.77	10,353.38	(27,931.77)	176.53
NET OF REVENUES & EXPENDITURES		1,458.00	(64,431.77)	(10,353.38)	65,889.77	4,419.19

PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 209 - CEMETERY FUND						
Revenues						
Dept 000						
209-000-643.000	CEMETARY lot & plots	2,800.00	0.00	0.00	2,800.00	0.00
209-000-646.000	BURIAL FEE PAYMENTS	3,000.00	3,100.00	0.00	(100.00)	103.33
Total Dept 000		5,800.00	3,100.00	0.00	2,700.00	53.45
TOTAL REVENUES		5,800.00	3,100.00	0.00	2,700.00	53.45
Expenditures						
Dept 000						
209-000-726.000	SUPPLIES & POSTAGE	300.00	224.69	0.00	75.31	74.90
209-000-802.004	CONTRACTED EMPLOYEE SERVICES	2,400.00	2,610.00	0.00	(210.00)	108.75
209-000-930.000	REPAIRS & MAINT	3,080.00	1,806.52	89.98	1,273.48	58.65
Total Dept 000		5,780.00	4,641.21	89.98	1,138.79	80.30
TOTAL EXPENDITURES		5,780.00	4,641.21	89.98	1,138.79	80.30
Fund 209 - CEMETERY FUND:						
TOTAL REVENUES		5,800.00	3,100.00	0.00	2,700.00	53.45
TOTAL EXPENDITURES		5,780.00	4,641.21	89.98	1,138.79	80.30
NET OF REVENUES & EXPENDITURES		20.00	(1,541.21)	(89.98)	1,561.21	7,706.05

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GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 212 - LIQUOR FUND						
Revenues						
Dept 000						
212-000-443.000	LIQUOR LICENSE FEES	9,100.00	9,585.40	0.00	(485.40)	105.33
212-000-665.000	INTEREST ON INVESTMENTS	0.00	1.78	0.59	(1.78)	100.00
Total Dept 000		9,100.00	9,587.18	0.59	(487.18)	105.35
TOTAL REVENUES		9,100.00	9,587.18	0.59	(487.18)	105.35
Expenditures						
Dept 000						
212-000-999.000	TRANSFER TO OTHER FUNDS	8,500.00	0.00	0.00	8,500.00	0.00
Total Dept 000		8,500.00	0.00	0.00	8,500.00	0.00
TOTAL EXPENDITURES		8,500.00	0.00	0.00	8,500.00	0.00
Fund 212 - LIQUOR FUND:						
TOTAL REVENUES		9,100.00	9,587.18	0.59	(487.18)	105.35
TOTAL EXPENDITURES		8,500.00	0.00	0.00	8,500.00	0.00
NET OF REVENUES & EXPENDITURES		600.00	9,587.18	0.59	(8,987.18)	1,597.86

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GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 224 - SHORELINE PPRESERVATION						
Revenues						
Dept 000						
224-000-665.000	INTEREST ON INVESTMENTS	0.00	0.55	0.18	(0.55)	100.00
Total Dept 000		0.00	0.55	0.18	(0.55)	100.00
TOTAL REVENUES		0.00	0.55	0.18	(0.55)	100.00
Fund 224 - SHORELINE PPRESERVATION:						
TOTAL REVENUES		0.00	0.55	0.18	(0.55)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.55	0.18	(0.55)	100.00



## PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 225 - FARMLAND PRESERVATION						
Revenues						
Dept 000						
225-000-402.000	CURRENT PROPERTY TAXES	236,022.00	25,196.69	25,196.69	210,825.31	10.68
225-000-665.000	INTEREST ON INVESTMENTS	60.00	152.92	50.08	(92.92)	254.87
Total Dept 000		236,082.00	25,349.61	25,246.77	210,732.39	10.74
TOTAL REVENUES		236,082.00	25,349.61	25,246.77	210,732.39	10.74
Expenditures						
Dept 000						
225-000-802.002	ATTORNEY SERVICES	1,500.00	0.00	0.00	1,500.00	0.00
225-000-802.004	CONTRACTED EMPLOYEE SERVICES	20,000.00	15,000.00	0.00	5,000.00	75.00
225-000-941.000	PDR PYMT TO LANDOWNERS	200,000.00	0.00	0.00	200,000.00	0.00
225-000-942.000	APPRASAL EXPENSES	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 000		224,000.00	15,000.00	0.00	209,000.00	6.70
TOTAL EXPENDITURES		224,000.00	15,000.00	0.00	209,000.00	6.70
Fund 225 - FARMLAND PRESERVATION:						
TOTAL REVENUES		236,082.00	25,349.61	25,246.77	210,732.39	10.74
TOTAL EXPENDITURES		224,000.00	15,000.00	0.00	209,000.00	6.70
NET OF REVENUES & EXPENDITURES		12,082.00	10,349.61	25,246.77	1,732.39	85.66

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GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 226 - PARK and RECREATION FUND						
Revenues						
Dept 000						
226-000-600.000	CONTRIBUTIONS FROM RESIDENTS	0.00	100.00	0.00	(100.00)	100.00
226-000-601.000	BOAT LAUNCH CONTRIBUTIONS	0.00	(100.00)	0.00	100.00	100.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Fund 226 - PARK and RECREATION FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 12/31/2016

GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - SAYLER PARK BOAT LAUNCH CAPITAL FUND						
Revenues						
Dept 000						
401-000-600.000	CONTRIBUTIONS FROM RESIDENTS	50,000.00	50,100.00	0.00	(100.00)	100.20
401-000-602.002	WATERWAYS GRANT	160,000.00	142,519.42	0.00	17,480.58	89.07
401-000-602.003	FISHERIES GRANT	70,000.00	58,273.00	0.00	11,727.00	83.25
401-000-699.000	TRANS IN FRM OTHER FUNDS	131,322.83	0.00	0.00	131,322.83	0.00
Total Dept 000		411,322.83	250,892.42	0.00	160,430.41	61.00
TOTAL REVENUES		411,322.83	250,892.42	0.00	160,430.41	61.00
Expenditures						
Dept 000						
401-000-803.000	PLANNER SERVICES	0.00	9,840.50	1,485.00	(9,840.50)	100.00
401-000-930.002	PARKS & RECREATION EXPENDITURE	380,195.00	327,395.48	0.00	52,799.52	86.11
Total Dept 000		380,195.00	337,235.98	1,485.00	42,959.02	88.70
TOTAL EXPENDITURES		380,195.00	337,235.98	1,485.00	42,959.02	88.70
Fund 401 - SAYLER PARK BOAT LAUNCH CAPITAL FUND:						
TOTAL REVENUES		411,322.83	250,892.42	0.00	160,430.41	61.00
TOTAL EXPENDITURES		380,195.00	337,235.98	1,485.00	42,959.02	88.70
NET OF REVENUES & EXPENDITURES		31,127.83	(86,343.56)	(1,485.00)	117,471.39	277.38

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GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 590 - ACME RELIEF SEWER						
Revenues						
Dept 000						
590-000-460.000	USAGE&CONNECTION FEES	915,110.00	300,266.60	0.00	614,843.40	32.81
590-000-633.000	REPLACEMENT	15,120.00	0.00	0.00	15,120.00	0.00
590-000-634.000	IMPROVEMENTS	60,480.00	0.00	0.00	60,480.00	0.00
590-000-665.000	INTEREST ON INVESTMENTS	712.00	988.10	334.64	(276.10)	138.78
590-000-699.000	TRANS IN FRM OTHER FUNDS	20,145.00	20,145.00	20,145.00	0.00	100.00
Total Dept 000		1,011,567.00	321,399.70	20,479.64	690,167.30	31.77
Dept 550-HOPE VILLAGE- WATER						
590-550-450.000	USAGE FEES	15,500.00	7,000.16	0.00	8,499.84	45.16
Total Dept 550-HOPE VILLAGE- WATER		15,500.00	7,000.16	0.00	8,499.84	45.16
TOTAL REVENUES		1,027,067.00	328,399.86	20,479.64	698,667.14	31.97
Expenditures						
Dept 000						
590-000-802.002	ATTORNEY SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
590-000-803.003	ENGINEERING SERVICES	167,980.00	40,700.00	2,500.00	127,280.00	24.23
590-000-956.001	OPERATING & MAINT EXP	360,300.00	96,057.54	23,739.10	264,242.46	26.66
590-000-956.003	HOCH ROAD #697 EXP	2,250.00	52.31	0.00	2,197.69	2.32
590-000-995.001	INTEREST on BONDS	315,950.00	11,262.27	0.00	304,687.73	3.56
Total Dept 000		851,480.00	148,072.12	26,239.10	703,407.88	17.39
Dept 550-HOPE VILLAGE- WATER						
590-550-956.001	OPERATING & MAINT EXP	32,916.00	2,650.94	406.00	30,265.06	8.05
Total Dept 550-HOPE VILLAGE- WATER		32,916.00	2,650.94	406.00	30,265.06	8.05
TOTAL EXPENDITURES		884,396.00	150,723.06	26,645.10	733,672.94	17.04
Fund 590 - ACME RELIEF SEWER:						
TOTAL REVENUES		1,027,067.00	328,399.86	20,479.64	698,667.14	31.97
TOTAL EXPENDITURES		884,396.00	150,723.06	26,645.10	733,672.94	17.04
NET OF REVENUES & EXPENDITURES		142,671.00	177,676.80	(6,165.46)	(35,005.80)	124.54

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GL NUMBER	DESCRIPTION	2016-17 AMENDED BUDGET	YTD BALANCE 12/31/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 818 - HOLIDAY HILLS AREA IMPROVEMENT						
Revenues						
Dept 000						
818-000-671.000	MISC REVENUES	40,000.00	0.00	0.00	40,000.00	0.00
818-000-672.000	ASSESSMENTS CURRENT	64,832.00	5,016.83	5,016.83	59,815.17	7.74
Total Dept 000		104,832.00	5,016.83	5,016.83	99,815.17	4.79
TOTAL REVENUES		104,832.00	5,016.83	5,016.83	99,815.17	4.79
Expenditures						
Dept 000						
818-000-997.000	DEBT PAYMENT TO COUNTY	60,212.50	12,137.50	0.00	48,075.00	20.16
Total Dept 000		60,212.50	12,137.50	0.00	48,075.00	20.16
TOTAL EXPENDITURES		60,212.50	12,137.50	0.00	48,075.00	20.16
Fund 818 - HOLIDAY HILLS AREA IMPROVEMENT:						
TOTAL REVENUES		104,832.00	5,016.83	5,016.83	99,815.17	4.79
TOTAL EXPENDITURES		60,212.50	12,137.50	0.00	48,075.00	20.16
NET OF REVENUES & EXPENDITURES		44,619.50	(7,120.67)	5,016.83	51,740.17	15.96
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
NET OF REVENUES & EXPENDITURES		89,412.35	(146,334.28)	34,015.57	235,746.63	163.66

Fund 101 GENERAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
101-000-001.000	CASH-CHECKING	676,560.14	478,718.99
101-000-002.000	CASH ON HAND (PETTY CASH)	200.00	200.00
101-000-004.000	3735-MONEY MARKET	297,364.25	297,513.78
101-000-005.000	1886-HIGH YIELD	156,844.94	156,923.81
101-000-018.000	MISC RECEIVABLE (IMMANUAL/BATES ACCT)	56,261.04	49,346.27
101-000-072.000	G.T. COUNTY SEPTAGE BOND/LOAN	133,056.00	126,756.00
101-000-101.000	DUE FROM STATE OF MICHIGAN	60,056.59	8,161.18
101-000-102.401	DUE FROM CAPITAL IMPROVEMENT	0.00	129,727.00
Total Assets		1,416,701.98	1,247,347.03
*** Liabilities ***			
101-000-231.000	DUE TO LOVASCO RETIREMENT	0.31	5,153.05
101-000-231.200	OTHER PAYROLL DEDUCTIONS	0.00	2,804.53
101-000-339.000	DEFERRED REVENUE	56,261.04	49,346.27
Total Liabilities		91,626.13	57,303.85
*** Fund Balance ***			
101-000-390.000	Fund Balance	1,325,075.85	1,325,075.85
Total Fund Balance		1,325,075.85	1,325,075.85
Beginning Fund Balance			1,325,075.85
Net of Revenues VS Expenditures			(135,032.67)
Ending Fund Balance			1,190,043.18
Total Liabilities And Fund Balance			1,247,347.03

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BALANCE SHEET FOR ACME TOWNSHIP  
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Fund 206 FIRE FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
206-000-001.000	CASH-CHECKING	39,580.73	(2,502.84)
Total Assets		39,580.73	(2,502.84)
*** Liabilities ***			
Total Liabilities		7,089.12	0.00
*** Fund Balance ***			
206-000-390.000	Fund Balance	32,491.61	32,491.61
Total Fund Balance		32,491.61	32,491.61
Beginning Fund Balance			32,491.61
Net of Revenues VS Expenditures			(34,994.45)
Ending Fund Balance			(2,502.84)
Total Liabilities And Fund Balance			(2,502.84)

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BALANCE SHEET FOR ACME TOWNSHIP  
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Fund 207 POLICE PROTECTION

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
207-000-001.000	CASH-CHECKING	100,723.06	86,238.97
Total Assets		100,723.06	86,238.97
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
207-000-390.000	Fund Balance	100,723.06	100,723.06
Total Fund Balance		100,723.06	100,723.06
Beginning Fund Balance			100,723.06
Net of Revenues VS Expenditures			(14,484.09)
Ending Fund Balance			86,238.97
Total Liabilities And Fund Balance			86,238.97



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BALANCE SHEET FOR ACME TOWNSHIP  
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Fund 208 PARK FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
208-000-001.000	CASH-CHECKING	67,439.48	7.71
Total Assets		67,439.48	7.71
*** Liabilities ***			
Total Liabilities		3,000.00	0.00
*** Fund Balance ***			
208-000-390.000	Fund Balance	64,439.48	64,439.48
Total Fund Balance		64,439.48	64,439.48
Beginning Fund Balance			64,439.48
Net of Revenues VS Expenditures			(64,431.77)
Ending Fund Balance			7.71
Total Liabilities And Fund Balance			7.71

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BALANCE SHEET FOR ACME TOWNSHIP  
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Fund 209 CEMETERY FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
209-000-001.000	CASH-CHECKING	9,407.41	7,866.20
Total Assets		9,407.41	7,866.20
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
209-000-390.000	Fund Balance	9,407.41	9,407.41
Total Fund Balance		9,407.41	9,407.41
Beginning Fund Balance			9,407.41
Net of Revenues VS Expenditures			(1,541.21)
Ending Fund Balance			7,866.20
Total Liabilities And Fund Balance			7,866.20

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BALANCE SHEET FOR ACME TOWNSHIP  
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Fund 212 LIQUOR FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
212-000-001.000	CASH-CHECKING	137.50	9,722.90
212-000-004.000	0650-MONEY MARKET	6,991.19	6,992.97
Total Assets		7,128.69	16,715.87
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
212-000-390.000	Fund Balance	7,128.69	7,128.69
Total Fund Balance		7,128.69	7,128.69
Beginning Fund Balance			7,128.69
Net of Revenues VS Expenditures			9,587.18
Ending Fund Balance			16,715.87
Total Liabilities And Fund Balance			16,715.87

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BALANCE SHEET FOR ACME TOWNSHIP  
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Fund 224 SHORELINE PPRESERVATION

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
224-000-001.000	6244-CASH-CHECKING	1,378.08	1,378.63
Total Assets		1,378.08	1,378.63
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
224-000-390.000	Fund Balance	1,378.08	1,378.08
Total Fund Balance		1,378.08	1,378.08
Beginning Fund Balance			1,378.08
Net of Revenues VS Expenditures			0.55
Ending Fund Balance			1,378.63
Total Liabilities And Fund Balance			1,378.63

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BALANCE SHEET FOR ACME TOWNSHIP  
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Fund 225 FARMLAND PRESERVATION

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
225-000-001.000	9937-CASH-CHECKING	388,087.65	398,435.96
225-000-004.000	4319-MONEY MARKET	5,200.39	5,201.69
Total Assets		393,288.04	403,637.65
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
225-000-390.000	Fund Balance	393,288.04	393,288.04
Total Fund Balance		393,288.04	393,288.04
Beginning Fund Balance			393,288.04
Net of Revenues VS Expenditures			10,349.61
Ending Fund Balance			403,637.65
Total Liabilities And Fund Balance			403,637.65

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BALANCE SHEET FOR ACME TOWNSHIP  
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Fund 401 SAYLER PARK BOAT LAUNCH CAPITAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
401-000-001.000	CASH-CHECKING	115,419.41	158,264.10
Total Assets		115,419.41	158,264.10
*** Liabilities ***			
401-000-214.101	DUE TO GENERAL FUND	0.00	129,727.00
Total Liabilities		538.75	129,727.00
*** Fund Balance ***			
401-000-390.000	Fund Balance	114,880.66	114,880.66
Total Fund Balance		114,880.66	114,880.66
Beginning Fund Balance			114,880.66
Net of Revenues VS Expenditures			(86,343.56)
Ending Fund Balance			28,537.10
Total Liabilities And Fund Balance			158,264.10

Fund 590 ACME RELIEF SEWER

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
590-000-001.000	9945-CASH-CHECKING	2,081,445.04	2,319,252.55
590-000-004.000	0651-MONEY MARKET	196,855.33	196,954.31
590-000-132.000	SEPTIC PLANT	470,853.00	470,853.00
590-000-133.000	ACCUMULATED DEPRECIATION	(84,571.18)	(84,571.18)
590-000-152.000	WATER SYSTEMS	177,000.00	177,000.00
590-000-153.000	ACCUMULATED DEPRECIATION-WATE	(67,555.00)	(67,555.00)
590-000-154.000	SEWER SYSTEMS	11,611,103.07	11,611,103.07
590-000-155.000	ACCUMULATED DEPREC-SEWER	(5,644,615.18)	(5,644,615.18)
Total Assets		8,892,210.70	8,978,421.57
*** Liabilities ***			
590-000-250.000	BONDS PAYABLE LONG TERM	469,384.49	469,384.49
590-000-250.001	ACCR.INTEREST ON BONDS	3,754.00	3,754.00
590-000-250.100	Current portion of Bonds	86,092.00	86,092.00
590-000-251.002	PREMIUM OF REFUNDED BONDS	44,290.00	44,290.00
590-000-310.000	CONTRACTS PAYABLE-COUNTY DPW	5,180.00	5,180.00
Total Liabilities		700,166.42	608,700.49
*** Fund Balance ***			
590-000-390.000	Fund Balance	8,192,044.28	8,192,044.28
Total Fund Balance		8,192,044.28	8,192,044.28
Beginning Fund Balance			8,192,044.28
Net of Revenues VS Expenditures			177,676.80
Ending Fund Balance			8,369,721.08
Total Liabilities And Fund Balance			8,978,421.57

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BALANCE SHEET FOR ACME TOWNSHIP  
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Fund 703 CURRENT TAX COLLECTION

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
703-000-001.000	CASH-CHECKING	1,609.03	1,012,541.95
Total Assets		1,609.03	1,012,541.95
*** Liabilities ***			
703-000-202.000	ACCOUNTS PAYABLE	181.03	1,093.01
703-000-273.000	UNDISTRIBUTED TAX	1,428.00	1,011,448.02
703-000-274.000	EARNED INTEREST UNDISTRIBUTED	0.00	0.92
Total Liabilities		1,609.03	1,012,541.95
*** Fund Balance ***			
Total Fund Balance		0.00	0.00
Beginning Fund Balance			0.00
Net of Revenues VS Expenditures			0.00
Ending Fund Balance			0.00
Total Liabilities And Fund Balance			1,012,541.95



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BALANCE SHEET FOR ACME TOWNSHIP  
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Fund 818 HOLIDAY HILLS AREA IMPROVEMENT

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
818-000-001.000	9307-CASH-CHECKING	234,910.17	250,350.60
818-000-045.000	RECEIVABLE-CURRENT	750,259.32	750,259.32
Total Assets		1,037,730.59	1,000,609.92
*** Liabilities ***			
818-000-202.000	ACCOUNTS PAYABLE	12,320.66	12,320.66
818-000-250.000	BOND 2015 PAYABLE LONG TERM	0.00	(30,000.00)
818-000-339.000	DEFERRED REVENUE	750,259.32	750,259.32
Total Liabilities		762,579.98	732,579.98
*** Fund Balance ***			
818-000-390.000	Fund Balance	275,150.61	275,150.61
Total Fund Balance		275,150.61	275,150.61
Beginning Fund Balance			275,150.61
Net of Revenues VS Expenditures			(7,120.67)
Ending Fund Balance			268,029.94
Total Liabilities And Fund Balance			1,000,609.92



**ACME TOWNSHIP PLANNING COMMISSION MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
December 12<sup>th</sup>, 2016 7:00 p.m.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE: 7:05pm**

**ROLL CALL:**

**Members present:** D. Rosa, B. Balentine, D. White, T. Forgette (Secretary), K. Wentzloff (Chair), M. Timmins

**Members excused:** S. Feringa (Vice-Chair)

**Staff present:** S. Winter, Zoning Administrator  
J. Iacoangeli, Township Planner

**A. LIMITED PUBLIC COMMENT:** Open 7:06pm; Closed 7:06pm

**B. APPROVAL OF AGENDA:**

Motion by Timmins to approve agenda Support by Balentine. Motion passes unanimously.

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

**D. SPECIAL PRESENTATIONS:** None

**E. CONSENT CALENDAR:**

**1. RECEIVE AND FILE**

- a. Township Board Minutes 11/01/2016
- b. Draft Parks & Trails Committee Minutes 11/18/16

**2. ACTION:**

- a. Approve Draft Planning Commission Minutes 11/14/16

Motion by Timmins to approve the Consent Calendar as presented. Support by Rosa. Motion passes unanimously.

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

**G. CORRESPONDENCE:**

- 1. Master Plan Amendment Public Hearing – East Bay Charter Township

Notification letter from East Bay Township regarding proposed amendment to their Master Plan. Letter is the legal notice of the public hearing.

**H. PUBLIC HEARINGS:** None

**I. OLD BUSINESS:**

- 1. Public Forum on Short-Term Rentals

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

Public hearing has been scheduled for January 19, 2017 at the Williamsburg. This will be a joint meeting of PC and Board to provide property owners the chance the chance to voice their opinion on the topic. Currently, Counsel has indicated that currently the township zoning does not allow such uses. Meeting will be recorded.

**2. Medical Marihuana – Board Feedback**

No real feedback to PC from Board. Packet contained memo. Since many components of new changes to the legislation have not been drawn up yet and there is still time, PC members agreed to wait and see how this all comes together.

**J. NEW BUSINESS:**

**1. Adopt 2017 Planning Commission Regular Meeting Schedule**

Motion by Timmins to adopt the 2017 Meeting Schedule. Support by Forgette. Motion passes unanimously.

**K. PUBLIC COMMENT & OTHER PC BUSINESS**

- 1. Zoning Administrator Report – Shawn Winter** summarized report. Noted an obstacle in Gokey Apartment project due to water main not extended as expected by engineers. Design plans moving forward with Dan Kelly project.
- 2. Planning Consultant Report – John Iacoangeli** - nothing to report
- 3. Township Board Report – Doug White** - nothing to report
- 4. Parks & Trails Committee Report – Marcie Timmins** reported that Township received good news on Bayside Park grant. MDNR approved grant for \$300,000; GTRLC pledged another \$200,000 and the township has committed \$100,000. Drawings and site engineering will need to be done. Site work likely to be done in late 2017 or early 2018.

Public comment open at 7:30pm. Closed at 7:30pm.

**ADJOURN:**

Motion by Timmins to adjourn. Support by Balentine. Motion passes unanimously. Meeting adjourned at 7:30pm.

**ACME TOWNSHIP PARKS & TRAILS MEETING  
ACME TOWNSHIP HALL**

**6042 Acme Road, Williamsburg MI 49690**

**December 16th , 2016 10:00 a.m.**

**Approved 01/20/17**

**ROLL CALL:**

<b>Committee:</b>	<b>A</b>	Feringa	X	Heffner	A	Heflin	X	Jenema
	<b>A</b>	LaPointe	X	Timmins	X	Wentzloff		
<b>Advisory:</b>	<b>X</b>	Heinert	X	Kushman				
<b>Staff:</b>	<b>X</b>	Winter						

**A. PUBLIC COMMENT: None**

**B. APPROVAL OF AGENDA: Wentzloff, 2nd. By Timmins.**

**Motion carries**

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

**D. CORRESPONDENCE: Received Chocolate for the holidays from Gosling and Czubak.**

**E. ACTION:**

**1. Approve Parks & Trails Minutes 11/18/2016 Motion to approve by Wentzloff, 2nd. By Timmins.**

**Motion carries**

**F. OLD BUSINESS:**

**1. Bayside Park Grant Update - The Township was awarded the MDNR trust-fund grant. The State usually allocates the grant money and signs the official paperwork in June. The township can not begin work until the paperwork is signed.**

**Klaus encourages the township to be ready, as he feels the State may authorize the township to start work as early as April or May 2017.**

**Next steps. 1) signed agreement between the Township and the State**

**2) Certify plans and bid spec's**

**3) Submit to DNR for authorization**

**4) Township puts out bid requests**

**5) Draft notice of award**

**6) Back to DNR and the township board to approve contractor.**

**The township doesn't need DNR approval for an engineer.**

**Shawn asked if the DNR restricts the contractors the township can use based on DNR requirements, such as MDOT does.**

**Klaus said that most contractors that build trails already meet MDOT/DNR requirements.**

**Discussion followed about the flow of funds needed from GTRLC and how the money is allocated from the state.**

**Discussed possible timelines for the project to begin. Hefner asked about the ability of people to use the beaches and parks or if it would be closed.**

**Klaus believes that beach access will be able to be maintained in different areas as**

construction happens. May lose parking while the parking lot is done, although it's possible to stage them and keep some parking.

Hefner asked about paving shore rd. Klaus confirmed the township will have to work with MDOT.

2. Bayside Park- Deep water point trail segment- Kushman updated the committee on a generous, anonymous donation will pay for the ½ the trail from Shore Rd. through deep water natural area. TART will be funding the other half of that section. Estimated cost is \$50,000. Talked to Mike Okma from the Land Conservancy. There are conservation easements for Deep Water point that allows for passive use. There are no restrictions the township does need to supply the Conservancy with a letter outlining materials used as well as size and other spec's.

TART is working with HOA to obtain trail approval through their properties..

Work is scheduled to start in the 1st. Quarter of 2017. TART is working to get all the easements.

Up date on the connector on the East side of 31, still working with the hotels to gain owner/board approval. The hotels are going through their legal process.

Chris gave an update on Elk Rapids. They have a committee put together to work on a trail from Williams Rd. to Maple Bay.

TART has gained resolutions of support from every community along the purposed Traverse City to Charlevoix trail, except Antrim. TART is going to Antrim County's board meeting at the beginning January.

Further discussed the Tap grant, and how the DNR grant changes the townships outlook on that. It will be readdressed in the future.

3. Adopt-A-Bench Program-Klaus recommended looking at higher quality benches. Discussed using recycled plastic benches and the downsides of them.

Discussed coming up with a bench price point.

Klaus will have more bench options for the committee to look at, at the January meeting.

#### **G. NEW BUSINESS:**

1. Adopt 2017 regular meeting schedule.

**Motion to approve 2017 regular meeting schedule, with the time change of an 8:30 am start time**

**Motion Timmins, 2nd. Wentzloff.**

#### **H. PUBLIC COMMENT none**

**ADJOURN: Closed by unanimous consent**

Prepaid

02/01/2017 05:24 PM  
 User: CATHY DYE  
 DB: ACME TOWNSHIP

CHECK DISBURSEMENT REPORT FOR ACME TOWNSHIP  
 CHECK DATE FROM 01/05/2017 - 02/01/2017  
 Banks: CHASE, PARKS, SEWER

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/10/2017	CHAS	24080	AMERICAN WASTE	REPAIRS & MAINT	101-265-930.000	115.00
01/10/2017	CHAS	24081	AT&T MOBILITY	SUPPLIES & POSTAGE	101-750-726.000	50.66
01/10/2017	CHAS	24082	CONSUMERS ENERGY	ELECTRIC UTILITIES TOWNHALL	101-265-920.000	503.87
01/10/2017	CHAS	24083	DTE ENERGY	MICH CON GAS	101-265-922.000	572.13
01/10/2017	CHAS	24084	GRAND TRAVERSE COUNTY -DPW	REPAIRS & MAINT	101-265-930.000	60.00
01/10/2017	CHAS	24085	TRAVERSE CITY RECORD EAGLE	PUBLICATIONS-TOWNSHIP BOARD	101-101-900.000	73.50
01/16/2017	CHAS	24086	CHASE CARD SERVICES	dues subscriptions	101-101-960.000	16.99
		24086		SUPPLIES & POSTAGE	101-265-726.000	16.25
		24086		REPAIRS & MAINT	101-750-930.000	17.99
						<hr/> 51.23
01/16/2017	CHAS	24087	GRAND TRAVERSE METRO ESA	METRO FIRE CONTRACT	206-000-805.000	142,991.41
01/16/2017	CHAS	24088	KOPY SALES INC.	REPAIRS & MAINT	101-265-930.000	139.98
01/16/2017	CHAS	24089	MICHIGAN ASSOCIATION OF CLERKS	EDUCATION/TRAINING/CONVENTION	101-215-958.000	120.00
01/26/2017	CHAS	24090	AT&T MOBILITY	SUPPLIES & POSTAGE	101-750-726.000	55.67
01/26/2017	CHAS	24091	CONSUMERS ENERGY	ELECTRIC UTILITIES TOWNHALL-6042 ACM	101-265-920.000	1,920.42
01/26/2017	CHAS	24092	KATHLEEN MARTIN	SALARIES	101-191-702.000	22.00
01/26/2017	CHAS	24093	PETTY CASH	PASSPORT FEES	101-000-465.000	6.10
		24093		POSTAGE FOR PASSPORTS	101-000-465.001	104.37
		24093		SUPPLIES & POSTAGE	101-265-726.000	19.66
						<hr/> 130.13
TOTAL - ALL FUNDS				TOTAL OF 14 CHECKS		146,806.00

--- GL TOTALS ---

101-000-465.000	PASSPORT FEES	6.10
101-000-465.001	POSTAGE FOR PASSPORTS	104.37
101-101-900.000	PUBLICATIONS	73.50
101-101-960.000	dues subscriptions	16.99
101-191-702.000	SALARIES	22.00
101-215-958.000	EDUCATION/TRAINING/CONVENTION	120.00
101-265-726.000	SUPPLIES & POSTAGE	35.91
101-265-920.000	ELECTRIC UTILITIES TOWNHALL	2,424.29
101-265-922.000	MICH CON GAS	572.13

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CHECK DISBURSEMENT REPORT FOR ACME TOWNSHIP  
CHECK DATE FROM 01/05/2017 - 02/01/2017  
Banks: CHASE, PARKS, SEWER

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-265-930.000				REPAIRS & MAINT		314.98
101-750-726.000				SUPPLIES & POSTAGE		106.33
101-750-930.000				REPAIRS & MAINT		17.99
206-000-805.000				METRO FIRE CONTRACT		142,991.41

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INVOICE REGISTER REPORT FOR ACME TOWNSHIP  
EXP CHECK RUN DATES 02/07/2017 - 02/07/2017  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 0000000520 - A & D ASSESSING:							
FEBRUARY 2017							
8087	A & D ASSESSING	02/07/2017	02/07/2017	3,400.00	3,400.00	Open	N
	ASSESSING	CATHY DYE					02/07/2017
	101-209-803.002	ASSESSING CONTRACT SERVICES		3,400.00			
	Total for vendor 0000000520 - A & D ASSESSING:			3,400.00	3,400.00		
Vendor 0000000300 - ACE HARDWARE:							
499-							
8086	ACE HARDWARE	02/07/2017	02/07/2017	23.98	23.98	Open	N
	FURNACE FILTER	CATHY DYE					02/07/2017
	101-750-930.000	REPAIRS & MAINT		23.98			
	Total for vendor 0000000300 - ACE HARDWARE:			23.98	23.98		
Vendor 0000001660 - BECKETT & RAEDER:							
2016703							
8041	BECKETT & RAEDER	02/07/2017	02/07/2017	330.00	330.00	Open	N
	PLANNING SERVICES	CATHY DYE					02/07/2017
	101-410-803.005-078	PLANNING & CONSULTANT T & A		330.00			
2016705							
8055	BECKETT & RAEDER	02/07/2017	02/07/2017	350.00	350.00	Open	N
	PROFESSIONAL SERVICE AND FEES FOR	CATHY DYE					02/07/2017
	101-410-803.001	PLANNING CONSULTANT		350.00			
2017-010.011.012							
8067	BECKETT & RAEDER	02/07/2017	02/07/2017	891.25	891.25	Open	N
	PLANNING SERVICES	CATHY DYE					02/07/2017
	101-410-803.001	PLANNING CONSULTANT		870.00			
	101-410-803.000	PLANNER SERVICES		21.25			
	Total for vendor 0000001660 - BECKETT & RAEDER:			1,571.25	1,571.25		
Vendor 0000002875 - CHARTER COMMUNICATIONS/SPECTRUM BUS:							
8245 12 117 0040457							
8085	CHARTER COMMUNICATIONS/SPECTRUM BUS	02/07/2017	02/07/2017	335.32	335.32	Open	N
	INTERNET, PHONE	CATHY DYE					02/07/2017
	101-265-851.000	CABLE INTERNET SERVICES		335.32			
	Total for vendor 0000002875 - CHARTER COMMUNICATIONS/SPECTRUM BUS:			335.32	335.32		
Vendor 0000002900 - CHERRYLAND RURAL ELECTRIC:							
DEC 2016/JAN 2017							
8084	CHERRYLAND RURAL ELECTRIC	02/07/2017	02/07/2017	447.94	447.94	Open	N
	ELECTRIC	CATHY DYE					02/07/2017



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User: CATHY DYE  
DB: ACME TOWNSHIP

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	GL Distribution						
101-265-921.000	STREET LIGHTS/ HOLIDAY RD/HOLIDAY PINE			71.10			
101-265-920.000	ELECTRIC UTILITIES TOWNHALL/SAYLER PK B			17.50			
101-265-920.000	ELECTRIC UTILITIES TOWNHALL/ YUBA CEMET			23.74			
101-265-920.000	ELECTRIC UTILITIES TOWNHALL/SAYLERPK/BA			31.36			
101-265-921.000	STREET LIGHTS/YUBA PK RD & US 31 N			32.53			
101-265-921.000	STREET LIGHTS/PEACEFUL VAL.NEAR 7791			11.51			
101-265-921.000	STREET LIGHTS/US 31 N-11 LIGHTS			173.42			
101-265-921.000	STREET LIGHTS/SAYLOR PK			10.41			
101-265-921.000	STREET LIGHTS/BAY VALLEY ST LITE			11.51			
101-265-921.000	STREET LIGHTS/5 MILE NEAR ADD 4782			13.71			
101-265-921.000	STREET LIGHTS/BUNKER HILL AND WHITE			18.82			
101-265-921.000	STREET LIGHTS/FIVE MILE & HOLIDAY HLS			20.82			
101-265-921.000	STREET LIGHTS/YUBA HERITAGE			11.51			
	Total for vendor 0000002900 - CHERRYLAND RURAL ELECTRIC:			447.94	447.94		

Vendor 0000003300 - CONSUMERS ENERGY:

DEC/JAN 2017

8072	CONSUMERS ENERGY	02/07/2017	02/07/2017	110.02	110.02	Open	N
	ELECTRIC	CATHY DYE					02/07/2017
101-265-920.000	ELECTRIC UTILITIES TOWNHALL			110.02			
	Total for vendor 0000003300 - CONSUMERS ENERGY:			110.02	110.02		

Vendor CRISTY - CRISTY DANCA:

JANUARY 2017

8071	CRISTY DANCA	02/07/2017	02/07/2017	93.95	93.95	Open	N
	REIMBURSEMENT MILEAGE AND OFFICE S	CATHY DYE					02/07/2017
101-215-860.000	TRAVEL & MILEAGE			28.25			
101-215-726.000	SUPPLIES & POSTAGE			65.70			
	Total for vendor CRISTY - CRISTY DANCA:			93.95	93.95		

Vendor 0000004460 - DTE ENERGY:

12/19/16 - 01/23/17

8077	DTE ENERGY	02/07/2017	02/07/2017	740.66	740.66	Open	N
	DEC 19, 2016 - JAN 23, 2017	CRISTY DANCA					02/07/2017
101-265-922.000	MICH CON GAS			740.66			
	Total for vendor 0000004460 - DTE ENERGY:			740.66	740.66		

Vendor 0000004995 - ELK RAPIDS NEWS LLC:

01/26/2017

8083	ELK RAPIDS NEWS LLC	02/07/2017	02/07/2017	68.25	68.25	Open	N
	AD FOR PUBLIC HEARING REGARDING SH	CRISTY DANCA					02/07/2017
101-410-900.000	PUBLICATIONS			68.25			
	Total for vendor 0000004995 - ELK RAPIDS NEWS LLC:			68.25	68.25		

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Vendor 0000007675 - GOSLING CZUBAK ENGR:							
76842 8062	GOSLING CZUBAK ENGR PROFESSIONAL SERVICES, FM DESIGN, 590-000-803.003 ENGINEERING SERVICES	02/07/2017 CATHY DYE	02/07/2017	4,100.00 4,100.00	4,100.00	Open	N 02/07/2017
Total for vendor 0000007675 - GOSLING CZUBAK ENGR:				4,100.00	4,100.00		
Vendor 0000007720 - GOVERNMENTAL BUSINESS SYS GBS:							
17-29695 8081	GOVERNMENTAL BUSINESS SYS GBS I VOTED STICKERS, 4 BLUE ELECTION 101-191-726.000 SUPPLIES & POSTAGE	02/07/2017 CRISTY DANCA	02/07/2017	56.88 56.88	56.88	Open	N 02/07/2017
Total for vendor 0000007720 - GOVERNMENTAL BUSINESS SYS GBS:				56.88	56.88		
Vendor GTRLC - GRAND TRAVERE REGIONAL LAND CO:							
PAYMENT 4 8040	GRAND TRAVERE REGIONAL LAND CO CONTRACT 225-000-802.004 CONTRACTED EMPLOYEE SERVICES	02/07/2017 CATHY DYE	02/07/2017	7,500.00 7,500.00	7,500.00	Open	N 02/07/2017
Total for vendor GTRLC - GRAND TRAVERE REGIONAL LAND CO:				7,500.00	7,500.00		
Vendor 7890 - GRAND TRAVERSE COUNTY:							
92718, 92717 8063	GRAND TRAVERSE COUNTY ACME SEWER, ACME WATER HOPE VILLAG 590-000-956.001 OPERATING & MAINT EXP 590-000-956.003 HOCH ROAD #697 EXP 590-550-956.001 OPERATING & MAINT EXP	02/07/2017 CATHY DYE	02/07/2017	36,161.90 33,927.94 71.52 2,162.44	36,161.90	Open	N 02/07/2017
Total for vendor 7890 - GRAND TRAVERSE COUNTY:				36,161.90	36,161.90		
Vendor GREAT - GREATAMERICA FINANCIAL SVCS:							
20020660 8059	GREATAMERICA FINANCIAL SVCS COMPUTER 101-101-804.000 SOFTWARE SUPPORT & PROCESSIN	02/07/2017 CATHY DYE	02/07/2017	311.65 311.65	311.65	Open	N 02/07/2017
Total for vendor GREAT - GREATAMERICA FINANCIAL SVCS:				311.65	311.65		
Vendor 0000010300 - INTEGRITY BUSINESS SOLUTIONS:							
1488347-0 8039	INTEGRITY BUSINESS SOLUTIONS W-2,1099,1096 FORMS	02/07/2017 CATHY DYE	02/07/2017	41.50	41.50	Open	N 02/07/2017

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	101-265-726.000	SUPPLIES & POSTAGE		41.50			
DECEMBER 2016							
8042	INTEGRITY BUSINESS SOLUTIONS	02/07/2017	02/07/2017	134.31	134.31	Open	N
	INV.1477552.1479189.1486749.148671	CATHY DYE					02/07/2017
	101-265-726.000	SUPPLIES & POSTAGE		134.31			
1494139-0							
8058	INTEGRITY BUSINESS SOLUTIONS	02/07/2017	02/07/2017	133.05	133.05	Open	N
	EASEL, BATTERIES AND PAPER	CATHY DYE					02/07/2017
	101-265-726.000	SUPPLIES & POSTAGE		133.05			
1502453-0							
8070	INTEGRITY BUSINESS SOLUTIONS	02/07/2017	02/07/2017	127.44	127.44	Open	N
	OFFICE SUPPLIES, STORAGE BOXES, BU	CATHY DYE					02/07/2017
	101-265-726.000	SUPPLIES & POSTAGE		127.44			
1501536-0							
8075	INTEGRITY BUSINESS SOLUTIONS	02/07/2017	02/07/2017	29.99	29.99	Open	N
	LABELS	CATHY DYE					02/07/2017
	101-191-726.000	SUPPLIES & POSTAGE		29.99			
	Total for vendor 0000010300 - INTEGRITY BUSINESS SOLUTIONS:			466.29	466.29		

Vendor 0000011105 - KCI:

JANUARY 2017							
8057	KCI	02/07/2017	02/07/2017	1,328.00	1,328.00	Open	N
	POSTAGE FOR ASSEMENT CHANGE NOTICE	CATHY DYE					02/07/2017
	101-209-726.000	SUPPLIES & POSTAGE		1,328.00			
	Total for vendor 0000011105 - KCI:			1,328.00	1,328.00		

Vendor 0000012500 - KWIK PRINT:

100864							
8074	KWIK PRINT	02/07/2017	02/07/2017	26.00	26.00	Open	N
	LEGAL SIZE PAPER W/ 3 HOLE PUNCH	CATHY DYE					02/07/2017
	101-191-726.000	SUPPLIES & POSTAGE		26.00			
	Total for vendor 0000012500 - KWIK PRINT:			26.00	26.00		

Vendor 0000013975 - MICHIGAN ASSOCIATION OF CLERKS:

FEBRUARY 2017							
8051	MICHIGAN ASSOCIATION OF CLERKS	02/07/2017	02/07/2017	1,200.00	1,200.00	Open	N
	MAMC INSTITUTE, FOR CLERK AND DEPU	CATHY DYE					02/07/2017
	101-215-958.000	EDUCATION/TRAINING/CONVENTION		1,200.00			
	Total for vendor 0000013975 - MICHIGAN ASSOCIATION OF CLERKS:			1,200.00	1,200.00		

Vendor 0000013984 - MICHIGAN ELECTION RESOURCES:

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37243							
8079	MICHIGAN ELECTION RESOURCES	02/07/2017	02/07/2017	162.67	162.67	Open	N
	AV APPS, VOTER ID & MASTER CARDS	CRISTY DANCA					02/07/2017
	101-191-726.000	SUPPLIES & POSTAGE		162.67			
	Total for vendor 0000013984 - MICHIGAN ELECTION RESOURCES:			162.67	162.67		

Vendor 0000014412 - NETONE COMMUNICATIONS :

501661							
8076	NETONE COMMUNICATIONS	02/07/2017	02/07/2017	104.00	104.00	Open	N
	INTERNET SERVICE 02/11/2017 - 02/1	CRISTY DANCA					02/07/2017
	101-101-804.000	SOFTWARE SUPPORT & PROCESSIN		104.00			
	Total for vendor 0000014412 - NETONE COMMUNICATIONS :			104.00	104.00		

Vendor NORTHERN P - NORTHERN PUMP & WELL:

16-J946							
8056	NORTHERN PUMP & WELL	02/07/2017	02/07/2017	20,145.00	20,145.00	Open	N
	NEW PUMP	CATHY DYE					02/07/2017
	590-550-956.001	OPERATING & MAINT EXP		20,145.00			
	Total for vendor NORTHERN P - NORTHERN PUMP & WELL:			20,145.00	20,145.00		

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

JANUARY 6, 2017

8064	OLSON, BZDOK & HOWARD, P.C	02/07/2017	02/07/2017	2,752.50	2,752.50	Open	N
	ATTORNEY	CATHY DYE					02/07/2017
	101-101-802.002	ATTORNEY SERVICES		1,114.12			
	101-410-802.002	ATTORNEY SERVICES		385.88			
	101-410-802.003-901	ATTORNEY T & A VGT PH 1		1,185.00			
	101-101-802.001	ATTORNEY SERVICES LITIGATION		67.50			
	Total for vendor 0000016245 - OLSON, BZDOK & HOWARD, P.C:			2,752.50	2,752.50		

Vendor 0000017400 - PLANNING AND ZONING CENTER, INC:

JAN 25, 2017

8078	PLANNING AND ZONING CENTER, INC	02/07/2017	02/07/2017	350.00	350.00	Open	N
	GROUP RATE SUBSCRIPTION	CRISTY DANCA					02/07/2017
	101-410-960.000	dues subscriptions		350.00			
	Total for vendor 0000017400 - PLANNING AND ZONING CENTER, INC:			350.00	350.00		

Vendor 0000017800 - PRINTING SYSTEMS INC:

99426							
8080	PRINTING SYSTEMS INC	02/07/2017	02/07/2017	52.65	52.65	Open	N
	DUAL WINDOW AV APPLICATION ENVELOP	CRISTY DANCA					02/07/2017

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	GL Distribution						
	101-191-726.000	SUPPLIES & POSTAGE		52.65			
	Total for vendor 0000017800 - PRINTING SYSTEMS INC:			52.65	52.65		

Vendor SHAWN - SHAWN WINTER:

JAN 2017							
8073	SHAWN WINTER	02/07/2017	02/07/2017	51.58	51.58	Open	N
	MILEAGE REIMBURSEMENT	CATHY DYE					02/07/2017
	101-410-860.000	TRAVEL & MILEAGE		51.58			
	Total for vendor SHAWN - SHAWN WINTER:			51.58	51.58		

Vendor TNT - TNT OUTDOOR SERVICES LLC:

925							
8061	TNT OUTDOOR SERVICES LLC	02/07/2017	02/07/2017	810.00	810.00	Open	N
	SNOW REMOVAL	CATHY DYE					02/07/2017
	101-750-930.000	REPAIRS & MAINT		810.00			
	Total for vendor TNT - TNT OUTDOOR SERVICES LLC:			810.00	810.00		

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

# of Invoices:	32	# Due:	32	Totals:	82,370.49	82,370.49	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					<hr/>	<hr/>	
					82,370.49	82,370.49	

--- TOTALS BY BANK ---

CHASE	GENERAL FUND	14,463.59
FARM	FARMLAND PRESERVATION	7,500.00
SEWER	ACME RELIEF SEWER	60,406.90

--- TOTALS BY GL DISTRIBUTION ---

101-101-802.001	ATTORNEY SERVICES LITIGATION	67.50
101-101-802.002	ATTORNEY SERVICES	1,114.12
101-101-804.000	SOFTWARE SUPPORT & PROCESSIN	415.65
101-191-726.000	SUPPLIES & POSTAGE	328.19
101-209-726.000	SUPPLIES & POSTAGE	1,328.00
101-209-803.002	ASSESSING CONTRACT SERVICES	3,400.00
101-215-726.000	SUPPLIES & POSTAGE	65.70
101-215-860.000	TRAVEL & MILEAGE	28.25
101-215-958.000	EDUCATION/TRAINING/CONVENTION	1,200.00
101-265-726.000	SUPPLIES & POSTAGE	436.30
101-265-851.000	CABLE INTERNET SERVICES	335.32
101-265-920.000	ELECTRIC UTILITIES TOWNHALL	182.62
101-265-921.000	STREET LIGHTS	375.34
101-265-922.000	MICH CON GAS	740.66
101-410-802.002	ATTORNEY SERVICES	385.88
101-410-802.003-901	ATTORNEY T & A VGT PH 1	1,185.00
101-410-803.000	PLANNER SERVICES	21.25
101-410-803.001	PLANNING CONSULTANT	1,220.00
101-410-803.005-078	PLANNING & CONSULTANT T & A	330.00
101-410-860.000	TRAVEL & MILEAGE	51.58
101-410-900.000	PUBLICATIONS	68.25
101-410-960.000	dues subscriptions	350.00
101-750-930.000	REPAIRS & MAINT	833.98
225-000-802.004	CONTRACTED EMPLOYEE SERVICES	7,500.00
590-000-803.003	ENGINEERING SERVICES	4,100.00
590-000-956.001	OPERATING & MAINT EXP	33,927.94
590-000-956.003	HOCH ROAD #697 EXP	71.52
590-550-956.001	OPERATING & MAINT EXP	22,307.44

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			14,463.59	14,463.59		
	225 - FARMLAND PRESERVATION			7,500.00	7,500.00		
	590 - ACME RELIEF SEWER			60,406.90	60,406.90		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 -			45,599.46	45,599.46		
	101 - TOWNSHIP BOARD OF TRUSTEES			1,597.27	1,597.27		
	191 - ELECTION EXPENDITURES			328.19	328.19		
	209 - ASSESSOR'S EXPENDITURES			4,728.00	4,728.00		
	215 - CLERK'S EXPENDITURES			1,293.95	1,293.95		
	265 - TOWNHALL EXPENDITURES			2,070.24	2,070.24		
	410 - PLANNING & ZONING EXPENDITU			3,611.96	3,611.96		
	550 - HOPE VILLAGE- WATER			22,307.44	22,307.44		
	750 - MAINT & PARKS EXPENDITURES			833.98	833.98		





## Regulating Medical Marijuana Facilities: A Workshop for Local Government

### **DATES & LOCATIONS:**

Feb. 21 – Traverse City,  
Michigan Works!

Feb. 27 – Livonia, Civic Park  
Senior Center

Feb. 28 – St. Ignace Public  
Library

Feb. 28 – East Lansing, MSU  
Human Ecology Bldg.

Mar. 2 – North Muskegon,  
Laketon Twp. Hall

Mar. 2 – Warren Community  
Center

Mar. 6 – Marquette Twp. Hall

Mar. 6 – Lawrence, Van  
Buren Conference Center

Mar. 7 – Richmond Twp. Hall

Mar. 8 – Saginaw Twp. Fire  
Department, Station One

Mar. 13 – Alpena Community  
College

### **TIME:**

6:00 - 9:00 pm

### **COST:**

\$55 for Regular Registrants

\$50 for Master Citizen

Planners and registrants  
from groups of two or more  
with the same municipality.



### **WHO SHOULD ATTEND:**

Planning commissioners, professional planners, local government elected officials, administrators, and municipal attorneys.

### **DESCRIPTION:**

Eight years after legal use of medical marijuana was first approved by Michigan voters, three new laws will bring significant changes to the regulation of its production and distribution. Applications for state-issued licenses will become available on December 15, 2017, to commercial marijuana growers, processors, provisioning centers, safety compliance facilities, and secure transporters.

Under the Medical Marijuana Facilities Licensing Act, every municipality can choose whether to allow any of the newly authorized facilities within their borders. Is your city, village, or township prepared to prohibit or accept and regulate these operations under the new law? Counties with zoning will want to learn about their role in the approval of such facilities. This workshop will explain the overall medical marijuana regulatory environment, the new commercial facilities laws, the state's role in implementation, and your local government's options. You will also learn approaches to land use planning, zoning, and other local regulatory issues related to medical marijuana facilities and receive a sample ordinance.

**HOW TO REGISTER:** Registration is required by February 13, 2017 at <https://events.anr.msu.edu/LocalGovMMW>

**CONTACT:** Brad Neumann, AICP, Extension Educator  
906-315-2661 or [neuman36@msu.edu](mailto:neuman36@msu.edu)

**AFFILIATES:** Planning & Zoning Center at MSU

MSU is an affirmative-action, equal-opportunity employer, committed to achieving excellence through a diverse workforce and inclusive culture that encourages all people to reach their full potential. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. Persons with disabilities have the right to request and receive reasonable accommodations.



Dear Acme Township Counsel and Zoning Board

First I want to say thank you for the opportunity to speak about and hear from different residents of Acme Township regarding short term rentals. I have digested much of what was said, and feel the need to elaborate and respond to some of the residents comments. There are three major points that I hope to expand on; first there is a difference between someone renting their home and rental properties, second the gentleman from Torch Lake needs to be listened to carefully, and finally calling the police for every infraction will not work.

The most important thing that we noticed as the rental discussion progressed was that there is a distinct difference between individuals who rent out there home at times and a rental property solely for the purpose of income. Our home is next to the second. The owner lives in town and uses the property for rental income. There is not an idea of community involvement or care. If Acme Township chooses to change it ordinances, this is going to be more likely to occur. Investors will purchase property for the sole purpose of income, and that will change our residential area to a commercial venture. This leads into the points hit on by the gentleman from Torch Lake.

It will be like "opening a can of worms." If Acme Township chooses to make short term rentals legal, then we are almost guaranteed that investors will come in, buy up properties, with the sole purpose of making money - Making a residential area commercial. It will change Acme Township dramatically.

Those worried about restrictions on property ownership, they will be faced with a whole new set of enforced regulations. If rentals are allowed, then there will need to be restrictions that are enforced. How many people are allowed in a 4 bedroom home: for the safety of the renters and the safety of our watershed (I believe many Acme homes are on septic systems), how many people can day visit, how many cars can be parked in the area, can we have family reunions where more than 50 people come to visit for the day, can we have a wedding on our 80 foot wide lot..... As it sits right now if you want to have a large party.... You talk to your neighbors; you give a heads up, you make things work – if it is a constant issue with renters who really don't care about your experiences..... rules need to be made and enforced..... and that enforcement will need to include residents as well. It seems that there will need to be more restriction, not less if we are going to open up our property to legal rentals.

Finally, to expect emergency response for garbage, smoke, noise, dog.... infractions seems abuse of the system. We on a regular basis have renters next door. We arrive, for the weekend never knowing if there will be 3, 6 or even more cars in the driveway next door. Sometimes they are families, sometimes groups of friends – but almost always there with the intent of having fun for the week/weekend. Not always a problem, but their state of mind is different than someone who cares about the property and their neighbors. As the neighbor, sometimes it is just easier to get through this group of renters, rather than taking action and or calling the police.

List of issues we have come across where calling the police doesn't seem reasonable, and rebuttals to concerns about how it will affect businesses in the area.

Comments related to economic impact on restaurants/businesses in the area.

With regard to Flint Fields: the comment was made that renters come in and rent for 4 to 6 weeks, and that was important to the success of the horse shows. If this is true, the existing ordinances do not prohibit rentals for 30 days or more.

It is just our personal experience, but often renters arrive with coolers and bags of groceries (not purchased in the area), second they do not seem to frequent local (Acme) restaurants because they have a kitchen.

Specific issues we have encountered having a rental property next door.

The home next door has 3 full, 3 twin and 3 queen size beds (potential to sleep 15 not counting the couch.) This home has a washer/dryer and dishwasher. When a large group comes in and then has additional guests join them, I wonder about the ability of the septic system to handle a large crowd. (it has gone even as far as there was a wedding next door (no porta-potties). We are very close to Yuba Creek..... I have been told septic systems can handle influxes at times, but consistent overuse may be a problem and need some regulation. And if it is regulated, who will check about the safety issues related to the septic system, fire detectors, extinguishers.... associated with rental properties.

Renters next door are allowed to bring dogs – we have had dogs roaming onto our property and beach and defecating, I have had to ask renters to keep pets on a leash and to clean up after their pets..... often without compliance. We then have to worry about our dog and end up keeping him in most of the time. It doesn't seem reasonable to call the police if the renter's dog does not seem dangerous.

We have arrived into our driveway to find several cars parked there – we have had to approach large groups and ask them (after they have been drinking) to move their vehicles.

Leaving food/garbage on the beach – if you aren't going to be there tomorrow – you don't necessarily care about issues associated with this.

Leaving bagged garbage where raccoons have access. Often garbage is left without concern for what happens to it tomorrow.

I feel if we were to call the police every time we ran into issues, it would lead to even more issues. I do wonder if we were to complain, will there be retaliation when we leave on Sunday and they remain for 4 additional days.

RESOLUTION OF THE ACME TOWNSHIP BOARD OF TRUSTEES

RESOLUTION #R-2017-\_\_\_\_\_

*Loan Pay back fund 401 to 101 Fund balance*

*February 7, 2017*

At a meeting of the Acme Township Board of Trustees, held on February 7, 2017, the Acme Township Board of Trustees, on a motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_

The following resolution:

Whereas, at the Acme Township Board meeting held February 7, 2017, Resolution R-2017-\_\_\_\_\_ was approved to pay back loan from Fund 401. Sayler Park Boat Launch Capital fund (\$129,727.00) to 101 Fund Balance.

Whereas; This loan is being released back to fund 101 since all bills have been paid at this time.. Please refer to the following data below.

	Transaction	Description	Fund	Dept.	Line	Amend Amount	Beginning Balance	New Balance
From	Loan from 401 fund	Sayler park boat launch capital fund balance	401	000	214.101	\$129,727.00	\$132,425.62	\$2,698.62
To	101 fund Balance	General Fund	101	000	102.401	\$129,727.00	\$129,727.00	\$0

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

Township Board members: Present:

Absent: 0

Upon roll call, the following vote was cast:

Aye:

Nay: 0

Abstaining: 0

\_\_\_\_\_  
Jay B. Zollinger Acme Township Supervisor

\_\_\_\_\_  
Cathy Dye Acme Township Clerk

1/12/2017

Fund 401 SAYLER PARK BOAT LAUNCH CAPITAL FUND

GL Number	Description	Balance
*** Assets ***		
Cash		
401-000-001.000	CASH-CHECKING	132,425.62
Cash		<u>132,425.62</u>
<b>Total Assets</b>		<u>132,425.62</u>
*** Liabilities ***		
Accounts Payable		
401-000-202.000	ACCOUNTS PAYABLE	0.00
Accounts Payable		<u>0.00</u>
Due To Other Funds		
401-000-214.101	DUE TO GENERAL FUND	129,727.00
Due To Other Funds		<u>129,727.00</u>
<b>Total Liabilities</b>		<u>129,727.00</u>
*** Fund Balance ***		
Unassigned		
401-000-390.000	Fund Balance	114,880.66
Unassigned		<u>114,880.66</u>
<b>Total Fund Balance</b>		<u>114,880.66</u>
<b>Beginning Fund Balance</b>		114,880.66
<b>Net of Revenues VS Expenditures</b>		(112,182.04)
<b>Ending Fund Balance</b>		2,698.62
<b>Total Liabilities And Fund Balance</b>		132,425.62

**RESOLUTION OF THE ACME TOWNSHIP BOARD OF TRUSTEES**  
**RESOLUTION #R-2017-\_\_**  
*Resolution on Budget Amendments*  
*and adjustments 2016-2017 Township Budget*  
*February 7, 2017*

At a Board meeting of the Acme Township Board of Trustees, held on February 7, 2017, the Acme Township Board of Trustees, on a motion made by \_\_\_\_ and seconded by \_\_\_\_.

The following resolution:

Whereas, at the Acme Township Board meeting held February 7, 2017, Resolution R-2017-\_\_\_\_ was approved to make budget adjustments to bring the 2016-17 Budget in balance and improve our 2016-17 audit.

Whereas; The Fund's listed below have a budget correction to be made. The following Funds have budget amounts which need increased to reflect money spent. Please refer to the following data below.

Transaction	Description	Fund	Dept.	Line	Amend Amount	Beginning Balance	New Balance
From	Fund 401 Sayler park boat launch	401	000	930.002	\$10,000.00	\$380,195.000	\$370,195.00
To	401 Sayler park Boat launch	401	000	803.000	\$10,000.00	\$0	\$10,000.00
From							
To							
From							
To							
From							
To							

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

Township Board members: Present:

Absent:

Upon roll call, the following vote was cast:

Nay: 0

Abstaining: 0

\_\_\_\_\_  
Jay B. Zollinger Acme Township Supervisor

\_\_\_\_\_  
Cathy Dye Acme Township Clerk

31/10/17

**RESOLUTION OF THE ACME TOWNSHIP BOARD OF TRUSTEES**  
**RESOLUTION #R-2017-\_\_**  
*Resolution on Budget Amendments*  
*and adjustments 2016-2017 Township Budget*  
*February 7, 2017*

At a Board meeting of the Acme Township Board of Trustees, held on February 7, 2017, the Acme Township Board of Trustees, on a motion made by \_\_\_\_ and seconded by \_\_\_\_.

The following resolution:

Whereas, at the Acme Township Board meeting held February 7, 2017, Resolution R-2017-\_\_\_\_ was approved to make budget adjustments to bring the 2016-17 Budget in balance and improve our 2016-17 audit. Also Update the Revenue line to reflect the Fund balance transfer in Number \$27,931.77

Whereas; The Fund's listed below have a budget correction to be made. The following Funds have budget amounts which need increased to reflect money spent. Please refer to the following data below.

Transaction	Description	Fund	Dept.	Line	Amend Amount	Beginning Balance	New Balance
From	Fund balance 208 fund	208	000	390.000	\$27,931.77	\$27,939.48	\$7.71
To	Parks fund /208	208	000	930.005	\$27,931.77	\$36,5000.00	\$64,431.77
From							
To							
From							
To							
From							
To							

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

Township Board members: Present:

Absent:

Upon roll call, the following vote was cast:

Nay: 0

Abstaining: 0

\_\_\_\_\_  
Jay B. Zollinger Acme Township Supervisor

\_\_\_\_\_  
Cathy Dye Acme Township Clerk

1/16/17

Fund 208 PARK FUND

GL Number	Description	Balance
*** Assets ***		
CURRENT ASSETS		
208-000-001.000	CASH-CHECKING	7.71
	CURRENT ASSETS	7.71
	<b>Total Assets</b>	<b>7.71</b>
*** Liabilities ***		
Unclassified		
	Unclassified	0.00
CURRENT LIABILITIES		
	CURRENT LIABILITIES	0.00
	<b>Total Liabilities</b>	<b>0.00</b>
*** Fund Balance ***		
Unclassified		
208-000-390.000	Fund Balance	64,439.48
	Unclassified	64,439.48
	<b>Total Fund Balance</b>	<b>64,439.48</b>
	<b>Beginning Fund Balance</b>	<b>64,439.48</b>
	<b>Net of Revenues VS Expenditures</b>	<b>(64,431.77)</b>
	<b>Ending Fund Balance</b>	<b>7.71</b>
	<b>Total Liabilities And Fund Balance</b>	<b>7.71</b>

**RESOLUTION OF THE ACME TOWNSHIP BOARD OF TRUSTEES**  
**RESOLUTION #R-2017-\_\_\_\_\_**  
***Resolution on Budget Amendment***  
***Various fund moves adjustments 2016 /2017 Township Budget***  
***February 7, 2017***

At a Board meeting of the Acme Township Board of Trustees, held on February 7,2017, the Acme Township Board of Trustees, on a motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_

The following resolution:

Whereas, at the Acme Township Board meeting held February 7,2017, Resolution R-2017-\_\_\_\_\_ was approved to make fund moves to bring the2016-17 Budget in balance and improve our 2016-17 audit.

Whereas; The Fund's listed below have a budget correction to be made. The following Funds have budget amounts which need increased to Reflect Money to possibly be spent to remove Dirt pile left from Phase 1 construction. These funds increases are being done to move money from 101 Contingency to 208 Fund-000-699-000. Please refer to the following data below.

Transaction	Description	Fund	Dept.	Line	Amend Amount	Beginning Balance	New Balance
From	101 /Contingency	101	000	992.000	\$5000.00	\$65,000.00	\$ 60,000.00
To	Parks repairs & Maintance	208	000	699.000	\$5000.00	\$7.71	\$ 5007.71
From							
To							
From							
To							
From							
To							

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

Township Board members: Present: Absent:

Upon roll call, the following vote was cast

Nay: 0

Abstaining: 0

\_\_\_\_\_  
Jay B. Zollinger Acme Township Supervisor

\_\_\_\_\_  
Cathy Dye Acme Township Clerk

1/10/17



**RESOLUTION OF THE ACME TOWNSHIP BOARD OF TRUSTEES**  
**RESOLUTION #R-2017-\_\_\_\_\_**  
*Resolution on Budget Amendments*  
*Various fund moves adjustments 2016-17 Township Budget*  
*February 7, 2017*

At a Board meeting of the Acme Township Board of Trustees, held on February 7, 2017, the Acme Township Board of Trustees, on a motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_.

The following resolution:

Whereas, at the Acme Township Board meeting held, February 7, 2017 Resolution R-2017-\_\_\_\_ was approved to make fund moves to bring the 2016-17 Budget in balance and improve our 2016-17 audit.

Whereas; The Fund's listed below have a budget correction to be made. The following Funds have budget amounts which need increased to Reflect Money spent for Cost increase to manage the Acme Township 750 fund, fund 865 Insurance fund, The Liquor Fund 212 and Fire fund 206. Please refer to the following data below.

Transaction	Description	Fund	Dept.	Line	Amend Amount	Beginning Balance	New Balance
From	Maintenance & Parks Salaries	101	750	702.000	\$10,000.00.00	\$47,600.00	\$ 37,600.00
To	Main&Parks repairs /Maintenance	101	750	930.000	\$10,000.00	\$30,810	\$ 40,810.00
From	101 -000-992-000/ Contingency	101	000	992.000	\$4600.00	\$60,000.00	\$55,400
To	Insurance /liability Policy for Township	101	865	910.000	\$4600.00	\$12,000.00	\$16,600.00
From	Liquor fund Fund balance	212			\$8600.00	\$16715.57	\$7215.57
To	Police protection	207	000	699.000	\$8600.00	\$95,985.09	\$104,585.09
From	101 -000-992-000/ Contingency	101	000	922.000	\$19,041.00	\$55,400.00	\$36,359.00
To	Fire fund 206	206	000	699.000	\$19,041.00	\$2,000.00	\$21,041.00

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

Township Board members: Present: Absent:

Upon roll call, the following vote was cast:

Nay: 0

Abstaining: 0

---

Jay B. Zollinger     Acme Township Supervisor

---

Cathy Dye     Acme Township Clerk

1/16/2017

Fund 207 POLICE PROTECTION

GL Number	Description	Balance
*** Assets ***		
Cash		
207-000-001.000	CASH-CHECKING	95,985.09
Cash		<u>95,985.09</u>
<b>Total Assets</b>		<u><b>95,985.09</b></u>
*** Liabilities ***		
Accounts Payable		
207-000-202.000	ACCOUNTS PAYABLE	0.00
Accounts Payable		<u>0.00</u>
Due To Other Funds		
207-000-214.000	DUE TO OTHER FUNDS	0.00
207-000-214.101	DUE TO GENERAL FUND	0.00
Due To Other Funds		<u>0.00</u>
<b>Total Liabilities</b>		<u><b>0.00</b></u>
*** Fund Balance ***		
Unassigned		
207-000-390.000	Fund Balance	100,723.06
Unassigned		<u>100,723.06</u>
<b>Total Fund Balance</b>		<u><b>100,723.06</b></u>
<b>Beginning Fund Balance</b>		<b>100,723.06</b>
<b>Net of Revenues VS Expenditures</b>		<b>(4,737.97)</b>
<b>Ending Fund Balance</b>		<b>95,985.09</b>
<b>Total Liabilities And Fund Balance</b>		<b>95,985.09</b>

Grand Traverse County Road Commission  
**TURNAROUND EASEMENT**

THIS TURNAROUND EASEMENT (the "Easement"), entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ and \_\_\_\_\_ between \_\_\_\_\_ (hereinafter referred to as the Grantor(s)), and the **Board of County Road Commissioners of Grand Traverse County**, a quasi-municipal corporation, of 1881 LaFranier Road, Traverse City, Michigan, 49686 (hereinafter referred to as the Grantee).

WITNESSETH:

WHEREAS, the Grantor(s) is/are the owners of real property situated in \_\_\_\_\_ Township, Grand Traverse County, Michigan, and commonly known as (insert address) as more fully described on **Exhibit A**, attached hereto and made a part hereof (the "Burdened Premises"); and

WHEREAS, the Burdened Premises abuts a public road known as \_\_\_\_\_ Road (the "Public Road"); and

WHEREAS, the Public Road is of insufficient width to enable the Grantee's employees and snow moving and grading equipment to turn around, and the existing road right-of-way is of insufficient width to allow the Grantee to construct a turnaround for its snow moving and grading equipment; and

WHEREAS, the Grantors are willing to grant Grantee an easement for ingress and egress to allow the Grantee to turn its snow moving and grading equipment around in the portion of the Burdened Premises generally depicted in **Exhibit B**, attached hereto and made a part hereof on the terms and conditions set forth in this agreement;

NOW THEREFORE, for and in consideration of the sum of One Dollar (\$1.00), and other good and valuable consideration, the receipt of which is hereby acknowledged, the parties agree as follows:

1. Grantors do hereby grant Grantee an easement for ingress and egress to turn its snow moving and grading equipment around in the portion of the Burdened Premises generally depicted in Exhibit B, hereafter referred to as the "Easement Turnaround Area."

2. The Easement Turnaround Area shall be used for the purpose of turning around the Grantee's snow moving and grading equipment and other such uses incidental to such purposes (the "Purpose"), including improvements or modifications to the Easement Turnaround Area as necessary to effectuate the Purpose, provided that such modifications or improvements do not interfere with Grantor's use of the Easement Turnaround Area.
3. The Easement is nonexclusive, and Grantors, and Grantors' heirs, devisees, invitees, guests, grantees, and assigns may use the Easement Turnaround Area in common with the Grantee, provided that there shall be no interference with the Grantee's use of the Easement Turnaround Area for the Purpose.
4. Except for use for the Purpose, the Grantee shall not interfere with the use of the Easement Turnaround Area by the Grantors, Grantors' heirs, devisees, invitees, guests, grantees or assigns. The Grantee shall take such steps as are reasonable and necessary to prevent Grantee's use of the Easement Turnaround Area from causing the Burdened Premises to suffer greater snow removal difficulty than the Burdened Premises would have suffered in the absence of the Grantee's use of the Easement Turnaround Area. This Easement includes the consent of the Grantor(s) to the removal at any time of such trees, shrubs vegetation, and such other obstructions as, in the judgment of the Grantee, is necessary to the affect the Purpose.
5. Grantor's for themselves and their successors and assigns release, discharge, hold harmless, and waive any and all claims for any damage, injury, or loss to Grantor's and their successors and assigns or the Burdened Premises arising from or incidental to the Grantee's use of the Easement Turnaround Area or this Easement. This waiver binds the undersigned and his or her heirs, successors, executors, and assigns.
6. Grantors shall not be required to keep the Easement Turnaround Area free from any natural accumulation of snow or ice for the benefit of the Grantee.
7. Nothing in this agreement shall be construed as intent by the Grantors to dedicate any portion of the Easement Turnaround Area for the purpose of public use, nor as intent by the Grantee to accept any such dedication or to extend the county road onto Grantors' premises. The rights of the Grantee are limited to the Purpose set forth in this Easement.
8. Grantors agree that, except as set forth herein, maintenance of the Easement Turnaround Area and the Burdened Premises shall be the sole responsibility of Grantors, or Grantors' successors in title to the Burdened Premises and Grantee shall not be required to keep the Easement Turnaround Area free from accumulated snow as a result of Grantee's use for the Purpose. Further, it is expressly understood and agreed that Grantee will not plow any portion of Grantor's driveway or other areas within the Burdened Premises except as necessary for the Purpose in Grantee's sole discretion.

- IN WITNESS WHEREOF, the Grantors and Grantee have executed this instrument as of the day and year first written above.

GRANTEE:

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

Its: \_\_\_\_\_

Acknowledged before me in Grand Traverse County, Michigan, on \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ as its \_\_\_\_\_ for the **Board of County Road Commissioners of Grand Traverse County.**

Notary Signature on Line Above

\_\_\_\_\_, Notary Public  
Print or Type Notary's Name on Line Above

State of Michigan, County of \_\_\_\_\_  
County of Notary

Acting in the County of Grand Traverse

My Commission Expires: \_\_\_\_\_

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by

**GRANTOR(S):**

\_\_\_\_\_  
\_\_\_\_\_

STATE OF MICHIGAN                    }  
  } SS.  
COUNTY OF GRAND TRAVERSE       }

Acknowledged before me in Grand Traverse County, Michigan, on \_\_\_\_\_,  
20\_\_\_\_, by \_\_\_\_\_ as their free act  
and deed.

Notary Signature on Line Above

\_\_\_\_\_, Notary Public  
Print or Type Notary's Name on Line Above

State of Michigan, County of \_\_\_\_\_  
County of Notary

Acting in the County of Grand Traverse

My Commission Expires: \_\_\_\_\_

Drafted by:

Karrie A. Zeits (P60559)  
Smith Haughey Rice & Roegge  
101 N. Park Street, Suite 100  
Traverse City, MI 49684  
(231)929-4878

When recorded return to:

Grand Traverse County Road Commission



*A sign of the future.™*

All Traffic Solutions Inc.  
3100 Research Drive  
State College, PA 16801  
Phone: 814-237-9005  
Fax: 814-237-9006

Tax ID: 25-1887906

QUOTE Q-25610

DATE/TIME: 1/17/2017  
2:37:34 PM

PAGE  
NO: 1

Questions contact:  
**MANUFACTURER:**  
All Traffic Solutions  
Julie Styskin  
866-366-6602

Independent Sales Rep:

**BILL TO:**  
Acme Township  
6042 Acme Road  
Williamsburg, MI 49690

**SHIP TO:**  
Acme Township

Attn: Jay Zollinger

**PAYMENT TERMS:** Net 30    **CUSTOMER:** 213350    **CONTACT:** (231) 938-1350

ITEM NO:	DESCRIPTION:	QTY:	EACH:	EXT. PRICE:
4000566	Shield 15 Speed Display; base unit w/ mounting bracket	1.00	\$3,195.00	\$3,195.00
4000647	App, Traffic Suite (12mo); Equip Mgmt, Reporting, Image Mgmt, Alerts, Mapping and PremierCare	1.00	\$1,500.00	\$1,500.00
4000874	All Options Activation: Bluetooth, Traffic Data, Violator Alert, Pictures, (\$3000 Value, requires Traffic or Message Suite)	1.00	\$0.00	\$0.00
4000744	LFP Power kit, 16Ah battery (2), internal power controller, charger w/connector	1.00	\$795.00	\$795.00
4900063	Carrying Case; Sh15 softcase with storage pockets	1.00	\$175.00	\$175.00
4000641	Shipping	1.00	\$60.00	\$60.00
4000767	Base Model CREDIT, speed display; requires min 1 yr TrafficCloud Traffic Suite	1.00	(\$600.00)	(\$600.00)

Special Notes:

Sh15 – 2 LFP batteries with charger – mount plate –  
“YOUR SPEED” sign – All features activated perpetually  
(Bluetooth – Data – Strobe and Imaging) – 1 year of web  
services (SmartApps) to all 6 Apps (Remote Management  
– Imaging – Data – Alerts, Mapping and Premier Care  
warranty) – shipping and training. Carrying Case.

**SALES**

**AMOUNT:**

**SHIPPING:**

**TOTAL:**

\$5,125.00

\$5,125.00

Duration: This quote is good for 60 days from date of issue.

Shipping Notes: Unless shipping charges are specifically indicated, prices are FOB factory. Shipping charges may apply

Taxes: Taxes are not included in quote. Please provide a tax exempt certificate or sales tax will be applied.

Warranty: Unless otherwise indicated, all products have a one year warranty from date of sale. Warranty extensions are a component of some applications that are available at time of purchase. A Finance Charge of 1.5% per month will be applied to overdue balances. GSA GS-07F-6092R

Authorization: By Signing below I indicate that I am authorized to commit my organization to the above.



---

Print Name, Title

Signature

Date



## Shield Radar Speed Display

Our Shield family of Radar Speed Displays is the ideal choice when portability is paramount. These incredibly compact, lightweight signs can be mounted virtually anywhere. At only 12 lbs., including mount, the Shield 12 is the most durable, portable sign on the market. You'll get better results because you'll use it more often.

**ALL TRAFFIC  
SOLUTIONS**



*A sign of the future.™*

## Product highlights

### EXTREME PORTABILITY

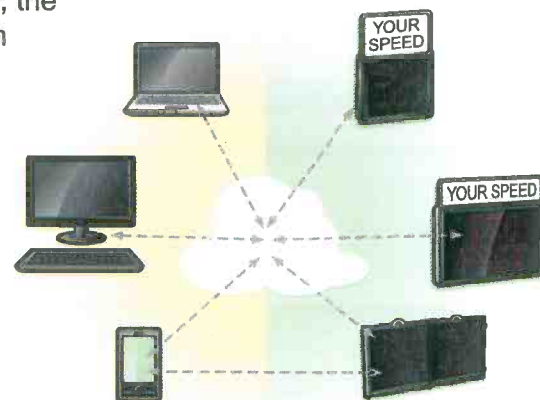
Built for ease of use, it's the lightest, most portable sign available anywhere...and it still meets the MUTCD minimum 12" digit size.

### SIMPLE, UNIVERSAL MOUNTING

In less than 30 seconds, one person can mount to U-channel, square channel, round poles, trailers, and hitch mounts using the integrated mounting system.

### AMAZING BATTERY LIFE

Achieve up to several weeks of run time. A dedicated compartment allows all-weather battery replacement.



### CLOUD-BASED EASE AND ACCESSIBILITY

Eliminate traffic data file management, easily sync messages across mobile devices over the internet and instantly share messages and reports with others. Our enhanced TrafficCloud features (see reverse) and always-current user interface will keep you in contact with your equipment and you'll be even more productive and effective.

### DURABLE CONSTRUCTION

The welded aluminum enclosure, concealed mounting hardware, shatterproof Lexan and graffiti-resistant powder-coat make it super tough.



## Product specs

### Product Specs

#### Shield 12

Digit Size: 12" Digits (MUTCD min.)  
Dimension: 13.5" H x 15.5" W x 2.6" D  
Weight: 12 lbs (incl. mount)

#### Shield 15

Digit Size: 15" Digits (3 metric digits)  
Dimension: 17" H x 24" W x 2.6" D  
Weight: 18 lbs (incl. mount)  
For speeds up to 55mph

### Common Hardware Upgrades

Datalogging, Bluetooth, Violator Alert, Pictures, Metric

# TraffiCloud™

While our best-in-class hardware will help improve your traffic flows, complimenting this equipment with our TraffiCloud helps improve your workflows. Leveraging a consistent interface across our entire product line, TraffiCloud provides a new level of awareness while reducing the amount of time needed to manage your equipment and information. In a world of increasing expectations and decreasing resources, TraffiCloud helps you achieve better outcomes in less time.

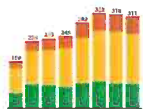
**TraffiCloud™: Traffic Suite.** All the features you need for effective and efficient traffic program management. Traffic Suite features can also be purchased individually.



## MAPPING

Manage your entire program through an intuitive visual interface.

- Interactive map provides a window to all system information



## REPORTING

Save time collecting, organizing, compiling and distributing information.

- Automated, daily uploads of new data into a centralized, SAS70-certified environment
- Identify trends to allocate resources and be proactive

*\* TraffiCloud benefits from our patented remote reporting technology.*



## EQUIPMENT MANAGEMENT

Stop wasting time driving to equipment to update and monitor it.

- Check status and change settings from any Internet-connected computer
- Respond immediately to changing situations



## IMAGE MANAGEMENT

Achieve greater awareness, including alarms or request generated images.

- \*Capture images based on speeds, tampering, time intervals or upon request
- Review, edit and act on useful images
- \* Images can be used to identify vehicle make and color, but are not alpr quality.



## ALERTS

Specify when and whom you'd like notified upon occurrence of certain conditions.

- Receive email or text as events happen
- Be aware of low batteries, high speeds, tampering, congestion and more



## PREMIERCARE

Get a perpetual warranty, damage insurance and remote diagnostics for duration of subscription

- 50% discount on repairs and parts
- Real-time remote diagnostic monitoring



## DRIVETIMES

Sensor-free Time to Destination Technology

- Live travel times for custom routes
- Radically reduce the complexity and cost to design and maintain an advanced, dynamic message system

## Trade In. Trade Up! Receive 50 - 100% Credit

Upgrade your old, used equipment – **regardless of manufacturer or condition** – and get access to the latest features and a perpetual warranty on the new so you'll never have to worry again.

Offer applies to display only. Trailer and power supplies are not included.

- Extreme Portability
- Simpler Operation
- Maximum Awareness
- Cloud-Based Convenience



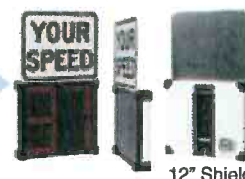
Any manufacturer's speed or message display:  
**50% Credit (approx.)**



18" SpeedAlert



ATS SpeedSentry (any condition):  
**100% Credit for like-sized**



12" Shield



ATS SpeedAlert (any condition):  
**100% Credit for New Model!**

24" SpeedAlert  
Trailer not included



866-366-6602 • [alltrafficsolutions.com](http://alltrafficsolutions.com)

3100 Research Drive, State College, PA 16801 • fax: 814-237-9006



## SHIELD RADAR SPEED DISPLAY



The Shield family of Radar Speed Displays is ideal when portability is paramount.

**TrafficCloud Accessible\*:** Remotely monitor and interact with the Shield Radar Speed Display TrafficCloud Web-based Remote Management Service. Eliminate traffic data file management, and sync messages, generate and share reports over the Internet. Our enhanced and always-on interface will keep you in contact with your equipment and you'll be even more productive and efficient. *\*requires TrafficCloud web-based remote management service*

### **Incredibly Lightweight & Portable:**

Weighing just 12 or 18 lbs., including mounts, you'll use the Shield 12 or 15 models more often and achieve better results. An available padded case makes moving the signs even easier.

### **Simple, Universal Mounting:**

Permanent or portable, one person can mount these signs in a minute virtually anywhere including square & round poles, the ATS hitch mount or on a trailer using the integrated mounting system.

### **Durable Construction:**

The welded aluminum enclosure, concealed mounting hardware, shatterproof Lexan and graphics are extremely rugged and durable.

### **Amazing Battery Life & Flexible Power Options:**

Achieve up to several weeks of run time. A dedicated compartment allows simple battery exchange. The Shield accommodates almost any power source including Lithium battery, solar, AC or trailer power in a wide range of situations.

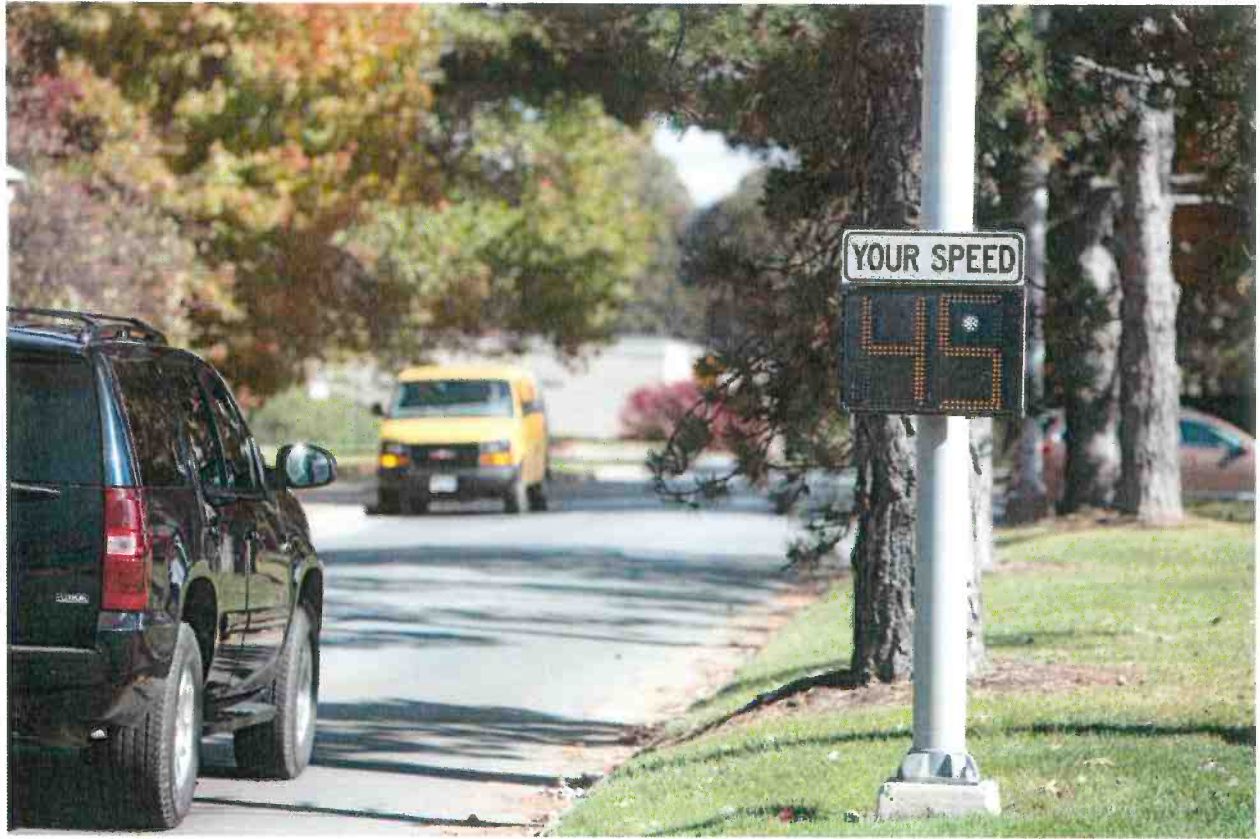
**Additional Capabilities:** *\*(Sold separately)*



- Meet the MUTCD minimum requirement of 12" digit size.
- Easily manage with on-board buttons, the TrafficCloud Web-Based Remote Management or the TrafficCloud Android App.\*
- Program up to 6 different modes or speed limits for up to 6 time periods a day.
- Collect volume and speed data to isolate speeding problem areas and prioritize enforcement. The TrafficCloud Web-Based Remote Management lets you collect baseline data, unaffected by the active speed display.
- Make local setting changes and collect data with a USB or use the ATS Mobile Android App. The TrafficCloud Web-Based Remote Management hosts your data and provides free access to it over the Internet.\*
- Catch the attention of the highest risk violators with a bright, flashing violator strobe that is visible from 1/2 mile away.\*
- Take daytime awareness images of high speed violators, congestion and vandals tampering with the device. Images can also be taken at set time intervals. *(Images will not capture license plate numbers)*



**Shield 15**



**Shield 15 with Strobe**

**Jay Zollinger**

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**From:** ! <tmhtcmi07@aol.com>  
**Sent:** Wednesday, January 18, 2017 3:55 PM  
**To:** Jay Zollinger  
**Subject:** 2017 Fireworks

Hello Jay!

2017 is here, which means the Traverse City Boom Boom Club is already making plans for the July 4th Independence Day fireworks celebration! Acme Township has been a great supporter of our mission to 'light up the sky' over West Grand Traverse Bay. In order to continue this most patriotic of events, we respectfully request a \$300 contribution that will allow us to put on another great show that we can all be proud of. We thank you for your consideration and look forward to sharing our great American tradition! I can be reached at tmhtcmi07@aol.com, or 231-590-4503 should you need to contact me.

Kindest regards,

Tim Hinkley,  
President  
TCBBC





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**TRAVERSE BAY AREA INTERMEDIATE SCHOOL DISTRICT  
AND  
ACME TOWNSHIP**

**Agreement for Collection of Summer School Property Taxes**

AGREEMENT made this 17th day of January, 2017 by and between the Traverse Bay Area Intermediate School District, with offices located at 1101 Red Drive, Traverse City, MI, 49684 (hereinafter called "School District") and Acme Township, with offices located at PO Box 434, Acme, MI 49610, (hereinafter called "Township"), pursuant to 1976 PA 451, as amended, for the providing for the collection by Township of summer levy on all (100%) of School District property taxes for the year 2017.

**THE PARTIES AGREE AS FOLLOWS:**

1. The Township agrees to collect all (100%) of the total school property taxes as certified by the School District for levy on July 1, 2017, on property located within the Township.
2. The fee for collecting the School District Summer Tax Levy is included in the per parcel payment as negotiated by the Elk Rapids Public School.
3. No later than the third Thursday in June, the School District shall certify to the Township Clerk the school Millage to be levied on property for summer collection in 2017.
4. The Township Treasurer shall account for and deliver summer school tax collections on the same schedule as agreed upon with the Elk Rapids Public School. In return for the timely payment, the School District waves any claim to interest earned during the time the money is in Township accounts.
5. General conditions of this agreement negotiated by Township Treasurer and Elk Rapids Public Schools, subject to approval of both Boards.

Traverse Bay Area Intermediate School District and Acme Township Agreement for  
Collection of Summer School Property Taxes

Page: 2

TOWNSHIP:

SCHOOL DISTRICT:



\_\_\_\_\_  
(Treasurer)

\_\_\_\_\_  
(Michael J. Hill, Superintendent)

SIGNATURE AUTHORIZED BY BOARD OF  
TRUSTEE RESOLUTION OF

SIGNATURE AUTHORIZED BY  
BOARD OF EDUCATION  
RESOLUTION OF

\_\_\_\_\_, 2017

November 1, 2016

\_\_\_\_\_  
(Supervisor)

\_\_\_\_\_  
(Clerk)

## **Exhibit “B”**

### **Acme Township, MI N. Bayside Park Development Design and Construction Engineering Services MNRTF Project #16-0061**

#### **Scope of Work**

#### **Professional Services Breakdown (DRAFT 01-20-17)**

### **Background and Objectives**

Acme Township is in receipt of a Michigan Natural Resource Trust Fund (MNRTF) Grant that was applied for with assistance from Gosling Czubak Engineering Sciences, Inc. The project funded is for Phase 1 for development of the North Bayside Park – along State Highway US-31 in Acme Township. The improvements are slated for the park as part of a site master plan developed for the area. (Refer to the project MNRTF Grant Agreement and attached grant application for the scope of the funded project).

This work scope is intended to: 1) Validate park master plan components included for Phase 1 grant items with support from the park committee and Township staff based on preliminary plans revised and approved by Township Board; 2) Develop construction documents and specifications suitable for publicly bidding and constructing the proposed project; 3) Prepare documents for the project following the “Development Procedures” mandated by the MNRTF; 4) Advise Acme Township staff with MDNR Staff to fulfill the project agreement, implementation, and close-out obligations; 5) Provide construction observation for the implementation of the project; 6) Provide construction administration services including pre-construction meeting, shop drawing review, bulletins, change orders, pay application requests, progress meetings/reports, punch list and assistance with project closeout.

### **Work Plan**

Gosling Czubak (GCES) will provide the following services:

#### **1.0 Project Start-up**

- 1.1 Meet with Township for project startup/work scope validation
- 1.2 Additional Topographic Survey for the existing township park (restroom) parcel and soil borings for retention and bioswale areas are included will be conducted during the initial project start-up
- 1.3 Pre-permitting meetings/communications with MDOT and GTCRC
- 1.4 Township Agreement with MDNR (anticipated April/May)

## **2.0 Base Plan Development**

- 2.1 Review Grant Plans & Design Program
- 2.2 Finalize Layout Plans (parking lots, drives, and TART pathway, walkways, play area, shade structures, beach walls and access, site amenities, park lawn spaces and native plantings and Review with Park Committee and Township staff

\* **Note: A public involvement process has not been included in the proposed services but if desired can be defined and provided as additional services.**

## **3.0 Preliminary Construction Plan Development**

- 3.1 Generate General Design Set
- 3.2 Title / Notes Sheets
- 3.3 Site Preparation and Removal Sheets
- 3.4 Layout Plan Sheets
- 3.5 Grading and Utility (Site Electrical and Lighting, Water (Potable) and Irrigation System)
- 3.6 Parking lots/ Pathway and Walks / Playground area / Raingardens and, Bioswales, Beach Seat wall and Access, Misc. Site Details and Amenities
- 3.7 Construction Detail Sheets
- 3.8 Shade Pavilion details
- 3.9 Site Amenity Schedules and Specifications
- 3.10 Opinion of Probable Construction Costs
- 3.11 Draft Specifications and Proposal Preparation
- 3.12 Plan Review (70% Plans) Meeting with Township
- 3.13 Complete QA/QC of Preliminary Plans

## **4.0 Permitting**

- 4.1 MDEQ Joint Permit
- 4.2 SESC / Land Use Permit / Building Permits through County

## **5.0 Final Construction Documents Preparation**

- 5.1 Complete Final Construction Plans / Specifications
- 5.2 Update Quantities / Measurement and Payment Items
- 5.3 Update Opinion of Probable Costs (Engineer's Estimate)
- 5.4 Finalize Equipment Specifications
- 5.5 QA/QC Final Plans (Conduct internal quality control check)
- 5.6 Final Plan Submittal to MDNR / Approval to Bid

## **6.0 Bidding Phase**

- 6.1 Conduct Bid Letting
- 6.2 Bid Tabulations
- 6.3 Award Recommendations to Township / MDNR
- 6.4 Notice of Award / Pre-con Scheduling / Contracts

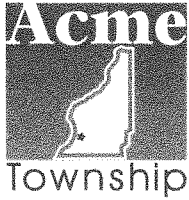
## **7.0 Construction Administration / Observation**

- 7.1 Pre-construction Meeting
- 7.2 Shop Drawings Review/Approvals
- 7.3 Pavilion Fabrication (purchase orders with Twp.)
- 7.4 Site Preparation (Field Staking\* / Periodic Observation)
- 7.5 Township or NGO In-kind Work
- 7.6 Rough Grading / (Field Staking / Periodic Observation)
- 7.7 Site parking lots and walkways (Periodic Field Observation)
- 7.8 Site amenity and Landscaping Installation (Periodic Field Observation)
- 7.9 Site Utilities (Field Staking)
- 7.10 UA Play Structure and Site Amenity installation (Periodic Field Observation)
- 7.11 Paving Fine Grading / Walkways Base Prep (Periodic Field Observation)
- 7.12 Parking and Walkway Paving (Periodic Field Observation)
- 7.13 Contractor Pay request review and recommendations to Twp.
- 7.14 Site finishing work / Pre-punch lists
- 7.15 Project Walk-trough / Punch list / Project closeout assistance

\* Note: Construction phase budgeting includes significant contractor staking with selected staking and verification by GCES field/design staff. It is anticipated that construction of the entire project will commence until after June of 2017 at the earliest due to the anticipated State Legislature appropriations and a final grant agreement between the State and Acme Township. The project will target construction work as early as practicable in 2017 and target additional bidding (late fall/early winter 2018) and complete all project work scope items in 2018. A final determination of the design and construction schedule will be determined once Acme Township has approved this design engineering contract. A general time line is attached for reference.

### Proposed Schedule and Costs

Work Tasks	budget range	Timeline
Task 1: Project Start-up	\$4500	Jan.- Feb. 2017
Task 2: Base Plan Development	\$3000-4500	March 2017
Task 3: Prelim. Const. Plan Development	\$20,400	Mar-May 2017
Task 4: Permitting	\$2500-4000	April 2017
Task 5: Final Construction Plan Development	\$11,500	June 2017
Task 6: Bidding Phase	\$2500- 3000	July 2017
Task 7: Construction Phase	\$26,900	Mar. '17 - Jun '18
<b>Total Professional Services:</b>	<b>\$74,800</b>	



# Memo

To: Acme Township Board

From: Jay B Zollinger,

Date: 1/25/2017

Re: Energy savings Electric bills Town Hall

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Today Acme Township has an alternative energy provider that gives us better rate son supplier Charges than DTE gas provides.

A new supplier Volunteer Energy has quoted us a rate that's 26.5% better than we get today.

I have looked at what we pay for Gas Supplier charges over the last 12 Months (\$1259.65) applied the new rate being offered and Acme Township could save \$342.65 over 12 months. Metro fire is moving to Volunteer Energy to get better rates for their facilities.

Suggest that Acme change Gas suppliers to obtain better rates being offered by Volunteer Energy at this time.



VolunteerEnergy  
Commercial Gas Customer Choice Contract  
Variable Rate  
Acceptance Form

Execution of the Gas Customer Choice Contract signifies my desire to be a customer of Volunteer Energy Services, Inc. (VE). I agree to the ENERGY SUPPLY TERMS AND CONDITIONS that are incorporated herein by reference. I appoint VE as my agent and authorize VE to obtain usage history from my utility company.

☐ Small Commercial (500 Mcf or below): I acknowledge that I am the account holder or Legally Authorized Person to execute a contract and legally bind the business in this contract. I understand that by signing this contract, I am switching the gas Supplier for this commercial account to VE. I understand that gas purchased for this commercial account by VE will be delivered through DTE Gas Company's delivery system. The legally authorized person to execute a contract and legally bind the business in this contract has 30-days after today to cancel this contract for any reason through written or verbal notification to VE.

☐ Large Commercial (Above 500 Mcf): I acknowledge that I am the account holder or Legally Authorized Person to execute a contract and legally bind the business in this contract. I understand that by signing this contract, I am switching the gas Supplier for this commercial account to VE. I understand that gas purchased for this commercial account by VE will be delivered through DTE Gas Company's delivery system. The Legally Authorized Person to execute a contract and legally bind the business in this contract has 14-days after today to cancel this contract for any reason through written or verbal notification to VE. I may waive this right of cancellation by affirmatively agreeing to this waiver on the contract.

I affirmatively agree to waive my 14 day right of cancellation provided to me on the contract. I agree to waive the right to cancel and direct VE to enter my enrollment without delay. cust. initial \_\_\_\_\_ date \_\_\_\_\_

\* There is no termination fee for this contract.

Customer Name as it appears on utility bill \_\_\_\_\_

Date \_\_\_\_\_

Account Holder/Legally Authorized Person Signature \_\_\_\_\_

Print Name (if legally authorized person, what is your relationship to the account holder) \_\_\_\_\_

Title \_\_\_\_\_

Service Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail \_\_\_\_\_

*A Confirmation Letter will be sent via mail, fax, or email to you within 7 days from today.*

GAS UTILITY:

DTE (12 digits)

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For Office Use Only

Agent: \_\_\_\_\_

VE Rep: \_\_\_\_\_

3% Guaranteed Savings Program off the DTE GCR no cancellation penalty.

Rev 04/16





VolunteerEnergy  
**COMMERCIAL GAS CUSTOMER CHOICE CONTRACT**  
**Variable Rate**  
**Terms and Conditions**

These Terms & Conditions contain important information regarding your natural gas contract with Volunteer Energy Services, Inc. ("VE"). VE is an Ohio corporation licensed as an alternative gas supplier and operating under the guidelines set up by Michigan Public Service Commission and Michigan's various natural gas utilities. As a supply customer of VE, your signature on this contract binds you to the terms and conditions contained herein.

1. **Natural Gas Service** – VE shall supply 100% of the customer's necessary natural gas supply needs. If the customer requires assistance with any matter regarding delivery of gas, meter reading, billing and other traditional utility functions, they will continue to contact their respective utility. In the event of an emergency or loss of service, the customer should contact their utility. The customer will continue to pay their bill to their gas utility.
2. **Term** – The term of this contract shall commence when acceptance of your enrollment by DTE Gas Company and shall continue on a month-to-month variable rate basis cancelable at any time without penalty.
3. **Pricing** – All natural gas supplied to the customer will be billed at a **monthly variable rate** that will vary from month to month. VE guarantees that Customer will save at least three percent (3%) over what Customer would have paid for natural gas to their local gas utility (the "Guaranteed Savings Program") for that month. In the event that VE is unable to provide the customer with the Guaranteed Savings Program, VE will provide to customer a thirty (30) days written notice of the discontinuance of the Guaranteed Savings Program before the pricing changes from the Guaranteed Savings Program. Customer will have the right to cancel through written or verbal notification to VE within the thirty (30) days written notice period provided by VE. Those who do not cancel within that thirty (30) day period, you will be billed at the standard **monthly variable rate**, exclusive of sales tax. It will be based upon the lowest market price VE can obtain for natural gas for the month. The price will be based upon an approved Index or the NYMEX market plus an adder for basis, transportation, fuel shrinkage, storage, pooling and balancing fees plus any associated costs for redelivery to the customers burner tip. e.g., VE buys gas at \$4.00 per mcf plus a fluctuating adder (based on market conditions and costs), which can change monthly. An adder might be \$0.99, making your gas costs \$4.99, or, depending on market conditions, \$1.99 making your gas costs \$5.99. VE works hard to keep the adder as low as possible, but as in these examples, it does fluctuate monthly.
4. **Billing & Payment** – The customer will receive a single bill from the utility, which must be paid according to the payment terms established by the utility. VE reserves the right to terminate this contract upon fourteen (14) days notice for failure to pay the bill or to meet any agreed upon payment arrangement.
5. **Cancellation/Termination** – Small Commercial customers have a 30-day unconditional right to cancel the contract without penalty following the date the customer signs this contract. Additionally, Small and Large Commercial customers may choose to cancel this contract at any time without a termination fee. A customer may change suppliers one time in any 12-month period at no cost to the customer; however, if you return to the utility you must remain for 12 months. A fee of \$10 will be required for each additional change of Supplier within the same 12-month period. The customer may cancel this Contract by written or verbal notice at any time.
6. **Office Locations and Hours** – Volunteer Energy Services, Inc.'s office is located at 790 Windmill Drive, Pickerington, Ohio 43147 and is open from 08:00 AM to 05:00 PM EST, Monday through Friday. VE can be reached toll free at 800-977-VESI or at fax 614-856-3301. Telephone service hours are the same as office hours. VE can be reached online at <http://www.volunteerenergy.com>. The Customer can contact the Michigan Public Service Commission at 1-800-292-9555 or [www.michigan.gov/mpsc](http://www.michigan.gov/mpsc).

Cust. Initial \_\_\_\_\_

3% Guaranteed Savings Program off the DTE GCR no cancellation penalty.

Rev 04/16



VolunteerEnergy  
**COMMERCIAL GAS CUSTOMER CHOICE CONTRACT**  
Variable Rate  
**Terms and Conditions**  
(cont'd)

7. **Credit** – VE may verify the customer's credit history with a credit-reporting agency upon the customer's application for service with VE. Determination of credit worthiness will be made by generally accepted business practices.
8. **Notices** – Communications that are required or allowed under the terms of this contract will be considered officially delivered when given in person, emailed, faxed, or received two (2) business days after being mailed through the United States Postal Service to one of the addresses provided by either party herein.
9. **Force Majeure** – For the purpose of this contract, Force Majeure shall include VE's right to cancel this contract if the State of Michigan, Michigan Public Service Commission or the applicable gas utility makes material changes to the gas choice programs.
10. **Miscellaneous** – The terms of this contract extend to any successors or assignees of either party. Customer may not assign this contract without written consent by VE. This contract represents the entire contract, and both the customer and VE must approve any changes or amendments. This contract supersedes any prior contract between the customer and VE.
11. **Limitation on Liability** - IN NO EVENT SHALL VE BE LIABLE TO THE CUSTOMER OR TO ANY THIRD PARTY FOR ANY INCIDENTAL, INDIRECT, CONSEQUENTIAL, SPECIAL, OR PUNITIVE DAMAGES ARISING OUT OF OR RELATING TO THIS CONTRACT. VE'S MAXIMUM AGGREGATE LIABILITY FOR ANY REASON OR CAUSE OF ACTION SHALL BE THE PRICE PAID BY THE CUSTOMER.

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Cust. Initials \_\_\_\_\_

3% Guaranteed Savings Program off the DTE GCR no cancellation penalty.

Rev 04/16



## MEMO

To: Acme Township Board of Trustees

From: Cathy Dye, Clerk

Date: February, 7, 2017

Re: Shawn Winter Qualifying for 401k Retirement Disbursements

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Shawn Winter was hired on July 6<sup>th</sup>, 2015 and was told he would qualify for the 401k Retirement Plan after one year of employment. Upon submitting his third quarter information into Lovasco for admittance, our plan with Lovasco would not allow a new hire into the plan unless they were hired before July 1<sup>st</sup>, therefore he would have to wait until the following quarter. New hire entry dates were allowed disbursements only on the 1<sup>st</sup> of each quarter.

Now that we have a different plan with Burnham and Flower we are able to have the qualifying date for new hires be one year from their hire date. I would like the Board to consider allowing Shaw Winter's 401 Retirement amount of \$1,418.91 for the 3<sup>rd</sup> quarter of 2016 be submitted into the new plan with Burnham and Flower.

Respectfully submitted,

Cathy Dye  
Acme Township Clerk