



**ACME TOWNSHIP BOARD MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
Tuesday, August 12, 2014, 7:00 p.m.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE AT 7:01 P.M.**

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

**A. LIMITED PUBLIC COMMENT:**

C. Bergklint-Lahti, 8016 Windale Dr, read a prepared statement into record regarding her concerns with landscaping, weeds and other issues. (Statement attached to minutes)

B. Kelley, Ridgcrest, expressed opinions on two meetings, citing when we hurry we tend to make more mistakes. He suggested a trial period of two meetings until the end of 2014.

**APPROVAL OF AGENDA:**

**Motion by LaPointe, seconded by Aukerman, to approve the agenda with the addition of New Business Item #6 Disposing of the old computers. Motion carried by unanimous vote.**

**B. INQUIRY AS TO CONFLICTS OF INTEREST: None Noted**

**C. 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 as of 6/30/14**
- b. **Clerk's Report and Balance Sheet**
- c. **Draft Unapproved Meeting Minutes:**
  - a. **Planning Commission 07/14/14**
  - b. **Zoning Board of Appeals 07/23/14**
- d. **Parks and Maintenance Report – Tom Henkel**
- e. **Metro Fire Newsletter July 2014**
- f. **Letter from MDNR on Public Shooting areas in GTC**
- g. **Road Commission Resolution to support need for additional State Funding.**
- h. **Letter from Planning Commission to DEQ on changes in oil, gas, and mineral rules**

**2. ACTION – Consider approval:**

1. **Township Board Regular 07/01/14 and Special 07/22/14 meeting minutes**
2. **Accounts Payable Prepaid of \$11,953.43 and Current to be approved of \$65,587.46 (Recommend approval: Cathy Dye, Clerk)**

**Motion by LaPointe to approve the consent calendar with the following removed for discussion**

- **07-22-14 Board minutes**
- **Treasurer's report**
- **Clerk's Revenue and Expense report**
- **Letter from PC to DEQ Item 1 H**
- **Clerk's current bills to be approved**

## FINAL APPROVED MINUTES

**Seconded by Dye. Motion carried by unanimous roll call vote.**

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

Zollinger asked to have removed the Board minutes from 07-22-14. Additional written comments from a resident were not included.

**Motion by White, seconded by Jenema to approve the 07-22-14 Board as presented with the additional written comments. Motion carried by unanimous vote.**

Jenema requested the Treasurer's report be pulled. Jenema wanted to make sure all Board members had the same report dated June 30, 2014.

**Motion by White, seconded by Scott, to approve the Treasurer's report dated June 30, 2014. Motion carried by unanimous vote.**

Dye requested the Revenue and Expense Report be pulled as she had made some corrections. The new report was printed out at 5:10 pm this evening and Scott felt he as well as others did not have enough time to review the corrections.

**Motion by LaPointe, seconded by Jenema to table the "Revenue and Expense" report for additional review by the Board. Motion carried by unanimous roll call vote.**

Ackerman requested Item H under "Receive and File", Letter from Planning Commission to DEQ on changes in oil, gas and mineral rules be pulled. She expressed concerns about the 30 day extension and what the Board needed to do. Zollinger stated that it was something the Planning Commission would handle.

**Motion by White, seconded by LaPointe, to approve the DEQ memo as presented. Motion carried by unanimous vote.**

Dye asked for the "Current Invoices" to be removed. She had five additional invoices to add on making the total to be paid \$69,942.64 instead of \$65,587.46.

**Motion by LaPointe, seconded by Dye, to approve the additional "Prepaid Invoices" of \$4,355.18, making the total \$69,942.64. Motion carried by unanimous roll call vote.**

### **E. SPECIAL PRESENTATIONS/DISCUSSIONS: None**

### **F. REPORTS:**

**1. Sheriff's Report – Deputy: Ken Chubb - Received and filed**

**2. Paul Soma TCAPS Interim Superintendent**

Soma gave a brief summary of the millage renewal on the November 2014 Ballot. It is a request for the renewal of current millage which has been the same since 1999, .18 mills on non-homestead properties and .0 on homesteads.

**3. County Commissioner's Report – Larry Inman: Received and filed**

Inman provided a letter to the Board explaining surgery to be done on August 22. He is hoping if all goes well he will be back in attendance in four weeks. He will be available by phone.

**4. Road commission report- Bill Mouser-Received and filed**

### **G. CORRESPONDENCE: None**

### **H. PUBLIC HEARING: None**

### **I. NEW BUSINESS:**

**1. Agreement on Acme Township/Lautner Road Improvements**

Zollinger stated that late today corrections were received on the recent Agreement with Lautner Road Improvements that were voted on at the July meeting.

**Motion by Jenema seconded by Scott to approve the amendments to the Agreement on Acme Township/Lautner Road improvements as presented. Motion carried by unanimous vote.**

**2. Approval of Motorcycle Awareness Signs Resolution**

Karen Robinson, East Bay Ambulance Manager, was present to tell the Board that after losing her son in a motorcycle accident on 2012 she is using her energy to be part of motorcycle awareness and education. Robinson is working on a project that would post road signs along the main roads informing motorists to watch out for motorcycles. She is requesting the Board's support for the project and approving the placement of signs along the roads in Acme Township.

**Motion by Scott, seconded by Jenema, to approve Resolution R # 2014-27 as presented. Motion carried by unanimous vote.**

**3. Metro Fire 2015 Annual Budget discussion – Pat Parker**

Before Parker began Zollinger referred to a memo in the packet. While working on our annual budget for Emergency Services Public hearing an error was noticed on our L-4029 Tax rate requested form filed with Grand Traverse County Clerk and Equalization Department. The error was that the Emergency Services millage rate on the L-4029 showed 2.65 mills, but was only approved for 2.55 by the Acme Board. Zollinger was embarrassed for the error and took full responsibility. Township legal counsel was advised of the error. Counsel research the matter and was unable to find any definite legal requirement when this sort of mistake occurs. Discussion on the options followed.

**Motion by LaPointe, seconded by Scott, to correct the Tax Rate request for Tax year 2013 error by reducing the 2014 improved millage rate for Metro Fire, when it's approved by 1/10th of a mill. Motion carried by unanimous roll call vote.**

Parker stated that this was the time of year when the preliminary Metro Fire Budget is presented to the Township Boards for comments. The public hearings and final approval by the townships will be in September. Parker reviewed the budget. Discussion followed.

**Motion by Scott that the Township publish millage at 2.35 for Metro Fire, as what the Township recognizes as what is needed, Metro Fire is asking 2.25 with the township contributing \$43,648 paid out of General Fund with a Public Hearing to be held. Seconded by White. Motion carried by unanimous roll call vote.**

**4. Recommendation on Purchase of BS&A software for Clerk's office**

Clerk Dye presented the Board with a proposal and report about BS&A software. She asked for a motion to be made and seconded first, followed by discussion.

**Motion by Dye, seconded by Jenema to approve Resolution R # 2014-28 recommending approval to purchase the BSA software.**

Dye read the Resolution which stated the current Fundbalance software being used is outdated and is not being updated by the owner, Tyler Technology. The total bid amount for BS&A is \$34,387.00. Dye proposes that \$15,000.00 be made available from Fund balance forward for year end 2013/2014 and the remaining balance of \$19,387.00 to be budgeted in 2015/2016. Installation could take place as early as May 2015 or after July 2015 as estimated. Total payment in full required after installation and live running with user acceptance by Clerk. With final payment not due until after July 2015. LaPointe wants the agreement for payment in writing. Discussion followed.

B. Kelley, 4893 Ridge Crest, expressed his concerns with purchasing the BS&A software. He did contact The Tyler software support number and spoke with Acme's Township account representative, Mr. Latosinski. He was unaware of Acme's concerns about the support they are receiving and calls being returned. Brian was concern about the cost of this new system when in his opinion we had not experienced any service problems. Cathy stated the service problems she had related in her memo were a summary of the

## **FINAL APPROVED MINUTES**

other Townships in our area. Supervisor Zollinger did state we experience issues with Fund balance during during the cut over to our new server and computers and had to call many times to get the assistance required.

**Motion amended to read after installation and customer acceptance payment is required and also payment agreement in writing .Motion carried by 5 (Aukerman, Dye, Jenema, White, Zollinger) in favor and 2 (LaPointe, Scott) opposing.**

**Recess from 09:55 pm-10:00 pm**

**Meeting reconvened.**

**Motion by LaPointe to drop under Old Business Item 3 Continued discussion on Ethics and Procedures until next month, Seconded by White. Motion carried by unanimous vote.**

**5. Discussion regarding changing Acme Township Parks hours**

Mark Guy, representing the Parks & Rec advisory was present regarding keeping Bayside Park open 24 hours a day on a trial bases until the snow returns. Discussion followed. Township counsel will revise and rewrite the Parks closing ordinance for Bayside only. Guy stated that we would revisit the issue to make sure there were no negative factors that were caused by the Park being open 24 hours. Zollinger stated that this is a police powered ordinance.

**Motion by LaPointe, to change the Parks Ordinance showing Bayside will be open 24 hours for Bayside only. Seconded by Jenema. Motion carried by 4 (Aukerman, Dye, Jenema, LaPointe) in favor and 3 (White, Scott, Zollinger) opposing.**

**Motion by LaPointe, seconded by White to remove Item 2 under Old Business “Discussion and Resolution on possible two Board meetings per month. Motion carried by unanimous vote.**

**6. Disposing of the old computers**

Zollinger was seeking permission from the Board to dispose of the old computers.

**Motion by LaPointe, seconded by Jenema, to properly disposal of the old computers. Motion carried by unanimous vote.**

**J. OLD BUSINESS:**

**1. Hoxsie House update/Acme Heritage Society announcement on 7/31/14**

Zollinger read the recent notice in the Elk Rapids News stating that the Heritage Advisory will not be moving the Hoxsie House. Zollinger is seeking approval to move forward on the demolition of the house.

**Motion by Scott, seconded by LaPointe, to approve the moving forward of the demolition of the Hoxsie House with cost not to excide the budget amount. Motion carried by unanimous roll call vote.**

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

**Adjourn at 10:30 p.m**

Acme Township

August 12, 2014

Restrictions need to be placed and acted upon, to insure the enjoyment of all township property owners.

Shrubbery:

- Should trees, bushes interfere with adjoining neighbor's ability to maintain their yard then upon complaint to the township and to the offending owner the limbs or trees must be trimmed or removed at offending owner's expense.
- Dying, diseased, dead trees, bushes, limbs are to be removed.
- Russian Olive inhabiting residential neighborhoods must be removed so as not to become a problem to adjacent/adjoining neighbor.
- Fruit trees, Should the falling of fruit happen on adjoining property, the offending property owner must take measures to insure that it doesn't happen in the future, by removing branches or tree if necessary.
- Trees to be planted must be spaced according to planting directions and in relation to other trees and property line. For instance: Spruce trees should be set back from property line at least 15 feet.
- Pine needles falling onto property must be raked up once a year to prevent fire. Should pine needles fall onto adjoining property and a complaint is made by said property owner then tree limbs

must be shaved or whole tree removed by offending property owner.

- Leaves must be raked up or shredded before the next summer.
- Garbage and Refuse Disposal: No lot shall be used or maintained as a dumping ground for rubbish, trash, garbage. Other waste shall not be kept except in sanitary containers. All incinerators or other equipment for the storage or disposal of such material shall be kept in a clean and sanitary condition.
- No burning in residential area.
- No signs will be displayed to the public view on any lot, except one sign of not more than six (6) square feet advertising the property for sale or rent, or signs used by a builder to advertise the property during construction and sales period. Also permitted are signs for names and addresses of 2-1/2 square feet in size.
- Oil and Mineral Operations: No oil drilling, oil development operations, oil refining, quarrying or mining operations of any kind shall be permitted upon or in any lot, or within five (5) miles of Acme township residences.
- Nuisance: No activity shall be carried on which constitutes a nuisance.
- No travel trailer, camper, motor home, boat, trailer, or snowmobile of any kind shall be stored permanently on any site unless the same is situated within a garage or carport, except that snowmobiles need not be situated within a garage or carport during the winter season.
- No animals, livestock, or poultry of any kind shall be raised, bred, or kept on any lot, except that dogs, cats, or other household pets

may be kept provided that they are not kept, bred, or maintained for any commercial purposes.

- All inoperative vehicles/boats must be garaged, or removed from premises. (See Note)
- Grass and Weeds shall not exceed 8 inches. (See Note)
- Fences shall be of: Brick, block, block and combination of metal, chain link, vinyl. All fences must be maintained. Block fences shall have a permanent exterior building material to prevent deterioration from the elements. Vinyl fences are prone to hard water discoloration from sprinklers...should discoloration occur it is up to the offending homeowner to clean it off at their expense. (See Note)
  
- **Due to a storm of nature:**
- Fallen trees, half fallen trees, exposed roots from fallen trees must be removed within 30 days period. Exception to this would be if Acme Township residents are hit with a tornado, in which case, if property owner needs additional time... then a work order from a professional tree service must be shown to the township as to when job will be completed. Township will follow up by phone to the company assigned to the task to make sure job is completed. (See Note)

## FINES IMPOSED UPON NOTIFICATION TO OWNER BY TOWNSHIP

Tree and shrub removal/trimming fine doubled the professional companies quote if not completed.

A one-time extension will be given only due to widespread damage due to tornado.

Grass and weeds fine after 30 days ...fine is doubled the professional companies quote for cutting if not completed.

Pine needles fine after 30 days...fine is doubled the professional companies quote for removal if not completed.

Fences fine after 60 days ...fine is doubled the professional companies quote for restoring the fence.

Vehicles/boats...fine is doubled the professional companies quote for removal of nonworking vehicles.

Rubbish, trash, garbage fine after 15 days....fine is doubled the professional companies quote for removal.

Quotes for these will be obtained by the township from independent contractors.

Payment of fines will be to the Acme Township. If payment is not received it will be added to homeowner's tax bill. Once homeowner's taxes are paid...Grand Traverse County will kick back 75% of the doubled fine to Acme Township. This will ensure funding of these restrictions should a homeowner become lax in their responsibilities.

Sincerely,

Cynthia Lahti





**ACME TOWNSHIP REGULAR BOARD MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
Tuesday, August 12, 2014, 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. INQUIRY AS TO CONFLICTS OF INTEREST:**

- D. 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 Report and Balance Sheet**
- c. Draft Unapproved Meeting Minutes:
  - a. Planning Commission 07/14/14**
  - b. Zoning Board of Appeals 07/23/14****
- d. Parks and Maintenance Report – Tom Henkel**
- e. Metro Fire Newsletter July 2014**
- f. Letter from MDNR on Public Shooting areas in GTC**
- g. Road Commission Resolution to support need for additional State Funding.**
- h. Letter from Planning Commission to DEQ on changes in oil, gas, and mineral rules**

**2. ACTION – Consider approval:**

- a. Township Board Regular 07/01/14 and Special 07/22/14 meeting minutes**
- b. Accounts Payable Prepaid of \$11,953.43 and Current to be approved of \$65,587.46 (Recommend approval: Cathy Dye, Clerk)**

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

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

**F. SPECIAL PRESENTATIONS/DISCUSSIONS:**

**G. REPORTS:**

- 1. Sheriff's Report June and July – Deputy: Ken Chubb**
- 2. Paul Soma TCAPS Interim Superintendent**
- 3. County Commissioner's Report – Larry Inman:**
- 4. Road commission report-Bill Mouser**

**H. CORRESPONDENCE:**

**I. PUBLIC HEARING: None**

**J. NEW BUSINESS:**

1. Agreement Acme Township /Lautner Road Improvements
2. Approval of Motorcycle Awareness Signs Resolution
3. Metro Fire 2015 Annual budget discussion-Pat Parker
4. Recommendation on Purchase of BS&A for Clerks applications-Dye
5. Discussion regarding changing hours in the Acme Township Parks Ordinance

**K. OLD BUSINESS:**

1. Hoxsie House update/ Acme Heritage Society Elk Rapids announcement 7/31/14
2. Discussion and Resolution on possible two board meetings per month
3. Continue discussion on Ethics and Procedures-Dye

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

**ADJOURN**

**ACME TOWNSHIP**  
**MONTHLY TREASURER'S REPORT**  
**RECONCILED WITH BANK AS OF June 30, 2014**

			May 31, 2014	NET CHANGE	June 30, 2014
	FUND #		Account Balance		Account Balance
<b>A TOTAL BANK ACCOUNTS (1 Checking &amp; 2 Savings)</b>			\$ 1,470,527	\$ (71,822)	\$ 1,398,705
<b>Assigned From General Fund Balance:</b>					
Self Funded Accts Payable 6 Months	<i>Committed</i>	101	\$ 388,125	\$ -	\$ 388,125
Saylor Park Boat Launch Imp	<i>Committed</i>	101	\$ 61,920	\$ -	\$ 61,920
Septage Plant Bond Buyout	<i>Committed</i>	101	\$ 193,813	\$ -	\$ 193,813
Hoxsie House Relocation	<i>Committed</i>	101	\$ 10,000	\$ 17,000	\$ 27,000
Water Engineering Study (GTB Grant)	<i>Restricted</i>	101	\$ 14,000	\$ -	\$ 14,000
G TTC Engineer Project Management	<i>Committed</i>	101	\$ -	\$ 40,000	\$ 40,000
Public Broadcast Equipment Fund	<i>Restricted</i>	101	\$ 6,864	\$ -	\$ 6,864
PA48 Metro Fund -(PA 48 Twp Imp (SAD) \$20,401)	<i>Restricted</i>	101	\$ 56,235	\$ 20,401	\$ 76,636
<b>B Sub-Total Assigned From GENERAL FUND</b>		<b>101</b>	<b>\$ 730,957</b>	<b>\$ 77,401</b>	<b>\$ 808,358</b>
<b>Funds within General Fund Bank Account (Restricted or Committed)</b>					
Cemetery Fund	<i>Committed</i>	209	\$ 7,685	\$ 2,200	\$ 9,885
Fire Fund <i>Special Assessment</i>	<i>Restricted</i>	206	\$ 105,780	\$ (11,458)	\$ 94,322
Police Fund <i>Special Assessment</i>	<i>Restricted</i>	207	\$ 144,766	\$ -	\$ 144,766
Liquor Fund	<i>Restricted</i>	212	\$ 12,849	\$ 1	\$ 12,850
Township Improvement (SAD)	<i>Committed</i>	246	\$ 20,401	\$ 29,599	\$ 50,000
<b>C SUB-TOTAL (Restricted or Committed)</b>			<b>\$ 291,481</b>	<b>\$ 20,341</b>	<b>\$ 311,822</b>
<b>UNRESTRICTED BALANCE (Net Assigned)</b>		<b>101</b>	<b>\$ 448,089</b>		<b>\$ 278,525</b>
			Note ((A)-(B+C))		Note ((A)-(B+C))
<b>RESTRICTED BY BOARD RESOLUTION ACCOUNTS:</b>					
Shoreline Preserv. Fund	<i>Committed</i>	224	\$ 1,422	\$ (15)	\$ 1,407
Parks & Recreation	<i>Committed</i>	226	\$ 9,980	\$ 0	\$ 9,980
Parks/Shoreline Fund (New Urbanist to Park/Shoreline)	<i>Committed</i>	227	\$ 28,015	\$ 1	\$ 28,016
<b>D SUB-TOTAL</b>			<b>\$ 39,417</b>		<b>\$ 39,403</b>
<b>RESTRICTED BY MILLAGE:</b>					
Farmland <i>Millage</i>	<i>Restricted</i>	225	\$ 638,074	\$ (705)	\$ 637,369
Tax Collection	<i>Temporary Funds</i>	703	\$ 20,172	\$ (209)	\$ 19,963
<b>E</b>			<b>\$ 658,246</b>		<b>\$ 657,332</b>
<b>RESTRICTED BY REVENUE SOURCE ACCOUNTS:</b>					
Sewer Fund	<i>Restricted</i>	590	\$ 942,666	\$ 19,406	\$ 962,072
Planning Review Fees (Trust & Agency) Escrow	<i>Restricted</i>	701	\$ 12,173	\$ 4,944	\$ 17,117
<b>F ACME TOWNSHIP RESTRICTED FUNDS</b>			<b>\$ 954,839</b>	<b>\$ 24,350</b>	<b>\$ 979,189</b>
<b>ACME TOWNSHIP ALL ACCOUNT BALANCES</b>			<b>\$ 3,123,029</b>		<b>\$ 3,074,628</b>
			NOTE: (A+D+E+F)		NOTE: (A+D+E+F)

Amy Jenema, Treasurer

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

## REVENUE/EXPENDITURE REPORT

Page: 1  
8/7/2014  
2:04 pm

ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
<b>Revenues</b>							
Dept: 000							
402.000 CURRENT PROPERTY TAXES	204,203.00	204,203.00	203,771.67	0.00	0.00	431.33	99.8
412.000 PERSONAL PROP TAXES	10,876.00	10,876.00	10,467.17	0.00	0.00	408.83	96.2
420.000 DELQUENT PERS PROP TAX	1,000.00	1,000.00	292.67	132.87	0.00	707.33	29.3
445.020 PENALTIES& INTEREST	300.00	300.00	3,103.07	0.00	0.00	-2,803.07	1034.4
446.000 DEL PERS INTEREST & PENALTY	1,200.00	1,200.00	1,626.89	24.08	0.00	-426.89	135.6
447.000 ADMINISTRATIVE FEE 1%	103,264.00	103,264.00	102,273.57	5.46	0.00	990.43	99.0
448.000 CABLE TV FEE	77,432.00	77,432.00	59,715.88	-19,920.93	0.00	17,716.12	77.1
465.000 PASSPORT FEES	2,800.00	2,800.00	3,395.00	250.00	0.00	-595.00	121.3
480.000 BUSINESS LICENSE & PERMITS	0.00	0.00	50.00	50.00	0.00	-50.00	0.0
574.000 ST SHARED SALES TAX	327,775.00	327,775.00	217,643.00	-105,868.00	0.00	110,132.00	66.4
577.000 SWAMP TAX	750.00	750.00	690.26	0.00	0.00	59.74	92.0
602.000 GRANTS	0.00	0.00	13,999.98	-2,892.23	0.00	-13,999.98	0.0
607.000 CHARGES FOR SERVICES	250.00	250.00	72.56	0.00	0.00	177.44	29.0
608.001 Zoning Fees	53,500.00	53,500.00	73,118.21	1,605.00	0.00	-19,618.21	136.7
610.000 Revenues for Escrow Account	500.00	500.00	5,109.93	0.00	0.00	-4,609.93	1022.0
643.000 CEMETARY lot & plots	0.00	0.00	800.00	0.00	0.00	-800.00	0.0
665.000 INTEREST ON INVESTMENTS	250.00	250.00	453.32	-1,396.76	0.00	-203.32	181.3
665.001 INTEREST SEPTAGE RECEIVED	0.00	0.00	2,997.74	0.00	0.00	-2,997.74	0.0
667.000 RENT-PARKS	500.00	500.00	45.00	25.00	0.00	455.00	9.0
671.000 MISC REVENUES	0.00	0.00	39.00	0.00	0.00	-39.00	0.0
671.010 CIVIL INFRACTION FEES	0.00	0.00	250.00	0.00	0.00	-250.00	0.0
676.000 REIMBURSEMENTS	27,000.00	27,000.00	22,641.51	587.19	0.00	4,358.49	83.9
687.000 REFUNDS & REBATES	0.00	0.00	1,720.00	0.00	0.00	-1,720.00	0.0
<b>Dept: 000</b>	<b>811,600.00</b>	<b>811,600.00</b>	<b>724,276.43</b>	<b>-127,398.32</b>	<b>0.00</b>	<b>87,323.57</b>	<b>89.2</b>
<b>Revenues</b>	<b>811,600.00</b>	<b>811,600.00</b>	<b>724,276.43</b>	<b>-127,398.32</b>	<b>0.00</b>	<b>87,323.57</b>	<b>89.2</b>
<b>Expenditures</b>							
Dept: 000							
465.001 POSTAGE FOR PASSPORTS	500.00	500.00	237.25	0.00	0.00	262.75	47.5
992.000 CONTINGENCY	20,000.00	3,632.69	666.49	666.49	0.00	2,966.20	18.3
994.000 TC TALUS CONTRACT SERVICES	600.00	600.00	775.00	0.00	0.00	-175.00	129.2
998.000 GT COUNTY ROAD COMMISION TART	1,013.00	1,013.00	837.90	0.00	0.00	175.10	82.7
999.000 TRANSFER TO OTHER FUNDS	0.00	6,872.31	10,507.63	0.00	0.00	-3,635.32	152.9
<b>Dept: 000</b>	<b>22,113.00</b>	<b>12,618.00</b>	<b>13,024.27</b>	<b>666.49</b>	<b>0.00</b>	<b>-406.27</b>	<b>103.2</b>
Dept: 101 TOWNSHIP BOARD OF TRUSTEES							
702.000 SALARIES	24,000.00	24,000.00	24,011.52	2,000.00	0.00	-11.52	100.0
703.000 WAGES DEPUTY/SEC/PRT TIME	0.00	0.00	-512.80	-512.80	0.00	512.80	0.0
703.001 SECRETARY	27,414.00	27,414.00	28,720.78	2,208.80	0.00	-1,306.78	104.8
705.001 PER DIEM TRUSTEES	1,000.00	1,000.00	400.00	400.00	0.00	600.00	40.0
710.000 UNEMPLOYMENT EXPENSE	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
714.000 FICA LOCAL SHARE	3,932.00	3,932.00	3,879.53	298.98	0.00	52.47	98.7
726.000 SUPPLIES & POSTAGE	4,000.00	4,000.00	1,156.11	52.57	0.00	2,843.89	28.9
801.000 ACCOUNTING & AUDIT	20,000.00	20,000.00	12,495.00	0.00	0.00	7,505.00	62.5
801.001 INTERNAL ACCOUNTANT	10,000.00	10,000.00	8,750.00	890.00	0.00	1,250.00	87.5
802.001 ATTORNEY SERVICES LITIGATION	3,000.00	3,000.00	2,503.20	1,032.70	0.00	496.80	83.4
802.002 ATTORNEY SERVICES	16,500.00	16,500.00	23,371.90	6,088.76	0.00	-6,871.90	141.6
802.004 CONTRACTED EMPLOYEE SERVICES	2,800.00	2,800.00	0.00	0.00	0.00	2,800.00	0.0
802.005 CONTRACTED COMMUNITY SERVICES	0.00	2,892.21	2,892.21	0.00	0.00	0.00	100.0
803.003 ENGINEERING SERVICES	35,000.00	35,000.00	9,528.75	6,051.25	0.00	25,471.25	27.2
804.000 SOFTWARE SUPPORT & PROCESSING	5,900.00	5,900.00	8,520.40	2,243.00	0.00	-2,620.40	144.4
855.000 ACME NEWSLETTER	500.00	500.00	0.00	0.00	0.00	500.00	0.0
860.000 TRAVEL & MILEAGE	1,500.00	1,500.00	281.37	108.48	0.00	1,218.63	18.8
874.000 RETIREMENT/PENSION	2,740.00	2,740.00	0.00	0.00	0.00	2,740.00	0.0
900.000 PUBLICATIONS	1,800.00	1,800.00	2,015.24	265.85	0.00	-215.24	112.0
910.000 INSURANCE	5,024.95	5,704.95	7,111.05	1,173.85	0.00	-1,406.10	124.6
958.000 EDUCATION/TRAINING/CONVENTIONS	1,000.00	1,000.00	130.50	0.00	0.00	869.50	13.1
960.000 dues subscriptions	800.00	800.00	5,695.71	5,344.67	0.00	-4,895.71	712.0

## REVENUE/EXPENDITURE REPORT

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ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
<b>Expenditures</b>							
TOWNSHIP BOARD OF TRUSTEES	176,910.95	180,483.16	140,950.47	27,646.11	0.00	39,532.69	78.1
Dept: 171 SUPERVISOR EXPENDITURES							
702.000 SALARIES	37,000.00	37,000.00	36,288.54	2,269.23	0.00	711.46	98.1
714.000 FICA LOCAL SHARE	2,812.00	2,812.00	2,775.94	173.58	0.00	36.06	98.7
860.000 TRAVEL & MILEAGE	500.00	500.00	212.44	0.00	0.00	287.56	42.5
874.000 RETIREMENT/PENSION	2,159.00	2,159.00	0.00	0.00	0.00	2,159.00	0.0
958.000 EDUCATION/TRAINING/CONVENTIONS	1,500.00	1,500.00	291.00	0.00	0.00	1,209.00	19.4
SUPERVISOR EXPENDITURES	43,971.00	43,971.00	39,567.92	2,442.81	0.00	4,403.08	90.0
Dept: 191 ELECTION EXPENDITURES							
702.000 SALARIES	9,600.00	7,500.00	5,817.50	0.00	0.00	1,682.50	77.6
714.000 FICA LOCAL SHARE	0.00	0.00	389.62	0.00	0.00	-389.62	0.0
726.000 SUPPLIES & POSTAGE	3,500.00	3,500.00	2,803.00	727.79	0.00	697.00	80.1
900.000 PUBLICATIONS	500.00	500.00	526.75	0.00	0.00	-26.75	105.4
ELECTION EXPENDITURES	13,600.00	11,500.00	9,536.87	727.79	0.00	1,963.13	82.9
Dept: 209 ASSESSOR'S EXPENDITURES							
702.000 SALARIES	5,000.00	5,000.00	5,000.04	416.67	0.00	-0.04	100.0
714.000 FICA LOCAL SHARE	383.00	383.00	382.44	31.87	0.00	0.56	99.9
726.000 SUPPLIES & POSTAGE	2,600.00	2,600.00	1,869.65	0.00	0.00	730.35	71.9
803.002 ASSESSING CONTRACT SERVICES	28,750.00	28,750.00	27,200.00	2,500.00	0.00	1,550.00	94.6
803.004 ASSESSOR'S EVALUATION SERVICES	1,000.00	1,000.00	165.00	45.00	0.00	835.00	16.5
804.000 SOFTWARE SUPPORT & PROCESSING	2,000.00	2,000.00	2,924.00	0.00	0.00	-924.00	146.2
956.000 MISCELLANEOUS	180.00	180.00	0.00	0.00	0.00	180.00	0.0
ASSESSOR'S EXPENDITURES	39,913.00	39,913.00	37,541.13	2,993.54	0.00	2,371.87	94.1
Dept: 215 CLERK'S EXPENDITURES							
702.000 SALARIES	37,008.00	37,008.00	36,296.19	2,135.07	0.00	711.81	98.1
703.000 WAGES DEPUTY/SEC/PRT TIME	14,144.00	16,244.00	16,288.16	669.62	0.00	-44.16	100.3
714.000 FICA LOCAL SHARE	3,888.00	3,888.00	2,891.49	142.61	0.00	996.51	74.4
726.000 SUPPLIES & POSTAGE	1,800.00	1,800.00	1,501.73	155.89	0.00	298.27	83.4
804.000 SOFTWARE SUPPORT & PROCESSING	3,000.00	3,000.00	2,819.70	19.90	0.00	180.30	94.0
860.000 TRAVEL & MILEAGE	1,000.00	1,000.00	1,028.05	318.97	0.00	-28.05	102.8
874.000 RETIREMENT/PENSION	2,339.00	2,339.00	0.00	0.00	0.00	2,339.00	0.0
910.000 INSURANCE	8,400.00	9,783.00	10,627.60	865.13	0.00	-844.60	108.6
958.000 EDUCATION/TRAINING/CONVENTIONS	1,500.00	1,500.00	591.00	0.00	0.00	909.00	39.4
CLERK'S EXPENDITURES	73,079.00	76,562.00	72,043.92	4,307.19	0.00	4,518.08	94.1
Dept: 247 BOARD OF REVIEW							
702.000 SALARIES	800.00	800.00	562.50	0.00	0.00	237.50	70.3
714.000 FICA LOCAL SHARE	61.00	61.00	43.05	0.00	0.00	17.95	70.6
900.000 PUBLICATIONS	200.00	200.00	26.92	0.00	0.00	173.08	13.5
956.000 MISCELLANEOUS	100.00	100.00	70.05	0.00	0.00	29.95	70.1
BOARD OF REVIEW	1,161.00	1,161.00	702.52	0.00	0.00	458.48	60.5
Dept: 253 TREASURER'S EXPENDITURES							
702.000 SALARIES	34,510.00	34,510.00	33,182.74	1,990.96	0.00	1,327.26	96.2
703.000 WAGES DEPUTY/SEC/PRT TIME	15,808.00	15,808.00	15,284.00	767.44	0.00	524.00	96.7
714.000 FICA LOCAL SHARE	3,825.00	3,825.00	3,658.94	202.60	0.00	166.06	95.7
726.000 SUPPLIES & POSTAGE	5,000.00	5,000.00	4,331.85	1,447.00	0.00	668.15	86.6
804.000 SOFTWARE SUPPORT & PROCESSING	2,560.00	2,560.00	1,085.03	187.53	0.00	1,474.97	42.4
860.000 TRAVEL & MILEAGE	500.00	500.00	0.00	0.00	0.00	500.00	0.0
874.000 RETIREMENT/PENSION	2,012.00	2,012.00	0.00	0.00	0.00	2,012.00	0.0
900.000 PUBLICATIONS	100.00	100.00	36.78	0.00	0.00	63.22	36.8
910.000 INSURANCE	1,340.00	1,340.00	1,454.75	207.58	0.00	-114.75	108.6
958.000 EDUCATION/TRAINING/CONVENTIONS	1,000.00	1,000.00	326.00	0.00	0.00	674.00	32.6
TREASURER'S EXPENDITURES	66,655.00	66,655.00	59,360.09	4,803.11	0.00	7,294.91	89.1
Dept: 265 TOWNHALL EXPENDITURES							
726.000 SUPPLIES & POSTAGE	3,000.00	3,000.00	4,761.47	2,644.03	0.00	-1,761.47	158.7

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ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
Expenditures							
Dept: 265 TOWNHALL EXPENDITURES							
850.000 TELEPHONE	3,000.00	3,000.00	3,082.79	703.99	0.00	-82.79	102.8
851.000 CABLE INTERNET SERVICES	1,500.00	1,500.00	1,500.00	0.00	0.00	0.00	100.0
920.000 ELECTRIC UTILITIES TOWNHALL	8,500.00	8,500.00	10,566.41	1,939.63	0.00	-2,066.41	124.3
921.000 STREET LIGHTS	10,800.00	10,800.00	12,170.02	1,507.43	0.00	-1,370.02	112.7
922.000 MICH CON GAS	3,500.00	3,500.00	4,362.53	199.49	0.00	-862.53	124.6
923.000 SEWER TOWNSHIP HALL	900.00	900.00	720.00	180.00	0.00	180.00	80.0
930.000 REPAIRS & MAINT	18,500.00	18,500.00	7,635.06	2,059.35	0.00	10,864.94	41.3
970.000 CAPITAL OUTLAY	0.00	0.00	458.00	0.00	0.00	-458.00	0.0
<b>TOWNHALL EXPENDITURES</b>	<b>49,700.00</b>	<b>49,700.00</b>	<b>45,256.28</b>	<b>9,233.92</b>	<b>0.00</b>	<b>4,443.72</b>	<b>91.1</b>
Dept: 410 PLANNING & ZONING EXPENDITURES							
702.002 ZONING ADMIN SALARY	25,875.00	25,875.00	25,343.57	1,796.36	0.00	531.43	97.9
705.000 PER DIEM PLANNING/ZBA	13,600.00	13,600.00	7,896.00	650.00	0.00	5,704.00	58.1
714.000 FICA LOCAL SHARE	2,089.00	2,089.00	2,542.82	187.15	0.00	-453.82	121.7
726.000 SUPPLIES & POSTAGE	1,000.00	1,000.00	293.93	0.00	0.00	706.07	29.4
802.001 ATTORNEY SERVICES LITIGATION	0.00	0.00	270.00	270.00	0.00	-270.00	0.0
802.002 ATTORNEY SERVICES	20,000.00	20,000.00	13,882.04	3,325.18	0.00	6,117.96	69.4
803.000 PLANNER SERVICES	50,000.00	50,000.00	1,432.25	462.50	0.00	48,567.75	2.9
803.001 PLANNING CONSULTANT	27,000.00	33,000.00	35,079.38	2,091.25	0.00	-2,079.38	106.3
804.000 SOFTWARE SUPPORT & PROCESSING	500.00	500.00	164.00	0.00	0.00	336.00	32.8
860.000 TRAVEL & MILEAGE	500.00	500.00	401.57	0.00	0.00	98.43	80.3
874.000 RETIREMENT/PENSION	2,587.00	2,587.00	0.00	0.00	0.00	2,587.00	0.0
900.000 PUBLICATIONS	1,200.00	1,200.00	1,737.00	288.60	0.00	-537.00	144.8
949.000 RENTAL OF SPACE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
958.000 EDUCATION/TRAINING/CONVENTIONS	3,000.00	3,000.00	1,055.00	0.00	0.00	1,945.00	35.2
960.000 dues subscriptions	350.00	350.00	350.00	0.00	0.00	0.00	100.0
<b>PLANNING &amp; ZONING EXPENDITURES</b>	<b>148,701.00</b>	<b>154,701.00</b>	<b>90,447.56</b>	<b>9,071.04</b>	<b>0.00</b>	<b>64,253.44</b>	<b>58.5</b>
Dept: 750 MAINT & PARKS EXPENDITURES							
702.000 SALARIES	47,660.49	47,660.49	46,782.22	2,762.40	0.00	878.27	98.2
703.000 WAGES DEPUTY/SEC/PRT TIME	6,500.00	6,500.00	8,980.00	1,453.50	0.00	-2,480.00	138.2
714.000 FICA LOCAL SHARE	3,623.00	3,623.00	3,600.23	266.79	0.00	22.77	99.4
726.000 SUPPLIES & POSTAGE	2,000.00	2,000.00	696.32	103.99	0.00	1,303.68	34.8
874.000 RETIREMENT/PENSION	4,766.00	4,766.00	0.00	0.00	0.00	4,766.00	0.0
910.000 INSURANCE	8,085.00	9,517.00	11,320.95	1,571.61	0.00	-1,803.95	119.0
930.000 REPAIRS & MAINT	25,145.00	25,145.00	25,738.36	5,790.30	0.00	-593.36	102.4
930.001 PARK EQUIP MAINT	3,500.00	3,500.00	3,433.24	0.00	0.00	66.76	98.1
956.000 MISCELLANEOUS	6,500.00	6,500.00	5,914.00	1,565.00	0.00	586.00	91.0
<b>MAINT &amp; PARKS EXPENDITURES</b>	<b>107,779.49</b>	<b>109,211.49</b>	<b>106,465.32</b>	<b>13,513.59</b>	<b>0.00</b>	<b>2,746.17</b>	<b>97.5</b>
Dept: 861 RETIREMENT/PENSION							
874.000 RETIREMENT/PENSION	1,000.00	1,000.00	620.00	0.00	0.00	380.00	62.0
<b>RETIREMENT/PENSION</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>620.00</b>	<b>0.00</b>	<b>0.00</b>	<b>380.00</b>	<b>62.0</b>
Dept: 865 INSURANCE							
910.000 INSURANCE	15,000.00	15,000.00	12,625.00	0.00	0.00	2,375.00	84.2
<b>INSURANCE</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>12,625.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,375.00</b>	<b>84.2</b>
Dept: 970 CAPITAL IMPROVEMENTS							
973.000 CLERK'S CAPITAL	2,867.00	2,867.00	2,265.24	0.00	0.00	601.76	79.0
975.000 TOWNHALL CAPITAL IMPROVE	13,800.00	13,800.00	8,884.49	5,165.74	0.00	4,915.51	64.4
<b>CAPITAL IMPROVEMENTS</b>	<b>16,667.00</b>	<b>16,667.00</b>	<b>11,149.73</b>	<b>5,165.74</b>	<b>0.00</b>	<b>5,517.27</b>	<b>66.9</b>
<b>Expenditures</b>	<b>776,250.44</b>	<b>779,142.65</b>	<b>639,291.08</b>	<b>80,571.33</b>	<b>0.00</b>	<b>139,851.57</b>	<b>82.1</b>
<b>Net Effect for GENERAL FUND</b>	<b>35,349.56</b>	<b>32,457.35</b>	<b>84,985.35</b>	<b>-207,969.65</b>	<b>0.00</b>	<b>-52,528.00</b>	<b>261.8</b>
Change in Fund Balance:			84,985.35				

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ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 206 - FIRE FUND</b>							
Revenues							
Dept: 000							
402.000 CURRENT PROPERTY TAXES	88,025.00	88,025.00	654,117.66	0.00	0.00	-566,092.66	743.1
420.000 DELQUENT PERS PROP TAX	0.00	0.00	38,053.82	0.00	0.00	-38,053.82	0.0
671.000 MISC REVENUES	0.00	604,867.00	5,144.00	0.00	0.00	599,723.00	0.9
Dept: 000	88,025.00	692,892.00	697,315.48	0.00	0.00	-4,423.48	100.6
Revenues	88,025.00	692,892.00	697,315.48	0.00	0.00	-4,423.48	100.6
Expenditures							
Dept: 000							
802.004 CONTRACTED EMPLOYEE SERVICES	83,500.00	83,500.00	82,084.20	12,628.34	0.00	1,415.80	98.3
805.000 METRO FIRE CONTRACT	0.00	0.00	572,352.94	0.00	0.00	-572,352.94	0.0
964.000 REIMBURSEMENTS	0.00	0.00	5,144.00	5,144.00	0.00	-5,144.00	0.0
Dept: 000	83,500.00	83,500.00	659,581.14	17,772.34	0.00	-576,081.14	789.9
Expenditures	83,500.00	83,500.00	659,581.14	17,772.34	0.00	-576,081.14	789.9
Net Effect for FIRE FUND	4,525.00	609,392.00	37,734.34	-17,772.34	0.00	571,657.66	6.2
Change in Fund Balance:			37,734.34				

REVENUE/EXPENDITURE REPORT

ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 207 - POLICE PROTECTION</b>							
Revenues							
Dept: 000							
402.000 CURRENT PROPERTY TAXES	43,823.00	43,823.00	43,136.59	0.00	0.00	686.41	98.4
671.000 MISC REVENUES	0.00	26,907.00	0.00	0.00	0.00	26,907.00	0.0
698.000 TRANS IN FRM OTHER FUNDS	8,500.00	8,500.00	8,500.00	0.00	0.00	0.00	100.0
Dept: 000	52,323.00	79,230.00	51,636.59	0.00	0.00	27,593.41	65.2
Revenues	52,323.00	79,230.00	51,636.59	0.00	0.00	27,593.41	65.2
Expenditures							
Dept: 000							
802.000 COMMUNITY POLICING CONTRACT	78,678.00	78,678.00	75,088.00	0.00	0.00	3,590.00	95.4
850.000 TELEPHONE	552.00	552.00	0.00	0.00	0.00	552.00	0.0
956.000 MISCELLANEOUS	0.00	0.00	190.76	0.00	0.00	-190.76	0.0
Dept: 000	79,230.00	79,230.00	75,278.76	0.00	0.00	3,951.24	95.0
Expenditures	79,230.00	79,230.00	75,278.76	0.00	0.00	3,951.24	95.0
Net Effect for POLICE PROTECTION	-26,907.00	0.00	-23,642.17	0.00	0.00	23,642.17	0.0
Change in Fund Balance:			-23,642.17				



REVENUE/EXPENDITURE REPORT

ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 209 - CEMETERY FUND</b>							
Revenues							
Dept: 000							
643.000 CEMETARY lot & plots	5,000.00	5,000.00	2,000.00	0.00	0.00	3,000.00	40.0
646.000 BURIAL FEE PAYMENTS	4,000.00	4,000.00	4,300.00	2,200.00	0.00	-300.00	107.5
Dept: 000	9,000.00	9,000.00	6,300.00	2,200.00	0.00	2,700.00	70.0
Revenues	9,000.00	9,000.00	6,300.00	2,200.00	0.00	2,700.00	70.0
Expenditures							
Dept: 000							
726.000 SUPPLIES & POSTAGE	300.00	300.00	0.00	0.00	0.00	300.00	0.0
802.004 CONTRACTED EMPLOYEE SERVICES	4,000.00	4,000.00	5,000.00	3,200.00	0.00	-1,000.00	125.0
930.000 REPAIRS & MAINT	4,000.00	4,000.00	3,683.83	2,853.00	0.00	316.17	92.1
Dept: 000	8,300.00	8,300.00	8,683.83	6,053.00	0.00	-383.83	104.6
Expenditures	8,300.00	8,300.00	8,683.83	6,053.00	0.00	-383.83	104.6
Net Effect for CEMETERY FUND	700.00	700.00	-2,383.83	-3,853.00	0.00	3,083.83	-340.5
Change in Fund Balance:			-2,383.83				

REVENUE/EXPENDITURE REPORT

ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 212 - LIQUOR FUND</b>							
Revenues							
Dept: 000							
443.000 LIQUOR LICENSE FEES	8,500.00	8,500.00	8,950.15	0.00	0.00	-450.15	105.3
665.000 INTEREST ON INVESTMENTS	0.00	0.00	12.18	1.00	0.00	-12.18	0.0
Dept: 000	8,500.00	8,500.00	8,962.33	1.00	0.00	-462.33	105.4
Revenues	8,500.00	8,500.00	8,962.33	1.00	0.00	-462.33	105.4
Expenditures							
Dept: 000							
999.000 TRANSFER TO OTHER FUNDS	8,500.00	8,500.00	8,500.00	0.00	0.00	0.00	100.0
Dept: 000	8,500.00	8,500.00	8,500.00	0.00	0.00	0.00	100.0
Expenditures	8,500.00	8,500.00	8,500.00	0.00	0.00	0.00	100.0
Net Effect for LIQUOR FUND	0.00	0.00	462.33	1.00	0.00	-462.33	0.0
Change in Fund Balance:			462.33				

REVENUE/EXPENDITURE REPORT

ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 224 - SHORELINE PPRESERVATION</b>							
Revenues							
Dept: 000							
602.000 GRANTS	0.00	0.00	37,201.01	0.00	0.00	-37,201.01	0.0
665.000 INTEREST ON INVESTMENTS	5.00	5.00	57.15	0.04	0.00	-52.15	1143.0
671.000 MISC REVENUES	0.00	51,995.00	0.00	0.00	0.00	51,995.00	0.0
698.000 TRANS IN FRM OTHER FUNDS	0.00	6,872.31	10,507.63	0.00	0.00	-3,635.32	152.9
Dept: 000	5.00	58,872.31	47,765.79	0.04	0.00	11,106.52	81.1
Revenues	5.00	58,872.31	47,765.79	0.04	0.00	11,106.52	81.1
Expenditures							
Dept: 000							
898.000 COST RELATED TO SHORELINE PROJ	0.00	0.00	40,998.84	0.00	0.00	-40,998.84	0.0
902.000 BANK CHARGES	0.00	0.00	559.62	-15.00	0.00	-559.62	0.0
956.000 MISCELLANEOUS	0.00	6,872.31	1,365.31	0.00	0.00	5,507.00	19.9
999.000 TRANSFER TO OTHER FUNDS	52,000.00	52,000.00	58,075.00	0.00	0.00	-6,075.00	111.7
Dept: 000	52,000.00	58,872.31	100,998.77	-15.00	0.00	-42,126.46	171.6
Expenditures	52,000.00	58,872.31	100,998.77	-15.00	0.00	-42,126.46	171.6
Net Effect for SHORELINE PPRESERVATION	-51,995.00	0.00	-53,232.98	15.04	0.00	53,232.98	0.0
Change in Fund Balance:			-53,232.98				

REVENUE/EXPENDITURE REPORT

ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 225 - FARMLAND PRESERVATION</b>							
Revenues							
Dept: 000							
402.000 CURRENT PROPERTY TAXES	254,600.00	254,600.00	255,776.68	0.00	0.00	-1,176.68	100.5
412.000 PERSONAL PROP TAXES	12,200.00	12,200.00	13,138.49	0.00	0.00	-938.49	107.7
420.000 DELQUENT PERS PROP TAX	0.00	0.00	150.70	0.00	0.00	-150.70	0.0
665.000 INTEREST ON INVESTMENTS	1,200.00	1,200.00	600.29	21.91	0.00	599.71	50.0
671.000 MISC REVENUES	0.00	557,500.00	0.00	0.00	0.00	557,500.00	0.0
<b>Dept: 000</b>	<b>268,000.00</b>	<b>825,500.00</b>	<b>269,666.16</b>	<b>21.91</b>	<b>0.00</b>	<b>555,833.84</b>	<b>32.7</b>
<b>Revenues</b>	<b>268,000.00</b>	<b>825,500.00</b>	<b>269,666.16</b>	<b>21.91</b>	<b>0.00</b>	<b>555,833.84</b>	<b>32.7</b>
Expenditures							
Dept: 000							
802.002 ATTORNEY SERVICES	6,000.00	6,000.00	4,258.56	2,113.56	0.00	1,741.44	71.0
802.004 CONTRACTED EMPLOYEE SERVICES	29,000.00	29,000.00	0.00	0.00	0.00	29,000.00	0.0
902.000 BANK CHARGES	4,000.00	4,000.00	1,790.38	0.00	0.00	2,209.62	44.8
941.000 PDR PYMT TO LANDOWNERS	585,000.00	585,000.00	0.00	0.00	0.00	585,000.00	0.0
942.000 APPRASAL EXPENSES	5,500.00	5,500.00	2,500.00	0.00	0.00	3,000.00	45.5
999.000 TRANSFER TO OTHER FUNDS	196,000.00	196,000.00	194,425.00	0.00	0.00	1,575.00	99.2
<b>Dept: 000</b>	<b>825,500.00</b>	<b>825,500.00</b>	<b>202,973.94</b>	<b>2,113.56</b>	<b>0.00</b>	<b>622,526.06</b>	<b>24.6</b>
<b>Expenditures</b>	<b>825,500.00</b>	<b>825,500.00</b>	<b>202,973.94</b>	<b>2,113.56</b>	<b>0.00</b>	<b>622,526.06</b>	<b>24.6</b>
<b>Net Effect for FARMLAND PRESERVATION</b>	<b>-557,500.00</b>	<b>0.00</b>	<b>66,692.22</b>	<b>-2,091.65</b>	<b>0.00</b>	<b>-66,692.22</b>	<b>0.0</b>
Change in Fund Balance:			66,692.22				

REVENUE/EXPENDITURE REPORT

ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 226 - PARK and RECREATION FUND</b>							
Revenues							
Dept: 000							
600.000 CONTRIBUTIONS FROM RESIDENTS	0.00	0.00	92.00	0.00	0.00	-92.00	0.0
665.000 INTEREST ON INVESTMENTS	0.00	0.00	9.93	0.25	0.00	-9.93	0.0
676.000 REIMBURSEMENTS	85.00	85.00	0.00	0.00	0.00	85.00	0.0
698.000 TRANS IN FRM OTHER FUNDS	27,800.00	27,800.00	0.00	0.00	0.00	27,800.00	0.0
Dept: 000	27,885.00	27,885.00	101.93	0.25	0.00	27,783.07	0.4
Revenues	27,885.00	27,885.00	101.93	0.25	0.00	27,783.07	0.4
Expenditures							
Dept: 000							
902.000 BANK CHARGES	0.00	0.00	15.00	0.00	0.00	-15.00	0.0
930.002 PARKS & RECREATION EXPENDITURE	27,800.00	27,800.00	0.00	0.00	0.00	27,800.00	0.0
930.003 PHRAGMITES ERADICATION	1,000.00	1,000.00	-135.00	0.00	0.00	1,135.00	-13.5
Dept: 000	28,800.00	28,800.00	-120.00	0.00	0.00	28,920.00	-0.4
Expenditures	28,800.00	28,800.00	-120.00	0.00	0.00	28,920.00	-0.4
Net Effect for PARK and RECREATION FUND	-915.00	-915.00	221.93	0.25	0.00	-1,136.93	-24.3
Change in Fund Balance:			221.93				

REVENUE/EXPENDITURE REPORT

ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 227 - NEW URBANIST TOWN CENTER</b>							
Revenues							
Dept: 000							
665.000 INTEREST ON INVESTMENTS	50.00	50.00	28.04	0.71	0.00	21.96	56.1
Dept: 000	50.00	50.00	28.04	0.71	0.00	21.96	56.1
Revenues	50.00	50.00	28.04	0.71	0.00	21.96	56.1
Net Effect for NEW URBANIST TOWN CENTER	50.00	50.00	28.04	0.71	0.00	21.96	56.1
Change in Fund Balance:			28.04				

REVENUE/EXPENDITURE REPORT

ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 301 - DEBT SERVICE</b>							
Revenues							
Dept: 000							
698.000 TRANS IN FRM OTHER FUNDS	0.00	0.00	252,500.00	252,500.00	0.00	-252,500.00	0.0
Dept: 000	0.00	0.00	252,500.00	252,500.00	0.00	-252,500.00	0.0
Revenues	0.00	0.00	252,500.00	252,500.00	0.00	-252,500.00	0.0
Expenditures							
Dept: 000							
800.000 BOND PAYMENT	0.00	0.00	250,000.00	250,000.00	0.00	-250,000.00	0.0
800.001 BOND PYT INTEREST	0.00	0.00	2,500.00	2,500.00	0.00	-2,500.00	0.0
Dept: 000	0.00	0.00	252,500.00	252,500.00	0.00	-252,500.00	0.0
Expenditures	0.00	0.00	252,500.00	252,500.00	0.00	-252,500.00	0.0
Net Effect for DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Change in Fund Balance:			0.00				

REVENUE/EXPENDITURE REPORT

ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 590 - ACME RELIEF SEWER</b>							
Revenues							
Dept: 000							
460.000 USAGE&CONNECTION FEES	849,297.00	849,297.00	675,963.11	-152,428.01	0.00	173,333.89	79.6
665.000 INTEREST ON INVESTMENTS	0.00	0.00	817.60	35.30	0.00	-817.60	0.0
668.000 INTEREST & FEES	0.00	0.00	3,747.64	0.00	0.00	-3,747.64	0.0
676.000 REIMBURSEMENTS	0.00	0.00	26.90	0.00	0.00	-26.90	0.0
687.000 REFUNDS & REBATES	0.00	0.00	1,008.00	0.00	0.00	-1,008.00	0.0
<b>Dept: 000</b>	<b>849,297.00</b>	<b>849,297.00</b>	<b>681,563.25</b>	<b>-152,392.71</b>	<b>0.00</b>	<b>167,733.75</b>	<b>80.3</b>
Dept: 550 HOPE VILLAGE- WATER							
445.020 PENALTIES& INTEREST	0.00	0.00	-0.02	0.00	0.00	0.02	0.0
450.000 USAGE FEES	0.00	0.00	14,000.02	3,500.00	0.00	-14,000.02	0.0
<b>HOPE VILLAGE- WATER</b>	<b>0.00</b>	<b>0.00</b>	<b>14,000.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>-14,000.00</b>	<b>0.0</b>
Dept: 555 LOCHENHEATH WATER							
450.000 USAGE FEES	0.00	0.00	20.00	0.00	0.00	-20.00	0.0
<b>LOCHENHEATH WATER</b>	<b>0.00</b>	<b>0.00</b>	<b>20.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-20.00</b>	<b>0.0</b>
Dept: 565 LOCHENHEATH SEWER							
445.020 PENALTIES& INTEREST	0.00	0.00	4,200.00	0.00	0.00	-4,200.00	0.0
<b>LOCHENHEATH SEWER</b>	<b>0.00</b>	<b>0.00</b>	<b>4,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-4,200.00</b>	<b>0.0</b>
<b>Revenues</b>	<b>849,297.00</b>	<b>849,297.00</b>	<b>699,783.25</b>	<b>-148,892.71</b>	<b>0.00</b>	<b>149,513.75</b>	<b>82.4</b>
Expenditures							
Dept: 000							
802.002 ATTORNEY SERVICES	1,334.00	1,334.00	0.00	0.00	0.00	1,334.00	0.0
956.000 MISCELLANEOUS	19,786.00	19,786.00	5,986.53	0.00	0.00	13,799.47	30.3
956.001 OPERATING & MAINT EXP	262,960.00	262,960.00	273,065.87	50,355.89	0.00	-10,105.87	103.8
956.003 HOCH ROAD #697 EXP	1,364.00	1,364.00	378.79	222.99	0.00	985.21	27.8
995.001 INTEREST on BONDS	450,155.00	450,155.00	243,058.07	0.00	0.00	207,096.93	54.0
<b>Dept: 000</b>	<b>735,599.00</b>	<b>735,599.00</b>	<b>522,489.26</b>	<b>50,578.88</b>	<b>0.00</b>	<b>213,109.74</b>	<b>71.0</b>
Dept: 550 HOPE VILLAGE- WATER							
956.001 OPERATING & MAINT EXP	0.00	0.00	7,328.53	1,992.88	0.00	-7,328.53	0.0
<b>HOPE VILLAGE- WATER</b>	<b>0.00</b>	<b>0.00</b>	<b>7,328.53</b>	<b>1,992.88</b>	<b>0.00</b>	<b>-7,328.53</b>	<b>0.0</b>
<b>Expenditures</b>	<b>735,599.00</b>	<b>735,599.00</b>	<b>529,817.79</b>	<b>52,571.76</b>	<b>0.00</b>	<b>205,781.21</b>	<b>72.0</b>
<b>Net Effect for ACME RELIEF SEWER</b>	<b>113,698.00</b>	<b>113,698.00</b>	<b>169,965.46</b>	<b>-201,464.47</b>	<b>0.00</b>	<b>-56,267.46</b>	<b>149.5</b>
Change in Fund Balance:			169,965.46				



REVENUE/EXPENDITURE REPORT

ACME TOWNSHIP

For the Period: 7/1/2013 to 6/30/2014

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 703 - CURRENT TAX COLLECTION</b>							
Expenditures							
Dept: 000							
876.000 REFUNDS &OVERPAYMENTS	0.00	0.00	-0.17	-0.17	0.00	0.17	0.0
Dept: 000	0.00	0.00	-0.17	-0.17	0.00	0.17	0.0
Expenditures	0.00	0.00	-0.17	-0.17	0.00	0.17	0.0
Net Effect for CURRENT TAX COLLECTION	0.00	0.00	0.17	0.17	0.00	-0.17	0.0
Change in Fund Balance:			0.17				
Grand Total Net Effect:	-482,994.44	755,382.35	280,830.86	-433,133.94	0.00	474,551.49	

## BALANCE SHEET

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ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

## Fund: 101 - GENERAL FUND

## Assets

001.000 CASH-CHECKING	661,645.98
004.000 MONEY MARKET	453,558.67
100.000 ACCOUNTS RECEIVABLE	149,079.28
101.000 DUE FROM STATE OF MICHIGAN	-2,892.23
102.000 DUE FROM OTHER FUNDS	88,502.27
123.000 PREPAID EXPENSE	205.56

## Total Assets

1,350,099.53

## Liabilities

202.000 ACCOUNTS PAYABLE	21,859.20
214.000 DUE TO OTHER FUNDS	2,610.17
228.000 ACCURED PAYROLL	253.42
228.100 FICA	143.62
228.200 STATE WITHHOLDING TAXES	-224.42
229.000 FEDERAL WITH HOLDING TAX	61.94
231.200 OTHER PAYROLL DEDUCTIONS	1,810.89
231.300 FLEX PLAN	401.50
232.000 PASSPORT PAYABLE	-120.00
339.000 DEFERRED REVENUE	65,766.20

## Total Liabilities

92,562.52

## Reserves/Balances

390.000 Fund Balance	1,172,551.66
398.000 Change in Fund Balance	84,985.35

## Total Reserves/Balances

1,257,537.01

## Total Liabilities &amp; Balances

1,350,099.53

## BALANCE SHEET

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ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

## Fund: 206 - FIRE FUND

## Assets

001.000 CASH-CHECKING	94,321.88
123.000 PREPAID EXPENSE	287,500.00

## Total Assets

381,821.88

## Liabilities

202.000 ACCOUNTS PAYABLE	6,314.17
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## Total Liabilities

6,314.17

## Reserves/Balances

390.000 Fund Balance	337,773.37
398.000 Change in Fund Balance	37,734.34

## Total Reserves/Balances

375,507.71

## Total Liabilities &amp; Balances

381,821.88

BALANCE SHEET

ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

Fund: 207 - POLICE PROTECTION

Assets

001.000 CASH-CHECKING

144,766.00

Total Assets

144,766.00

Reserves/Balances

390.000 Fund Balance

168,408.17

398.000 Change in Fund Balance

-23,642.17

Total Reserves/Balances

144,766.00

Total Liabilities & Balances

144,766.00

BALANCE SHEET

ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

Fund: 209 - CEMETERY FUND

Assets

001.000 CASH-CHECKING

9,884.59

Total Assets

9,884.59

Liabilities

202.000 ACCOUNTS PAYABLE

6,053.00

Total Liabilities

6,053.00

Reserves/Balances

390.000 Fund Balance

6,215.42

398.000 Change in Fund Balance

-2,383.83

Total Reserves/Balances

3,831.59

Total Liabilities & Balances

9,884.59

BALANCE SHEET

ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

Fund: 212 - LIQUOR FUND

Assets

001.000 CASH-CHECKING

664.14

004.000 MONEY MARKET

12,185.48

Total Assets

12,849.62

Reserves/Balances

390.000 Fund Balance

12,387.29

398.000 Change in Fund Balance

462.33

Total Reserves/Balances

12,849.62

Total Liabilities & Balances

12,849.62

BALANCE SHEET

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ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

Fund: 224 - SHORELINE PPRESERVATION

Assets

001.000 CASH-CHECKING	1,436.97
101.000 DUE FROM STATE OF MICHIGAN	-0.02

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Total Assets	1,436.95
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Reserves/Balances

390.000 Fund Balance	54,669.93
398.000 Change in Fund Balance	-53,232.98

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Total Reserves/Balances	1,436.95
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Total Liabilities & Balances	1,436.95
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BALANCE SHEET

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ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

Fund: 225 - FARMLAND PRESERVATION

Assets

001.000 CASH-CHECKING

537,175.28

004.000 MONEY MARKET

100,163.49

Total Assets

637,338.77

Liabilities

202.000 ACCOUNTS PAYABLE

1,356.06

214.000 DUE TO OTHER FUNDS

1,290.00

Total Liabilities

2,646.06

Reserves/Balances

390.000 Fund Balance

568,000.49

398.000 Change in Fund Balance

66,692.22

Total Reserves/Balances

634,692.71

Total Liabilities & Balances

637,338.77



BALANCE SHEET

ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

Fund: 226 - PARK and RECREATION FUND

Assets

001.000 CASH-CHECKING	9,980.02
102.000 DUE FROM OTHER FUNDS	135.00

Total Assets 10,115.02

Liabilities

202.000 ACCOUNTS PAYABLE	279.08
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Total Liabilities 279.08

Reserves/Balances

390.000 Fund Balance	9,614.01
398.000 Change in Fund Balance	221.93

Total Reserves/Balances 9,835.94

Total Liabilities & Balances 10,115.02

BALANCE SHEET

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ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

Fund: 227 - NEW URBANIST TOWN CENTER

Assets

001.000 CASH-CHECKING

28,015.67

Total Assets

28,015.67

Liabilities

214.000 DUE TO OTHER FUNDS

135.00

Total Liabilities

135.00

Reserves/Balances

390.000 Fund Balance

27,852.63

398.000 Change in Fund Balance

28.04

Total Reserves/Balances

27,880.67

Total Liabilities & Balances

28,015.67

BALANCE SHEET

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ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

Fund: 246 - TWP IMPROVEMENT REVOLVING FUND

Assets

001.000 CASH-CHECKING

20,400.57

Total Assets

20,400.57

Reserves/Balances

390.000 Fund Balance

20,400.57

Total Reserves/Balances

20,400.57

Total Liabilities & Balances

20,400.57

## BALANCE SHEET

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ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

Fund: 590 - ACME RELIEF SEWER

## Assets

001.000	CASH-CHECKING	765,497.97
004.000	MONEY MARKET	196,573.40
007.000	CASH WITH FISCAL AGENT	0.40
045.000	RECEIVABLE-CURRENT	2,072.78
132.000	SEPTIC PLANT	470,853.00
133.000	ACCUMULATED DEPRECIATION	-56,320.00
152.000	WATER SYSTEMS	177,000.00
153.000	ACCUMULATED DEPRECIATION-WATER	-56,935.00
154.000	SEWER SYSTEMS	11,611,103.07
155.000	ACCUMULATED DEPREC-SEWER	-4,947,949.00
160.000	LOAN ACQUISITION FEES	1,723.00
161.000	ACCUM AMORT LOAN ACCQU FEES	-1,723.00

Total Assets

8,161,896.62

## Liabilities

202.000	ACCOUNTS PAYABLE	32,214.37
214.000	DUE TO OTHER FUNDS	1,984.12
250.000	BONDS PAYABLE	1,564,003.37
250.001	ACCR.INTEREST ON BONDS	9,388.32
251.002	PREMIUM OF REFUNDED BONDS	66,436.03
300.000	BONDS	330,750.00

Total Liabilities

2,004,776.21

## Reserves/Balances

390.000	Fund Balance	652,402.73
395.000	RETAINED EARNINGS	5,334,752.22
398.000	Change in Fund Balance	169,965.46

Total Reserves/Balances

6,157,120.41

Total Liabilities &amp; Balances

8,161,896.62

BALANCE SHEET

ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

Fund: 701 - TRUST AND AGENCY

Assets

001.000 CASH-CHECKING	17,117.25
100.000 ACCOUNTS RECEIVABLE	65,766.20
102.000 DUE FROM OTHER FUNDS	2,610.17

Total Assets

85,493.62

Liabilities

202.000 ACCOUNTS PAYABLE	7,277.10
214.000 DUE TO OTHER FUNDS	85,228.15
255.000 ESCROW DEPOSITS	2,387.62
273.000 UNDISTRIBUTED INCOME	3.37
282.054 TRAVERSE CITY BULL DOGS ATHLE	4.97
282.055 STEINORTH FINE HOMES	0.50
282.058 5980 US 31 N, SPEEDWAY	65.00
282.060 GREAT LAKES TRIM	60.00
282.061 6535 BATES RD./BATES HORSE PK	1,926.65
282.062 M-72, TRACTOR SUPPLY CO.	-90.00
282.063 6597 DEEPWATER POINT RD./WENTZ	325.00
282.064 ARLINGTON RIDGE/GTTC	5,000.00
282.065 TRACTOR SUPPLY/DMK DEVELOPMENT	285.50
282.066 4528 5 MILE RD, PAMELA SMITH	400.00
282.067 ART HUGHES, BATES01-014-028-22	1,500.00
282.141 AMENDMENT 141 IMMANUEL REZONIN	-6,099.75
282.210 EASTWOOD CUSTOM HOMES	390.00
282.423 POW/WINDWARD RIDGE	-2,288.40
282.503 MEIJERS	-6,042.87
282.603 LOCHENHEATH PHASE 2 SUP	-4,611.00
282.901 VGT PHASE 1 SITE PLAN/SUP	-10.29

Total Liabilities

85,711.55

Reserves/Balances

390.000 Fund Balance	-217.93
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Total Reserves/Balances

-217.93

Total Liabilities & Balances

85,493.62

BALANCE SHEET

Page: 13  
8/6/2014  
3:35 pm

ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

Fund: 703 - CURRENT TAX COLLECTION

Assets

001.000 CASH-CHECKING

19,342.61

Total Assets

19,342.61

Liabilities

202.000 ACCOUNTS PAYABLE

249,851.48

273.000 UNDISTRIBUTED INCOME

-252,187.16

Total Liabilities

-2,335.68

Reserves/Balances

390.000 Fund Balance

21,678.12

398.000 Change in Fund Balance

0.17

Total Reserves/Balances

21,678.29

Total Liabilities & Balances

19,342.61

BALANCE SHEET

Page: 14

8/6/2014

3:35 pm

ACME TOWNSHIP

As of: 6/30/2014 (PFY)

Balances

Fund: 817 - ARNOLD ROAD SPECIAL ASSESSMENT

Assets

045.000 RECEIVABLE-CURRENT

504.66

049.000 RECEIVABLES-DEFERRED

0.87

Total Assets

505.53

Liabilities

339.000 DEFERRED REVENUE

505.53

Total Liabilities

505.53

Total Liabilities & Balances

505.53



DRAFT UNAPPROVED

**ACME TOWNSHIP PLANNING COMMISSION MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
July 14, 2014 7:00 pm.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE**

**ROLL CALL:**  Wentzloff  Timmins  Rosa  Forgette  White  
 DeMarsh  excused  Feringa  Binkley  Finch

**STAFF PRESENT:** Lennox, Iacoangeli, Jocks

**A. LIMITED PUBLIC COMMENT: open 7:01 closed 7:02**

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.

1. **County Master Plan: John Sych, Planning Director – Gave copies of the Grand Traverse Co. Master Plan adopted at the end of last year, to the planning commissioners (only had 5 copies will get copies to Nikki to distribute) was thankful to all the communities that participated and gave input. Complemented Acme's Master Plan- stating that it did a good job tying everything together and that the county was using it as an example for other townships. The Grand Traverse Co. master plan is all about collaboration with townships within the county.**

**B. APPROVAL OF AGENDA: Motion to approve agenda as presented Finch 2<sup>nd</sup>. Timmins Motion carries**

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

**D. CONSENT CALENDAR: The purpose is to expedite business by grouping non-controversial items together for one Board motion 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.**

**a) RECEIVE AND FILE:**

**Draft Unapproved Minutes of:**

1. **Township Board minutes: Regular 06/03/14 and Special meeting 6/12/14**
2. **Zoning Board of Appeals 06/12/14**
3. **Parks & Rec minutes 06/26/14**
4. **Planning, Zoning & Administrative report:**

**Motion to receive and file with the removal of Planning Commission minutes 6/9/14 and ZBA minutes from 6/23/14**

**Motion By: Timmins 2<sup>nd</sup>: Rosa**

**Motion carries**

**b) ACTION:**

**Draft Unapproved Minutes of:**

1. **Planning Commission minutes: 06/09/2014 and 06/23/2014**



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

1. PC comments 6/9/14 Wentzloff – grammar and spelling corrections
2. Zoning board of appeals 6/12//14 Brian Kelley , minutes will be amended at next ZBA meeting.

**Motion** to table ZBA minutes until amended

Motion Finch 2<sup>nd</sup>. Timmins

Motion Carries

**Motion** to approve PC minutes with corrections from 6/9/14

Motion by White 2<sup>nd</sup>. By Finch

Motion carries

**F. CORRESPONDENCE: none**

**G. PUBLIC HEARINGS: None**

**H. NEW BUSINESS:**

**1. Hughes, Site Plan Review Bates Rd B-4 new building**

Mark Hughes gave a brief over view of the plan for 6284 Bates Rd. Reported that approval from the Fire Dept. came in today (7/14/14)

Rosa- questioned the benefit to have the Drive off the side street instead of Bates.

Hughes- explains that he needs the curb cut in front.

John I- Discussed Loading and unloading dimensions, work with adjoining piece of property to create a shared access agreement.- Mr. Hughes currently owns both parcels.

**Motion: Approve the site plan submitted by Howard A Hughes Trust for the construction of a 9,600 square foot warehouse located on a 1.10 acre parcel on the southeast corner of Bates Road and East Railway Commons with the following stipulations:**

**1) The approved site plan consists of Sheets 1 through 3 with a date to be written in the lower right corner under the sheet title (i.e. C1.1) by the Chairperson of the Planning Commission.**

**(a) Sheet C1.1 – Site Plan**

**(b) Sheet C1.2 – Septic and Drainage Plan**

**(c) Sheet C1.3 – Lighting Plan**

**2) The approved site plan package be signed by the Chairperson of the Planning Commission and the Applicant, or their representative.**

**3) The Applicant will provide mutual reciprocal common drive easement that is acceptable to the Township Attorney.**

**4) Signage, if any, shall meet the Acme Township Zoning Ordinance.**

Motion by Finch 2<sup>nd</sup>. By Forgette

Motion carries

**2. Application from Speedway for an SUP and request for public hearing, 5980 US 31 North Chris Schrank and Kerry Trombley give presentation**

Schrank- Began presentation stating that he understands that speedway started this project under the old ordinance and that the new form based code has been accepted. Speedway is looking for a compromise between the two codes and would like feed back from the planning commissioners on changes they have made to the plan.

Worked with Nikki and Jay to come up compromise over the last few weeks: added a 3'6" wall, tilted dispensers, added bike loops, extensive landscaping, tilted the dispensers, MDOT is very happy with how far away the new curb cuts are from the light. Everything was done to make it more pedestrian

friendly, added a sidewalk through the property, can add eating areas/picnic tables. This is going to be a new concept for Speedway, called speedy cafe with ready food to carry out. Trying to bridge old and new code.

Received John I's comments on Friday 7/11/14.

Schrank explained that Speedway liked to have 24 parking spaces to encourage people to pull away from the pump to come in and pay so that cars aren't stacking up waiting for a pump. Stated that the building has to be configured the way it is because by law the operators of the pumps (ie. Cashiers) have to have pumps in view at all times.

Finch asked about LID storm water design.

**John I – recognizes that L-shaped gas stations are rare and it poses problems with configuration.**

Some of his concerns with the tanks are floating due to where the tanks would sit in the watershed and the level of ground water, along with possible contamination if there were to ever be leaks in the tanks.

**John I – doesn't want the planning commissioners to approve this part until reviewed by soil specialist and engineers. The concern is not with the floating tanks but with contamination in the watershed. Sited Meijer property having the same issue. Believes the site can fit the Townships codes just not fit speedway protocol.**

**Trombley -explains speedways anchoring process regardless of ground water levels. Comments that the tanks used are double lined fiber glass with monitors in between the layers to monitor for leaks.**

**Timmins- doesn't like the store pushed back on the property want to see it pulled forward. Points out that the speedway on 4 mile has the cashiers facing away from the doors and the window they look out to see the pumps have obstacles blocking the view of the pumps. Why can't the design of the purposed store change so it can fit within Acme's form based code and still provide the same type of side view of the pumps.**

**Trombley- not familiar with the site of 4 mile,**

**Timmins- would they not use the same spec's?**

**Trombley- yes**

**Timmins- Likes some of the site set ups that John I purposed with the store up front and the pumps behind, feels that the store being up front would be safer for pedestrians to get to.**

**White- this is our first trial with our form based code, feels they should be able to turn the building. Just redid the store on 4 mile didn't change the inside design. Can they find a drier spot to put the tanks? Worried about the ground water, would like Speedway to check for a different spot to put the tanks.**

**Trombley- will check other areas of the site on the north or south side.**

**Binkley – first meeting, Driveway on 31 is dangerous, is there a reason we need a drive on 31? What is the history of double walled fiberglass tanks contaminating ground water.**

**Trombley- fiberglass does not rust, so he is confident that because Speedway has gotten rid of steel tanks they because of rusting, those are the tanks that are known to leak not fiberglass**

**Rosa- too many issues to approve anything tonight, shape of property seems to be an issue. Is there a concrete tank on the outside of the fiberglass tank?**

**Trombley explained the concrete is anchored to the tank to keep them from floating, the tank itself is**

the double walled fiberglass.

**DeMarsh-** Prior to receiving John I. comments on Friday can you tell the PC what design features were changed specifically to meet Acme's form based code?

**Schrank-** didn't have landscaping, bike loops, how can we migrate both, brought canopy forward.

**DeMarsh-**but wasn't that all post on Friday

**Schrank-** yes

**Wentzloff-** Clarifies what DeMarsh's question was.

**Schrank-** they didn't do anything prior to John I.'s comments on Friday to fit the new form based code

**DeMarsh-** That was an error in judgment, form based code on a gateway position in the townships is significant and to move so far forward while ignoring the code is wrong. To bring us a drawing and plan that doesn't acknowledge it is disingenuous.

**Schrank-** talks about how they were working between two codes. Had to go with the old code because of when they started. Didn't know when form based code would be accepted.

**Discussion** on when form-based code was passed.

**Wentzloff-** it has been 2 months since the Township adopted form base code.

**Schrank-** They were waiting on permits, as Nikki told them they had to have them in hand before applying.

**Forgette-** feels strongly that Speedway ignored that the township was in the process of working on the code and they didn't do anything to even try to consider what the new code said. With out taking into consideration that the township was doing. Went over dates of when they started their site-plan. Clarifies that Speedway was told about the changes in code when they brought in the first site-plan. Not just your average convenience store, what better way to come in and see what the community wants and to walk within that.

**Finch-** If you knew the old code was different than the new, wouldn't speedway hold up on planning?

**Schrank-** they don't want to rehash, they just want to find a way to make this site work. For the community and for Speedway. Can't pull building forward it's just to constrictive on the L shaped site, wanted to know what they can do to make this a nice gateway corner.

**Wentzloff-** been getting updates from John and Nikki, Nikki even made the deadline very clear as to when they had to have the application in to be considered under the old code. Feels they are trying to fit something very large on a site that can't fit it. It's not the townships job to bend what we desire as a township to fit a model that a business desires.

It's a self-inflicted hardship, she likes the angled pumps, the wall, bike loops.

**Trombley-** Likes all the feedback. Will take it back to the people at Speedway. Understands that the PC would like them to look at additional property to try to square the property off and make it work.

**Motion:** That based on discussion and agreement with the applicant, the applicant will revise the drawings to reflect the comments of the planning commission, and return at a later date.

Motion made by Rosa 2<sup>nd</sup>. By Timmins  
Motion carries

- 3. **Parking Ordinance review- Lennox- Commissioner Forgette requested it, would like it reviewed to understand how it applies to the B-4 district.**  
**Forgette- it applies to all districts, look at the part that talks about ZBA giving exemptions.**  
**Lennox- would like people to read and put it back on the agenda in September.**  
**John Iacoangeli- will look at it and give feed back to the planning commission.**

**I. OLD BUSINESS:**

**1. Master Plan**

**Comments by Brian Kelley – see attached**

**John I. Explained inconsistency with what people think and how to truly develop the shoreline**  
**Wentzloff clarified peoples disconnect**  
**White – explained that the area would have to be rezoned for trailer parks**  
**DeMarsh- figure maps and page inconsistency with page numbers**  
**Wentzloff doesn't like the pictures of the Bay would like to work with John to get better ones.**  
**Timmins will turn in a few small corrections**  
**John I. would like to postpone until the next meeting when all changes are made, would like a resolution at the August meeting.**

**J. COMMENT & OTHER PC BUSINESS**

**1. PC Officer elections**

**Wentzloff nominated for Chairperson by Forgette**  
**Wentzloff accepted**

**Timmins yes Finch yes White yes Binkley yes Rosa yes DeMarsh yes Forgette yes**  
**Unanimous**

**Vice Chair**

**Feringa nominated first by Wentzloff Feringa was excused due to Medical leave was not present to accept.**  
**DeMarsh nominated second by Timmins DeMarsh accepted nomination**

**vote on Feringa: Timmins yes Finch yes White yes Binkley yes Rosa no DeMarsh yes**  
**Forgette yes Wentzloff yes**

**vote on DeMarsh**

**Timmins yes Wentzloff yes Finch yes White yes Binkley yes Rosa yes Forgette yes**

**Secretary**

**Forgette nominated by Timmins Forgette accepted nomination**  
**Timmins nominated by Forgette Timmins accepted nomination**

**Vote on Forgette Timmins yes Wentzloff yes Finch yes White yes Binkley yes Rosa yes**  
**DeMarsh yes**  
**Unanimous no vote needed on Timmins**

**2. Zoning Administrator update on projects:**

**3. Planning Consultant:**

**4. PC Business.:** Marcie Timmins DEQ Fracking regulations- DEQ is considering changing regulations on oil and gas operations. Timmins is attending a public comment forum would like to represent the planning commission as a whole.

Motion to authorize Timmins to speak on the behalf of the planning commission at the DEQ forum

Motion made by Forgette 2<sup>nd</sup>. By Finch

Yes votes : Wentzloff , White ,Finch, Forgette, Rosa, Timmins, DeMarsh,

No vote: Binkley

Motion carries

**5. Public Comment open: 9:11 closed 9:12**

**Motion to adjourn by Timmins 2<sup>nd</sup>. By Finch**

**ADJOURN:**

To: Acme Planning Commission  
From: Brian Kelley  
Subject: Master Plan Final Draft

July 14, 2014

I compared the previous draft version of the Master Plan with the "Final Draft Version" that was distributed at the July 2 Planning Commission Meeting.

There were few changes. Hardly any.

At the June 6 Planning Commission meeting, it was stated that changes would be made to reflect the lack of community support for major items that are advanced in the plan. Changes like Public Water, and high density housing. With the exception of one line about lack of support for a new town hall, those changes were not made.

It seems the statements that the changes would be made were hollow, with John I now stating that they are not appropriate for a planning document. The plan actively uses and cites the Community Survey where it suits the author's agenda, but not where it reflects the will of the people who reside in this community.

After nearly 30 years in the Fortune 500, I am unfamiliar with the notion that a Planning document should be one-sided and ignore the body that it is said to represent - the very people who paid for the creation of the document. In my experience, such a plan would be rejected, and sent back for revision.

The Plan is an important document. It will be used to justify spending, and major changes in our community.

For example, on pages 70 and 71 it describes how nearly all of the residential district South of Bunker Hill will be "Urban residential", suitable for high density multi-family development, and affordable housing projects. The Plan pushes the objective of "encouraging development of high-density residential living", and has "primary uses" of high density" apartment buildings, manufactured homes, and mobile home parks".

The planning commission recently increased the maximum density of housing in certain parts of Acme from 3 units per acre to 18 units per acre. The Plan now lays the groundwork to expand that virtually anywhere in our residential community. Subsidized government housing projects could soon follow. Once initiated, they can be impossible to stop. Many communities have found themselves in that situation. Our Plan, and our ordinances, have few if any protections against such bad development. In fact, this broad "Urban Residential" designation invites it. It happens over and over in other

communities who have not planned well.

We are not Ann Arbor. We are not Ypsilanti. We are not desperate to attract development. We value our Rural Character, remember?

In those and other respects this is a Plan for a different community. This is a Plan that pushes the virtues of building trailer parks and high density housing up on Bunker Hill. Apparently that is seen by some as an important area of growth for our community, regardless of the community opposition.

The planning commission has thus far refused to acknowledge that the community opposes this. They have said almost nothing about these concerns. No justification. No response. Is that Citizen Driven?

Who could have ever imagined that when they built a house in that area that major portions would be declared "urban"?

The PC and Board will not always be in control of those changes. Once the groundwork is laid, as it is so carefully being done, the Zoning Board, or courts, can allow projects to move forward regardless of the wishes of the board, community, or PC. The Master Plan is the foundation for those changes.

At the first PC meeting I attended, the Chair made the statement "No one comes, no one cares" in regard to the town hall being nearly empty of members of the public, and no one rising to speak during public comment. Just because the PC meetings are primarily attended by Developers with a specific agenda does not mean the community does not care, nor that their sentiment can be ignored.

This is just one example of how the master plan ignores the community, and ignores our desire that our elected Acme government *protect* our Rural Character.

Requests to have the Plan at least acknowledge the community sentiment, as expressed in the survey and from simply talking to community members, have been quietly ignored.

That does not sound like Citizen Driven. It sounds like Citizens Overridden.

Thank you,

Brian Kelley

**ACME TOWNSHIP  
Zoning Board of Appeals  
July 23, 2014**

Wednesday 7:00p.m.  
Acme Township Hall  
Acme, Michigan

**Meeting called to Order at 7:02 p.m.**

**Members present:** J. Kuncaitis (Chair), L. LaSusa, T. Forgette, L. Belcher  
**Members excused:** J. Maitland  
**Staff present:** N. Lennox; Zoning Administrator, Recording Secretary

**1. Review and approval of the agenda, inquiry as to conflicts of interest:** None

**2. Correspondence:** None

**2. Hearings: 2013-07Z Variance request for 4528 Five Mile Rd  
Belcher reads notice in Record Eagle.**

Applicant Pamela and Roger Smith, 4528 Five Mile Rd. Applicant explains that their home is non-conforming on their property. They wish to add a second story above their home and existing front porch and add a 3 car attached garage which will be conforming. The 2<sup>nd</sup> story addition will attach to an existing nonconforming second story and attach to the second story over the new garage.

**Public Comment Opened 7:16 p.m.: None, Closed: 7:17 p.m.**

**Motion by L. Belcher to allow an increase in nonconformity upwards, not outwards. Meets nonconforming conditions A and possibly B. (Sec.15.5, and Sec. 5.4.1 and 2, supported by LaSusa. Motion carries unanimously.**

**4. Approval of minutes from the June 12, 2014, meeting, Lennox discusses clarification of minutes to amend.**

**Motion by LaSusa to approve amended minutes**

Comment by Brian Kelley to add his comments from that meeting. Kuncaitis; Comments are regarding the Ann Arbor (TSC) store.

**Motion by LaSusa to add Brian Kelley's comments "retroactively" to the June 12 minutes, supported by L. Belcher to approve the minutes of the June 12, 2014 with amendments and comments. Motion carries unanimously.**

Board discussion regarding tracking of variances.

**Motion to Adjourn by LaSusa, second by Forgette. Motion carries.  
ADJOURNED AT 7:45 pm**





To: Acme Township Board of Trustees

From: Tom Henkel, Facilities & Parks Manager

Date: 8/4/2014

Re: Monthly Update

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The Following is a summary of key activities underway.

**Parks:**

Summer seems to be going fine. No major issues I am aware of.

The emergency gate at marina has been closed and all is well now.

Have had reports of vehicles jumping the curbs and going out on the lawns along the Shoreline Parks at Bayside the vehicles have been well behaved thus far.

The two swimming beaches have been groomed every week starting July 1. And will continue until the end of the season. This is double what we did last year.

Mowing is on a two week rotation.

Wood chips have been freshened around Sayler Park playground.

Night lights at Sayler Park bath house have been put on a timer instead of photo cells. It's so dim around there due to tree canopy, the lights were on to much of the time during the day.

Wood chip paths will be freshened on all trails as soon as time allows.

Trees along the parks side of Shores Beach road have been cut back, stump grinding to follow.

Pruning and mowing continues in beach areas as time allows.

Water has come up a foot which make the sand wet and tough to groom.

But the swim area beaches are decent as I can make them, given the changes along the shore.

Attended the Water Safety Network Meeting. We will be receiving 2 Water Safety Stations. 1 for each swimming beach. Life ring, Life rope and signage. Free of charge.

Attended Park Advisory board Meeting.

### **Cemeteries:**

The fence is in the process of installation at Yuba Cemetery should be complete shortly.

In the process of replacing the pump pit cover at Acme Cemetery.

Grave spoils at Acme Cemetery will be hauled away as soon as time allows.

The next fence install will be at Acme Cemetery N.E. back side. When time allows.

Mowing is in a two week rotation this time of year.

### **Buildings/Grounds:**

Nothing to report.

### **Equipment/Fixtures:**

Working on replacement park equipment when time and weather allow.

### **Surface Water Quality Testing:**

Completed for July.

### **Beach Water Quality Testing:**

So far this year only 2 Level 2 Advisories were issued 1 at Sayler and 1 at Bayside. Rain and wind storms could be the culprits.

Attended Stake holders Meeting.

### **Invasive Species:**

Phragmites Program is in process for North of Dock Road this Year.

Attended Phragmites meeting.

Japanese Knotweed has be treated at Bayside Park under a Grant.

### **Planning:**

Worked on trail planning at Park Advisory Meeting.

Waiting on grants.

**General Activities:**

Whittling on my lists of to do's for this season.

The end

Thanks,

# THE METRO INSIDER...



Volume 7, Issue 7

July 2014

GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

## New Public Education Tool!

Thanks to the generosity of The Art and Mary Schmuckal Family Foundation, a full size inflatable fire house will soon join the Fire and Life Safety Public Education tools at Grand Traverse Metro Fire Department. The fire house has three rooms arranged like a home. It includes a kitchen area with a refrigerator and stove, a living room with a fire place, and a sleeping area. The inflatable fire house will support a variety of fire and life safety topics, but will primarily enhance hands-on home escape planning. It can be filled with smoke, allowing kids of all ages to practice getting low under smoke, and accessing the safest exit, including a window that opens to allow kids to jump out safely landing on an inflatable mattress outside.

A \$8,500.00 grant was received in June to purchase the 12'Wx20'Lx13'H inflatable building and the house is expected to arrive in late August.



### Special Training Opportunity... Reported by Katherine Ducharme, Reporter Fox 32 News .... Posted July 9, 2014

The inside of the old Horizon Outlet Mall in Traverse City is being torn down by firefighters for training purposes.

Grand Traverse Metro firefighters have ten days to train, which means they're taking every chance they can to get into the building.

"We have one of those extraordinary opportunities where we've been given a commercial building and we pretty much have the green light to destroy it," said Chief Parker, Grand Traverse Metro Fire Department.

Since the former Horizon Outlet Mall is slated to be torn down to make way for a 14-screen multiplex movie theater, the owners have given the Grand Traverse Metro Fire Department the green light to use it to practice their firefighting skills.

Continued to Page 3

## Message from Chief Patrick J. Parker



I hope all are enjoying the summer now that it is finally here. It's been a busy one and thanks for everyone's hard work and dedication to customer service! The burning question around here is, "The consulting study is done, so now what?" I hope with this article I can give you some answers.

First of all, read it! It can be found online on our web site. I would be interested in everyone's comments. If you find some inaccuracies in the report, let me know. I have read it about 4 times now and have a direction in my mind. I first need to hear from our Authority Board on their thoughts. I will be giving them a verbal narrative at the July Board meeting of my thoughts as well as the other two chiefs. Hopefully as our governing board, they can give us some direction on how to proceed. One highlight is that the consultants validate that we along with the City are doing a commendable job in delivering services to our constituents. Like any consulting report that I've read, there are some efficiencies that can be gained by putting two organizations together. Putting Traverse City together with Metro would be complex due to governance, delivery models, and culture. The report points to no real short term savings, but in the long run they feel that it would be beneficial. In the short term, the report suggests that we work together on some shared

services such as purchasing, training, fire prevention, and special operations teams. Some we already do, others we should sit down and talk. So did the report tell us anything glaring or new? Not really, but it did verify what we already had been thinking.

How does this affect you our citizens and members? Nothing will change in the short term. After our board gives us some direction, we will communicate that with everyone and come up with a plan. Do I see a full blown merger in the near future, no I don't. Do I see some more cooperative services, yes. The burning question that I ask myself, is this good for our citizens? As the talks continue, I will make sure we let all know about it.

Until next time, Be Safe Out There and Thank you!

**Chief Parker**

<http://www.gtmetrofire.org/wordpress/uploaded-resources/pdf/Grand-Traverse-Metro-Fire-Traverse-City-Fire-Final-Report.pdf>

## Congratulations to Curt Holliday and his wife Sandy for celebrating their 50th Wedding Anniversary.



Curt Holliday works part-time in Administration where he works on our Cost Recovery Program and Safehood Neighborhood Smoke Detector Program. He spent over 20+ years on Station 11 retiring as a Captain, and back in the days when we were known as "Red 11" and "Red 1", he was the Asst Chief of Red 1. He also spent over 10 years as an Emergency 911 Dispatcher.

Curt and Sandy are the parents of Capt. Troy Holliday with Station 12, who is very proud of his parents and for being such great role models.



## Training...

"We're actually going to open up the roof here in many spots, we don't get a chance to do that so often we're working on wood and shingle roofs, this is metal roof so its going to be like opening up a tin can, its gonna be a little more work for the truck companies but great opportunity for us," said Chief Parker.

Some of the training includes breaking through walls to practice a quick getaway, if it needed to be done in the future, but that's not all they're training for.

"Today we're working on the alarm and sprinkler systems so our firefighters are getting an opportunity to see how sprinkler systems work, how the alarms work, how the risers work, all the valving," said Chief Parker.



It's a valuable opportunity for all of the firefighters whose time of service ranges from two months to 20 years.

"You're seeing a lot of smiles on our firefighters, so they're learning but they're also having a lot of fun and when you have fun when you train you remember that," said Chief Parker.

Next week, the building will be lit on fire for more real-world firefighter training and expect to wrap it all up next week as well.



## Grillin' With Gusto

Contributed by: Beth Pryde, GT Metro Wellness Coordinator

Summer and grilling go hand in hand. It is one of the things about summer that I and many others look forward to. Fresh meat and veggies char-grilled...What could taste better right?

Take the "Char" out of the equation and grilling can be just as tasty and a lot healthier too. The problem with "Char" is, just like in any kind of fire; where there is smoke, flame, and blackening there is also toxic chemical production and Carcinogenic chemicals (to be referred to as CCC's, Cancer Causing Chemicals, in the remainder of this article) that result in the high heat and burning environment. Grill = Contained Fire = CCC production. Time and temperature are the key elements that contribute to the creation of these harmful chemicals. In limited quantities, our bodies can manage them. But if grilling or cooking at high temperatures, such as broiling, is a staple of your food preparation then you may be getting higher levels of these CCC's than your body can manage and be increasing your risk for many types of cancers.



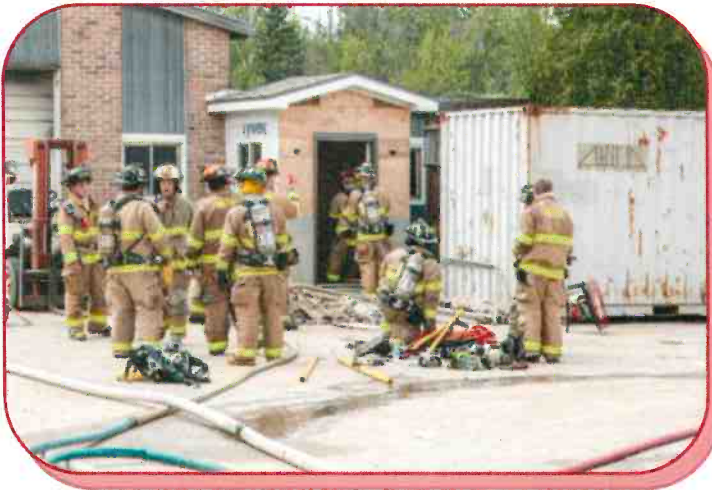
So let's look at several ways to decrease the production of the CCC's while grilling and still enjoying the taste, nutrition and healthy qualities of the food we eat.

1. Reduce the time and temperature exposure.
  - ☞Pre or Par cook your protein and finish it on the grill
  - ☞Avoid blackening or charring
  - ☞Make grilling protein sizes smaller
  - ☞Flip frequently
  - ☞Choose lower fat proteins, i.e. fish, chicken, seafood, LF beef (the fat drippings create flame and charring)
2. Marinate your protein (may decrease CCC formation up to 92-99%)
  - ☞Low-fat or fat-free marinades have less drippings
  - ☞Many marinade ingredients have anti-oxidant qualities to combat ingested CCC's  
i.e. citrus, onions, garlic, wines, vinegars, honey, ginger, turmeric, rosemary
3. Grill more vegetables and fruits (don't forget the onions and mushrooms too)
  - ☞CCC's don't form on them
  - ☞Skewer them with your protein(s) of choice for a combo of flavor and anti-oxidant boost  
(don't be shy to try the fruits: peaches, pineapple, plums, papaya, mangos, bananas)
  - ☞High anti-oxidant and fiber content create huge health benefits to your meal (make a meal of them)
4. Avoid Charcoal lighter fluid or self starting briquettes (they leave residue of toxic chemicals on food when flame flares).
  - ☞Use a chimney lighter with newspaper starter or gas grill to minimize accelerant toxin exposure to food

Grilling is fun, social and can be healthy too. Making a few modifications to your BBQ routine will open up ways to try new foods, taste different combinations and most importantly decrease your risk of exposure to known Cancer Causing Chemicals. So enjoy your summer, enjoy your grill, and enjoy the recipes that follow.

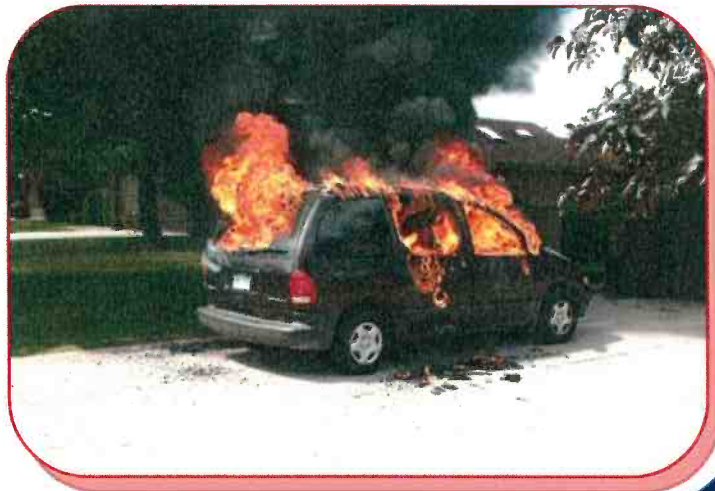
### Metro Fire Hot Shots —

Right: Engine 9, Truck 1, Tanker 1 and Chief Flynn responded to an RV fire next door to our own Lt. Tim Newton's house. Quick Response!



Left:  
Commercial fire at Smith Bros. Leasing on Cass Rd. A quick response and fire attack extinguished fire quickly.

Right: Crews from Station 1 and 11 responded to a working vehicle fire next to a residence on Hammond Road near Garfield Road.





GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY  
TRAINING ANNOUNCEMENT

**MEDICAL**

Monday Aug 4, 2014

Diabetic Emergencies (CEU avail.)  
Station 8 @ 1900

Wednesday Aug 6, 2014

Special Programs (1L, 2P)  
Station 11 @ 1900

\*Color indicates Scheduled Shift Color

**FIRE**

Aug 12-13-14, 2014

HazMat Tech—Detection/Instrumentation  
Duty Shift Training

Monday Aug 18, 2014

Utility Awareness  
Station 8 @ 1900

Wednesday Aug 20, 2014

Water Supply  
Station 9 @ 1900

2014 Call Statistics  
January-June  
By Station

2263 Total Incidents



GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

897 Parsons Rd  
Traverse City, MI 49686  
Phone: (231) 947-3000  
Fax: (231) 947-8728  
Website: [www.gtmetofire.org](http://www.gtmetofire.org)

We are on the web!  
[WWW.GTMETROFIRE.ORG](http://WWW.GTMETROFIRE.ORG)



Or Like us on Facebook...  
[Grand Traverse Metro Emergency Services Authority](http://Grand Traverse Metro Emergency Services Authority)



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF NATURAL RESOURCES  
LANSING



KEITH CREAGH  
DIRECTOR

July 15, 2014

Dear Concerned Citizen:

Thank you for your interest regarding public shooting areas. As a follow-up to our latest public meeting, June 24<sup>th</sup> at the Civic Center, we are providing you the minutes of that meeting.

We welcome your continued comments, ideas and offers to help. At the end of the month, after reviewing public feedback, we plan to move forward in the first steps toward providing a safe, convenient and compatible shooting area.

Please direct your email comments to Bill Sterrett at [sterrettw@michigan.gov](mailto:sterrettw@michigan.gov) or you may send your written comments to the Traverse City Field Office 970 Emerson Road Traverse City MI 49696.

Thank you for your time and consideration,

Bill Sterrett, Western Lower Peninsula  
District Supervisor  
Forest Resources Division/DNR

# Shooting Area Public Meeting Minutes

Traverse City Civic Center

Tuesday, June 24, 2014 6:30 to 9:00p.m.

**Attendance:** 54 public, 10 Department of Natural Resources (DNR) employees and 3 media. Total 67.

**Ada Takacs** welcomed everyone, reviewed the ground rules for the evening including cell phones off, bathroom locations and the process to make comments.

Purpose of the evening is to share with the public what the DNR has researched, present options, take public comment for suggestions on potential solutions, invite participation/partnerships.

**Bill Sterrett** re-capped the first meeting held in May of 2013. Items that were discussed: posted shooting hours, safety, access, growth of the valley with neighbors now closer to the range. Hoosier Valley has been a long-standing informal shooting area but perhaps the community has out grown that area.

After the May 2013 meeting Land Use orders were put in place, hours of operations were posted and things seemed to quiet down including the litter issues.

It was realized by the DNR that there was a real interest in providing a safe and accessible location to shoot and that was the catalyst for tonight's meeting.

**Dave Lemmien** Unit Manager for the Traverse City Field Office presented the 3 potential locations:

## Alternative Locations for Hoosier Valley Shooting Area

### Site #1 (Sites 1A and 1B)

Grand Traverse County

Blair Township, T26N R11W Section 24 SW

This location is 2-3 miles from the original Hoosier Valley site. There a couple of natural openings along the county seasonal road that we might be able to take advantage of otherwise we would be looking at utilizing a low quality northern hardwood site and/or young aspen stands. This particular stretch borders a large swamp complex and shooting direction would more than likely be toward/into the swamp.

Considerations:

- Close Proximity to original site
- Over a mile in distance to nearest resident

- Shooting direction would be into the swamp thus the swamp would absorb the sound
- Shooting should/would not disturb any non-hunting recreational activity due to the swamp
- Close proximity to a potential partner (Kingsley Sportsmen Club)
- County road not plowed up to this particular site
- May disturb hunting activity in the Fall
- May disturb wildlife activity due to the noise in close proximity to deer yard area and grassy openings maintained by Wildlife Division.

Committee Review:

These sites are the closest to the existing shooting area and in close proximity to the Kingsley Sportsman's Club Range but still possibly too close to local subdivisions and residences. Depth to water table may be quite shallow and may hamper range development, especially on parcel to the southeast. It is a possibility to consider.

## Site #2

Grand Traverse County

Whitewater Township, T27N R9W Section 33

This location is more in the middle of a large block of State Ownership. This area is upland that consists mainly of natural red, white and jack pine as well as oak and aspen. There are recreational trails in the vicinity. Access will be off of Williamsburg Road which is plowed in the winter months.

Considerations:

- Easy access from a paved county road
- Short distance from Traverse City and Kalkaska County
- In the middle of State Ownership
- Approximately 1 mile from a resident
- North Country Trail is in the vicinity and may need to be relocated
- Designated snowmobile trail approximately 1/2 mile away
- May disturb non-hunting and hunting recreational uses throughout the year

Committee Review:

The site offers seclusion from residential areas and is still fairly close to Traverse City and population centers as well as offering year-round access. The site itself is all upland. Of all sites reviewed, the committee felt this was the best choice based on access, limiting potential conflict with other uses and overall site condition and location.

## Site #3

Grand Traverse County

Fife Lake Township, T25N R9W Section 27

Site #3 is in the southeast corner of Grand Traverse County and just a few miles south of Fife Lake right along US-131. The area is upland, flat and dominated by pine types. Fife Lake Township is

approximately 45% in State Ownership with the State Land concentrated in the south half of the township. This potential site is toward the middle of this State Ownership concentration. The site would be between an active railroad to the west and US-131 to the east and M-113 to the south.

Considerations:

- Approximately 1 mile to the nearest resident
- Large block of State Ownership
- Access would be off of a State highway
- Relatively close to a potential partner (Kingsley Sportsmen Club)
- Relatively close to multiple designated recreational trails (ORV, snowmobile, horse trail and North County Trail)
- May disturb non-hunting recreational uses
- If access is from US-131 may need a MDOT permit

Committee Review:

It was felt this may be too far from the Traverse City area and local interest groups but the site itself has development potential.

**Dennis Fox** reviewed the 6 ranges the DNR have in place at this time. What type of range does the public want? 200 yards, 600 yards, sporting clays? The bigger the range the more elaborate the more the range will cost. Will need to apply for Pittman Robinson Funds, NR Trust Fund \$300,000 cap. NRA Public Range Grant \$25,000 cap Game and Fish dollars, Straight up General Fund monies, and private donations/Gifts etc. Timetable will depend on the type of range the more infrastructure the longer it will take. Example: Dansville shutdown range due to safety reasons Trust fund grant approval April 2011 approved December 2011 shovel ready May 2014. Simple ranges not as much money and potential construction next spring. When Pittman Robinson/Trust Fund monies are used the facility must be ADA accessible.

**Tim Schreiner** Parks and Recreation invited partnerships, interested individuals and groups to join with the DNR to develop the range.

**Ada Takas** recapped the evening then asked for public comments but asked participants to please not re-hash issues from the prior meeting but to look for solutions. Please be respectful of time speaking so that everyone that wants to speak will have time. Written comment can also be submitted.

1. Could there be more than one new location sites?
2. Could there be Hoosier Valley and an additional site?
3. Can this new range be done in stages? Dennis Fox stated that yes the range can be developed in stages.
4. Could there be a long range location?
5. Which location would be less bother to residents ? #2 and # 3 are in the heart of state land that would not be developed.
6. Is it realistic to think the state would build a shooting Range? Yes, it is very realistic.

7. Gentlemen stated that he would like an informal safe shooting range that would be hassle free and not upset the neighbors.
8. Parking is an issue in all locations including the Hoosier Valley location.
9. Pistol range, 200 yard range would be a given, 600 yard fire line would be outstanding if possible.
10. What about snowplowing the roads on the alternative locations? David Lemmien responded that at this point the county road commission had not been contacted regarding snowplowing.
11. What about partnering with the county?
12. High population areas where the ranges are now what have you done to reduce the noise? Dennis Fox responded that a Sound Engineer can draw up the plans to reduce noise. Can build an enclosed structure but that does not sound like what the public wants in Grand Traverse area.
13. Good idea for a safe range with parking and 200-600 yard informal keeping the cost down.
14. Trash in the past has been a problem but in the last year we have had volunteer groups and individuals that have helped keep the Hoosier Valley area clean.
15. What about having a long range at the end of a dead end road on state land? You could close the last half mile of road and that can be your range.
16. Where are the informal ranges in Benzie county?
17. Union Township supervisor reported that state land in Union Township is up to 73%. Only 20 parcels of private lands have been developed. There is no internet or natural gas in Union Township so growth is slow. Ranges can be built if we all work together towards the goal. Don't be afraid to help. Get involved.
18. Hoosier Valley is a great place we need to just fix it up a bit and be respectful of others.
19. Residents want a Range, get behind the DNR and help make it happen. Manpower to help out trash pickup, get behind the goal and enjoy the experience.
20. Hoosier Valley is a Tradition
21. If Hoosier Valley is closed down there will be less people out there and more trash will be dumped then is now. Shingles, Refrigerators, TV's, etc.
22. Keep Hoosier Valley open and open an additional Range.
23. Gun owners want to fix the issue.
24. Live in the subdivision and it is ongoing noise day in and day out. Never stops.
25. Hoosier Valley is not safe.
26. Would like to go and shoot do not want to bother anyone and do not want to be harassed while out there. Too much of a hassle to go out to Hoosier anymore.
27. Live right behind Gauthier's Archery and the noise from the concerts at the Fairgrounds is unbelievable. Possible to plant trees and/or doze a few hills to lessen the noise.
28. Visited Bill Moritz in Lansing tried to discuss the Land use Rules which I believe were not legal due to how the reasoning for their enactment was worded, requested opening an official Range, Hoosier must stay open for tradition; you are just moving the problem to another neighborhood. Land belongs to the citizens.
29. Open a new range out on Reynolds Road?
30. How many complaints have there been?

31. Has there ever been a reported injury at Hoosier? (none reported)
32. Do not reward people for complaining, come up with a solution.
33. Go someplace where it works for all shooters.
34. 15 rounds is a problem, most magazines hold more
35. Resident that lives by the Range stated that the trash this year was way down.
36. Adopt a Forest Program works well
37. Should remove the word alternative from the paperwork.
38. Safety is an issue

**Bill Sterrett** recapped based on comment at public hearing:

Keep it simple, inexpensive, not looking for an elaborate range. It should be safe, have good parking and accommodate a pistol range, 200 yard rifle and if possible, a 600 yard range. Shooting enthusiasts want to have a place where they will not be harassed and where they will have a safe, convenient place to shoot without danger that someday someone will want the range moved yet again. It needs to have clearly posted rules that are easy to follow that everyone abides by. Build the range in stages and have the ability to add on as demand dictates.

Consider pistol Range at Hoosier only

Support having an area to shoot away from Subdivisions, County roads and Power lines.

Come to the table with what you want in a Range 200, 400, and 600 yards

Keep Hoosier open until other range is ready

Safe area where people can target shoot

A place to shoot not bother others and not be hassled by others.

Anyone who asks will have a copy of the map presentation made available to them

Keep Hoosier there for tradition

Magazine capacity should be increased beyond the current 15 round max

Build for sound reduction

Public help and stake-holder involvement sought, Sportsmen's groups, business, neighbors.

Consider multiple ranges and locations

**What is next?**

**Bill Sterrett:** possibly another public meeting when a course of action is decided. Copies of tonight's meeting minutes will be sent to anyone interested and those on the contact list.

The DNR embraces the concept of a new range and that the current informal ranges remain open until such time a better opportunity for shooters is realized. It is time to build a "Range" in Northern Michigan

Show of hands for each area that was presented tonight?

1A & 1B 08

# 2 13

# 3 05

Is anyone opposed to any of the alternatives? (no hands were raised)

Meeting adjourned at 8:15 p.m.

DNR staff was available after the meeting for further comments and questions which lasted until 9 p.m.

Minutes: Dawn Willman



**Jay Zollinger**

---

**From:** Marcie Timmins <sticksnstonez@gmail.com>  
**Sent:** Wednesday, July 30, 2014 12:29 PM  
**To:** DEQfrackingRuleS@Michigan.gov  
**Subject:** Acme Township request

Acme Township

July 29, 2014

6042 Acme Road  
Williamsburg, MI 49690  
E-mail ask@acmetownship.org  
Phone (231) 938-1350

DEQ- Office of Oil, Gas and mineral

Re: Changes to the oil and gas operations

To whom it may Concern:

The Acme Townships Board of Trustees was recently made aware of the proposed changes to the oil and gas operation rules. They respectfully request a 30 day extension to better review and educate themselves on the facts before offering up comments on this important issue. Understanding the need to support new business within the State, but also having an eye on protecting the safety and health of township citizens and environment creates a need for balance that the Board feels requires more time than the designated comment period.

Thank you for your consideration in this matter. If you have any questions please feel free to contact myself, Marcie Timmins 231-645-2206 or the Township supervisor Jay Zollinger 231-938-1350

Sincerely,

Marcie Timmins

Acme Township Planning Commission &

Park and Recreation Committee Chair



**ACME TOWNSHIP BOARD MEETING  
ACME TOWNSHIP HALL  
6042 Acme Road, Williamsburg MI 49690  
Tuesday, July 1, 2014, 7:00 p.m.**

**CALL TO ORDER WITH PLEDGE OF ALLEGIANCE AT 7:01 P.M.**

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

**A. LIMITED PUBLIC COMMENT: None**

**APPROVAL OF AGENDA:**

**Motion by White, seconded by Jenema, to approve the agenda with the addition of the Ethics and procedures under Old Business # 4, Motion carried by unanimous roll call vote.**

**B. INQUIRY AS TO CONFLICTS OF INTEREST: None Noted**

**C. 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:**

1. **Treasurer's Report**
2. **Clerk's Report and Balance Sheet**
3. **Draft Unapproved Meeting Minutes:**
  - a. **Planning Commission 06/09/14**
  - b. **Zoning Board of Appeals 06/12/14**
4. **Parks and Maintenance Report - Henkel**
5. **Planning & Zoning Report – Lennox**
6. **Memo from The Watershed Center dated 6/16/14 re Bayside Park E. Coli Investigation results**

**2. ACTION – Consider approval:**

1. **Township Board Special meeting minutes of 06/12/14 and Regular 06/03/14**
2. **Accounts Payable Prepaid of \$2,700.78 and Current to be approved of \$43,949.84 (Recommend approval: Cathy Dye, Clerk)**

Scott asked for the special meeting minutes of 6/12/14 to be removed, Jenema the Parks & Recreation Report and the Watershed Investigation results, Aukerman asked for the 6/3/14 Board meeting to be removed, and from the public a request for the ZBA minutes from 6/12/14.

**Motion by Jenema, seconded by Scott to approve the consent calendar with the following removed for discussion**

- **6/3/14 and 6/12/14 Board meeting minutes**
- **Parks & Maintenance Report**
- **Watershed Center investigation results**
- **6/12/14 ZBA minutes**

**Motion carried by unanimous roll call vote.**

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

Scott stated in the 6/12/14 meeting under New Business Item 2 “Potential Funds Allocations for Township fund balances”. He did not think the motion was clear as to what the amount of monies that went into the SAD districts and Acme water engineering project. Scott also commented that it was stated at the 6/12/14 meeting a question was asked on why he was not present and Scott referred to an email that was sent prior to the meeting stating that he would be working and unable to attend. He wanted it to be made clear that he was working.

**Motion by Scott, seconded by Jenema to table the 6/12/14 minutes so that the minutes can be corrected and presented at the August meeting for approval. Motion carried by unanimous vote.**

Jenema referred to the Parks & Maintenance memo dated 6/24/14. She asked if Henkel had a schedule for beach grooming. In his memo he states that the areas have been prepped for grooming. Jenema would hope that this could be done with the 4<sup>th</sup> of July coming up. Discussion.

**Motion by Jenema, seconded by Dye to approve the Parks & Maintenance report as presented. Motion carried by unanimous vote.**

Jenema questioned what the Bayside Park E.coli investigation actually found. She was rather disappointed in the report. Jenema did not find any suggestions for improvement.

**Motion by Dye, seconded by LaPointe to approve the Watershed Bayside Park e-coli investigation results as presented. Motion carried by unanimous vote.**

Aukerman questioned the 6/3/14 minutes under Public Hearings Item #4 Resolution # R-2014-18. Motion by Scott did not reflect if one is being compensated from another entity, such as Fire Board, a trustee would not also get paid by the Township.

**Motion by Scott, seconded by White, to approve the 6/3/14 minutes with the correction to Item # 4 under Public Hearings. Motion carried by unanimous vote.**

B. Kelley, asked for the ZBA minutes of 6/12/14 to be removed. He had a few corrections. Zollinger stated that ZBA first had to review them. Minutes were tabled for now.

**Motion by Scott, seconded by Aukerman to table the ZBA 6/12/14 minutes until approval from the ZBA first. Motion carried by unanimous vote.**

**E SPECIAL PRESENTATIONS/DISCUSSIONS: None**

**F. REPORTS: Received and filed**

**1. Sheriff’s Report – Deputy: Ken Chubb**

C.Walter, Bates Road, asked for the “Speeding Trailer” to be set up on Bates Road as “Horses by the Bay” is in full operation.

**2. County Commissioner’s Report – Larry Inman:**

**3. Road commission report-Bill Mouser**

Zollinger stated that the recent repairs on Hawley Road were around \$70,000.00 and Angell Road \$20,000.00.

**G. CORRESPONDENCE: None**

**H. PUBLIC HEARING: None**

**I. NEW BUSINESS:**

**1. Appointments to Planning Commission and Advisories**

Zollinger prepared a memo of his recommendations for the Planning Commission and advisories.

Wentzloff and Feringa are reappointments and will serve to 2017. Max Binkley is the new appointment

replacing Bob Carstens, and he also will serve until 2017. Jim Maitland will serve out the term of Bob Hopkins, who passed away in January of 2014. Maitland's ZBA appointment will expire in 2015.

**Motion by Jenema, seconded by Aukerman, to approve the recommendations as presented. Motion carried by unanimous vote.**

**2. Presentation of Sewer Review – Clyde Johnson/Gosling Czubak**

Clyde Johnson, Gosling Czubak, reviewed the Master Sanitary Sewer Study Phase I. Johnson stated there are two components to evaluating a sanitary sewer system; the first is examining the infrastructure and determining capacities of the pipes and pump stations. The second is examining the usage distribution and placing usage in the appropriate position on the appropriate line. Zollinger wanted the Board to be aware of the current situation as this is the first time we have looked into this issue. Discussion followed.

**3. Blue Water Trail Resolution/ Signs**

Timmons Chair of the Parks & Rec advisory was present to address any issues or concerns. She said the following locations in Acme Township will be supported by the Blue Water Trail, Bunkerhill Rd at U.S. 31, Bayside Park, Saylor Park Boat Launch. The trail will be open to the public use for a minimum of 10 consecutive years, access points must be open to the public use, designed, constructed and maintain according to the best management practices and the trail is in compliance with land use plans and environmental issues.

Timmons also talked about signage for the trails. We do not have to implement tonight. Timmons will be meeting with the conservancy in August with Jennifer Jay for a full review of what is available. There are small signs stating "Entrance" or "Exit" that range in price from \$100-\$150. Timmons said that the Parks & Rec advisory have monies in the Saylor Park Boat Launch fund for signs and will be using those monies to begin with.

**Motion by Scott, seconded by Jenema, to approve Resolution # R-2014-23 showing support of the Blue Water Trail – Chain of Lakes Water Trail. Motion carried by unanimous vote.**

**4. Approval of Horse Sports Park Special Use Permit 3014-07**

Lennox, Township Zoning Administrator, was present to review the Horse Sports Special Use Permit. The request by Special use permit would allow for weddings, birthday parties and other similar events. The Planning Commission recommended approval with eight conditions.

- Signage shall meet all of the requirements of the sign provisions, with variance
- Applicant may hold not more than 12 events for which applicant receives any form of compensation per calendar year
- Any function will cease operation by 11:30 p.m. If music is involved during the event the music will cease by 10:30 p.m.
- Food preparation will be done off-site or in Flint fields commercial kitchen
- Tents, chairs, tables and portable toilets shall be removed no later than the following business day
- Power generators can be used, but the site plan should note where generator cannot be located based on a radius of 750' from adjacent homes.
- The township Zoning Administrator shall be notified at least two weeks in advance when an event will take place and confirm receipt of the notification back to Ms. Karin Flint, or any future property owner.
- Code related issues addressed by the Grand Traverse County Construction Code Department and MESA shall be satisfied prior to holding any event under this permit

**Motion by LaPointe, seconded by Scott, to approve Special Use Permit 2014-07 with eight conditions (listed above) and one modification to condition number three that music/voice amplifier sound system stops at 10:30 pm. Motion carried by unanimous vote.**

**5. Consumers Power Upgrade Project Fall of 2014 in Acme Township**

Zollinger reviewed a Consumers Power Upgrade project slated for the Fall of 2014. This will be a line up

grade by Consumers: Project Boardman to Acme HVD line. Work will follow existing line and require some pole replacements with spans of about 350 feet. A public meeting will be held for those affected.

**6. Noxious weeds and unkept lawns/tall grass**

LaPointe had raised concerns about unkept lawns/tall grass in some commercial areas in the township. He has discussed it with Lennox, Zoning Administrator and she will draft an ordinance. LaPointe would like the Acme Business Association to review it and then back to the Board for review.

**7. Farmland Open Space Preservation 2014 Ballot language**

McDonough, Bourdages from the Grand Traverse Regional Land conservancy and Acme Township resident, John Zaloudek, were present to support the approval and resolution of the ballot language for the Farmland and Open Space preservation millage renewal in the November general election. Zaloudek will advocate with Acme electorate to vote “yes” on the ballot question. The proposal is to levy a property tax of up to 0.73 mills that would cost the owner of a home with a taxable value of \$100, 000.00, \$73.00 per . year.

White recused himself from voting as he has property in the next round of applications.

**Motion by Jenema, seconded by Aukerman, to approve Resolution # R-2014-24, adopting the Millage ballot language for the purchases of Farmland and Open Space Development rights. Motion carried by a roll call vote of 6 in favor (Aukerman, Dye, Jenema, LaPointe, Scott, Zollinger) and 1 abstaining (White)**

**J. OLD BUSINESS:**

**1. Status of possible New Township Community center/firehouse**

Ken Crawford, Acme Township resident and a member of the Acme study team looking into a new Township Hall/Community center/Firehouse read the draft progress report dated June 18, 2014. The Study team is requesting that the Board agree to allow the team to further investigate and return with possible options and finance models for Board consideration. Trustee, Scott, also felt it important to look into what could be done and the cost to the current building after the fire station has moved on.

**Motion by White, seconded by Scott to approve further studies regarding a new township hall/ Community center and firehouse. Motion carried by unanimous vote.**

**2. Discussion on Board meeting frequency**

Zollinger stated that there has been discussion about having two meetings; one could take care of the business of running the township; paying bills, approving minutes, resolutions, etc. and the second meeting could be study sessions. Scott stated he had major concerns with having two meetings. His first question was “What have we missed doing or paying?” Dye commented that we have not missed paying anything but what we have missed is study sessions. Study sessions where time is not an issue and there is time for thoughtful deliberation. LaPointe stated he would prefer two monthly meetings lasting two hours or less. Discussion followed.

T. Phillips, 2986 Wild Juniper Trails, commented that he was one that wanted to see two meetings thinking it would help Scott out.

**Motion by Scott, seconded by White, to maintain the monthly meeting schedule as is, one a month. Motion failed by a roll call vote of 2 in favor (Scott, White) and 5 opposed (Aukerman, Dye, Jenema, LaPointe, Zollinger)**

Additional discussion followed. Jocks stated that a resolution would have to be drawn up stating the change in meeting schedules. No changes until the resolution is approved.

**Motion by LaPointe, seconded by Dye, for staff to draft up a resolution for a potential second meeting to be discussed and voted on at the next meeting. Motion carried by a roll call vote of 5 in favor (Aukerman, Dye, Jenema, LaPointe, Zollinger) and 2 opposing (Scott, White)**

**3. Discussion on video taping of Board meetings**

B. Kelley, a township resident volunteered to gather information on various ways and cost to video tape Board/PC meetings. He will present at a later date.

**4. Ethics and Procedures**

Dye recently sent out a email with some procedures for conducting a meeting. She is looking for input from the Board and then having a study session.

Scott suggested a motion to have a special meeting to approve current bills and also a work session on ethics and procedures. Discussion followed.

P. Runhaug, expressed displeasure with Zollinger, not being “fair minded” about setting a date for a second meeting.

**Motion by Scott, seconded by Dye to set a date for an additional July meeting. Motion carried by a roll call vote of 5 in favor (Aukerman, Dye, Jenema, LaPointe, Scott) and 2 opposing (White, Zollinger)**

Following additional discussion a date of Tuesday, July 22, at 6:30, for a special Board meeting was set. The two items on the agenda will be checks to be approved and work session on ethics procedures.

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

**Adjourn at 10:35 p.m**



**ACME TOWNSHIP SPECIAL BOARD MEETING**  
**ACME TOWNSHIP HALL**  
**6042 Acme Road, Williamsburg MI 49690**  
**Thursday, July 22, 2014, 7:00 p.m.**

**MEETING CALLED TO ORDER WITH THE PLEDGE OF ALLEGIANCE AT 7:00 p.m.**

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

**A. LIMITED PUBLIC COMMENT:**

B.Kelley, 4893 Ridge Crest, thanked Dye for getting the information together on ethics and procedures. He expressed concerns about the special meetings, timely postings on our website and written public comments (Copy attached to minutes)

M. Timmins, 4261 Bartlett Rd, also a Planning Commissioner, stated that at the July 14, 2014, PC meeting she was appointed to attend a meeting with DEQ regarding Fracking regulations. DEQ is considering changing regulations on oil and gas operations. Timmins asked the Board for permission to attend and any concerns or issues the Board would like her to address. Discussion followed.

**Motion by Scott to have Timmins ask for an extension of 30-60 days so that she may gather more data to present. Seconded by Aukerman. Motion carried by a roll call vote of 6 in favor (Aukerman, Dye, Jenema, LaPointe, Scott) and 1 opposing (White)**

**APPROVAL OF AGENDA:**

**Motion by Scott, seconded by LaPointe to approve the agenda as presented. Motion carried by unanimous roll call vote.**

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

**D. 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. ACTION – Consider approval:**

**1. Accounts Payable Prepaid \$1,803.40 and Current \$32,347.48 to be approved (Recommend approval: Cathy Dye, Clerk**

**Motion by LaPointe, seconded by Jenema to approve the consent calendar as presented. Motion carried by unanimous roll call vote.**

**E. OLD BUSINESS:**

**1. Approval of Resolution to loan to Farmland to close farmland deal**

Bourdages from the Grand Traverse Regional Land Conservancy (GTRLC) stated that GTRLC has a grant from the Clean Michigan Initiative program of the Michigan Dept of Environmental Quality(MDEQ). Permission has been granted to use the remainder for the Sayler PDR project. The total amount of grant funds remaining and approved for Sayler is approximately \$161,000. The remainder of the Sayler project will be funded by a grant from American Farmland Trust for \$55,000 and the rest from Acme Township. The Clean Michigan Initiative program grant requires that we retain \$10,000 of the grant total until the final report is accepted by the MDEQ, typically between 60 and 90 days after closing. The GTRLC is requesting that Acme Township cover that \$10,000 at the Sayler closing, with reimbursement of funds as soon as GTRLC

receives its final reimbursement between 60 and 90 days after closing.

**Motion by LaPointe, seconded by Scott to approve Resolution R # 2014-25 as presented. Motion carried by unanimous roll call vote.**

**2. Approval Signature on Lautner Road agreement with Grand Traverse County Road Commission**

Zollinger said that Lautner Road is under the jurisdiction of the Road Commission and the township is requesting improvements from approximately M-72 to Bunker Hill. The funding for this project will come from the Grand Traverse Band of Ottawa and Chippewa Indians. Zollinger is seeking permission from the Board to sign the agreement.

**Motion by LaPointe, seconded by Scott to allow Zollinger to sign the agreement with GTRC for road improvements to Lautner Road. Motion carried by unanimous vote.**

**3. Ethics and Procedures**

Dye presented a Resolution for Code of Ethics for Acme Township. LaPointe and Scott were in agreement that this document had to do more with the offices of Treasury, Clerk and Supervisor. Scott pointed out two corrections in items # 9 under "A" section, Acme was misspelled and the wording "Peninsula" should be replaced with Acme. Discussion followed with additional corrections made.

**Motion by LaPointe, seconded by Scott to approve Resolution R # 2014-26 Acme Township Code of Ethics with the corrections noted. Motion carried by unanimous vote.**

**Rules of Procedures Draft**

Dye said we will skip the second meeting notes for now and go page by page in the document. Discussion followed.

**Recess from 8:35 p.m. – 8:40 p.m.**

**Resumed the meeting at 8:40 p.m.**

**Motion by Scott, seconded by LaPointe to continue meeting until 9:00 p.m. Motion carried by unanimous vote.**

Discussion continued until adjournment. This item will carry over to the August meeting.

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

**ADJOURN AT 9:00 pm**



From: Brian Kelley, Acme Township resident  
To: Acme Board of Trustees  
July 22, 2014

Good evening

Thanks to Cathy Dye for pulling together these materials on procedures and ethics. I think it will be good to bring better definition to these topics. After reviewing them, I have a few suggestions.

### Second Meeting

If a Second monthly meeting will be regularly scheduled, the evening would likely be better than daytime for most of the public.

### Agenda Additions

For a Second monthly meeting, a policy of not adding anything to the meeting agenda at the last minute would be appreciated. People should be able to make a decision on whether to attend based on the agenda, and they should not be surprised by late additions. For the Regular meeting, agenda additions are fairly common, so that should not be necessary for the Second meeting. If there is an emergency, call an emergency meeting.

### Meeting Notifications

The web is a critical mechanism for modern communication. It should be a key part of our notification strategy. The current document makes little, if any, mention of the web for notification of meeting times. Posting notifications on the township website should be incorporated into the formal notification process.

Recently we have had two cases where notices of hearings were published in the Record Eagle but they were not posted on the Acme website calendar. The process needs to be improved so this does not occur in the future.

Also, we should formalize that meeting notifications will go out to the public as soon as possible. Sometimes the date of a meeting is known weeks in advance, but the addition of the meeting to the calendar is delayed until the last possible moment. This seems to happen frequently. Acme needs to do a better job of getting the word out to our community as soon as possible, and that process needs improvement and better definition.

## Public - Written Statements

The Procedure Draft document states that written statements must be submitted before the start of the meeting. It is not clear what the intent of that rule is. It seems that it would discourage written statements, or thoughtful public comments.

The public does not have much time to attend Acme township meetings. I often only have time to chicken scratch my written notes and public comments, and then type them up later to make it easier for the Secretary to accurately incorporate them into the minutes. Other times I learn something at the meeting that makes me alter my planned public comments. I like to make those changes to the written version before submitting them.

It is important to include public statements and written correspondence in the record, and it should not be mandatory to submit those before the start of the meeting.

## Conflicts of Interest

The section on Conflicts of Interest focuses primarily on relationships that would necessitate recusal of an official from township matters. It specifies family relationships that are fairly direct connections.

I believe another standard should be added to the document for less direct connections that may create perceptions of a conflict of interest. Those would include social relationships, and extended family. Even the mere appearance of possible conflict is very important.

If I hire an agent to negotiate a contract on my behalf, I would expect them to disclose *any* relationship with the other party. That could be a social relationship - golf buddies. Or distant family - a cousin, or in-law. Those cases are not covered in the current draft, but they should be. When it is township government conducting business on behalf of the public, the standards of disclosure and conduct must be very high.

Thank you,

Brian Kelley

Check Register Report

PREPAID

Date: 08/06/2014

Time: 4:05 pm

Page: 1

Acme Township

BANK: CHASE BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>CHASE BANK Checks</b>							
22696	07/28/2014	Printed		0000000360	ACME TOWNSHIP	RESOLUTION R2014-29 FRM SEPTAG	10,000.00
22697	07/28/2014	Printed		0000002900	CHERRYLAND RURAL ELECTRIC	ELECTRIC	496.17
22698	07/28/2014	Printed		0000003300	CONSUMERS ENERGY	ELECTRIC	836.41
22699	07/28/2014	Printed		0000025590	MCI	PHONE	27.89
22700	07/28/2014	Printed		0000025000	WASTE MANAGEMENT	GARBAGE	592.96

**Total Checks: 5** **Checks Total (excluding void checks): 11,953.43**

**Total Payments: 5** **Bank Total (excluding void checks): 11,953.43**

**Total Payments: 5** **Grand Total (excluding void checks): 11,953.43**

**Edit List of Invoices - Detail w/GL**

TO BE APPROVED

Date: 08/06/2014

Time: 4:20 pm

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Acme Township

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check		
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount
13702	ACE HARDWARE	07/31/2014	CHASE	SUPPLIES		254.01
	734 WEST FRONT STREET	08/13/2014	N			
0000000300	TRAVERSE CITY	07/31/2014	N	N		0.00
	MI 49684	07/31/2014	0.00	0		0.00
	<Emailing Stub Disabled>	07/31/2014				254.01

GL Number	Account Name	Pay Amount	Relieve Amount
209-000-930.000	REPAIRS & MAINT	32.79	0.00
101-265-930.000	REPAIRS & MAINT	88.70	0.00
101-750-930.000	REPAIRS & MAINT	132.52	0.00
Distribution Total		254.01	0.00

Vendor Total: 254.01

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		Gross Amount
13694	ACME TOWNSHIP	06/30/2014	FARM	CORRECTION TO CK 22626		30.00
	P O BOX 434	08/13/2014	N			
0000000360	ACME	07/28/2014	N	N		0.00
	MI 49610	07/28/2014	0.00	0		0.00
	<Emailing Stub Disabled>	07/28/2014		CORRECT CK 22626 PINTE		30.00

GL Number	Account Name	Pay Amount	Relieve Amount
225-000-202.000	ACCOUNTS PAYABLE	30.00	0.00
Distribution Total		30.00	0.00

Vendor Total: 30.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		Gross Amount
13705	B S & A SOFTWARE	08/01/2014	CHASE	ASSESSING SYSTEM- ANNUAL S		1,173.00
	14965 ABBEY LANE	08/13/2014	N			
0000002300	BATH	08/01/2014	N	N		0.00
	MI 48808	08/01/2014	0.00	0		0.00
	<Emailing Stub Disabled>	08/01/2014		096910		1,173.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-209-804.000	SOFTWARE SUPPORT & PROCESSING	1,173.00	0.00
Distribution Total		1,173.00	0.00

Vendor Total: 1,173.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		Gross Amount
13744	BALOG, CAROLYN	08/06/2014	CHASE	TRAINING/ELECTION		230.00
	3910 ARLINGTON DR	08/13/2014	N			
Z-BALOG	WILLIAMSBURG	08/06/2014	N	N		0.00
	MI 49690	08/06/2014	0.00	0		0.00
	<Emailing Stub Disabled>	08/06/2014				230.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	230.00	0.00
Distribution Total		230.00	0.00

Vendor Total: 230.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		Gross Amount
13720	BECKETT & RAEDER	06/30/2014	CHASE	PROFESSIONAL SERVICE JUNE		750.00
	535 WEST WILLIAM,SUITE 101	08/13/2014	N			
0000001660	ANN ARBOR	08/06/2014	N	N		0.00
	MI 48103	08/06/2014	0.00	0		0.00
	<Emailing Stub Disabled>	08/06/2014		2014-1252		750.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-410-803.001	PLANNING CONSULTANT	750.00	0.00

**Edit List of Invoices - Detail w/GL**

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Acme Township

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

Distribution Total					750.00	0.00
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	BECKETT & RAEDER	06/30/2014	CHASE	PLANNING SERVICES		
	535 WEST WILLIAM, SUITE 101	08/13/2014	N			976.01
13721	ANN ARBOR	08/06/2014	N	N		0.00
0000001660	MI 48103	08/06/2014	N	0		0.00
	<Emailing Stub Disabled>	08/06/2014	2014-1251			976.01

GL Number	Account Name	Pay Amount	Relieve Amount
101-410-803.001	PLANNING CONSULTANT	976.01	0.00
Distribution Total		976.01	0.00

Vendor Total: 1,726.01

	CHARTER COMMUNICATIONS	08/06/2014	CHASE	INTERNET/PHONE		
	PO BOX 3019	08/13/2014	N			324.58
13712	MILWAUKEE	08/06/2014	N	N		0.00
0000002875	WI 53201-3019	08/06/2014	N	0		0.00
	<Emailing Stub Disabled>	08/06/2014				324.58

GL Number	Account Name	Pay Amount	Relieve Amount
101-265-850.000	TELEPHONE	324.58	0.00
Distribution Total		324.58	0.00

Vendor Total: 324.58

	CINTAS CORP #729	07/29/2014	CHASE	RUGS		
	P.O BOX 630910	08/13/2014	N			43.12
13715	CINCINNATI	07/29/2014	N	N		0.00
0000002990	OH 45263-0910	07/29/2014	N	0		0.00
	<Emailing Stub Disabled>	07/29/2014	729675738			43.12

GL Number	Account Name	Pay Amount	Relieve Amount
101-265-930.000	REPAIRS & MAINT	43.12	0.00
Distribution Total		43.12	0.00

Vendor Total: 43.12

	CONSUMERS ENERGY	08/06/2014	CHASE	ELECTRIC		
		08/13/2014	N			562.42
13726	LANSING	08/06/2014	N	N		0.00
0000003300	MI 48937-0001	08/06/2014	N	0		0.00
	<Emailing Stub Disabled>	08/06/2014				562.42

GL Number	Account Name	Pay Amount	Relieve Amount
101-265-921.000	STREET LIGHTS	562.42	0.00
Distribution Total		562.42	0.00

Vendor Total: 562.42

	COOK, MELISSA	08/06/2014	CHASE	TRAINING/ELECTION		
		08/13/2014	N			212.50
13741		08/06/2014	N	N		0.00
COOK		08/06/2014	N	0		0.00
	<Emailing Stub Disabled>	08/06/2014				212.50

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	212.50	0.00

**Edit List of Invoices - Detail w/GL**

TO BE APPROVED

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Acme Township

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

Distribution Total					212.50	0.00
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Vendor Total: 212.50

13713	CULLIGAN WATER, MCCARDEL	08/01/2014		CHASE	BOTTLED WATER	
	40 HUGHES DRIVE	08/13/2014		N		36.75
0000003400	TRAVERSE CITY	08/01/2014		N	N	0.00
	MI 49686	08/01/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/01/2014				36.75

GL Number	Account Name	Pay Amount	Relieve Amount
101-265-930.000	REPAIRS & MAINT	36.75	0.00
Distribution Total		36.75	0.00

Vendor Total: 36.75

13710	DTE ENERGY	06/30/2014		CHASE	GAS	
	P.O. BOX 740786	08/13/2014		N		18.57
0000004460	CINCINNATI	08/15/2014		N	N	0.00
	OH 45274-0786	08/15/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/15/2014				18.57

GL Number	Account Name	Pay Amount	Relieve Amount
101-265-922.000	MICH CON GAS	18.57	0.00
Distribution Total		18.57	0.00

Vendor Total: 18.57

13711	DTE ENERGY	08/15/2014		CHASE	GAS	
	P.O. BOX 740786	08/13/2014		N		18.57
0000004460	CINCINNATI	08/15/2014		N	N	0.00
	OH 45274-0786	08/15/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/15/2014				18.57

GL Number	Account Name	Pay Amount	Relieve Amount
101-265-922.000	MICH CON GAS	18.57	0.00
Distribution Total		18.57	0.00

Vendor Total: 37.14

13703	GINOP SALES	07/21/2014		CHASE	SUPPLIES	
	9040 M 72 EAST	08/13/2014		N		110.14
0000007250	WILLIAMSBURG	07/21/2014		N	N	0.00
	MI 49690	07/21/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	07/21/2014				110.14

GL Number	Account Name	Pay Amount	Relieve Amount
101-750-930.000	REPAIRS & MAINT	110.14	0.00
Distribution Total		110.14	0.00

Vendor Total: 110.14

13747	GOODWIN, CATHERINE	08/06/2014		CHASE	TRAINING/ELELCTION	
	720 W 7TH STREET	08/13/2014		N		155.00
0000007650	TRAVERSE CITY	08/06/2014		N	N	0.00
	MI 49686	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014				155.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	155.00	0.00

**Edit List of Invoices - Detail w/GL**

TO BE APPROVED

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Acme Township

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

Distribution Total					155.00	0.00
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Vendor Total: 155.00

13724	GOSLING CZUBAK ENGR	07/18/2014	CHASE	ENGINEERING		
	1280 BUSINESS PARK DRIVE	08/13/2014	N			370.00
0000007675	TRAVERSE CITY	07/18/2014	N	N		0.00
	MI 49686	07/18/2014	N	0		0.00
	<Emailing Stub Disabled>	07/18/2014	71100- - 71098			370.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-101-803.003	ENGINEERING SERVICES	250.00	0.00
101-410-803.000	PLANNER SERVICES	120.00	0.00
Distribution Total		370.00	0.00

13725	GOSLING CZUBAK ENGR	07/18/2014	SEWER	ENGINEERING		
	1280 BUSINESS PARK DRIVE	08/13/2014	N			380.00
0000007675	TRAVERSE CITY	07/18/2014	N	N		0.00
	MI 49686	07/18/2014	N	0		0.00
	<Emailing Stub Disabled>	07/18/2014	71099			380.00

GL Number	Account Name	Pay Amount	Relieve Amount
590-000-803.003	ENGINEERING SERVICES	380.00	0.00
Distribution Total		380.00	0.00

Vendor Total: 750.00

13662	GOVERNMENTAL BUSINESS SYS	06/30/2014	CHASE	ABSENTEE ENVELOPS		
	4995 VARSITY DR. UNIT C	08/13/2014	N			312.63
0000007720	LISLE	06/30/2014	N	N		0.00
	IL 60532	06/30/2014	N	0		0.00
	<Emailing Stub Disabled>	06/30/2014	14-19222			312.63

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-726.000	SUPPLIES & POSTAGE	312.63	0.00
Distribution Total		312.63	0.00

Vendor Total: 312.63

13659	GRAND TRAVERSE COUNTY	06/24/2014	CHASE	EXPENSE MAMC CONFERENCE		
	FINANCE DEPT. ACCTS RECEIVA	08/13/2014	N			210.92
7890	TRAVERSE CITY	06/24/2014	N	N		0.00
	MI 49684	06/24/2014	N	0		0.00
	<Emailing Stub Disabled>	06/24/2014	88793			210.92

GL Number	Account Name	Pay Amount	Relieve Amount
101-215-860.000	TRAVEL & MILEAGE	210.92	0.00
Distribution Total		210.92	0.00

13660	GRAND TRAVERSE COUNTY	07/07/2014	CHASE	2014 MAPS		
	FINANCE DEPT. ACCTS RECEIVA	08/13/2014	N			83.00
7890	TRAVERSE CITY	07/07/2014	N	N		0.00
	MI 49684	07/07/2014	N	0		0.00
	<Emailing Stub Disabled>	07/07/2014	88794			83.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-410-900.000	PUBLICATIONS	83.00	0.00
Distribution Total		83.00	0.00

**Edit List of Invoices - Detail w/GL**

TO BE APPROVED

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Acme Township

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Gross Amount
	City	Disc. Date	Req. No.	Use Description 1 On Check		Taxes Withheld
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount
13661	GRAND TRAVERSE COUNTY	07/07/2014	CHASE	JULY TO SEPT 2014 LAW ENFORC		19,003.75
7890	FINANCE DEPT. ACCTS RECEIVA	08/13/2014	N			0.00
	TRAVERSE CITY	07/07/2014	Y	N		0.00
	MI 49684	07/07/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	07/07/2014	88792			19,003.75

GL Number	Account Name	Pay Amount	Relieve Amount
207-000-802.000	COMMUNITY POLICING CONTRACT	19,003.75	0.00
Distribution Total		19,003.75	0.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Gross Amount
	City	Disc. Date	Req. No.	Use Description 1 On Check		Taxes Withheld
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount
13706	GRAND TRAVERSE COUNTY	06/30/2014	CHASE	SEWER AND WATER		20,406.96
7890	FINANCE DEPT. ACCTS RECEIVA	08/13/2014	N			0.00
	TRAVERSE CITY	08/06/2014	N	N		0.00
	MI 49684	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014	88911 - 88912			20,406.96

GL Number	Account Name	Pay Amount	Relieve Amount
590-000-956.003	HOCH ROAD #697 EXP	142.40	0.00
590-000-956.001	OPERATING & MAINT EXP	19,588.82	0.00
590-000-956.001	OPERATING & MAINT EXP	675.74	0.00
Distribution Total		20,406.96	0.00

Vendor Total: 39,704.63

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Gross Amount
	City	Disc. Date	Req. No.	Use Description 1 On Check		Taxes Withheld
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount
13727	GRAND TRAVERSE METRO ESA	06/30/2014	CHASE	PT EMS STAFFING FOR JULY		3,157.08
0000007950	897 PARSONS ROAD	08/13/2014	N			0.00
	TRAVERSE CITY	08/05/2014	Y	N		0.00
	MI 49686	08/05/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/05/2014	734			3,157.08

GL Number	Account Name	Pay Amount	Relieve Amount
206-000-802.004	CONTRACTED EMPLOYEE SERVICES	3,157.08	0.00
Distribution Total		3,157.08	0.00

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Gross Amount
	City	Disc. Date	Req. No.	Use Description 1 On Check		Taxes Withheld
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount
13728	GRAND TRAVERSE METRO ESA	07/01/2014	CHASE	PT EMS STAFFING FOR JULY PAY		6,582.76
0000007950	897 PARSONS ROAD	08/13/2014	N			0.00
	TRAVERSE CITY	08/06/2014	Y	N		0.00
	MI 49686	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014	734--			6,582.76

GL Number	Account Name	Pay Amount	Relieve Amount
206-000-802.004	CONTRACTED EMPLOYEE SERVICES	6,582.76	0.00
Distribution Total		6,582.76	0.00

Vendor Total: 9,739.84

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2		
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Gross Amount
	City	Disc. Date	Req. No.	Use Description 1 On Check		Taxes Withheld
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount
13722	GRD TRAV COUNTY ROAD COMM	07/17/2014	CHASE	DUST CONTROL		1,508.63
0000007925	1881 LAFRANIER ROAD	08/13/2014	N			0.00
	TRAVERSE CITY	07/17/2014	N	N		0.00
	MI 49686-8911	07/17/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	07/17/2014	4651			1,508.63

GL Number	Account Name	Pay Amount	Relieve Amount
101-000-998.000	GT COUNTY ROAD COMMISION TART	1,508.63	0.00
Distribution Total		1,508.63	0.00

Vendor Total: 1,508.63



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Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Gross Amount
	City	Disc. Date	Req. No.	Use Description 1 On Check		Taxes Withheld
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount
	GREATAMERICA FINANCIAL SVC:	08/01/2014	CHASE	COMPUTERS		
	P.O. BOX 660831	08/13/2014	N			311.65
13723	DALLAS	08/01/2014	N	N		0.00
GREAT	TX 75266-0831	08/01/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/01/2014	15597124			311.65

GL Number	Account Name	Pay Amount	Relieve Amount
101-101-804.000	SOFTWARE SUPPORT & PROCESSING	311.65	0.00
Distribution Total		311.65	0.00

Vendor Total: 311.65

	HAASE, DEBORAH E.	08/06/2014	CHASE	TRAINING/ELECTION		
	9544 PENINSULA DR.	08/13/2014	N			265.00
13748	TRAVERSE CITY	08/06/2014	N	N		0.00
0000008210	MI 49686	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014				265.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	265.00	0.00
Distribution Total		265.00	0.00

Vendor Total: 265.00

	INTEGRITY BUSINESS SOLUTION	07/18/2014	CHASE	SUPPLIES		
	1302 INDUSTRY B	08/13/2014	N			26.40
13708	TRAVERSE CITY	07/18/2014	N	N		0.00
0000010300	MI 49696	07/18/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	07/18/2014	1077238-01			26.40

GL Number	Account Name	Pay Amount	Relieve Amount
101-265-726.000	SUPPLIES & POSTAGE	26.40	0.00
Distribution Total		26.40	0.00

Vendor Total: 26.40

	JOHNSON, PHYLLIS	08/06/2014	CHASE	TRAINING/ELECTION		
	5265 S. BATES	08/13/2014	N			160.00
13738	WILLIAMSBURG	08/06/2014	N	N		0.00
JOH	MI 49610	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014				160.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	160.00	0.00
Distribution Total		160.00	0.00

Vendor Total: 160.00

	JONES BONNIE	08/06/2014	CHASE	TRAINING		
	3250 MOONSTONE LANE	08/13/2014	N			40.00
13732	TRAVERSE CITY	08/06/2014	N	N		0.00
0000010465	MI 49686	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014				40.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	40.00	0.00
Distribution Total		40.00	0.00

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Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

Vendor Total: 40.00

13736	JONES THOMAS	08/06/2014	CHASE	ELECTION/TRAINING	160.00
	3250 MOONSTONE LANE	08/13/2014	N		
0000010467	TRAVERSE CITY	08/06/2014	N	N	0.00
	MI 49686	08/06/2014	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014			160.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	160.00	0.00
Distribution Total		160.00	0.00

Vendor Total: 160.00

13731	KIPLEY A JILL	08/06/2014	CHASE	ELECTION	15.00
	4085 CIRCLE VIEW DR	08/13/2014	N		
0000011700	WILLIAMSBURG	08/06/2014	N	N	0.00
	MI 49690	08/06/2014	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014			15.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	15.00	0.00
Distribution Total		15.00	0.00

Vendor Total: 15.00

13704	KOPY SALES INC.	08/01/2014	CHASE	COPY MACHINCE	207.78
	821 ROBINWOOD COURT	08/13/2014	N		
0000011800	TRAVERSE CITY	08/01/2014	N	N	0.00
	MI 49686	08/01/2014	N	0	0.00
	<Emailing Stub Disabled>	08/01/2014	INV 92756, 92757		207.78

GL Number	Account Name	Pay Amount	Relieve Amount
101-265-930.000	REPAIRS & MAINT	207.78	0.00
Distribution Total		207.78	0.00

Vendor Total: 207.78

13664	LEONARDO'S TREE SERVICE, INC	07/01/2014	CHASE	TREE SERVICE	2,150.00
	P O BOX 1915	08/13/2014	N		
0000012680	TRAVERSE CITY	07/01/2014	N	N	0.00
	MI 49685-1915	07/01/2014	N	0	0.00
	<Emailing Stub Disabled>	07/01/2014	26578		2,150.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-750-930.000	REPAIRS & MAINT	2,150.00	0.00
Distribution Total		2,150.00	0.00

Vendor Total: 2,150.00

13743	MAASBERG SUSAN	08/06/2014	CHASE	TRAINING/ELECTION	80.00
	3800 BAY VALLEY DR	08/13/2014	N		
0000012770	WILLIAMSBURG	08/06/2014	N	N	0.00
	MI 49690	08/06/2014	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014			80.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	80.00	0.00

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Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2		Gross Amount
	City	Disc. Date	Req. No.	Use Description 1 On Check		Taxes Withheld
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date		Discount
	Email Address	Inv. Date	Invoice No.			Net Amount

Distribution Total						80.00	0.00
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Vendor Total: 80.00

13737	MINICK H. KATHERINE	08/06/2014		CHASE	ELECTION/TRAINING		
	6056 HOLT RD #2	08/13/2014		N			160.00
0000014150	WILLIAMSBURG	08/06/2014		N	N		0.00
	MI 49690	08/06/2014	0.00	N	0		0.00
	<Emailing Stub Disabled>	08/06/2014					160.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	160.00	0.00
Distribution Total		160.00	0.00

Vendor Total: 160.00

13717	NATIONAL RECREATION & PARK	08/06/2014		CHASE	MEMBERSHIP		
	P.O. BOX 5007	08/13/2014		N			165.00
NATIONAL	MERRIFIELD	08/06/2014		N	N		0.00
	VA 22116-5007	08/06/2014	0.00	N	0		0.00
	<Emailing Stub Disabled>	08/06/2014	EXP DATE 8-31-2014				165.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-750-930.000	REPAIRS & MAINT	165.00	0.00
Distribution Total		165.00	0.00

Vendor Total: 165.00

13695	NORTHERN MICHIGAN JANITORY	06/30/2014		CHASE	SUPPLIES		
	726 HASTINGS	08/13/2014		N			1,094.25
0000015070	TRAVERSE CITY	06/30/2014		N	N		0.00
	MI 49686	06/30/2014	0.00	N	0		0.00
	<Emailing Stub Disabled>	06/30/2014	INV 17184				1,094.25

GL Number	Account Name	Pay Amount	Relieve Amount
101-265-726.000	SUPPLIES & POSTAGE	1,094.25	0.00
Distribution Total		1,094.25	0.00

Vendor Total: 1,189.50

13709	NORTHERN MICHIGAN JANITORY	07/21/2014		CHASE	SUPPLIES		
	726 HASTINGS	08/13/2014		N			95.25
0000015070	TRAVERSE CITY	07/21/2014		N	N		0.00
	MI 49686	07/21/2014	0.00	N	0		0.00
	<Emailing Stub Disabled>	07/21/2014	17302				95.25

GL Number	Account Name	Pay Amount	Relieve Amount
101-265-930.000	REPAIRS & MAINT	95.25	0.00
Distribution Total		95.25	0.00

Vendor Total: 1,189.50

13730	OLOSKY BETH	08/06/2014		CHASE	ELECTIONS		
	6409 APPLEWOOD LANE	08/13/2014		N			40.00
0000016225	WILLIAMSBURG	08/06/2014		N	N		0.00
	MI 49690	08/06/2014	0.00	N	0		0.00
	<Emailing Stub Disabled>	08/06/2014					40.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	40.00	0.00

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Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

Distribution Total					40.00	0.00
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Vendor Total: 40.00

13701	PORCELAIN PATROL SERVICE	07/29/2014		CHASE	OFFICE CLEANING	
	726 HASTINGS ST. SUITE A	08/13/2014		N		295.00
PROC	TRAVERSE CITY	07/29/2014		N	N	0.00
	MI 49690	07/29/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	07/29/2014				295.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-265-930.000	REPAIRS & MAINT	295.00	0.00
Distribution Total		295.00	0.00

Vendor Total: 295.00

13716	PRINTING SYSTEMS INC	08/06/2014		CHASE	SECRECY ENVELOPES	
	12005 BEECH DALY	08/13/2014		N		174.93
0000017800	TAYLOR	08/06/2014		N	N	0.00
	MI 48180	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014	86228			174.93

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-726.000	SUPPLIES & POSTAGE	174.93	0.00
Distribution Total		174.93	0.00

Vendor Total: 174.93

13734	RANSOM DAVID	08/06/2014		CHASE	TRAINING/ELECTION	
	4347 PAPER BIRCH LN.	08/13/2014		N		220.00
0000019250	TRAVERSE CITY	08/06/2014		N	N	0.00
	MI 49686	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014				220.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	220.00	0.00
Distribution Total		220.00	0.00

Vendor Total: 220.00

13740	RYAN, MARY	08/06/2014		CHASE	TRAINING/ELECTION	
	3806 BUNKER HILL ROAD	08/13/2014		N		220.00
0000020100	WILLIAMSBURG	08/06/2014		N	N	0.00
	MI 49690	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014				220.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	220.00	0.00
Distribution Total		220.00	0.00

Vendor Total: 220.00

13742	SCHARF PATRICIA	08/06/2014		CHASE	TRAINING/ELECTION	
	4252 N 5 MILE	08/13/2014		N		220.00
0000020420	WILLIAMSBURG	08/06/2014		N	N	0.00
	MI 49690	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014				220.00

GL Number	Account Name	Pay Amount	Relieve Amount
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Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

101-191-702.000	SALARIES				220.00	0.00
Distribution Total					220.00	0.00

Vendor Total: 220.00

13735	SCHLEGEL SONIA	08/06/2014		CHASE	TRAINING/ELECTION	
	44493 MANORWOOD	08/13/2014		N		205.00
0000020870	TRVERSE CITY	08/06/2014		N	N	0.00
	MI 49685	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014				205.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	205.00	0.00
Distribution Total		205.00	0.00

Vendor Total: 205.00

13714	SHERRY HORN	08/06/2014		CHASE	SAYLOR PARK	
	4525 STRAIT RD	08/13/2014		N		25.00
SHER	TRVERSE CITY	08/06/2014		N	N	0.00
	MI 49686	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	07/30/2014				25.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-000-667.000	RENT-PARKS	25.00	0.00
Distribution Total		25.00	0.00

Vendor Total: 25.00

13746	SLACK, JULIA	08/06/2014		CHASE	TRAINING/ELECTION	
	8839 US 31 NORTH	08/13/2014		N		265.00
0000020700	WILLIAMSBURG	08/06/2014		N	N	0.00
	MI 49690	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014				265.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	265.00	0.00
Distribution Total		265.00	0.00

Vendor Total: 265.00

13733	SMITH J DEBORAH	08/06/2014		CHASE	ELECTION/TRAINING	
	9601 WINTER RD.	08/13/2014		N		250.00
0000020775	WILLIAMSBURG	08/06/2014		N	N	0.00
	MI 49690	08/06/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	08/06/2014				250.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	250.00	0.00
Distribution Total		250.00	0.00

Vendor Total: 250.00

13718	STATE OF MICHIGAN	07/17/2014		CHASE	PHRAGMITES HERBICIDE PERMI	
	MI DEPT OF ENVIRONMENTAL Q	08/13/2014		N		75.00
0000021050	LANSING	07/17/2014		N	N	0.00
	MI 48909-8157	07/17/2014	0.00	N	0	0.00
	<Emailing Stub Disabled>	07/17/2014				75.00

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Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

GL Number	Account Name	Pay Amount	Relieve Amount
101-750-930.000	REPAIRS & MAINT	75.00	0.00
Distribution Total		75.00	0.00

Vendor Total: 75.00

13719	TRVERSE CITY RECORD EAGLE	07/31/2014	CHASE	PUBLICATIONS	
	120 W.FRONT STREET	08/13/2014	N		237.80
0000022000	TRVERSE CITY	07/31/2014	N	N	0.00
	MI 49684	07/31/2014	0.00	N	0
	<Emailing Stub Disabled>	07/31/2014	372852- 373333-	373736	0.00
					237.80

GL Number	Account Name	Pay Amount	Relieve Amount
701-400-282.066	4528 5 MILE RD, PAMELA SMITH	107.50	0.00
101-101-900.000	PUBLICATIONS	63.50	0.00
101-191-900.000	PUBLICATIONS	66.80	0.00
Distribution Total		237.80	0.00

Vendor Total: 237.80

13739	WHIPP, SANDRA	08/06/2014	CHASE	TRAINING/ELECTION	
	1591 GERALDTON	08/13/2014	N		220.00
WHIPP	TRVERSE CITY	08/06/2014	N	N	0.00
	MI 49686	08/06/2014	0.00	N	0
	<Emailing Stub Disabled>	08/06/2014			0.00
					220.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	220.00	0.00
Distribution Total		220.00	0.00

Vendor Total: 220.00

13707	WYANT COMPUTER SERVICES	08/03/2014	CHASE	COMPUTER SERVICE AUGUST	
	415 MUNSON AVE	08/13/2014	N		1,089.00
WYANT	TRVERSE CITY	08/03/2014	N	N	0.00
	MI 49686	08/03/2014	0.00	N	0
	<Emailing Stub Disabled>	08/03/2014	MS15964-AUGUST 14		0.00
					1,089.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-101-804.000	SOFTWARE SUPPORT & PROCESSING	1,089.00	0.00
Distribution Total		1,089.00	0.00

Vendor Total: 1,089.00

13745	YAMAGUCHI PATRICIA	08/06/2014	CHASE	TRAINING/ELECTION	
	PO BOX 1569	08/13/2014	N		210.00
0000026005	ACME	08/06/2014	N	N	0.00
	MI 49610	08/06/2014	0.00	N	0
	<Emailing Stub Disabled>	08/06/2014			0.00
					210.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-191-702.000	SALARIES	210.00	0.00
Distribution Total		210.00	0.00

Vendor Total: 210.00

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Vendor No.	State/Province Zip/Postal Email Address	Due Date Inv. Date	Disc. % Invoice No.	1099?	Hand Check Number/Date	Discount Net Amount

Grand Total: 65,587.46

Less Credit Memos: 0.00

Net Total: 65,587.46

Less Hand Check Total: 0.00

Outstanding Invoice Total: 65,587.46

Total Invoices: 54

## Grand Traverse Sheriff Department Calls for Service Statistics

Month    Year  
June      2014

Day of Week	Mon	Tues	Weds	Thurs	Fri	Sat	Sun	TOTAL					
	792	622	661	640	583	621	655	4,574					
Hour of Day	0	1	2	3	4	5	6	7	8	9	10	11	
	152	121	105	48	48	107	62	146	204	211	218	214	
Location	12	13	14	15	16	17	18	19	20	21	22	23	
	211	222	243	269	258	270	230	213	245	233	339	205	
Location	Citations	Traffic Crashes			Arrests			*Other	Criminal	Non-Criminal	Traffic Crashes	Total	
		Fatal	PIA	PDA	OWI	MIP	Criminal						
01 Acme	34	0	0	15	0	0	7	201	37	58	15	311	
02 Blair	79	1	2	20	6	1	23	333	95	123	23	574	
03 East Bay	67	0	2	23	6	0	17	304	84	128	25	541	
04 Fife Lake	15	0	0	11	1	0	4	72	12	18	11	113	
05 Garfield	158	0	7	55	12	1	76	984	340	428	62	1,814	
06 Grant	2	0	1	5	0	0	2	27	6	11	6	50	
07 Green Lake	27	0	0	11	0	1	8	206	31	61	11	309	
08 Long Lake	9	0	2	11	2	0	4	87	38	73	13	211	
09 Mayfield	9	0	0	3	0	1	2	69	7	6	3	85	
10 Peninsula	6	0	1	7	2	0	3	74	13	42	8	137	
11 Paradise	22	0	0	1	1	0	4	96	19	15	1	131	
12 Union	3	0	0	5	1	0	1	11	3	2	5	21	
13 Whitewater	8	0	0	7	0	0	2	73	6	22	7	108	
29 Fife Lake Vlg	3	0	0	0	1	0	1	14	11	11	0	36	
30 Kingsley Vlg	11	0	2	1	0	0	8	73	24	33	3	133	
66 Traverse City	9	0	0	0	2	1	43	0	0	0	0	0	
84 Out of County	0	0	0	0	0	1	33	0	0	0	0	0	
<b>Totals</b>	<b>462</b>	<b>1</b>	<b>17</b>	<b>175</b>	<b>34</b>	<b>6</b>	<b>238</b>	<b>2,624</b>	<b>726</b>	<b>1,031</b>	<b>193</b>	<b>4,574</b>	

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

Ticket stats are based on what District Court has entered as of 7/02/14.

Arrest Stats are as of 7/02/14.



## Grand Traverse Sheriff Department Calls for Service Statistics

**2nd Quarter Totals**

April - June 2014

Day of Week	Mon	Tues	Weds	Thurs	Fri	Sat	Sun	TOTAL					
	1,906	2,065	2,168	1,846	1,897	1,742	1,668	13,292					
Hour of Day	0	1	2	3	4	5	6	7	8	9	10	11	
	449	331	282	132	152	276	226	447	549	602	567	602	
Location	12	13	14	15	16	17	18	19	20	21	22	23	
	687	666	663	811	786	797	708	666	699	710	896	588	
	Citations	Traffic Crashes			Arrests			*Other	Criminal	Non-Criminal	Traffic Crashes	Total	
		Fatal	PIA	PDA	OWI	MIP	Criminal						
01 Acme	113	0	0	37	4	1	33	556	102	161	37	856	
02 Blair	240	1	9	48	17	2	78	1,028	269	366	58	1,721	
03 East Bay	193	1	6	61	11	0	64	1,018	242	361	68	1,689	
04 Fife Lake	42	0	1	23	3	2	13	204	30	49	24	307	
05 Garfield	502	0	16	193	28	6	236	2,927	951	1,222	209	5,309	
06 Grant	4	0	1	8	0	0	3	64	17	22	9	112	
07 Green Lake	92	0	4	28	5	2	22	562	93	162	32	849	
08 Long Lake	30	0	4	28	4	0	12	257	96	154	32	539	
09 Mayfield	46	0	0	15	1	1	6	222	16	33	15	286	
10 Peninsula	28	0	4	12	2	12	3	213	49	96	16	374	
11 Paradise	46	0	1	11	1	8	17	273	53	56	12	394	
12 Union	4	0	1	9	1	0	1	25	7	10	10	52	
13 Whitewater	24	0	1	15	1	8	12	203	34	65	16	318	
29 Fife Lake Vlg	5	0	0	0	1	0	2	52	24	32	0	108	
30 Kingsley Vlg	29	0	2	3	2	0	16	208	62	103	5	378	
66 Traverse City	37	0	0	0	9	2	164	0	0	0	0	0	
84 Out of County	0	0	0	0	0	1	92	0	0	0	0	0	
<b>Totals</b>	1,435	2	50	491	90	45	774	7,812	2,045	2,892	543	13,292	

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

Ticket stats are based on what District Court has entered as of 7/02/14.

Arrest stats are as of 7/02/14.

## Grand Traverse Sheriff Department Calls for Service Statistics

Month    Year  
July      2014

Day of Week	Mon	Tues	Weds	Thurs	Fri	Sat	Sun	TOTAL					
	646	823	826	773	528	563	562	4,721					
Hour of Day	0	1	2	3	4	5	6	7	8	9	10	11	
	175	120	102	49	54	63	84	134	235	194	213	244	
Location	12	13	14	15	16	17	18	19	20	21	22	23	
	236	245	238	253	260	280	241	241	231	256	324	249	
Location	Citations	Traffic Crashes			Arrests			*Other	Criminal	Non-Criminal	Traffic Crashes	Total	
		Fatal	PIA	PDA	OWI	MIP	Criminal						
01 Acme	44	0	2	15	3	0	7	226	25	58	17	326	
02 Blair	54	0	2	21	2	1	26	309	101	106	23	539	
03 East Bay	59	0	7	18	3	3	18	359	86	145	25	615	
04 Fife Lake	27	0	0	6	1	0	3	95	9	13	6	123	
05 Garfield	170	0	6	67	10	2	68	999	368	421	73	1,861	
06 Grant	1	0	1	6	0	0	2	25	6	10	7	48	
07 Green Lake	13	0	1	9	1	0	6	186	36	72	10	304	
08 Long Lake	11	0	0	3	2	0	6	98	27	66	3	194	
09 Mayfield	14	0	1	6	0	1	1	62	9	17	7	95	
10 Peninsula	13	0	0	6	0	0	3	94	18	41	6	159	
11 Paradise	20	0	1	8	1	0	6	87	19	22	9	137	
12 Union	6	0	0	0	1	0	0	37	6	4	0	47	
13 Whitewater	8	0	1	5	0	0	1	81	5	25	6	117	
29 Fife Lake Vlg	0	0	1	0	0	0	3	21	13	13	1	48	
30 Kingsley Vlg	20	0	0	2	0	0	10	65	18	23	2	108	
66 Traverse City	14	0	0	0	4	3	91	0	0	0	0	0	
84 Out of County	0	0	0	0	0	0	23	0	0	0	0	0	
<b>Totals</b>	<b>474</b>	<b>0</b>	<b>23</b>	<b>172</b>	<b>28</b>	<b>10</b>	<b>274</b>	<b>2,744</b>	<b>746</b>	<b>1,036</b>	<b>195</b>	<b>4,721</b>	

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

Ticket stats are based on what District Court has entered as of 8/01/14.

Arrest Stats are as of 8/03/14.



## Administrator/Controller Report July 2014

### 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

### Boardman River Dams Project (8)

- The Boardman and Sabin Dam Removals proposal has been awarded \$100,000 from the Great Lakes Basin Fish Habitat Partnership through the Federal Fish and Wildlife Service.
- The US Army Corps of Engineers (USACE) will be issuing the Detailed Project Review and Environmental Assessment in early July, and they plan to hold a Public Information Session on August 7, 2014 from 5:00 pm to 8:00 pm at the Civic Center.

### Administration (1, 2)

- Copier Bid: Working on cooperative bid with City of Traverse City and County departments. Expect issuance in June.
- Part-time Temporary Staff: Working to fill part-time temporary position.

### Central Dispatch/911 (7)

- Staffing: Two part-time temporary positions have been hired to assist with staffing shortages. There are two full-time regular dispatchers also in training, and we are working with some additional applicants with experience who are relocating to our area.

The Director met with Veterans Affairs to discuss ways we might bring veterans in as possible dispatch candidates. One of the things he suggested involves a job website for veterans and we will be taking advantage of that option.

- Funding: Funding issues continue with the caps placed by the MPSC, and we now know what the surcharge revenue and grant funding will cover approximately 59% of the 911 budget. The remaining 41% will come from General Fund. This is for operations only and does not fund any capital needs. Many of the capital requests have been pending for some time and now that our funding status is no longer in flux it is appropriate for long-term funding options to be considered. Information on those options will be provided to the BOC next month.

### Commission on Aging (3, 4, 7)

- Senior Center Renovation Project: The renovation architect has presented three possible design options for the Friends Committee to review. Once a design has been

selected, it will first go to the Commission on Aging board, and then to the County Board of Commissioners and the City Commission for final approval. The goal is to begin fund-raising in the fall of 2014. (3)

- Wait List Reduction: The Commission on Aging board has been working for three months to identify ways to reduce our Home Chore (yard maintenance and snow removal) wait list. A plan was approved at the Commission on Aging June Board meeting, and the plan details approved at their Program Committee meeting June 17, 2014. Using fund balance, the Commission on Aging is recommending the following plan for 2014 (if approved by the BOC/County Administrator/Controller): 1.) Increase staff hours from 37.5 to 40 as needed; 2.) Add 1 seasonal employee; 3.) Distribute vouchers to be used to “purchase” services from the private sector. In year 2015, the plan will be expanded as follows: 1.) Add 0.5 seasonal worker, and 2.) Distribute additional vouchers. The seasonal employee services and the voucher services will be tracked and compared to determine which is more cost effective and which is preferred by our clients. The plan will be presented to the BOC in July. (7)
- State Advisory Council on Aging: The 2015 state budget calls for increased funding for in-home services, including Meals on Wheels, in an effort to make Michigan a No-Wait State. (7)

#### **Finance (1)**

- During the month we continued to address various review questions or issues that were raised by Rehmann regarding the audit of our financial statements for the year ended December 31, 2013. These issues generally occur as the result of the detail and partner reviews of our financial statements by the auditors. We filed the audited financial statements with the state by June 30, 2014 as required. The F-65 - Annual Local Unit Fiscal Report was also submitted to the Michigan Department of Treasury.
- Munson Healthcare continues to evaluate a potential financing through the County Hospital Finance Authority. If the financing involves a project that is outside of Grand Traverse County, which is under consideration, it may be necessary to amend the by-laws of the County Hospital Finance Authority in order to do this.
- The East Bay Township water improvement project continues to move forward. The township recently purchased some land for the proposed water improvements and they anticipate construction to start later this year.

#### **GIS (4)**

- Grand Traverse County GIS was one of 175 agencies recognized by ESRI from over 100,000 nominations for its Special Achievement in GIS (SAG) award at the 2014 ESRI International User Conference. This award is given to user sites around the world to recognize outstanding work with GIS technology.
- The 2014 parcel layer is complete. Data was distributed to assessors on June 19th. This is the earliest date that this process has ever been completed.
- As specified in the 2014 contracts with local units for tax map preparation, tax maps were distributed to the local assessors on June 19<sup>th</sup>, which is the earliest date that this process has ever been completed.

- In collaboration with Road Commission, the department created and accurately populated private/public attributes in the GIS road center line layer. While this information is useful to the public (realtors, property owners, etc.) for ownership responsibilities, road dedication is an important piece of information for the police to have when arbitrating road maintenance disputes. The information will soon be available to responding officers through the 911 central dispatch center. The process was also automated, thereby eliminating duplicate maintenance efforts and the potential for data discrepancies. The GIS road center line layer is now automatically updated nightly to support operations in law enforcement, Environmental Health, Construction Codes, and other departments.
- Work on implementation of the Master Street Index application for dynamic (and searchable) publishing to the web is currently available on the GIS Department's "Streets" web page.

## **Health Department & Emergency Management (7)**

### **ADMINISTRATION & FINANCE DIVISION**

- Medicaid Cost Reimbursement: The Health Department received an initial settlement of \$685,025 for its 2012 Medicaid Cost Report. Cost reimbursement is a process where the Health Department is reimbursed a percentage of the cost of providing Medicaid services that are in excess of Medicaid revenues generated from medical billing.
- Fluoride Debate: Health Department staff (Health Officer, Medical Director, EH Director and Public Information Officer) have been busy over the past few weeks preparing to defend the continued addition of fluoride to the Traverse City water supply. A small but vocal group of individuals were attempting to convince the Traverse City Commission to stop adding fluoride to our community's drinking water. Community water supplies which are treated with fluoride have been found to significantly reduce cavities within the general population in those communities. A majority of epidemiologic studies since the first use of fluoride in the Grand Rapids water supply in 1951 have clearly demonstrated the safety and effectiveness in community drinking water supplies. Traverse City's community water has been treated with fluoride since January 1, 1952. The City Commission approved the continued fluoridation of the TC water supply by a 5 - 1 vote at its regular monthly meeting on Monday, June 16, 2014. The Health Department hosted a pro-fluoride press conference, talked to media, and gave testimony at the City Commission meeting.
- Hoarding Task Force: Administrative and Environmental Health Staff are attending the newly-formed Hoarding Task Force that meets along with other local agencies such as Metro Fire, Commission on Aging, Northern Lakes Community Mental Health and several other agencies. The group is attempting to create a unified language and response network for those individuals with hoarding disorders. Metro Fire is heading up the task force in order to better protect the first responders who enter houses with hoarders and those who live in houses with excessive clutter.

### **MEDICAL EXAMINER DIVISION**

- The Health Officer is continuing to work with Munson Medical Center staff on morgue expansion review and planning. Munson plans to complete the expansion in FY 2015. A budget request will be brought on behalf of the Medical Examiner's office for assistance with expansion costs for increased capacity.

- The Health Officer is working to review and establish protocols for all Medical Examiner staff. In addition, she is developing a Medical Examiner pamphlet to be given to all families whose loved one is a Medical Examiner case so that they have a better understanding of the office and the process. First responders, law enforcement, funeral homes and staff will distribute.

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

- Temporary Food Inspections: With the advent of summer, our food staff is busy on weekends and holidays conducting inspections of temporary food events. We are currently working with National Cherry Festival officials and food vendors to make sure that the proposed food venues meet with minimum requirements of the Michigan Food Law. A lot of work goes in to the license application process and pre-opening inspections of the proposed food venues before they are approved to operate.
- Bat Exposures: Our Animal Control Officers continue to receive many calls regarding possible bat exposure calls from around our area. So far this year, none of the bats which have been sent to the Michigan Department of Community Health (MDCH) Lab have tested positive for rabies. Bats can be carriers of the rabies virus, which is a viral disease of mammals (including humans), that attacks the central nervous system and is almost always fatal if untreated. According to the MDCH, bats are the mammal most often found to be infected with rabies.
- ❖ Tom Buss, Environmental Health Director, answered a call from the Grand Traverse Metro Fire Department at approximately 11:45pm on Saturday night, June 14<sup>th</sup>. He was informed that there had been a pressure surge in the water line serving the Health Services building which resulted in a release of water from a pressure relief valve in the basement of the building. When he arrived, Fire personnel had shut down the fire protection system and locked out the air compressor to prevent the discharge of water from the pressure relief valve, which had already soaked some records stored nearby. Fire Officials informed him that he would need to stay until Brigade Fire Protection (in Grand Rapids) came and reactivated the fire suppression system, which happened around 5:00am. A big THANK YOU to Tom for his exemplary actions in this situation.

### **EMERGENCY MANAGEMENT & PREPAREDNESS DIVISION**

- Emergency Management: Preparing for Cherry Festival incident command center activities. This year, due to the expected extra attendance because of the Blue Angel's performances, the command post will be manned at all times, and the emergency operations center for the county will be on alert status. The team is creating an incident action plan for the Cherry Festival representing all agencies who are involved in preparation and response.
- Emergency Preparedness: The Crisis Emergency Response Communication plan was updated and approved by the Health Officer. All contact lists were updated as well.

### **COMMUNITY HEALTH DIVISION**

- WIC: On an average day, WIC participants spend \$4,000 on WIC benefits in GTC stores. Maintained enrollment above 2,500 participants for the last three months, which is the highest participant enrollment in the last three years.
  - Starting Project Fresh program this month. Project Fresh is a partnership between WIC and MSU-Extension which provides nutrition education and \$20 worth of

coupons for WIC families to use at the farmer's market for local produce. To improve access to fresh fruits and vegetables for our families, WIC has also just increased the allotted amount of money for fruits and vegetables for children by \$2/month, taking the total from \$6 to \$8 per child per month. Grand Traverse County will be issuing over \$6,000 for participants this season.

- Hearing & Vision:
  - Fall registration dates for middle and high school have been set. Due to overlapping schools/dates, we are unable to serve all 7th and 9th grade students prior to the start of the school year as we have in the past. The student volume at these schools requires the use of all 3 technicians for screening. With no other trained staff available for a second site, some middle and high school screenings will have to take place during the school year, presenting a challenge to both the Health Dept. and the schools.
- Blood Lead: Prosperity Region 2 Childhood Lead Poison Prevention Program (CLPPP) cost sharing grant update:
  - Lead prevention information is being provided in the baby tent at the Cherry Festival and outreach for the Kids Day at the Grand Traverse Fair in August. Parents who have received the information have stated they will make sure to have their children checked for lead through their medical provider.

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

- General fund positions approved by Board of Commissioners:
  - Accounting Technician – Treasurer's Office .5 FTE
  - Community Corrections Officer 1 FTE
  - Office Specialist – County Clerk's Office 1 FTE
  - (2) Road Patrol Deputy – GTSO 1 FTE
  - Office Specialist – District Court 1 FTE
  - Office Specialist – MSU Extension 1 FTE
- Relay for Life was held on June 7<sup>th</sup> and 8<sup>th</sup> at the Civic Center and was attended well during most of the 24 hour walk from the County Employees team. Final total raised by the Grand Traverse County team was \$6,070.90!!
- The Wellness Team collaborated with Meijer Pharmacy to present a Lunch and Learn on June 11<sup>th</sup>. This is the first of a series of Lunch and Learns that will be presented by Meijer this summer.
- County Elected Officials, Department Heads and Supervisors have been offered a Leadership Training Series in partnership with Northwestern Michigan College. It is a 3-day training series to be held on the NMC Aero Park Campus in August. Sign up deadline is August 1<sup>st</sup>.
- 2015 labor negotiations began on June 24<sup>th</sup> with the POAM Deputies bargaining unit.

#### **MSUE (7, 8)**

- New this summer at the 4-H Livestock Auction!

There has been a wonderful increase of 20% more youth in our 4-H Livestock programs marketing their animals this year at the Northwestern Michigan Fair. Because of this great boom **the 4-H Livestock Auction, planned for Thursday, August 7th, 2014 will have two auction rings.** The Haberlein Arena will host the large animal auction from 9:00 a.m. –5:00 p.m. featuring Swine, Dairy Feeders, Junior Beef, Steer and a new Dairy Veal program due to local interest. In the Rosa Arena, the auction will be from 12:00-4 p.m. and will feature Turkey, Production Chickens, Meat Chickens, Ducks, Goats, Rabbits, and Lambs. We hope you will join us for this exciting day in 4-H!

- Grand Traverse County youth to travel to MSU's 4-H Exploration Days  
This summer there will be over 2400 youth travelling to Michigan State University's campus from around the state for the annual 4-H Exploration Days. This three day, two night event allows 11-19 year olds to see what college life is like – live in the dorms, go to fun and exciting classes of choice and meet new friends. This summer Grand Traverse County will be bringing a group of 91 youth and adults to campus. We are the fifth largest delegation from around the state! We look forward to this wonderful event and all the learning and life skills these 4-H youth will gain!
- ❖ Jennifer Ritter, Injury Prevention Coordinator for Safe Kids North Shore, has been invited by Bonnie Raffaele, mother of Kelsey Dawn Raffaele, to sit on the state's Safe Teen Driving Coalition. Kelsey Raffaele was tragically killed in car crash in 2010 and is known to the public as Kelsey from "Kelsey's Law," a law recently passed in Michigan preventing any driver with a Level 1 or Level 2 licenses from using a cell phone while driving. Jennifer has been invited because of Safe Kids North Shore's efforts in reducing distracted driving through their local programming.

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

- PRN Update: A joint Grand Traverse Region Parks and Recreation Network-Northwest Michigan Council of Governments (NWMCOG) Regional Recreation Network Meeting was held at the Civic Center on Thursday, June 12. Because the Grand Traverse Region Parks and Recreation Network is setting an example of strength in community-building and presence through its collaborations, the NWMCOG, which has been looking at forming a Northwest Michigan recreation network, wanted to join forces with the PRN to hold this joint recreation network meeting. During the meeting, there were discussions about the Regional Prosperity Plan, recreation projects, and more. The meeting was well attended by a diverse group of stakeholders, including Ann Conklin from the Michigan Recreation and Park Association.
- Recreation Program/Facility Survey: The final report featuring results of the County Parks and Recreation/TCAPS recreation program/facility survey has been produced by Woods Consulting. A copy of the report will soon be posted on line on the Parks and Recreation web page and is available by contacting the Parks and Recreation Department. One of the most notable outcomes is the high demand for adult recreational programming and opportunities.
- Carter's Kids and Kids Kove: This project is on hold.
- E-cigarettes at the Civic Center: During its regular June 2014 meeting, the Parks and Recreation Commission voted 5 to 4 not to ban e-cigarettes from Civic Center property. The Commission will continue to look at this issue and may suggest some alternatives in the future.



- Easling Pool Fees: A meeting of the Parks and Recreation Commission Civic Center Grounds Fees Ad Hoc Committee will take place on Wednesday, July 9, 2014 at 11:30 a.m. in the Civic Center Conference Room to discuss the current and potential new Easling Pool Fees.
- July is Parks and Recreation Month: The Parks and Recreation Commission voted to adopt Resolution 02-2014 and declare and recognize July 2014 as Park and Recreation Month in the County of Grand Traverse, Michigan. July also is Park and Recreation Month nationally. The Michigan Recreation and Park Association offers a free on-line toolkit for parks departments to promote their parks and outdoor activity. Grand Traverse County Parks and Recreation Department will use the toolkit to promote the county's parks, places, and spaces for outdoor activities and family fun throughout July.

### **Prosecuting Attorney Activity for May (7)**

#### ➤ **PROSECUTION**

- Authorized 149 misdemeanor warrants
- Authorized 50 felony warrants
- Authorized 20 juvenile warrants
- Initiated 16 neglect/abuse cases (Our office has 54 open neglect/abuse cases involving 88 children)
- Reviewed 22 referrals from the office of child support
- Handled the following matters in Family Court:
  - 6 paternity cases
  - 13 child support cases
  - Obtained 6 judgments of child support
  - 12 mentally ill commitment hearing

#### ➤ **CIVIL COUNSEL –**

Contracts - Reviewed contracts for Jail Administration, Central Dispatch, Parks and Recreation, and Administration.

FOIA Coordination: Reviewed eight FOIA requests, six for Central Dispatch and two for the Health Department.

Opinions and Questions: Answered questions/prepared memos for the Board of Commissioners and various departments including Sheriff, Health Department, Commission on Aging, Jail Administration, and Treasurer.

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 May, we represent the County in the following cases:

- *Grand Traverse County v. Joseph J. King et al.* On May 7<sup>th</sup>, we filed with the Circuit Court a complaint seeking reimbursement from 12 current and former inmates housed in the County Jail. Under the Prisoner Reimbursement to the County Act, MCL 801.81 et. seq., a County is permitted to file a lawsuit in Circuit Court seeking reimbursement from inmates, who are obligated to pay housing, medical and other expenses during incarceration. In total, we are seeking \$25,505.21 in

reimbursement. In the future, we will plan on filing a lawsuit a month seeking inmate reimbursement.

Miscellaneous:

- Worked with the Facilities Management Department in renegotiating an easement for use of the First Baptist Church Parking Lot.
- Provided information to the Parks and Recreation Department regarding a proposal to develop an e-cigarette ban at the Civic Center.
- Working with County staff and Garfield Township officials in developing a strategy to defend a tax appeal involving Grand Traverse Mall.
- Prosecuting Attorney Bob Cooney conducted OMA training for local elected and appointed board and commission members.

**Resource Recovery (8)**

- Household Hazardous Waste Collections: The second Household Hazardous Waste Collection Event of 2014 was held on May 29<sup>th</sup>. A total of 226 residents and businesses brought over 30,000 pounds of hazardous material to the event for safe and responsible recycling or disposal. **The next collection event will take place on Thursday, August 14th,** and Resource Recovery staff will be taking appointments on the RecycleSmart Hotline (231-941-5555) or online at [RecycleSmart.info](http://RecycleSmart.info) beginning on **July 29th**.
- 2014 RecycleSmart Kids - Garage Sale: Staff are taking booth registrations for the 2014 RecycleSmart Kids - Garage Sale event on Saturday, August 23, 2014. The event is for (supervised) kids ages 6-12 to learn the value of reuse and recycling – as well as to gain some savvy business sense – by selling their unused toys, games, books, movies and etc. to other kid or parent shoppers. The event will be held at the Grand Traverse County Civic Center – Howe Arena from 9:00am to noon, and the cost to reserve a booth is \$2.00. Goodwill will participate in the event and will be available to receive any donations of unsold items. Admission to buyers (both kids and parents/guardians) is FREE.

**Veterans Affairs (7)**

- VA Releases Annual Expenditures: The VA has released their annual Geographic Distribution of Expenditures for 2013. These figures are the Governments report of Federal expenditures in the county for veteran's benefits. The VA expended through the payment of benefits to claimants \$34.2 million in 2013. This is up almost 25% over 2012 when the recovery totaled \$27.3 million and is the largest one year increase we have ever seen. Payments to claimants have increased about 100% since 2008 when recoveries totaled \$17.2 million. A full report and break down of recoveries will be forwarded to the Board of Commissioners in July.
- VA Clinic Expansion: No response yet regarding the Grand Traverse VA medical clinic expansion. The VA budgeted \$7.4 million to make the move in 2012. Plans are to double in space, increase services and employees, and decrease waiting times; but to date no measurable steps have been taken to implement the approved move. We have received substandard answers from VA officials on the reason for their inability to get this project off the ground. Congressman Benishek, (who serves on the House Veterans Affairs Committee), and Senator Stabenow's offices are working to get the project moving or at a minimum get the VA to provide reasons for delay. The county will continue to pressure the agency for good answers and appropriate action.

**Grand Traverse County Road Commission**  
**1881 LaFranier Road, Traverse City MI 49696**  
**Phone - (231) 922-4848, Fax - (231) 929-1836, Email – [gtrc@gtrc.org](mailto:gtrc@gtrc.org)**  
**Facebook: Grand Traverse County Road Commission**

**TO:** Chair – Resource Management and Administration Committee

**FROM:** Jim Cook, Manager

**DATE:** August 6, 2014

**SUBJECT: MONTHLY REPORT FOR THE AUGUST13, 2014 MEETING  
AT 6:00 P.M. IN THE COMMISSION CHAMBERS  
400 BOARDMAN AVENUE, TRAVERSE CITY**

**cc:** RMA Distribution List Board of County Road Commissioners

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A commissioner will be available to answer questions and provide current information on the following items:

**1. Emergency Road Repairs - Currently between \$300,000 and \$400,000.**

Supply Road – Failed culvert was repaired the week of July 14 at an estimated cost of \$85,000.

McRae Hill Road – The southerly portion of McRae Hill Road was speed and weight restriction to avoid further damages. Temporary repair work has been completed and a more permanent repair will be made in the next few weeks.

Riley Road - Another culvert failed on July 30 with repair costs of \$6,500.

**2. Project Updates**

Chip Sealing is complete with fog sealing to follow over the next week depending on weather.

- a. South Long Lake Road from US-31 to Mud Lake Road is ready for fog seal.
- b. West Silver Lake Road from Zimmerman Road to US-31/Grawn is underway.
- c. County Line Road from Traverse Road east to M-37.
- d. Karlin Road from County Line road north to Karlin or just short of Nessen Road.
- e. Hobbs Highway from Supply Road south to Garfield Road.

Township Projects

- a. Mayfield - Bancroft Road. A triple seal project was requested, but Mayfield Township rejected the corresponding agreement to provide long-term maintenance. The maintenance agreement was offered because a triple-sealed road does not meet our standards for road construction.
- b. Forest Lane – Garfield Township. This special assessment district was accepted by the Board as a potential 2015 project.

### Millage Projects

- a. South Airport Road (Silver Lake Road to US-31) is completed with pavement markings forthcoming.
- b. Hoch Road (Keystone Road to Garfield Road) started on July 28 and was extended an additional week due to heavy frost heave damage as a result of clay in the subgrade for over 1000’.
- c. Zimmerman Road, North Long Lake to Silver Lake. The Board agreed to delay this project to allow Garfield Township’s water main project to proceed ahead of or during the road project. Our project will now begin after the start of the school year.
- d. Supply Road’s overlay and striping is tentatively scheduled for late August.

### State Projects

- a. South Long Lake Road. The contract was approved by the Board for slope flattening, culvert extension and guardrail work between Wintergreen Avenue and Gingerwood Drive. This work will be done this year.
3. **Schell Pit Logging/Trespass** - Release documents were submitted and full payment has been received.
  4. **Cost-Share Policies & Procedures** – The Board adopted a cost-share budget policy and procedures which states the Board will annually decide on budgeted amount to be allocated for cost-share match and special assessment district match funds. The local match policy was clarified as well.
  4. **Approvals** - The Board gave preliminary approval to the Hills of Huellmantel Condominium project and granted an easement for a landlocked parcel on North Keystone Road and a variance for an agricultural driveway on Shugart Road.
  5. **Public Hearings** - Staff will conduct a public hearing on changes to our fee schedule, right-of-way standards and on the improvements to LaFranier Road. The dates have not been set.
  6. **Permanent Funding Solution** – The Board adopted a resolution calling for a permanent funding solution for road funding from the Legislature. A copy of the resolution was distributed to county, township and state officials.
  7. **Asset Management Plan for 2014** – The Board adopted a revised Asset Management Plan for 2014. This plan will be updated annually to reflect such things construction cost changes, changes in funding and updated PASER ratings.
  8. **Workers’ Compensation Award** - We were recognized as a “loss prevention leader” by our insurance pool at their annual meeting. Our experience modification factor was less than 1.0 meaning we had less claims and losses over the past three years than expected for the number of employees we have.

**AGREEMENT CONCERNING PARTIAL IMPROVEMENT OF  
LAUTNER ROAD**

This Agreement is dated this \_\_\_\_ day of \_\_\_\_\_, 2014, by and between the Grand Traverse County Road Commission, a quasi-municipal corporation, of 1881 LaFranier Road, Traverse City, Michigan, (the "Road Commission"), Acme Township, a Michigan municipal corporation, of 6042 Acme Road, Williamsburg, Michigan (the "Township") and the Village at Grand Traverse, LLC a Michigan limited liability company of \_\_\_\_\_ ("VGT").

WHEREAS, Lautner Road is a road under the jurisdiction of the Road Commission and located within the Township; and

WHEREAS, the Road Commission and the Township have entered into a previous agreement concerning the improvement of Lautner Road from approximately M-72 to Bunker Hill Rd. (the "Project"); and

WHEREAS, funding for the Project is expected to come through the Indian Reservation Roads Program; and

WHEREAS, a Memorandum of Agreement ("MOA") between the Grand Traverse Band of Ottawa and Chippewa Indians (the "Tribe") and the Road Commission must be entered into by those parties; and

WHEREAS, the timing for approval and execution of the above Memorandum of Agreement and release of the funding is uncertain; and

WHEREAS, part of the improvement to Lautner Rd will include those improvements along the VGT development that are required by the Township's approval of VGT's Site Plan which is Permit No. 2009-01P, as amended ("2009-01P"); and

WHEREAS, according to 2009-01P, VGT must have a right-of-way permit from the Road Commission for the required improvements to Lautner Rd. ("Improvements") before the Township can issue a land use permit for the construction of the Meijer store at the VGT development in order to assure the Township that the Improvements are authorized to be constructed; and

WHEREAS, because the Project will not result in a Road Commission permit issued to VGT for the Improvements and because of the uncertainty of timing for the Road Commission's receipt of the Indian Reservation Roads Program money from the Tribe, the parties must enter into this Agreement to assure that funds are available for the Improvements; and

WHEREAS, the Road Commission estimates that \$600,000.00 will be required for the Improvements; and

WHEREAS, VGT will provide to the Road Commission sufficient funds or other surety in the amount of \$600,000.00 to be utilized by the Road Commission to construct the Improvements in conformity with the requirements of 2009-01P in the event that the Improvements are not funded under the MOA; and

WHEREAS, this Agreement is authorized by MCL 124.1 *et seq.*, and MCL 41.1 *et seq.*;

NOW THEREFORE, the parties in consideration of \$1.00, receipt of which is hereby acknowledged, and the mutual benefits and promises set forth herein, the parties agree as follows:

1. VGT will either deposit sufficient funds with the Road Commission or acquire a bond or other surety acceptable to the Road Commission for the benefit of the Road Commission in the amount of \$600,000.00 to be utilized by the Road Commission for the Improvements within 7 days of signing this Agreement.

If the Project is funded through the MOA, the Road Commission shall return the funds or the bond or other form of surety provided by VGT within 60 days from receipt of funding for the Improvements through the MOA. If for any reason the Project is not funded or is delayed, the Road Commission will perform the Improvements in conformity with the requirements of 2009-01P utilizing the funds deposited by VGT or with the funds it acquires from exercising its rights under the bond or other form of surety if a bond or other form of surety has been provided and accepted in lieu of the funds.

- a. All engineering with respect to the Improvements shall be performed by the Road Commission or under the supervision and subject to the approval of the Road Commission.
- b. All construction, including the awarding of contracts for construction, in connection with the Improvements shall performed by the Road Commission.
- c. The Road Commission will endeavor to complete the Improvements by August 15, 2015.

2. Conditions Precedent to Road Commission's Obligation. The obligation of the Road Commission to perform the Improvements or any portion thereof is subject to the following conditions precedent, which must be satisfied:

- a. If a bond or other surety has been provided and accepted in lieu of funds, funds are released to the Road Commission under the bond or other surety, or VGT presents and contributes the \$600,000.00 to the Road Commission.
- b. No action, suit, proceeding or investigation shall be pending before any court, public board or body to which the Road Commission or the Township is a party, or threatened against the Road Commission or the Township contesting the validity or binding effect of this Agreement, which could result in an adverse decision which would have one or more of the following effects:
  - i. A material adverse effect upon the ability of the Road Commission to receive the funds under the bond, other surety, or the funds.
  - ii. A material adverse effect on the Road Commission's ability to comply with the obligations and terms of this Agreement.
- c. There has been no change in statutes or other law which would have one or more of the effects described in b. above.
- d. All necessary easements have been secured for the Improvements.
- e. Proper approvals for the Improvements have been secured.
- g. The Road Commission has received the consent of any affected utility for relocation, burial or any other activity necessary to construct the Improvement.
- h. The total Improvements cost does not exceed the amount of funds available under the bond or other surety or provided by VGT.
- i. The Agreement remains in full force and effect.

In the event that any of the above conditions are not satisfied, the Road Commission will not be obligated to perform the Improvements or any portion thereof and this Agreement shall be terminated.

3. Right-of-Way Permit. This Agreement is in lieu of a Right-of-Way Permit for the Improvements as required by 2009-01P and is acceptable to the Township to meet the requirement that a Right-of-Way Permit be issued by the Road Commission for the Improvements because it provides the necessary assurance that the Improvements are authorized and will be constructed.

4. Not a Joint Venture. The parties do not intend this Agreement to be a joint venture.

5. Third Party Beneficiaries. This Agreement confers no rights or remedies on any third party, other than the parties to this Agreement and their respective successors and permitted assigns.

6. Termination. This Agreement shall terminate upon completion of the Improvements or as set forth in paragraph 3. Upon termination, neither party shall have any further rights or obligations under this Agreement.

7. Execution in Counterparts. This Contract may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.

8. Entire Agreement. This Agreement, together with all items incorporated herein by reference, constitutes the entire Agreement of the parties and there are no valid promises, conditions or understandings which are not contained herein.

GRAND TRAVERSE COUNTY ROAD  
COMMISSION

Dated:

\_\_\_\_\_  
Marc McKellar, Chairperson

\_\_\_\_\_  
Debra J.M. Hunt, Clerk

Approved as to Substance:

Approved as to Form:

\_\_\_\_\_  
Jim Cook, Road Commission Manager

\_\_\_\_\_  
Karrie A. Zeits, Road Commission Attorney

ACME TOWNSHIP

Dated:

\_\_\_\_\_  
Jay B. Zollinger, Supervisor

\_\_\_\_\_  
Cathy Dye, Clerk

VGT

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

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

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



June 26, 2014

Acme Township  
6042 Acme Road  
Williamsburg, MI 49690

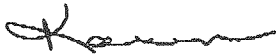
My name is Karen Robinson and I would like to be added to the agenda for your July 8, 2014 meeting. If it is too late please add me for the August meeting if possible.

I have included all material with this request. If further information is needed please contact me at 231-499-4099 or my email at hey0622@yahoo.com.

I would also appreciate notice from you when I will be on your agenda.

Thank you

Sincerely,,



Karen Robinson

June 26, 2014

Acme Township  
6042 Acme Road  
Williamsburg, MI 49690

RE: Road Signs

On August 7, 2012 there was a fatal accident at the corner of Avenue B and Munson Ave. That fatality was my son.

One of the decisions that I made following the accident was that I would use my energy to be part of motorcycle awareness and education. I feel there is a need for the public to become more aware of motorcycles on the road and there is a need for motorcycle drivers to be more educated in the operation of motorcycles.

In the year 2012 there was 3510 motorcycle accidents in Michigan with 129 fatalities.

I am currently working on a project that would post road signs along the main roads informing motorists to watch out for motorcycles. I purchased the first sign and it was put in place during National Motorcycle Awareness Month. May 17, 2014. The rest of the signs will be funded by donations and other sources.

At this time I am requesting your support for this project and approving the placement of signs along the roads in your township.

Thank you and

LOOK TWICE, SAVE A LIFE.....MOTORCYCLES ARE EVERYWHERE

Sincerely,



Karen Robinson

323 Waxwing  
Traverse City, MI 49696  
231-499-4099

enclosures

Related Searches

Traffic Signs

Cheapest Auto Insurance

Regulatory Signs

LED Traffic Signals

Cheap Car Insurance

Car Insurance Quote

Take The Road

Speed Limit Signs

Insurance Quote Online



Metal Sign - RR-34-9000

Condition: New  
Sale Price: \$25.99

**RESOLUTION OF THE ACME TOWNSHIP BOARD OF TRUSTEES**  
**RESOLUTION R # 2014-27**  
**Resolution to Support Motorcycle Awareness Signs**

Resolution of a meeting of the Board of Trustees of Acme Township, Grand Traverse County, Michigan held on the 12th day of August, 2014, at 7:00 p.m.

**WHEREAS**, in 2012 there were 129 motorcycle fatalities in Michigan with two of those fatalities in East Bay Township , and

**WHEREAS**, one of these two fatalities was the son of our own Ambulance Manager, Karen Robinson on August 7, 2012 and;

**WHEREAS**, the Township has been approached to support an effort to increase motorcycle awareness by posting road signs along the main roads informing motorists to watch for motorcycles;

**WHEREAS**, the first sign will be paid for by East Bay Ambulance Manager, Karen Robinson in memory of her son, Erik Johnson, with a goal for an install date of May 2014 for National Motorcycle Awareness Month, with additional signs to be paid for by other resources;

**WHEREAS**, in showing our support of this project and approving the request of the placement of signs along the main roads within Acme Township, will provide support and encouragement to Grand Traverse County Road Commission and the MDOT to support this project as well;

**NOW, THEREFORE BE IT RESOLVED** the Acme Township Board hereby adopts the Acme Township Motorcycle Awareness signs alerting motorists to "Look twice, save a life"

Yeas:

Nays:

Absent:

I, Cathy Dye, Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Acme Township Board at a Regular meeting held on the 12<sup>th</sup> day of August, 2014

---

*Cathy Dye, Clerk, Acme Township*

Acme Township Error on L-4029 Tax Rate Request Form for Tax year 2013,  
Winter tax paid in February 2014

When working on our annual budget for Emergency Services Public Hearing an error was noticed on our L-4029 Tax Rate Requested form Filed with Grand Traverse County Clerk and Equalization Department. The error was that the Emergency Services millage rate on the L-4029 showed 2.65 mills, but the Acme Board had approved only 2.55 mills.

Our original approval by resolution was for:

2.1 miles for Metro Fire, .30 mills for Ambulance , and .15 for Police. Our actual meeting minutes and audio recording were checked and they also showed that 2.55 was the millage approved.

This error was discussed with our Assessor and Treasurer and it's was felt a typo had occurred in filling out the L-4029 Form and this mistake wasn't caught when the form was signed by the Supervisor.

Township legal counsel was advised of this error. Counsel researched the matter and was unable to find any definite legal requirement when this sort of mistake occurs. Township legal counsel also discussed the issue with the Michigan Department of Treasury.

The Department of Treasury's response was that they are aware of no specific legal requirement either. They suggested the following options.

1. The Township Board could refund the appropriate amount back to each parcel owner.
2. The Township Board could apply this one tenth mill over collection to the next public services millage and not request an increase but use the money already collected to cover the cost for this year's millage.

2014 proposal for Emergency Services is: Metro Fire - 2.2 mills, ambulance - .30 mills, and police - .15 mills, for a total of 2.65 Mills.

Suggestion would be keep the 2014 millage at 2.55 mills and the extra one tenth mill for Metro Fire coming from funds already collected.



## GRAND TRAVERSE METRO FIRE DEPARTMENT 2015 BUDGET TIMELINE

Below is the timeline for approving Metro's 2015 Budget:

- June 24, 2014:** Begin discussion regarding 2015 Budget
- July 9, 2014:** 2015 Budget Workshop with Metro Board  
**9am - 11am**
- July 22, 2014:** Metro's Board to approve 2015 Budget, pending Townships approval
- August, 2014:** Take Metro's 2015 Budget to Township Boards for approval
- September, 2014** Public Hearings and Final Approval by the Townships
- Sept. 23, 2014:** Final approval of Metro's 2015 Budget by the Board
- Sept. 30, 2014:** Notify GT County of Townships millage rate for Metro!



# GRAND TRAVERSE METRO FIRE DEPARTMENT

## 2015 BUDGET ASSUMPTIONS/ISSUES

### Preliminary - 2.2 mils

Below are assumptions/issues for the 2015 Budget:

- 1) 1.78% increase in Townships real property taxable valuations.  
(at 2.1 mils, this impact is approx \$55,147 of additional revenue from Townships in 2015).
- 2) Wages and Benefits
  - \* Wage increases for firefighters, administrative and fire inspectors
  - \* Budgeted 20% increase in health insurance premiums
  - \* Increase PT FF hourly rate by \$0.75. Effective 9/1/14, Michigan minimum wage will increase by \$0.75/hour.
- 3) Purchase pick-up truck for Station #1 out of PIF funds - to use as a pull/utility vehicle.
- 4) In 2015, payments for Tanker 12 Cherryland loan will be paid out of the Public Improvement Fund (\$62,492) (same as in 2013 and 2014).
- 5) Lease payment for Engine 8 is \$99,500 per year out of the General Fund. (purchased 2013)
- 6) \$68,000 of new debt is budgeted for in 2015. This consists of 1/2 year payments for new Station 8 debt of \$2.0 million at 3.2% for 20 years.  
Annually this payment equates to approx. \$136,000 or .09 mils.
- 7) 2015 Budget represents the 4th year in a row that GT Metro will not be allocating funds for future growth of the department.
- 8) The budget presented results in a millage of 2.35 mils in order to have a balanced budget.  
Adjusting the millage to 2.2 mils results in a (\$232,396) loss
- 9) To hold the tax increase to 2.2 mils, it is the recommendation of the GT Metro Board to ask the Townships to contribute a maximum of \$232,396 to reduce the impact of the 2015 budgeted loss.

The maximum exposure to each township is as follows:

Garfield	\$	113,998	49.1%
East Bay	\$	74,750	32.2%
Acme	\$	43,648	18.8%
	\$	<u>232,396</u>	

BUDGET WORKSHEET

MI/GTFX

Month: 6/30/2014	Prior Year Actual	Current Year				(6) Requested	(7) Recommended	(8) Adopted
		Original Budget	Amended Budget	Actual Thru June	Estimated Total			
Fund: 206 - METRO FIRE								
Revenues								
Dept: 000								
Acct Class: 000 Revenues								
600.001 Acme Township - Cont.	574,905	585,030	585,030	572,353	572,353	620,966	0	0
600.002 East Bay Twp. Contr	992,318	1,005,039	1,005,039	1,016,225	1,016,225	1,063,428	0	0
600.003 Garfield Charter Twp.	1,489,059	1,510,699	1,510,699	1,504,520	1,504,520	1,621,804	0	0
600.GTC G.T. County - Approp	0	0	0	0	0	0	0	0
650.000 MI Tax Tribunal Refunds	0	-10,000	-10,000	0	0	-5,000	0	0
664.000 Earned Interest	4,826	4,000	4,000	1,969	3,000	4,000	0	0
667.100 EMS Firefighter Revenue	96,484	85,603	97,603	58,667	109,000	95,810	0	0
668.100 Simulator Revenue	3,894	5,000	5,000	0	1,000	5,000	0	0
668.500 Cost Recovery Revenue	80,572	70,000	70,000	16,480	60,000	70,000	0	0
668.600 911 Memorial Donations	3,585	0	1,000	1,790	2,000	0	0	0
669.000 Plan Reviews	52,813	30,000	30,000	26,103	50,000	50,000	0	0
669.001 Refunds and Donations	9,438	3,000	12,000	23,270	30,000	12,000	0	0
669.002 Sale of Surplus Assets	1,000	5,000	5,000	0	0	5,000	0	0
669.003 Federal Gov't Grant Refund	0	0	0	0	0	0	0	0
669.006 Misc. Grant Receipts	43,621	0	35,173	37,504	35,173	0	0	0
Revenues	3,352,515	3,293,371	3,350,544	3,258,881	3,383,271	3,543,008	0	0
Acct Class: 990 DEBT SERVICE								
675.000 Debt Proceeds	600,000	0	360,000	360,000	360,000	0	0	0
DEBT SERVICE	600,000	0	360,000	360,000	360,000	0	0	0
Dept: 000	3,952,515	3,293,371	3,710,544	3,618,881	3,743,271	3,543,008	0	0
Total Revenues	3,952,515	3,293,371	3,710,544	3,618,881	3,743,271	3,543,008	0	0
Expenditures								
Dept: 336 METRO FIRE EXPENDITURES								
Acct Class: 701 PERSONNEL SERVICES								
702.000 Wages and Salaries	965,644	1,034,077	1,034,077	463,428	1,034,077	1,087,083	0	0
702.001 Longevity	20,188	23,000	23,000	0	23,000	29,000	0	0
702.010 Overtime Wages	23,327	24,000	24,000	10,709	24,000	24,000	0	0
703.000 Metro Firefighters Comp.	48,252	90,000	90,000	20,630	67,000	90,000	0	0
703.001 Metro Fire Officers Salaries	11,900	12,000	12,000	6,000	12,000	12,000	0	0
703.200 Metro FF Wages	537,822	525,546	525,546	252,196	547,000	560,400	0	0
703.300 Part-time Administrative	31,768	50,000	50,000	19,021	50,000	50,000	0	0
703.400 Juvenile Firesetters	0	0	0	0	0	0	0	0
705.000 Personal Day Payout	32,224	25,000	25,000	0	26,000	25,000	0	0
715.000 FICA/Medicare	46,811	53,141	53,141	22,455	53,141	56,183	0	0
715.001 Medicare/Salaried Only	16,310	17,965	17,965	7,320	17,965	18,643	0	0
716.000 Health/Dental/Optical Ins.	297,316	348,000	348,000	194,252	348,000	403,000	0	0

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BUDGET WORKSHEET

MI/GTFX

Month: 6/30/2014	Prior Year Actual	Current Year		Actual Thru June	Estimated Total	(6) Requested	(7) Recommended	(8) Adopted
		Original Budget	Amended Budget					
Fund: 206 - METRO FIRE								
Expenditures								
Dept: 336 METRO FIRE EXPENDITURES								
Acct Class: 701 PERSONNEL SERVICES								
716.003 Life Ins./LTD/STD	14,126	20,000	20,000	7,926	16,000	20,000	0	0
717.001 AD&D Insurance	8,847	10,000	10,000	9,374	10,000	10,000	0	0
718.000 Retirement	159,266	159,000	159,000	73,758	163,330	168,500	0	0
719.000 Workers Comp. Insurance	55,681	60,000	60,000	55,919	60,000	65,000	0	0
<b>PERSONNEL SERVICES</b>	<b>2,269,482</b>	<b>2,451,729</b>	<b>2,451,729</b>	<b>1,142,988</b>	<b>2,451,513</b>	<b>2,618,809</b>	<b>0</b>	<b>0</b>
Acct Class: 726 SUPPLIES								
727.000 Office Supplies	11,671	13,500	13,500	5,630	12,000	11,750	0	0
729.000 Printing and Binding	4,981	7,300	7,300	1,434	5,500	6,800	0	0
730.000 Postage	2,437	2,500	2,500	1,424	2,500	2,500	0	0
743.000 Other Supplies	17,767	24,000	24,000	8,004	22,000	24,000	0	0
745.000 Uniforms and Accessories	20,386	20,500	20,500	10,135	20,500	20,500	0	0
745.002 Fire Gear & PPE	36,265	39,500	39,500	2,575	36,000	38,500	0	0
748.000 Fuel, Oil, Grease	56,769	64,000	64,000	24,976	59,000	61,500	0	0
760.000 Medical Supplies	5,804	12,500	12,500	3,361	10,000	10,000	0	0
<b>SUPPLIES</b>	<b>156,080</b>	<b>183,800</b>	<b>183,800</b>	<b>57,539</b>	<b>167,500</b>	<b>175,550</b>	<b>0</b>	<b>0</b>
Acct Class: 800 CONTRACTUAL SERVICES								
801.000 Legal Fees	27,181	18,000	18,000	3,264	25,000	20,000	0	0
810.000 Subscriptions	2,691	6,000	6,000	4,696	5,500	3,500	0	0
810.001 Dues	7,186	7,500	7,500	2,966	7,000	7,500	0	0
818.000 Contract Services	31,178	34,800	75,526	51,520	75,500	34,300	0	0
830.000 Fire Hydrant Maintenance	6,330	20,000	20,000	0	6,330	20,000	0	0
850.001 Telephone	26,973	25,000	25,000	13,968	28,000	28,800	0	0
<b>CONTRACTUAL SERVICES</b>	<b>101,539</b>	<b>111,300</b>	<b>152,026</b>	<b>76,414</b>	<b>147,330</b>	<b>114,100</b>	<b>0</b>	<b>0</b>
Acct Class: 900 OTHER SERVICES AND CHARGES								
910.000 Fleet & Liability Property Ins	60,476	66,100	66,100	65,144	66,100	68,000	0	0
920.000 Heat Utilities	28,970	30,000	30,000	28,617	40,617	32,000	0	0
921.000 Electric Utilities	47,496	48,000	48,000	23,504	48,500	47,000	0	0
923.000 Sewer and Water Utilities	13,538	15,900	15,900	5,583	15,000	16,000	0	0
924.000 Waste Disposal	5,447	4,950	4,950	3,027	5,500	6,200	0	0
930.000 Bldg. Repair and Maintenance	57,736	50,000	50,000	30,299	56,000	51,000	0	0
932.000 Equipment Repair & Maint.	14,840	15,000	15,000	11,199	15,000	15,000	0	0
932.001 Radio/Pager Repair and Maint.	3,846	6,500	6,500	2,236	4,500	7,000	0	0
932.100 SCBA Repair/Maintenance	2,182	7,000	7,000	4,611	7,000	10,000	0	0
934.000 Vehicle Repair and Maintenance	95,318	100,000	100,000	55,428	100,000	102,000	0	0
934.500 Simulator Expenses	2,186	13,300	13,300	0	3,000	2,500	0	0
934.600 911 Memorial Costs	380	0	0	0	0	0	0	0
935.000 Ground Care and Maintenance	36,060	33,500	33,500	8,563	30,000	34,000	0	0

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BUDGET WORKSHEET

MI/GTFX

Month: 6/30/2014	Prior Year Actual	Current Year				(6) Requested	(7) Recommended	(8) Adopted
		Original Budget	Amended Budget	Actual Thru June	Estimated Total			
Fund: 206 - METRO FIRE								
Expenditures								
Dept: 336 METRO FIRE EXPENDITURES								
Acct Class: 900 OTHER SERVICES AND CHARGES								
955.000 Employee Physicals & Wellness	43,750	42,000	42,000	20,986	42,000	43,700	0	0
956.000 Employee Train. and Develop.	50,358	51,000	51,000	19,747	47,000	50,000	0	0
956.001 Computer Support	25,013	22,500	22,500	9,932	22,500	23,500	0	0
<b>OTHER SERVICES AND CHARGES</b>	<b>487,596</b>	<b>505,750</b>	<b>505,750</b>	<b>288,876</b>	<b>502,717</b>	<b>507,900</b>	<b>0</b>	<b>0</b>
Acct Class: 970 CAPITAL OUTLAY								
976.001 Building Improvement	27,634	37,000	37,000	5,716	37,000	33,000	0	0
977.000 Machinery and Equipment	96,195	68,500	95,443	74,384	115,443	134,500	0	0
978.000 Vehicles Acquisition	229,335	0	380,680	380,702	380,702	0	0	0
980.000 Office Equipment	2,878	2,000	2,000	0	2,000	2,000	0	0
980.100 Computer Replacement	8,472	9,000	9,000	4,095	9,000	12,000	0	0
<b>CAPITAL OUTLAY</b>	<b>364,514</b>	<b>116,500</b>	<b>524,123</b>	<b>464,897</b>	<b>544,145</b>	<b>181,500</b>	<b>0</b>	<b>0</b>
Acct Class: 990 DEBT SERVICE								
990.000 Debt payment	97,991	206,065	573,000	473,131	573,000	132,630	0	0
990.005 Interest Expense	5,129	8,922	5,800	4,917	6,600	34,715	0	0
<b>DEBT SERVICE</b>	<b>103,120</b>	<b>214,987</b>	<b>578,800</b>	<b>478,048</b>	<b>579,600</b>	<b>167,345</b>	<b>0</b>	<b>0</b>
Acct Class: 992 CONTINGENCY								
992.000 Contingency	0	10,000	10,000	0	0	10,000	0	0
<b>CONTINGENCY</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>0</b>
Acct Class: 993 EMERGENCY CONT FUND								
992.001 Emergency Cont. Fund	0	200	200	0	0	200	0	0
<b>EMERGENCY CONT FUND</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>0</b>
Acct Class: 999 TRANSFERS OUT								
985.100 Transfer to Public Imp. Fund	0	0	0	0	0	0	0	0
<b>TRANSFERS OUT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>METRO FIRE EXPENDITURES</b>	<b>3,482,331</b>	<b>3,594,266</b>	<b>4,406,428</b>	<b>2,508,762</b>	<b>4,392,805</b>	<b>3,775,404</b>	<b>0</b>	<b>0</b>
<b>Total Expenditures</b>	<b>3,482,331</b>	<b>3,594,266</b>	<b>4,406,428</b>	<b>2,508,762</b>	<b>4,392,805</b>	<b>3,775,404</b>	<b>0</b>	<b>0</b>
<b>METRO FIRE</b>	<b>470,184</b>	<b>-300,895</b>	<b>-695,884</b>	<b>1,110,119</b>	<b>-649,534</b>	<b>-232,396</b>	<b>0</b>	<b>0</b>

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BUDGET WORKSHEET

MI/GTFX

Month: 6/30/2014	Prior Year Actual	Current Year				(6) Requested	(7) Recommended	(8) Adopted
		Original Budget	Amended Budget	Actual Thru June	Estimated Total			
Fund: 207 - METRO PUBLIC IMPROVEMENT FUND								
Revenues								
Dept: 000								
Acct Class: 000 Revenues								
603.000 Misc. Revenues	0	0	0	0	0	0	0	0
664.000 Earned Interest	1,892	2,000	2,000	946	1,500	2,000	0	0
669.006 Misc. Grant Receipts	0	0	0	0	0	0	0	0
699.100 Transfer In - Fund Balance	0	0	0	0	0	0	0	0
Revenues	1,892	2,000	2,000	946	1,500	2,000	0	0
Dept: 000	1,892	2,000	2,000	946	1,500	2,000	0	0
Total Revenues	1,892	2,000	2,000	946	1,500	2,000	0	0
Expenditures								
Dept: 337 PIF METRO EXPENDITURES								
Acct Class: 970 CAPITAL OUTLAY								
975.000 Land Acquisition	0	0	0	0	300,000	0	0	0
976.001 Building Improvement	0	0	0	0	0	0	0	0
976.002 Building Acquisitions	0	0	0	0	0	0	0	0
976.200 Station #12 Construction	0	0	0	0	0	0	0	0
977.000 Machinery and Equipment	24,667	0	0	0	0	0	0	0
978.000 Vehicles Acquisition	0	0	0	0	0	50,000	0	0
980.000 Office Equipment	0	0	0	0	0	0	0	0
CAPITAL OUTLAY	24,667	0	0	0	300,000	50,000	0	0
Acct Class: 990 DEBT SERVICE								
990.000 Debt payment	62,491	62,492	62,492	36,453	62,492	62,492	0	0
DEBT SERVICE	62,491	62,492	62,492	36,453	62,492	62,492	0	0
Acct Class: 992 CONTINGENCY								
992.000 Contingency	0	5,000	5,000	0	0	5,000	0	0
CONTINGENCY	0	5,000	5,000	0	0	5,000	0	0
PIF METRO EXPENDITURES	87,158	67,492	67,492	36,453	362,492	117,492	0	0
Total Expenditures	87,158	67,492	67,492	36,453	362,492	117,492	0	0
METRO PUBLIC IMPROVEMENT FUND	-85,266	-65,492	-65,492	-35,507	-360,992	-115,492	0	0
Grand Total:	384,918	-366,387	-761,376	1,074,612	-1,010,526	-347,888	0	0

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**GRAND TRAVERSE METRO FIRE DEPARTMENT  
2015 BUDGET WORKSHEET - PRELIMINARY  
NET TAXABLE VALUE ALLOCATION  
Preliminary**

	<b>2015</b>
<b>TOTAL BUDGETED EXPENDITURES:</b>	\$ 3,775,404
<b>LESS: OTHER REVENUE ITEMS:</b>	\$ 236,810
<b>NET EXPENDITURES TO BE ALLOC.</b>	<u>\$ 3,538,594</u>
<b>TOWNSHIP ASSESSED VALUES, net</b>	<u>1,502,817,154</u>
<b>Milage rate to breakeven</b>	<u>2.35</u>
	382,678
	(reduce to get to 2.1 mils)

ALLOCATION BASED ON TAXABLE VALUE - 2.2 MILS					
		2015 BUDGETED TWP REVENUE	2014 BUDGETED TWP REVENUE	DIFFERENCE	% CHANGE
ACME	18.8%	620,966	585,030	35,936	6.14%
EAST BAY	32.2%	1,063,428	1,005,039	58,389	5.81%
GARFIELD	49.1%	1,621,804	1,510,699	111,105	7.35%
<b>TOTAL</b>		<b>3,306,198</b>	<b>3,100,768</b>	<b>205,430</b>	<b>6.63%</b>

	2014 TAXABLE VALUE	2013 TAXABLE VALUE	DIFFERENCE	% CHANGE
	(net of personal prop)	(net of personal prop)		
ACME	282,257,218	278,585,713	3,671,505	1.32%
% of total	18.8%	18.9%		
EAST BAY	483,376,426	478,590,034	4,786,392	1.00%
% of total	32.2%	32.4%		
GARFIELD	737,183,510	719,380,319	17,803,191	2.47%
% of total	49.1%	48.7%		
<b>TOTAL</b>	<b>1,502,817,154</b>	<b>1,476,556,066</b>	<b>26,261,088</b>	<b>1.78%</b>



**GRAND TRAVERSE METRO FIRE DEPARTMENT  
2015 BUDGET WORKSHEET - PRELIMINARY  
MILLAGE EXAMPLE**

MARKET VALUE	TAXABLE VALUE	MILLAGE RATE	PROJECTED PROPERTY TAX
\$ 200,000	\$ 100,000	2.1	\$ 210.00
\$ 200,000	\$ 100,000	2.2	\$ 220.00
Tax Increase			<b>\$ (10.00)</b>
\$ 400,000	\$ 200,000	2.1	\$ 420.00
\$ 400,000	\$ 200,000	2.2	\$ 440.00
Tax Increase			<b>\$ (20.00)</b>

**AVERAGE PER TOWNSHIP:**

<b>ACME TWP</b>	\$ 84,838	2.1	\$ 178.16
	\$ 84,838	2.2	\$ 186.64
Tax Increase			<b>\$ (8.48)</b>
<b>EAST BAY TWP</b>	\$ 64,185	2.1	\$ 134.79
	\$ 64,185	2.2	\$ 141.21
Tax Increase			<b>\$ (6.42)</b>
<b>GARFIELD TWP</b>	\$ 110,522	2.1	\$ 232.10
	\$ 110,522	2.2	\$ 243.15
Tax Increase			<b>\$ (11.05)</b>

**Average taxable value per parcel:**

Taxable Value - Real	Parcel Count	Average
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Acme	282,257,218	3,327	84,838
East Bay	483,376,426	7,531	64,185
Garfield	737,183,510	6,670	110,522

# GRAND TRAVERSE METRO FIRE DEPARTMENT

## DECEMBER, 2014 PROJECTION

### TOWNSHIP ALLOCATION

	<b>GARFIELD</b>		<b>EAST BAY</b>		<b>ACME</b>		<b>TOTAL</b>	
	48.72%		32.41%		18.87%			
2014 Budgeted Township Allocations	\$ 71,938	\$	47,855	\$	27,863	\$	147,656	
Amount projected to be under budget	\$ (22,582)	\$	(15,022)	\$	(8,746)	\$	(46,350)	-31%
Net Amount to be allocated - projected	<b>\$ 49,356</b>	<b>\$</b>	<b>32,833</b>	<b>\$</b>	<b>19,116</b>	<b>\$</b>	<b>101,306</b>	

### GT METRO

#### 2014 Budget Reconciliation:

Amended - Budgeted revenues over expenses	\$ (695,884)
2014 Projected expenses over revenues	\$ (649,533)
Amount projected to be under budget	<b>\$ 46,350</b>

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**PROPOSAL & REPORT**  
**BS&A SOFTWARE**

# ACME TOWNSHIP SOFTWARE REPORT

## BS & A / FUNDBALANCE

Acme Township uses a software program called fund balance owned by Tyler Technologies. Tyler Technologies has over 24 other software products on the market, they were founded in 1966. The township purchased FundBalance software back in 1998 making this software over 15 years old. Tyler technologies are not making updates to this program allowing this program to be very outdated and difficult to use.

When our township computers were recently updated, a licensed program named Pervasive was required to be purchased to enable FundBalance to function with the new Windows 7. The cost of this required program was \$1,144. Pervasive will also require an annual fee of \$260 in addition to the annual fee FundBalance charges \$2,598.90 (last year amount). This requirement for Pervasive program tells me that Tyler Technologies are not updating FundBalance. It has been observed that Tyler Technologies are not supporting or updating FundBalance due to other software programs they have on the market.

Currently, the Acme Township Treasurer's Department uses BS&A program for property taxes and assessing purposes. They have been using this program since 2008. When asking the Treasure about this program she speaks very highly of it and recommend it. Our current FundBalance history, in accounts payable, payroll, and general ledger files can be down loaded and converted into the BS&A program; therefore, our history would not be lost when changing over to this software program. It only makes sense to choose the BS&A since the Treasurer is currently using this program and information can be integrated and updated in real time between the two offices.

How will Acme Township Benefit by using BS&A program?

- There will be a Government only accounting/bookkeeping program that runs efficiently with current updates.
- More information at your fingertips (drill down information available on reports). This will provide other departments with answers to "How did we come up with this amount?"
- Simpler Year End Reporting/ less journal entries.
- Easier Budgeting Worksheet Reports. Each department can work with these reports and send them back to the Clerk for updating in General Ledger automatically without duplicate entries.
- Currently with FundBalance, cash receipt work or entries need to be duplicated or entered twice. With this new program this will not be required. Therefore, this will save time and reduce errors.
- BS&A has a "Dashboard" on their website that helps promote more transparency by posting township financial reports.
- Less Accountant assistant time. Easier bank reconciling system.
- User friendly when there is a staff turnover.

With time being saved in entries and work processes with this new program, the Clerk department would like to focus in other areas. This includes inventory work needed in the cemetery. The Record storage area needs to be fully filed through and organized by updating record retention years. In addition, election preparations are underway every three months. Evaluation of employee health insurance, benefits and employee manual should be revisited. These are just a few of the many duties that are required to be done as Clerk.



BS&A is great program I was very impressed when I attended the Demonstration/Discussion June 25, 2013 with other Clerks and Treasures from our community. Currently the Townships that have acquired BS&A are: Peninsula Township

East Bay Township

Garfield Township

Green Lake Township

Attached are some interviewed statements from local townships regarding their acquisition of BS&A.

BS&A calculates their bids according to a township's parcel count. Acme's parcel count was 3,519 the bid came in at \$35,375. This amount is for the following functions: general ledger, accounts payable, cash receipting, and payroll. This also includes conversion and setup/training. Please see attached bid for more details. In June of 2013, I attended a BS&A overview and was informed a 10% discount for the license fee only, a savings of \$1,348. This agreement is in effect for all Grand Traverse County Townships if purchased and financial agreements are executed on or before September 30<sup>th</sup>, 2014.

35,375. Bid expires ~~July 30, 2014~~ extended to 9/30/2014

-1,348. Discount 10% expires 9/30/2014

34,387. Total less discount. (Annual service fee BS&A is \$2,700)

**Because of year end planning and the estimated 9 months or more for installation of BS&A program, now is the time to ask for this program be paid with two separate fiscal years. It is projected Acme Township to have funds available for appointment to Fund Balance Forward for year end 2013/2014. If we were to take \$15,000 or more from Fund Balance Forward set this aside in the budget of 2014/2015 year and the remaining amount to be budgeted in 2015/2016 (installation would take place estimated July 2015).**

Once the contract is implemented there is currently a waiting period of 8 to 9 months before install. Payment in full is expected once program is installed and training is completed.

At a previous board meeting, there was mentioned of possible grants available for the purchase of BS&A. There are no grants available. Jim from MTA confirmed there are none available grants for software purchases from the State at this time. In addition research was conducted for available State of Michigan grants to municipalities for software purchases, none to be found. However, at one time there were grants available for computers for elections, regarding Qualified Voter computers. This maybe what this was referred or confused with.

**LANIE MCMANUS**  
**GARFIELD TOWNSHIP**  
**CHARTER TOWNSHIP**

1. Why did you chose BS&A?

Treasure and Assessor already had this software. Treasure encouraged the Clerk because the efficiency of work flow if both departments had the BS&A software. Time saved because of efficiency and less errors.

BS&A qualified for municipal/government accounting software. They are a Michigan based company and work closely with the state for updates.

Call back support from FundBalance was very frustrating, over 12 hours for call back. Plus FundBalance is not updating their software.

**SUE COURTADE  
EAST BAY TOWNSHIP  
CHARTER TOWNSHIP**

1. Did you acquire quotes from other software companies?

No, just BS&A.

Do you see were this software saves you time?

Yes . Example is looking up detail for expenses and how they are generated. Invoices are scanned into the system when bills are processed for payment rather than going through files to find invoices or bills.

**JUDI KRAMER**  
**GREEN LAKE TOWNSHIP**  
**GENERAL LAW TOWNSHIP**

1. Did you acquire quotes from other software companies?

No, just BS&A. Treasure and Assessor already had this software. With other local townships going with BS&A, was decided to continue because of the support for questions such as reports, payroll, general ledger, and Cash Receipts could be answered by calling other local Clerks or townships.

They knew that BS&A qualified for municipal/government accounting software. They are a Michigan based company and work closely with the state for updates.

Green Lake will have their software installed in 8 to 9 months. They are not up and running live yet.

**MONICA HOFFMAN  
PENINSULA TOWNSHIP  
GENERAL LAW TOWNSHIP**

1. Did you acquire quotes from other software companies?

No, just BS&A. Treasure and Assessor already had this software.

2. Why did you go with BS&A?

First of all their hard drive crashed and they lost all of their history. What was restored by Fundbalance was then converted into BS&A.

Service request with Fundbalance were very difficult call back time was at times over 24 hours.

BS&A is located Bath, MI and works closely with the State of Michigan in updates required by the state. FundBalance located in TX is not updating. The last update received for Year End Close was 2005.

3. Do you see where this software saves you time?

Yes. Example is looking up detail for expenses and how they are generated. Invoices are scanned into the system when bills are processed for payment rather than going through files to find invoices or bills.

Proposal for Software and Services, Presented to...

Acme Township, Grand Traverse County MI

April 30, 2014

Quoted by: Dan J. Burns, CPA



*Thank you for the opportunity to quote our software and services.*

*At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.*

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

BS&A Software  
14965 Abbey Lane Bath MI 48808  
(855) BSA-SOFT / fax (517) 641-8960  
bsasoftware.com

## Contents

*Please return all pages, retaining a copy for your records.*

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Contact Information.....	9

## Attachments

*Please retain for your records.*

Hardware Requirements  
SQL Server Pricing





## Cost Summary

Application and Annual Service Fee prices based on an approximate parcel count of 3,519. Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing.

Prices subject to change if the actual count is significantly different than the estimated count.

### Applications, New Purchase

General Ledger .NET — <i>Learning Center Tab</i>	\$3,515
Accounts Payable .NET	\$2,985
Cash Receipting .NET	\$2,985
Payroll .NET	\$3,995
Subtotal	\$13,480

*10% Discount*  
*Sept-30*

### Data Conversions

Convert existing Fund Balance data to BS&A format:

General Ledger (chart of accounts, balances, budget, up to 10 years journal transaction history)	\$1,760
Accounts Payable (vendors, up to 10 years invoice and check history)	\$1,500
Cash Receipting (receipt items, up to 10 years receipt history)	\$1,500
Payroll (database setup, employee detail and YTD, up to 10 years check history)	\$3,000
Subtotal	\$7,760

### Project Management and Implementation Planning

**Services include:**

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

\$2,975

**Implementation and Training**

- \$850/day
- Days quoted are estimates; you are billed for actual days used

**Services include:**

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Software Setup	Days: 1	\$850
General Ledger .NET	Days: 2	\$1,700
Accounts Payable .NET	Days: 2	\$1,700
Cash Receipting .NET	Days: 1	\$850
Payroll .NET	Days: 4	\$3,400
	<b>Total: 10</b>	<b>Subtotal \$8,500</b>

**Cost Totals**

*Not including Annual Service Fees*

Applications	\$13,480
Data Conversions	\$7,760
Project Management and Implementation Planning	\$2,975
Implementation and Training	\$8,500

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**Total Proposed** **\$32,715**

**Travel Expenses** **\$2,660**

**Grand Total (with Travel Expenses)** **\$35,375**



## Annual Service Fees, New Purchases

Unlimited service and support during your first year with the program are included in your purchase price. Thereafter, Service Fees are billed annually. BS&A Software reserves the right to increase the Annual Service Fee by no more than the yearly Consumers Price Index (CPI).

General Ledger .NET <sup>1</sup>	\$700
Accounts Payable .NET <sup>2</sup>	\$600
Cash Receipting .NET <sup>4</sup>	\$600
Payroll .NET <sup>3</sup>	\$800
<b>Total Annual Service, New Purchases</b>	<b>\$2,700</b>



## Optional Item(s)

---

### Cash Receiving Hardware

	Quantity	Cost
Epson Series Receipt Printer*	\$700 x _____ = \$ _____	
APG Cash Drawer**	\$200 x _____ = \$ _____	
ImageTeam 2800 Handheld Linear Barcode Scanner	\$250 x _____ = \$ _____	

This will add \$ \_\_\_\_\_ to the Total Proposed.

*\*IMPORTANT. The receipt printer must be plugged into the USB port on one workstation (not your server). This printer is not to be shared with other workstations. If more than one workstation will be used for receipting, please consider purchasing more than one receipt printer. Ithaca receipt printers are not compatible with Vista or Windows 7. The Epson Series replaces the Ithaca brand and is fully compatible with those operating systems.*

*\*\*If using a previously-purchased receipt printer with the APG Cash Drawer, which brand will be used with the drawer?  
 \_\_\_Epson \_\_\_Ithaca \_\_\_Other (please specify)\_\_\_\_\_*

Please provide the number of cash drawers that will be hooked up to the printer \_\_\_\_\_

---

### Program Customization

BS&A strives to provide a flexible solution that can be tailored to each municipality's needs. However, in some cases, custom work may be required. Typical examples include:

- ↳ custom payment import/lock box import
- ↳ custom OCR scan-line
- ↳ custom journal export to an outside accounting system
- ↳ custom reports

If you require any custom work, please let us know so that we can better understand the scope of your request and include that in a separate proposal.

## Acceptance

### Signature constitutes...

1. An order for products and services as quoted  
*Quoted prices do not include Program Customization or training beyond the estimated number of days*
2. Agreement with the proposed Annual Service Fees
3. Acceptance of BS&A's hardware recommendations required to efficiently run the .NET applications

Signature \_\_\_\_\_

Date \_\_\_\_\_

**BS&A PLEDGE.** We offer a one-year, risk-reversal pledge on our software. If, up to a year after installation, you are not happy with our software and service, you can return our software for a full refund.

### Returning Accepted Proposal to BS&A

*Please return the entire proposal, with signature/date (this page) and contact information (next page) filled out, by any of these methods:*

Mail: BS&A Software  
14965 Abbey Lane  
Bath, MI 48808

Fax: (517) 641-8960

Email: [dburns@bsasoftware.com](mailto:dburns@bsasoftware.com)

Once your proposal is received, a BS&A representative will contact you to begin the scheduling process.

## Contact Information

If any mailing addresses are PO Boxes, please also provide a Street Address for UPS/Overnight mail.

If additional contacts need to be submitted, please make a copy of this page.

### Key Contact for Implementation and Project Management

Name \_\_\_\_\_ Title \_\_\_\_\_

Phone/Fax \_\_\_\_\_ Email \_\_\_\_\_

Mailing Address \_\_\_\_\_

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

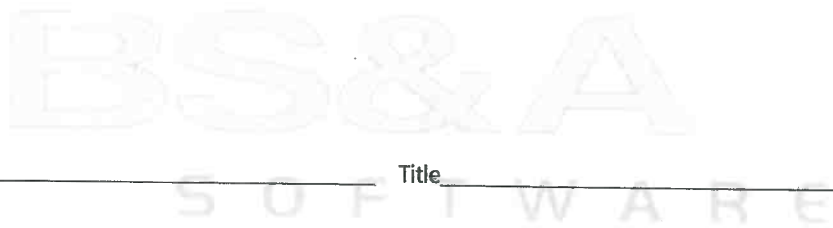
### IT Contact

Name \_\_\_\_\_ Title \_\_\_\_\_

Phone/Fax \_\_\_\_\_ Email \_\_\_\_\_

Mailing Address \_\_\_\_\_

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



Issue/comments	Software comparison		F/B	Pros	Cons	Comments
	BS & A					
	Pros	Cons				
Annual Fee	X		X			Very Similar
Response time	X				X	B - W/ in 15 minutes F/B- still waiting
Michigan Based Company	X					
Attach invoice to check	X					
Report Module 5 year history	X				X	B - 5 yr history / F/B last year only
Focus on Government	X				X	F/B focus is not on government
Track projects / grants	X		X			
Bank Rec	X				X	B - Included / F/B n/a cost for module
Additional users	X				X	B - no limit / additional cost
Same Access to program	X				X	B - no limit to same program / F - n/a



## Cathy Dye

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**From:** Dan Burns <DBurns@bsasoftware.com>  
**Sent:** Wednesday, July 02, 2014 1:04 PM  
**To:** Cathy Dye  
**Subject:** Re: BS&A

Yes

On Jul 2, 2014, at 11:35 AM, "Cathy Dye" <[CDye@acmetownship.org](mailto:CDye@acmetownship.org)> wrote:

Hi Dan  
Will BS&A extend our bid to 9/30/2014 along with the 10% discount.

*Cathy Dye  
Acme Twp. Clerk  
6042 Acme Rd.  
Williamsburg, MI 49690  
231-938-1350  
[cdye@acmetownship.org](mailto:cdye@acmetownship.org)*

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**From:** Dan Burns [<mailto:DBurns@bsasoftware.com>]  
**Sent:** Tuesday, June 17, 2014 9:35 AM  
**To:** Cathy Dye  
**Subject:** Re: BS&A

Cathy

Hello...to clarify Yes we will honor the April proposal

Regarding the 10% discount - that has been extended thru 09/30/14 and is available towards license fees only

I can calculate for you when I free up in an hour or so if that would help?

Dan

On Jun 17, 2014, at 9:26 AM, "Cathy Dye" <[CDye@acmetownship.org](mailto:CDye@acmetownship.org)> wrote:

Hi Dan  
I am working on my presentation for the Board regarding purchasing BS&A software. I spoke with you last week( 6-2-2014) on the phone had a question on the Bid, asked if you would extend it, it has a expiration date of 90 days from the quote April 30, 2014 therefore expires July 30, 2014. Please let me know how long you would extend it for?

**RESOLUTION OF THE ACME TOWNSHIP BOARD OF TRUSTEES**  
**RESOLUTION R2014 - \_\_\_\_\_**  
**RECOMMENDATION TO PURCHASE BSA SOFTWARE**  
**AUGUST 12, 2014**

At a regular Regulations meeting of the Acme Township Board of Trustees, held on August 12, 2014, the Acme Township Board of Trustees, , on a motion made by \_\_\_\_\_, and seconded by \_\_\_\_\_ passed the following resolution:

WHEREAS, Acme Township currently operates General Ledger, Account Payable, Payroll and Cash Receipts using FundBalance Software. This software is out dated and is not being updated by the owner Tyler Technologies.

WHEREAS, currently the Treasurer's Department uses BS&A for township tax receipting and assessing. Therefore it is recommended to replace outdated software with BS&A in order to better integrate the two departments, provide accurate reports and improve all over work flow plus reports in all departments

WHEREAS, the total bid amount for BS&A software, this includes General Ledger, Accounts Payable, Cash Receipting and Payroll is \$34,387.00.

Now therefore be it resolved that Acme Township Board make available \$15,000.00 from Fund Balance Forward for year end 2013/2014 and remaining balance \$19,387.00 to be budgeted in 2015/2016 (installation would take place estimated July 2015, total payment in full is required after installation and live running).

Township Board members present: \_\_\_\_\_, Township Board members absent: \_\_\_\_\_

Upon roll call, the following vote was cast:

Aye: \_\_\_\_\_

Nay: \_\_\_\_\_

Abstaining: \_\_\_\_\_

\_\_\_\_\_  
Jay B. Zollinger

\_\_\_\_\_  
Cathy Dye

## Hoxsie House Status

The Acme Heritage Society has elected to Not Move forward on the Moving of the Hoxsie House as of 7/31/14.

Status of Actions taken:

Gas has been disconnected at Curb and Meter removed

Sewer has been disconnected at Curb.

Electric service has been disconnected from Building.

Well service has been called to disconnect at Pit less adaptor and mothball

Contractor called for Asbestos Survey.

Requested bids for Demolition of House /three contractors

Bids to show cost for house and cost for filling basement and land restoration.

Township has reserved funds \$27000 to cover the above estimated cost

## No move for historic Hoxsie House

*Dear Editor,*

After almost two years of research and fundraising, the Acme Heritage Society has decided not to move the historic house. According to Dave Hoxsie, president of the Acme Heritage Society, the figures that are coming in are astronomically high, much more expensive than we originally planned on.

Our original plan was to move the house to the new Grand Traverse Town Center where the developers of the project had donated a piece of property for the house to be placed as its final resting place. We then would get all of the code updates done to open the house to the general public in order to showcase Acme area history.

After further research a contractor pointed out some serious structural damage in the floor joist that in his opinion would be very costly to repair on top of the already expensive moving cost. All in all the code updates and moving cost put our project cost well over \$300,000.00, which has made it impossible for The Acme Heritage Society to afford. Unfortunately, The Acme Heritage Society has to withdraw from the project.

Our intent was not to interfere with the township's deadline to have the house moved. The Acme Township Board has been very gracious to allow us the opportunity to try to make the move possible.

The Acme Heritage Society would like to thank all the area residents who have donated to the project. Acme Heritage Society is still committed to moving forward with showcasing our local history and will continue our videotape interview of our great senior citizens of the Acme area.

*Sincerely,  
Acme Heritage Society*

**ACME TOWNSHIP  
GRAND TRAVERSE COUNTY, MICHIGAN**

**BOARD OF TRUSTEES RESOLUTION #R-2014-\_\_**

**2014 ACME TOWNSHIP RESOLUTION FOR Two BOARD MEETINGS PER MONTH**

At a regular meeting of the ACME TOWNSHIP BOARD OF TRUSTEES held on August 12, 2014 the ACME TOWNSHIP BOARD OF TRUSTEES, on a Motion made by \_\_\_ and seconded by \_\_\_\_, passed the following Resolution by a vote of \_\_\_in favor and \_\_\_ opposed:

WHEREAS, The Acme Township Board finds that two meetings per month that will allow for more timely payment of bills and allow a more timely planning of projects to support the objectives of our Master Plan

WHEREAS, The Acme Township Board finds that two board meetings per month will allow for review of major capital improvements to township infrastructure for water and sewer improvements can be planned for to meet the needs of Acme Township,

WHEREAS, The Acme Township Board finds that two board meetings per month will allow the board to act more effectively and efficiently for the citizens of Acme Township; and

Whereas, The Acme Township Board finds that the best date and time for a second board meeting would be held on third Tuesday of the month at 7PM

NOW THEREFORE, BE IT RESOLVED that Acme Township Board shall hold two board meetings per month, one on the first Tuesday of the month at 7PM, and one on the third Tuesday of the month at 7PM subject to holidays and elections, as set out on the attached schedule.

Ayes:

Nays:

Absence:

Motion Approved.

I, Cathy Dye, Acme Township Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Acme Township Board of Trustees at a Regular Meeting thereof held on August 12,2014.



6042 Acme Road, Williamsburg, MI 49690 Tel. 231-938-1350 Fax 231-938-1510 [www.acmetownship.org](http://www.acmetownship.org)

## ACME TOWNSHIP BOARD OF TRUSTEES

2014 Scheduled Meeting Dates  
Revision Adopted on August 12, 2014

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**January 7**  
**February 4**  
**March 4**  
**April 8**  
**May 13\*\*\***  
**June 3**  
**July 1**  
**August 12\*\*\***  
**September 2 & September 16th**  
**October 7 & October 21th**  
**November 12\*\* & November 25th**  
**December 2 & December 16th**

The Acme Township Board **normally** holds its regular meetings on the first Tuesday of each month at 7:00 p.m. at the Acme Township Hall, and its second meeting the third Tuesday of the month.

Other Special Meetings will be posted separately as required

\*\*\* Denotes meeting dates changed due to a holiday, election or other schedule conflict.

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.

**ACME TOWNSHIP BOARD**  
**RULES OF PROCEDURE DRAFT 7-22-14**

**1.0 AUTHORITY**

These rules are adopted by the Acme Township Board pursuant to its implied power to conduct meetings under Section 41.72a of the Compiled Laws of Michigan, as amended.

**2.0 MEETINGS**

**2.1 Regular Meetings\*\*\*\*QUESTION SECOND MEETING**

The township board shall meet on the 1st Tuesday each month in regular session, except as otherwise provided by the township board. At its first meeting in each fiscal calendar year, the board shall establish its schedule of regular meetings for the balance of the year. If any regularly scheduled meeting falls on a legal holiday, the regular meeting shall be held on a date determined by the township board that is not a legal holiday.

**2.2 Special Meetings**

The township board shall meet in special session at the call of the supervisor or upon written request of a majority of the entire township board members filed with the township clerk. No less than 18 hours before the scheduled special meeting, the township clerk supervisor, or his/her designate, shall provide each member of the board a notice of the special meeting, specifying the date, time, place, and purpose of the special meeting. With written consent of a member of the board, that member's notice may be made by email, text or phone call. In the absence of such written consent, notice shall be given personally to each member of the board, left at the member's usual place of residence, or otherwise delivered as authorized by law.

**2.3 Emergency Meetings**

Emergency meetings of the township board may be held only in the event of a severe and imminent threat to the health, safety, or welfare of the public when two-thirds of the members of the board elected and serving decide that delay would be detrimental to efforts to lessen or respond to the threat.

**2.4 Place of Meetings**

Meetings of the township board shall be held in the township hall or township office building, as determined by the township board, unless public notice of the meeting states a different location. Whenever the regular meeting place of the board shall appear inadequate for members of the public to attend, the supervisor may change the meeting location to a larger facility in the township, or surrounding area. A notice of such change shall be prominently posted on the website and door of the regular meeting place. The Supervisor shall also give notice of the change in the meeting place in a newspaper if time permits.

### **2.5 Time of Regular Meetings (QUESTION SECOND MEETING)**

The time of the regular meetings will be 7:00 p.m. on the 1<sup>st</sup> Tuesday and 1:00 p.m. on the 4<sup>th</sup> Monday and shall be stated in the regular schedule of meetings adopted under Rule 2.1, unless the township board by a vote of a majority of its entire membership specifies a different starting time. The township board shall not begin considering any matter on the agenda after 10:00 p.m. at the 2<sup>nd</sup> Tuesday meeting and after 5:00 p.m. at the 4<sup>th</sup> Monday meeting, except by unanimous consent of the members present. Matters on the agenda which have not been considered shall be placed on the agenda of the next regular meeting, or on the agenda of a special meeting, if one is called.

### **2.6 Change in Schedule**

Change in the regular meeting schedule shall not be made except upon the approval of a majority of the entire township board. In the event the board shall meet and a quorum is not present, the board, with the approval of those present, may only adjourn the meeting to a later day and time provided that proper notice to members and the public is given.

## **3.0 PUBLIC NOTICE OF MEETINGS**

The township clerk/supervisor, or his/her designee, shall provide the proper notice for all meetings of the township board. All such notices shall comply with the Michigan Open Meetings Act and shall be posted in a conspicuous location at the township website and office building visible from the outdoors and include, but not necessarily be limited to, the following:

### **3.1 Regular Meetings**

A notice shall be posted on the township website within ten (10) days after the first meeting of the township board in each calendar year indicating the date, time, and place of the board's regularly scheduled meetings.

### **3.2 Schedule Change**

Whenever the township board changes its regular schedule of meetings, a notice of the change in the regular meeting schedule shall be posted within three (3) days following the meeting in which the change was made.

### **3.3 Special and Emergency Meetings**

If a special meeting of the township board is scheduled under Rule 2.2 or an emergency meeting of the township board is scheduled under Rule 2.3, then notice of such meeting shall be posted immediately. With ~~written~~ written consent of ~~a~~ of each member of the board, that member's notice may be made by email, text or phone call. In the absence of such written consent, notice shall be given personally to each member of the board, left at the member's usual place of residence, or otherwise delivered as authorized by law. No meeting, except



emergency meetings, shall be held until notice of the meeting has been posted at least eighteen (18) hours in advance of the meeting.

### 3.4 Notification to Media and Others

The township clerk, or his/her designee, shall notify, without charge, any newspaper or radio or television station of the township board's meeting schedule, schedule changes, or special or emergency meetings whenever such newspaper or radio or television station has filed with the clerk a written request for such notice. The clerk, or his/her designee, shall also notify other individuals or organizations of regular meeting schedules, changes in the schedule, or special and emergency meetings. ~~but only upon their written request and agreement to pay the township for printing and postage expenses.~~ (QUESTION) Once a written request is received the township clerk, or his/her designee shall follow the Township's FOIA Policy and Procedure.

## 4.0 QUORUM AND ATTENDANCE

### 4.1 Quorum

A majority of members of the township board elected and serving (four members) shall constitute a quorum for the transaction of business of the board.

### 4.2 Attendance

No member of the township board may absent himself or herself without first ~~reasonably attempting to~~ having notify the township supervisor of his or her intent to be absent from a scheduled meeting.

## 5.0 MEETING AGENDAS

### 5.1 Agenda for Regular Meetings

The township clerk~~supervisor~~, or his/her designee, shall prepare the agenda of business for all regular township board meetings. Any member of the township board, a board or commission created by the township board, a committee of the township board, or a member of the public desiring to place a matter on the agenda shall notify the clerk~~supervisor~~'s office of such item ~~by no later than 10:00 a.m. of the preceding Wednesday~~ ~~seven days prior to the~~ for the regular meeting of the month. Such items shall be placed on the agenda under Business or other agenda category as appropriate in the order they were received by the Supervisor's office. The township board reserves the right to alter the agenda, the order of items on the agenda, and remove items from the agenda by a majority vote of the members present at the meeting. In addition, the township board reserves the right to consider an item at a regular meeting not received by the clerk~~supervisor~~'s office by the applicable deadline upon the consent of a majority of the members present.

### 5.2 Agenda for Special and Emergency Meetings

Whenever the township board is called into special session pursuant to Rule 2.2, the agenda shall be prepared by the township clerk~~supervisor~~, or his/her designee, and shall be included in the notice of the meeting, and no other matter

shall be considered except when all members are present. The agenda for emergency meetings pursuant to Rule 2.3 shall be prepared by the township clerk~~supervisor~~ , or his/her designee, and shall be provided along with the notice of the meeting to members of the township board, if time permits. At other times, the supervisor, or presiding officer, shall declare the agenda upon the approval of a majority of the members present.

**5.3 Distribution of Agenda and Materials**

Upon the completion of the agenda, the township clerk~~supervisor~~, or his/her designee, shall distribute copies of the agenda together with copies of reports, explanations, etc., which relate to the matters of business on the agenda. Members of the township board ~~under normal conditions~~ shall be entitled to receive such materials no later than ~~noon on the Thursday preceding the first regular meeting date of the month.~~ **72 hours prior to the regular board meeting.**

**5.4 Consent Agenda – Defined**

The consent agenda shall consist of those matters that the township board has determined to be “routine” and usually are matters about which the board commonly concurs. These matters include, but are not necessarily limited to, reports and announcements, correspondence, the approval of payroll and invoices for payment, the approval of minutes, the appointment of persons to township boards, commissions, and committees, the scheduling of public hearings, and other matters that the township board is required by statute or rule to approve.

**5.5 Consent Agenda – Procedure**

The township clerk~~supervisor~~, or his/her designee, in preparing the meeting agenda, shall list those matters under the heading of “consent agenda” and include the associated materials with those distributed to the members in accordance with Rule 5.3. At a meeting for which a consent agenda has been prepared, the board, upon the motion of a member, shall vote on the approval of the matters included under the consent agenda. Before putting the question to the members, the supervisor, or presiding officer, shall permit any member of the board or any member of the public to remove from the consent agenda any item on which he/she has questions or wishes further discussion. The supervisor, or presiding officer, shall then direct the Supervisor to remove such item and place it within the business portion of the meeting’s agenda. A vote shall not be required to remove a matter from the consent agenda.

**5.6 Order of Business**

The agenda shall be arranged in the following order:

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Roll Call
- 4. Limited Public Comment
- 5. Approve/Revise Agenda

5. Conflict of Interest
6. Approve/ Revise Agenda
7. Approve Consent Agenda
8. Special Presentations/Discussions
9. Reports
10. Correspondence
11. Public Hearing
12. New/Old Business
13. Citizens Comments
14. Adjournment  
(Study sessions may be held before or after meetings)

## 6.0 CONDUCT OF MEETINGS (OTHER THAN ZONING PUBLIC HEARINGS)

### 6.1 Chair

Except as provided herein, the supervisor shall preside at all **regular scheduled** meetings of the township board. In the absence of the supervisor, the township clerk shall assume the duties of the chair. In the absence of both the supervisor and township clerk, the township treasurer **or trustee** shall assume the duties of the chair for the purpose of the board electing one of its members present to preside at the meeting.

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### 6.2 Form of Address

Members of the township board wishing to speak shall first obtain the approval of the supervisor, or presiding officer. **Any board member will get a second opportunity to speak on an issue only after all other board members have been given an opportunity to speak.** Other persons at the meeting shall not speak unless recognized by the supervisor, or presiding officer.

### 6.3 Rules for Citizen Comments to the Township Board

1. The public may only address the township board at the times designated on the agenda, unless otherwise recognized by the supervisor, or presiding officer.
2. Members of the public addressing the board shall take into consideration the rules of common courtesy.
3. Members of the public shall not use the public participation portions of the meeting to make personal attacks against members of the board or against other township officials or employees. If the intended comments constitute a complaint or charge brought against a member of the board or against another township official or employee alleging that the official or employee has violated a federal or state statute, or an ordinance, resolution, or policy of the township, the individual shall contact the township ~~clerk~~**Supervisor** under Rule 5.1 to request placement on the agenda. Any such complaint or charge shall be in writing and signed by the individual making the complaint of charge as required by Rule 15.2.

4. Members of the public wishing to speak shall first obtain the approval of the supervisor, or presiding officer, and each person who speaks shall address the entire board.
5. The persons addressing the board shall identify themselves and place of residence for the minutes.
6. Each member of the public addressing the board may speak for three (3) minutes unless they contact the township clerk-supervisor under Rule 5.1 to request placement on the agenda and specify the purpose of the presentation and length of time requested (maximum time allowed 15 minutes per speaker or group).
7. A member of the public who desires to submit a written statement shall give the statement to the township clerk-supervisor prior to the commencement of the meeting or any comments. All written statements and documents presented to the board by an individual are considered public documents and shall be retained in the record of the meeting.
8. The above provisions, however, shall in no way impair the right of the supervisor, or presiding officer, to control the meeting as presiding officer.

#### 6.4 Disorderly Conduct **JEAN REWORD** 😊

The supervisor, or presiding officer, shall call to order any person who is being disorderly by speaking or otherwise disrupting the proceedings, by failing to be germane, by speaking longer than the allotted time, or by speaking vulgarities. Such person shall thereupon be seated until the supervisor, or presiding officer, has determined whether the person is in order. If a person so engaged in a presentation is ruled out of order, he or she shall not be permitted to speak further on that subject at that meeting leave by at the same meeting except upon special the township board. If the person continues to be disorderly and to disrupt the meeting, the supervisor, or presiding officer, may request the sheriff, a deputy sheriff, or other police a law enforcement representative to remove the person from the meeting. No person shall be removed from a public meeting except for an actual breach of the peace committed at the meeting. The township board shall also have the right to adjourn the meeting if it is interrupted due to the disorderly conduct of any person.

### **ENDED MEETING 7-22-14**

#### 7.0 RECORD OF MEETINGS

##### 7.1 Minutes and Official Records

The township clerk, or recording secretary, shall be responsible for taking the minutes of each meeting of the township board. The minutes shall include all the actions and decisions of the board with respect to substantive (non-procedural) motions. The minutes shall include the names of the mover and seconder and the vote of the members. The record shall also state whether the vote was by voice or by roll call; when by roll call, the record shall show how each member voted. The township clerk, however, shall be responsible for maintaining in his/her office the official minutes and records of the township board and copies of

each resolution and ordinance or other matter acted upon by the board. The official minutes, however, may refer to those matters by an identifying number and the descriptive title of the ordinance, resolution, or other matter.

### **7.2 Record of Discussion**

Except for zoning public hearings conducted under Rule 8.0 below which require that the minutes reflect a detailed summary of all comments made during the public hearing, the clerk or recording secretary shall not be responsible for maintaining a written record or summary of the discussion or comments of the members of the township board nor of the comments made by members of the public. The clerk or recording secretary, however, shall be responsible for making an audio tape recording of each regular meeting of the board. Each such recording shall be maintained in the office of the clerk until the minutes are transcribed and formally approved by the board. Thereafter, the recording may be erased or destroyed, unless the recording is pertinent to any pending or reasonably anticipated legal proceeding.

### **7.3 Request for Remarks to Be Included**

Any member of the township board may have his or her comments printed as part of the record upon the concurrence of a majority of the other members present. Comments to be included in the record shall be provided in writing by the member.

### **7.4 Public Access to Meeting Records**

The township clerk shall make available to members of the public the records and minutes of the township board meetings in accordance with the Michigan Open Meetings Act and the Michigan Freedom of Information Act. Minutes of board meetings, prepared but not approved by the board, shall be available for public inspection not more than eight (8) business days following the meeting. Minutes approved by the board shall be available within five (5) business days of the meeting at which they were approved. Within twenty-one (21) days after a meeting of the township board, the township clerk shall publish in a newspaper of general circulation within the township either the entire minutes of the board meeting or a synopsis of the board meeting prepared by the township clerk and approved by the supervisor showing the substance of each separate decision of the board and the vote of each member on those decisions.

## **8.0 CONDUCT OF ZONING AND SPECIAL USE PERMIT PUBLIC HEARINGS.**

### **8.1 Public Hearing Procedure**

The procedure for a zoning public hearing of the township board shall be as follows:

1. The supervisor, or presiding officer, shall open the public hearing by announcing the matter to be heard and by summarizing the standards or

other regulations of the zoning ordinance on which the township board's decision must be based.

2. When the township planning commission has made a recommendation to the township board concerning the zoning ordinance matter before the board, the township board shall pass a motion incorporating by reference into the township board record the prior planning commission minutes and all evidence and exhibits compiled by the planning commission concerning the zoning matter before the board.
3. Determination by the supervisor, or presiding officer, whether a time limitation will be imposed on members of the public wishing to address the township board during the public hearing.
4. Staff report, if applicable.
5. Compilation of list of any additional exhibits (not presented to the planning commission) to be considered by the township board when making its decision.
6. Presentation by the applicant or applicant's attorney or other agents.
7. Correspondence not previously presented to the planning commission and/or persons speaking in favor of the application.
8. Correspondence not previously presented to the planning commission and/or persons speaking in opposition to the application.
9. Rebuttal comments by the applicant or applicant's attorney or other agents.
10. Supervisor, or presiding officer, declares public hearing portion of the case closed.
11. The township board begins its deliberations on the case.
  - a. During deliberations the township board may solicit information from the applicant, applicant's attorney or other agents, or from members of the public. However, the solicitation of additional information shall not be construed as the reopening of the public hearing, unless so declared by the supervisor, or presiding officer. If the public hearing portion of the case is reopened, then the procedures for the original public hearing shall be followed.
  - b. During deliberations the township board shall also specify in writing the findings of fact on which it bases its decision or may adopt by reference the findings of fact made by the planning, either with or without modifications.
  - c. If during deliberations the township board determines that additional information is needed to make its decision, it may adjourn the case to a specific time, date, and place to receive that additional information. At the adjourned time, date, and place, the public hearing portion of the case shall be reopened, but only to receive the requested additional information and other information relevant to that issue.
12. At the conclusion of its deliberations, the township board shall adopt a motion documenting its decision.

**8.2 Members of the Public**

Members of the public wishing to address the township board during a public hearing shall first be recognized by the supervisor, or presiding officer, and each person who speaks shall state his or her name and shall address the entire township board.

**8.3 Limitation of Public Comments during Public Hearings**

Prior to opening a public hearing, the supervisor, or presiding officer, shall determine the number of individuals from the general public who may desire to address the township board during the public hearing. Based on this determination, the supervisor, or presiding officer, may establish a reasonable time limitation for each member of the general public when addressing the township board during the public hearing. Members of the general public expressing a desire to address the township board may transfer their allotted time to another individual, who may act as a spokesperson for the group. Provided, however, the time limitations imposed under this section shall not be less than three minutes for an individual and not less than five minutes for a group. Provided further, the time limitations imposed pursuant to this section shall not apply to the applicant or the applicant's attorney or other agents, since the applicant has the burden of proof on the matter before the township board.

**8.4 Written Statements Submitted by the Public**

All written statements and documents presented during a public hearing which are intended to be included in the public hearing record should be given to the township clerk or designated recording secretary. All written statements and documents presented to the township board by an individual are considered public documents and shall be retained in the public record of the meeting.

**8.5 Disorderly Conduct at Meetings**

Individuals addressing the township board during a public hearing should take into consideration the rules of common courtesy. The comments by members of the public cannot be used to make personal attacks against members of the township board or township staff. The supervisor, or presiding officer, may call out of order any person who is being disorderly by speaking or otherwise disrupting the meeting, failing to be germane, speaking longer than the allotted time, yelling, shouting or speaking vulgarities. Such person shall thereupon be seated until the supervisor, or presiding officer, determines whether the person is in order. If a person is called out of order, he or she shall not be permitted to continue to speak at the same public hearing, except by a majority vote of the township board members present. If the person continues to be disorderly to the extent that the township board cannot continue to conduct the public hearing or its deliberations, the supervisor, or presiding officer, shall consider the person to be in breach of the peace and may request the assistance of a law enforcement officer to remove the person from the meeting. The township board shall have the right to adjourn the meeting if it is interrupted due to the disorderly conduct of

any person. No person shall be removed from a public hearing, except for an actual breach of the peace committed at the hearing.

### **8.6 Rehearings (Question Jocks)**

1. Except as provided in this subsection and the Acme Township Zoning Ordinance, a decision of the township board concerning an administrative, discretionary zoning decision (SUP) shall be final. The township board may grant a rehearing under exceptional circumstances for any administrative, discretionary zoning decision made by it. Exceptional circumstances shall mean any of the following:
  - a. The applicant who brought the matter before the township board made misrepresentations concerning a material issue which was relied upon by the township board in reaching its decision.
  - b. There has been a material change in circumstances regarding the township board's findings of fact which occurred after the public hearing.
  - c. The township attorney by a written opinion states that in the attorney's professional opinion the decision made by the township board or the procedure used in the matter was clearly erroneous.
  
2. A rehearing may be requested by the applicant or by township staff, or a rehearing may be granted by the township board on its own motion, pursuant to the following procedure:
  - a. A request for a rehearing which is made by an applicant or by township staff must be made within twenty-one (21) days from the date of approval of the township board's minutes regarding the decision for which the rehearing is being requested.
  - b. A request for a rehearing made by township staff or a rehearing granted by the township board on its own motion may be granted at any time as long as the applicant has not been prejudiced by any delay.
  - c. Whenever the township board considers granting a rehearing, it shall provide written notice to the applicant that a rehearing will be considered. The notice may be served upon the applicant by first class mail at the applicants' last known address, or may be served personally on the applicant. The notice must be served at least nine (9) days before the time set for the hearing if served by mail, or at least seven (7) days before the time set for the hearing if served by personal service. Service by mail shall be complete upon mailing. In addition to serving the above notice on the applicant, all other notice requirements for the type of decision being heard shall be completed before the township board holds a hearing at which it considers whether to grant a rehearing.
  
3. If the township board grants a rehearing, then the rehearing on the merits shall not be held until all notice requirements for the type of decision being reheard have been satisfied.



## 9.0 CONFLICTS OF INTERESTS

### 9.1 Non-zoning Matters

A member of the township board shall declare a conflict of interest in connection with a non-zoning matter pending before the township board and shall disqualify himself of herself from deliberating and voting on the matter when any of the following circumstances exist:

1. The township board member or the member's spouse; the member's parent or child (regardless of where they reside); or any relative or individual who resides in the member's household has a pecuniary interest in the outcome of the matter.
2. A non-pecuniary matter before the township board, including but not limited to personnel matters, involves the child, grandchild, great-grandchild, parent, grandparent, great-grandparent, brother, sister, nephew, niece, aunt, or uncle of the township board member or the member's spouse.
3. The township board member concludes in good faith that because of prior business or personal relationships with the individual involved in the matter before the township board, or for other reasons, the member cannot decide the matter in a fair and unbiased manner and in furtherance of the township's best interests.
4. The township board member's participation in the matter would be in violation of the Acme Township Code of Ethics.

### 9.2 Zoning Matters

A member of the township board shall declare a conflict of interest in connection with a zoning matter pending before the township board and shall disqualify himself of herself from deliberating and voting on the matter when any of the following circumstances exist:

1. The applicant is the township board member, the member's spouse, or the child, grandchild, great-grandchild, parent, grandparent, great-grandparent, brother, sister, nephew, niece, aunt, or uncle of the township board member or the member's spouse.
2. The township board member or the member's spouse; the member's parent or child (regardless of where they reside); or any relative or individual who resides in the member's household has a pecuniary interest in the outcome of the matter.
3. The township board member or the member's spouse resides on or has an ownership interest in land within 300 feet of the parcel regarding which the decision is to be made.

4. While being a member of the township board the township board member has made statements or taken any action outside the formal decision-making process that would suggest that he or she has prejudged the matter before the township board or would in any way preclude him or her from affording the applicant and the public a fair hearing.
5. If the township board member has expressed an opinion concerning a matter before the township board prior to becoming a member of the township board and cannot in good faith set aside that prior opinion and decide the matter based on the information provided at the public hearing and the zoning ordinance requirements.
6. The township board member concludes in good faith that because of prior business or personal relationships with the applicant or with other participants in the public hearing process, or for other reasons, he or she cannot afford the applicant and the public a fair hearing.
7. The township board member's participation in the matter would be in violation of the Acme Township Code of Ethics.

## **10.0 COMMITTEES**

### **10.1 Standing Committees; Establishment; Appointment**

The township board hereby creates two standing committees, entitled "Personnel Committee" and "~~Public Utilities Committee.~~" Each standing committee shall be composed of three (3) members of the township board. The members of each standing committee shall be appointed by the township board and shall serve for a term of one (1) year.

1. Except as provided herein, the Personnel Committee shall be responsible for evaluating, resolving and making recommendations to the township board regarding all township personnel matters, including but not limited to, the appropriate number of township employee positions, job descriptions for township employee positions, appropriate compensation for township employee positions, the township personnel policies, workplace safety issues, the interview and selection of candidates for employment with the township, periodic employee evaluations in conjunction with that employee's immediate supervisor, and issues related to employee discipline in conjunction with that employee's immediate supervisor or to consider complaints made against or involving township employees. Provided, however, the Personnel Committee shall have no responsibilities concerning township employees to the extent the township

board has delegated its personnel responsibilities over those employees to another board or committee, as authorized by law.

2. ~~The Public Utilities Committee shall be responsible for evaluating, resolving and making recommendations to the township board regarding all township utility matters, including but not limited to, sewer, water, rights-of-way, and tower questions.~~

#### **10.2 Ad hoc Committees; Establishment; Appointment**

If deemed advisable, the township board by a vote of a majority of the entire township board may establish ad hoc committees. At the time an ad hoc committee is established, the township board shall specify the number of and appoint the committee members, which shall not be limited to members of the township board, shall define the responsibilities of the committee, and shall specify the duration of the committee, which can be extended by a vote of a majority of the entire township board. The township board by a vote of a majority of the entire township board may at any time dissolve an ad hoc committee or may relive the committee from further consideration of any matter originally included in its defined responsibilities.

#### **10.3 Committee Meetings**

A majority of the members of a committee shall constitute a quorum. Each committee shall comply with the provisions of the Michigan Open Meetings Act and the Freedom of Information Act.

#### **10.4 Exercise of Governmental Function**

A committee shall not exercise a governmental function as defined by the Michigan Open Meetings Act in a meeting not open to the public unless the act permits the action to be considered in a meeting closed to the public. The responsibility of each committee is to make recommendations to the township board and to report matters considered and rejected as well as those considered and recommended.

### **11.0 CLOSED MEETINGS**

#### **11.1 Vote Required**

The vote to hold an executive meeting shall be recorded in the minutes of the meeting at which the decision was made.

**11.2 Grounds for Closed Meeting; 2/3 Vote**

The township board may hold a meeting closed to members of the public upon the motion of any member and roll call approval by two-thirds of the entire members for the following purposes:

1. To consider the purchase or lease of real property, until an option to purchase or lease that property is obtained.
2. To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only when an open meeting would have a detrimental financial effect on the litigating or settlement position of the township.
3. To meet with an attorney to consider the attorney's written opinion.
4. To review the specific contents of an application for employment to a township position and the applicant requests that the application remain confidential. Whenever the personnel committee or township board meets to interview an applicant, the meeting shall be open to the public.

**11.3 Grounds for Closed Meeting; Majority Vote**

The township board may also hold a closed meeting upon the motion of any member and roll call approval by a majority of the entire members for the following purposes:

1. To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of a public officer, employee, staff member, or individual agent if the named person requests a closed hearing. If the person rescinds his/her request for a closed meeting the matter at issue shall thereafter be considered only in open public meeting.
2. To consider strategy connected with the negotiation of a collective bargaining agreement.

**11.4 Minutes, Closed Meetings**

For each closed meeting, the township clerk or recording secretary shall make a separate record of the topics discussed. This record shall not be disclosed to the public except upon the order of a court. The township clerk shall destroy the minutes after one year and one day have passed after the meeting at which the board approved the minutes of the meeting at which the board voted to hold the closed meeting.

## **12.0 PROCEDURAL MOTIONS AND RESOLUTIONS**

### **12.1 Statement by Supervisor, or Presiding Officer; Motions; and Resolutions**

No motion or resolution shall be entertained unless the same is seconded. No motion or resolution shall be adopted until the supervisor, or presiding officer, states the motion. All motions, except procedural motions and resolutions, may be required to be in writing upon the demand of any member. A request to recess for the purpose of writing out a motion or resolution shall be in order.

### **12.2 Non-debatable Motions**

The motions to fix the time of the next meeting, adjourn, recess, point of privilege, to table, vote immediately, limit or extend debate shall be ordered and voted upon without debate.

### **12.3 Motion to Reconsider**

The motion to reconsider shall be in order on any question that the township board has decided, but no question shall be reconsidered more than once. The motion to reconsider shall be in order on the same day as the vote to be reconsidered was taken or at the next succeeding meeting at which the question may lawfully be raised. The motion to reconsider shall be made only by a member who voted with the prevailing side. A motion to reconsider a motion to amend shall not be in order if the main question has been voted upon. If the board has adopted a motion to reconsider, however, motions to amend shall be in order.

### **12.4 Motion to Clear the Floor**

The motion to clear the floor may be made by the supervisor or a member, whenever procedural matters have become sufficiently confused. If the motion to clear the floor has been adopted, it shall clear the floor of all motions as though they had been withdrawn. The motion shall not be subject to debate nor, if adopted, to reconsideration.

### **12.5 Temporary Suspension of the Rules**

These Rules may be suspended temporarily at any time by vote of two-thirds of the members elected and serving to achieve any legal objective of the township board in a legal manner.

### **12.6 Appeal Rulings of the Supervisor, or Presiding Officer, (Question Jocks)**

Any member of the township board may appeal the procedural ruling of the supervisor, or presiding officer. On all appeals receiving a second, the question

shall be, "Shall the procedural decision of the supervisor, or presiding officer, stand as the decision of the township board?"

## **13.0 VOTING**

### **13.1 Abstaining from Voting**

Except as provided herein, whenever the supervisor, or presiding officer, puts a question to the township board, every member present shall vote on the question. No member present shall abstain from voting "yes" or "no". Provided, however, if a township board member has a conflict of interest, such conflict of interest shall be fully stated on the record. If a question exists whether the circumstances actually present a conflict of interest, the township board may, by majority vote of the members present, adjourn the matter under consideration to a specific time, date, and place in order to obtain a written opinion from the township attorney. Once the conflict of interest is declared or confirmed, the township board member with the conflict of interest shall abstain from participating and voting in the matter under consideration.

### **13.2 Roll Call Votes**

The names and votes of members shall be recorded on board actions to adopt final measures such as ordinances, resolutions, appointment or election of officers, etc. A roll call vote shall be taken on other motions and actions at the request of any board member.

### **13.3 Votes Required**

Except as provided elsewhere in these Rules and except for those decisions required by statute to have a higher majority, procedural and other questions arising at a meeting of the township board shall be decided by a majority of the members present. A majority of the members elected and serving shall be required for final passage or adoption of an ordinance, resolution, or the allowance of a claim.

## **14.0 PARLIAMENTARY AUTHORITY (Question Jocks)**

Generally, *Robert's Rules of Order, Newly Revised* (10<sup>th</sup> Edition) shall govern all questions of procedure not otherwise provided by these Rules or by state or federal law. The township attorney shall serve as the board's parliamentarian and shall advise the supervisor, or presiding officer, regarding the Rules of Procedure.

**15.0 MISCELLANEOUS PROCEDURES****15.1 Distribution of Correspondence**

All correspondence received by the township supervisor, township clerk or township treasurer shall be distributed to all members of the township board either as part of the township board meeting agenda materials or independent of the meeting agenda materials, whichever method is the most efficient, given the urgency of the correspondence.

**15.2 Personnel Complaint Procedures**

Any complaint against a township employee or official to be considered by the township board shall be in writing and signed by the individual making the complaint. A copy of this written complaint shall be given to the employee or official prior to the township board meeting at which the complaint will be considered. The township employee or official shall then be given the opportunity to request a closed meeting of the township board to consider the complaint against that employee or official, as authorized by the Michigan Open Meetings Act.

**16.0 AMENDMENTS**

These Rules of Procedure may be added to, amended or repealed in whole or in part. Proposed changes to these Rules of Procedure must be submitted in writing to the members of the township board at least one (1) month in advance of the meeting at which the proposed changes will be considered. A majority vote of the entire regular township board shall be required to amend these Rules of Procedure.

**17.0 SEVERABILITY**

If any section, provision or clause of these Rules of Procedure or the application thereof to any person or circumstance shall be invalid, such invalidity shall not effect any remaining portion or application of these Rules of Procedure which can be given effect without the invalid portion or application.

The Acme Township Board Rules of Procedure were adopted by the Acme Township Board at its meeting held on \_\_\_\_\_, 2014.

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Cathy Dye, Clerk