



**TUESDAY, FEBRUARY 17, 2026**

## BOARD OF TRUSTEES REGULAR MEETING AGENDA & NOTICE

## 6:00 PM (NOTICE PERMANENT TIME CHANGE) SOUTH ROOM

12803 S. WACOUSTA RD, GRAND LEDGE, MI 48837~517-626-6593~WATERTOWNMI.GOV

*Electronic packet file format: Select or click an agenda item to take you to the corresponding page. Use RETURN TO AGENDA button to take you back to agenda.*

Reasonable accommodation will be provided for individuals with disabilities to fully participate in any Township meeting. Please provide 72 hours' notice. Contact Watertown Charter Township Clerk, Carolyn Brokob - [clerk@watertownmi.gov](mailto:clerk@watertownmi.gov) or 517-626-6593 to request the necessary assistance.

*Due to technology updates and the increasing size of Watertown Charter Township Board of Trustees meeting packets, some supporting public resources, including reports, minutes, notices, and correspondence are provided through external links.*

**Links to websites for committees, boards, and partner organizations can be found here:**

TOWNSHIP COMMITTEES, BOARDS, COMMISSIONS PUBLISH THEIR MINUTES ON THE WEBSITE

<https://www.watertownmi.gov/agendacenter>

SUBSCRIBE TO GET NOTIFICATIONS <https://www.watertownmi.gov/list.aspx>

SOUTHERN CLINTON COUNTY MUNICIPAL AUTHORITY (Meeting Agendas, minutes, director reports)

<https://sccmua.com/meeting-dates/>

LOOKING GLASS REGIONAL FIRE AUTHORITY

Coming soon!

CLINTON COUNTY BOARD OF COMMISSIONERS (Meeting agendas and minutes)

<https://www.clinton-county.org/AgendaCenter/Board-of-Commissioners-2>

CLINTON COUNTY BOARD OF COMMISSIONERS VIDEO RECORDINGS

<https://www.youtube.com/@ClintonCounty-MI>

CLINTON COUNTY DRAIN COMMISSION (Notices, reports, etc.)

<https://www.clinton-county.org/250/Drain-Commissioners-Office>

CLINTON COUNTY ROAD COMMISSION

<https://ccrc-roads.com/meetings/>

CLINTON COUNTY SOLID WASTE COUNCIL

<https://www.clinton-county.org/AgendaCenter/Solid-Waste-Council-SWC-7>

CLINTON COUNTY MATERIAL MANAGEMENT PLAN COMMITTEE

<https://www.clinton-county.org/1075/Materials-Management-Planning-Committee>

LIBRARIES WITHIN THE TOWNSHIP: (Board minutes, events, announcements, lending, etc.)

DEWITT DISTRICT LIBRARY <https://dewittlibrary.org/>

GRAND LEDGE AREA DISTRICT LIBRARY <https://gladl.org/>

DELTA TOWNSHIP LIBRARY <https://www.dtdl.org/>

CLINTON TRANSIT (Board agendas and minutes)

<https://www.mybluebus.com/resources/board-of-directors/past-board-meetings/>

**Watertown Charter Township**  
**January 20, 2026, Board of Trustees Regular Meeting Minutes - DRAFT**

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- 1. CALL TO ORDER:** The meeting was called to order at 6:00PM by Supervisor Maahs with the Pledge of Allegiance to the Flag of the United States of America.

**BOARD MEMBERS PRESENT:** Supervisor John Maahs, Clerk Carolyn Brokob, Treasurer Sue Biergans, Trustee Chad Cooley, Trustee Todd Hufnagel, and Trustee Ron Overton.

**BOARD MEMBERS ABSENT:** Trustee Holly Madill, with notice.

**STAFF PRESENT:** Township Manager Jennifer Tubbs and intern Poorna Vemulakonda.

**PUBLIC SIGNED-IN:** Lou Pelton, Ray Anslie, Craig Davis, Peg McLeod, Steve Ayotte, Joshua Woods, Tyler Pangle, Jason Hawkins, Ben Childs, Matt Dedyne, Ann McCulloch, and Brian Hurtekant.

- 2. PUBLIC COMMENT:** None.

- 3. ITEMS FROM COUNTY, STATE, FEDERAL, & OTHER AGENCIES:**

Sergeant Dedyne provided an update with 2025 Clinton County Sheriff's Office preliminary statistics.

- 4. CONSENT AGENDA:**

Motion by Clerk Brokob, seconded by Trustee Hufnagel, to move Correspondence 4E-4, Mid-Michigan Auto Works Zoning Compliance from consent agenda to new business 9B and approve the consent agenda as amended. Motion carried unanimously.

- 5. AGENDA APPROVAL:**

Addition of Mid-Michigan Auto Works Zoning Compliance 9B.

Motion by Clerk Brokob, seconded by Treasurer Biergans, to approve the agenda as amended. Motion carried unanimously.

- 6. APPROVAL OF ADDITIONAL BILLS:**

Motion by Treasurer Biergans, seconded by Trustee Hufnagel, to approve the additional bill list on the table dated January 20, 2026. Motion carried unanimously.

**Watertown Charter Township**  
**January 20, 2026, Board of Trustees Regular Meeting Minutes - DRAFT**

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**7. PUBLIC HEARING:** None.

**8. UNFINISHED BUSINESS:**

**A. Adoption of Ordinance No. 61, Amendment to Zoning Ordinance-Sign Regulations**

Motion by Trustee Hufnagel, seconded by Trustee Cooley, to adopt, upon second consideration, Ordinance No. 61, with an effective date of February 1, 2026, and approve the summary for publication as presented this day by the Township Clerk.

Roll Call Vote: Those voting AYE were Overton, Cooley, Biergans, Hufnagel, Maahs, Brokob. Absent: Madill. Six AYES, zero NAYS. Motion carried.

**9. NEW BUSINESS:**

**A. Zoning Board of Appeals Appointment (2 vacancies)**

Motion by Clerk Brokob, seconded by Trustee Hufnagel, to appoint Steve Ayotte to the Watertown Charter Township Zoning Board of Appeals for a term ending March 31, 2029. Motion carried unanimously.

Motion by Clerk Brokob, seconded by Trustee Hufnagel, to appoint Tyler Pangle to the Watertown Charter Township Zoning Board of Appeals for a term ending March 31, 2028. Motion carried unanimously.

**B. Mid-Michigan Auto Works Zoning Compliance**

Manager Tubbs provided a timeline on communication and compliance for the property located at 13040 Wacousta Rd. Information was provided on the special use permit issued by Clinton County in 1985 before Watertown Charter Township had local zoning. Vehicle Repair Stations are not allowed in the Village Service District, so the business must operate within the existing special use permit as a non-conforming use. Manager Tubbs discussed environmental impacts. The board is in support of the business but has a legal obligation to enforce zoning. The options that are available, such as rezoning, were discussed.

Ray Anslie, Louann Pelton, Craig Davis, and Peg McLeod made comment in support of the business.

**Watertown Charter Township**  
**January 20, 2026, Board of Trustees Regular Meeting Minutes - DRAFT**

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Joshua Woods, owner of Mid-Michigan Auto Works, made comment. He is making accommodations to be in compliance and is not asking for changes to zoning.

**C. Ordinance No. 62-First Reading of Amendment to Zoning Ordinance-Commercial Solar Energy System**

Jason Hawkins, from Lansing Board of Water and Light, made comments in opposition to Ordinance 62.

Motion by Trustee Cooley, seconded by Trustee Hufnagel, to have Ordinance No. 62 considered read, a zoning ordinance amendment to clarify regulations for Commercial Solar Energy Systems, as reviewed by the Planning Commission, staff, and the Township's attorney, and as described in Exhibit A, and further, that Ordinance No. 62 be placed on the agenda for the February 17, 2026, regular meeting agenda for final reading and vote. Motion carried unanimously.

**D. PA 116 Application No. 25-1212-01**

Motion by Clerk Brokob, seconded by Treasurer Biergans, to approve the PA 116 Farmland and Open Space Preservation Application No. 25-1212-01 for Lonier Family Properties, LLC for parcel 19-150-021-300-010-00 and direct the Clerk to forward the approved application to the Michigan Department of Agriculture and Rural Development within ten days. Motion carried unanimously.

**E. PA 116 Application No. 25-1212-02**

Motion by Trustee Cooley, seconded by Trustee Hufnagel, to approve the PA 116 Farmland and Open Space Preservation Application No. 25-1212-02 for Lonier Family Properties, LLC for parcel 19-150-029-100-005-50 and direct the Clerk to forward the approved application to the Michigan Department of Agriculture and Rural Development within ten days. Motion carried unanimously.

**F. Budget Adjustments**

Add: \$5,000.00	To: 101-257.000-801.005	From: 101-000.001-699.000
New Contract	General Fund	General Fund
	Assessor Contract	Fund Balance Transfer
Add: \$7,200.00	To: 101-751.000-920.000	From: 101-000.001-699.000
Utilities	General Fund	General Fund
	Utilities	Fund Balance Transfer

**Watertown Charter Township**  
**January 20, 2026, Board of Trustees Regular Meeting Minutes - DRAFT**

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Add: \$7,500.00	To: 101-445.000-807.000	From: 101-000.001-699.000
Additional Expense	General Fund	General Fund
	Drains At Large	Fund Balance Transfer

Motion by Clerk Brokob, seconded by Treasurer Biergans, to approve the budget adjustments dated January 20, 2026, as presented. Motion carried unanimously.

**10. BOARD MEMBER AND PUBLIC COMMENT:**

Clerk Brokob announced that the township's website provider Civic Plus migrated to an updated platform for added accessibility and security. Deputy Clerk Sochay was the lead on this project. We attempted to keep the website very similar to the old site. There are some changes with subscription notifications. If you are subscribed to agenda packets and are not getting notified, I encourage you to go back into subscriptions and reapply.

Ann McCulloch, Representative on the DeWitt Public Library Board, provided an update.

Manager Tubbs introduced the Planning and Zoning intern, Poorna Vemulakonda.

Clinton County Commissioner Brian Hurtekant provided an update.

**11. ADJOURNMENT:** Moved to adjourn by Trustee Cooley at 7:23PM.

WATERTOWN CHARTER TOWNSHIP  
BILL LIST FOR MEETING  
FEBRUARY 17, 2026

ATTACHMENT 4B  
BOT MTG 2-17-26

VENDOR	PURPOSE	AMOUNT
<b>***PAYROLL PAID 01-30-26 ***</b>		
ELECTRONIC FEDERAL DEPOSIT	GF TWP SHARE SOCIAL SECURITY & MEDICARE	\$2,874.16
PAYROLL	GF PAYROLL FOR STAFF, BOARDS AND COMMITTEES	\$37,570.81
MERS	GF TWP SHARE PENSION COSTS	\$6,627.23
<b>TOTAL</b>		<b>\$47,072.20</b>
GENERAL FUND TOTAL		\$47,072.20
<b>***BILLS PAID 02-02-26***</b>		
ANDREW CASE	GF MEDICAL REIMBURSEMENT	443.00
BUSINESS CREDIT CARD	GF BIERGANS - LOCK DE-ICER	17.84
	GF TUBBS - SUBSCRIPTION	25.07
	GF CASE - TOOLS, CAR WASH	27.09
	GF MINTON - OFFICE SUPPLIES, TRAINING	179.42
CAMICA	GF BROKOB ANNUAL DUES	20.00
CAROLYN BROKOB	GF NOTARY STIPEND	200.00
CHRISTY SOCHAY	GF NOTARY STIPEND	200.00
DONNA C. MINTON	GF MEDICAL REIMBURSEMENT AND NOTARY STIPEND	590.60
FRIEDLAND INDUSTRIES	GF CONFIDENTIAL SHREDDING	461.00
FRONTIER	GF BROADBAND	100.46
JEFFREY S. MACKENZIE	GF ASSESSOR 01/16-30/2026	3,960.00
LANSING ICE & FUEL	GF FUEL	249.24
MANER COSTERISAN	GF NOTTINGHAM CONTRACT	380.80
MCGINTY, HITCH, ET AL.	GF DECEMBER LEGAL FEES	2,232.50
MELANIE WRIGHT	GF NOTARY STIPEND	200.00
MENARD'S	GF TOOLS, GYM FLOOR PROJECT	163.22
MICHIGAN COMPANY INC	GF GYM FLOOR	320.52
MICHIGAN STATE UNIVERSITY	GF INTERNSHIP PROGRAM	5,000.00
MUNSON, MELANIE	GF REFUND	50.00
ROSE PEST SOLUTIONS	GF PEST CONTROL	72.00
S.C.C.M.U.A.	SF FEBRUARY PAYMENT	55,041.40
STANDARD INSURANCE COMPANY	GF LIFE INSURANCE	221.93
USA TODAY NETWORK	GF LEGAL POSTINGS	625.80
<b>TOTAL</b>		<b>\$117,854.09</b>
GENERAL FUND TOTAL		\$62,812.69
SEWER FUND TOTAL		\$55,041.40
CURRENT TAX TOTAL		

WATERTOWN CHARTER TOWNSHIP  
BILL LIST FOR MEETING  
FEBRUARY 17, 2026

VENDOR	PURPOSE	AMOUNT
<b>***PAYROLL PAID 02-13-26 ***</b>		
ELECTRONIC FEDERAL DEPOSIT	GF TWP SHARE SOCIAL SECURITY & MEDICARE	\$2,683.45
PAYROLL	GF PAYROLL FOR STAFF, BOARDS AND COMMITTEES	\$35,077.76
MERS	GF TWP SHARE PENSION COSTS	\$6,398.54
<b>TOTAL</b>		<b>\$44,159.75</b>
<b>GENERAL FUND TOTAL</b>		<b>\$44,159.75</b>
<b>***BILLS PAID 02-13-26***</b>		
ACD NET	GF TELEPHONE EQUIPMENT	235.05
CONSUMERS ENERGY	GF STREETLIGHTS	1,012.41
	GF PARK AND RIDE LOT	46.58
	GF CEMETERY	63.22
	GF LOOKING GLASS PARK	90.13
	GF TOWNSHIP OFFICE AND GYM	1,908.87
	GF HERITAGE PARK	43.84
	GF WATERTOWN CHARTER TOWNSHIP	1,714.71
CULLIGAN	GF BOTTLED WATER	54.25
CYGNUS	GF FEBRUARY TECHCARE	2,051.00
DON AND EVELYN MORROW	GF BUYBACK OF CEMETERY SPACES	225.00
DONNA MINTON	GF MEDICAL REIMBURSEMENT	517.17
GRANGER	GF TRASH REMOVAL	37.01
JEFFREY MACKENZIE	GF ASSESSOR 02/01-15/2026	3,960.00
MICHIGAN FLEET FUELING	GF FUEL	149.98
MICHIGAN GRAPHICS AND SIGNS	GF TRUCK DOOR LOGO SET	60.00
MUNICIPAL INSPECTION SERVICE	GF PERMITS	14,837.00
NORTHWESTERN MUTUAL	GF DISABILITY INSURANCE	921.66
POSTMASTER	SF UB POSTCARD STAMPS	366.00
SUNBELT RENTALS	GF FLOOR BUFFER - GYM	186.66
TITLE RESOURCE AGENCY	GF TAX REFUND	6,440.00
USA TODAY	GF LEGAL POSTINGS	852.80
VERIZON	GF CELL PHONES	231.50
WOW BUSINESS	GF INTERNET	206.64
<b>TOTAL</b>		<b>\$36,211.48</b>
<b>GENERAL FUND TOTAL</b>		<b>\$35,845.48</b>
<b>SEWER FUND TOTAL</b>		<b>\$366.00</b>
<b>TAX FUND TOTAL</b>		

WATERTOWN CHARTER TOWNSHIP  
BILL LIST FOR MEETING  
FEBRUARY 17, 2026

VENDOR	PURPOSE	AMOUNT
<b>***BILLS TO BE PAID 03-02-26***</b>		
JEFFREY S. MACKENZIE S.C.C.M.U.A.	GF ASSESSING SERVICES SF MONTHLY SEWER	\$3,960.00 \$55,041.40
TOTAL GENERAL FUND TOTAL SEWER FUND TOTAL		\$59,001.40 \$3,960.00 \$55,041.40
<b>***BILLS TO BE PAID AFTER BOARD APPROVAL***</b>		
	GF GF GF	
TOTAL GENERAL FUND TOTAL		\$0.00 \$0.00

**Planning & Zoning Monthly Report - January 2026**

<b>Residential</b>	<b>Current Month</b>	<b>Year to Date</b>
New Residences		
Residential Additions		
Accessory Buildings/Garages		
Decks and Porches		
Pools/Ponds/Hot Tubs		
Home Occupations		
Residential Solar		
<b>Commercial/Industrial</b>		<b>Year to Date</b>
New /Remodel/Additions	1	1
Sign Permits		
Cell Towers and Related		
<b>Agricultural</b>		
Agricultural Buildings		

***Certificates of Occupancy Issued:***

	<b>Current Month</b>	<b>Year to Date</b>
Residential	2	
Commercial/Industrial		

**TREASURER'S INVESTMENT MEMO**ATTACHMENT 4C-2  
BOT MTG 2-17-26

To: Supervisor Maahs, Clerk Brokob, Trustees Cooley, Overton, Madill, and Hufnagel

From: Sue Biergans, Treasurer

RE: January Investment Activity

Date: February 5, 2026

During the month of January 2026, the following interest was received:

MI-Class	Total Interest added	\$10,209.97
MI-Class Edge	Total Interest added	\$ 8,300.87
Multi-Bank Securities	Total Interest added	\$29,522.23
Horizon Bank	Total Interest added	\$ 678.50

Percent of investment portfolio per financial institution is:

CIBC	Consumers CU	Dart	Flagstar	Horizon	Independent	MI CLASS	MI CLASS EDGE	MBS	Mercantile
\$150,000.00	\$250,000.00	\$100,977.26	\$107,239.14	\$103,449.83	\$250,000.00	\$1,350,235.89	\$1,063,091.66	\$143,128.50	\$100,000.00
\$156,300.21		\$122,500.00		\$128,834.37		\$37,524.73	\$1,063,091.66	\$687.50	\$250,000.00
		\$123,760.89				\$922,576.37	\$373,263.29	\$201,614.00	\$100,000.00
						\$519,121.49	\$11,812.16	\$251,712.50	
						\$14,150.70		\$251,260.92	
						\$224,800.30		\$252,602.50	
						\$5,962.78		\$258,640.00	
						\$59,985.15		\$254,067.50	
								\$254,507.52	
								\$252,772.35	
								\$248,708.67	
								\$247,232.18	
								\$10,810.29	
								\$250,000.00	
								\$248,776.24	
								\$250,000.00	
								\$249,248.50	
								\$199,818.00	
								\$250,000.00	
								\$249,438.40	
								\$250,000.00	
								\$145,195.50	
								\$250,000.00	
								\$249,809.25	
								\$239,432.50	
								\$94,623.00	
								\$250,437.50	
								\$253,095.00	
								\$250,000.00	
								\$248,785.00	
								\$249,687.50	
								\$100,000.00	
								\$250,000.00	
								\$99,880.00	
								\$250,000.00	
								\$250,142.50	
								\$248,357.50	
								\$191,420.00	
								\$192,398.00	
\$306,300.21	\$250,000.00	\$347,238.15	\$107,239.14	\$232,284.20	\$250,000.00	\$3,134,357.41	\$2,511,258.77	\$8,388,288.82	\$450,000.00
\$15,976,966.70									
1.92%	1.56%	2.17%	0.67%	1.45%		19.62%	15.72%	52.50%	2.82%

**SCHEDULE OF INVESTMENTS FOR JANUARY 2026**

**ATTACHMENT 4C-3**  
**BOT MTG 2-17-26**

ITEM Item #	Year	Fund or Investment Description	Purchase Amount	Purchase Date	Maturity Date	Interest %	Interest Earned	Value at Maturity	Market Value
<b>GENERAL FUND</b>									
24	2001	MI-Class	\$1,822,821.68	1-Oct-07	PMMA	3.84%	\$344,457.26	\$1,350,235.89	\$1,350,235.89
11	2021	MBS 5 yr Gov Bond	\$150,000.00	18-Aug-21	18-May-26	0.88%	\$5,580.83	\$133,324.50	\$143,128.50
19	2021	MI-Class EDGE	\$900,000.00	23-Dec-21	PMMA	3.91%	\$163,942.44	\$1,063,091.66	\$1,063,091.66
1	2023	MBS 5 yr.	\$250,000.00	20-Jan-23	20-Jan-28	4.75%	\$34,653.51	Called	\$687.50
4	2023	MBS 3 yr.	\$200,000.00	2-Mar-23	23-Mar-26	4.80%	\$24,118.30	\$200,000.00	\$201,614.00
8	2023	MBS 3 yr.	\$250,000.00	16-May-23	15-May-26	4.60%	\$28,838.18	\$247,685.00	\$251,712.50
10	2023	MBS 3 yr.	\$249,000.00	30-Jun-23	30-Jun-26	4.70%	\$29,305.54	\$249,000.00	\$251,260.92
11	2023	MBS 3 yr.	\$250,000.00	27-Jul-23	27-Jul-26	4.75%	\$28,760.27	\$250,000.00	\$252,602.50
16	2023	MBS 5 yr.	\$250,000.00	27-Sep-23	27-Sep-28	5.00%	\$28,150.65	\$250,000.00	\$258,640.00
19	2023	MBS 3 yr.	\$250,000.00	14-Nov-23	14-Aug-26	5.10%	\$26,582.96	\$250,000.00	\$254,067.50
20	2023	MBS 5 yr.	\$248,000.00	14-Nov-23	14-Feb-28	4.90%	\$25,376.99	\$248,000.00	\$254,507.52
22	2023	MBS 4 yr.	\$249,000.00	12-Dec-23	12-Dec-27	4.55%	\$22,690.00	\$249,000.00	\$252,772.35
3	2024	MBS 2 yr.	\$249,000.00	21-Feb-24	23-Feb-26	4.00%	\$18,255.47	\$249,000.00	\$248,708.67
4	2024	MBS 3 yr.	\$247,000.00	16-Feb-24	16-Feb-27	4.55%	\$22,020.41	\$247,000.00	\$247,232.18
1	2025	MBS 1 yr.	\$200,000.00	3-Jan-25	2-Jan-26	4.10%		Matured	\$10,810.29
2	2025	Consumers Credit Union	\$250,000.00	7-Mar-25	7-Mar-28	4.00%		\$250,000.00	\$250,000.00
5	2025	Horizon 1 yr.	\$128,834.37	18-Apr-25	18-Apr-26	3.83%	\$3,715.71		\$128,834.37
7	2025	CIBC 1 yr	\$150,000.00	5-May-25	5-May-26	4.00%			\$150,000.00
9	2025	FlagStar 17 months	\$101,699.93	13-May-25	13-Oct-26	3.90%			\$101,699.93
11	2025	MBS 3 year	\$250,000.00	30-May-25	30-May-28	4.40%	\$6,449.33		\$250,000.00
12	2025	MBS 3 year	\$248,000.00	24-Jun-25	26-Jun-28	4.40%	\$5,470.95		\$248,000.00
13	2025	MBS 5 year	\$250,000.00	1-Aug-25	20-Aug-30	4.20%	\$2,646.57		\$250,000.00
14	2025	Mercantile 6 months	\$100,000.00	12-Aug-25	8-Feb-26	3.94%			\$100,000.00
15	2025	Independent Bank	\$250,000.00	4-Sep-25	28-Aug-26	3.50%			\$250,000.00
16	2025	Mercantile 2 yr	\$250,000.00	5-Sep-25	5-Sep-27	3.75%			\$250,000.00
18	2025	Dart Bank 6 Month	\$100,000.00	16-Sep-25	16-Mar-26	3.75%			\$100,000.00
19	2025	MBS 5 yr	\$250,000.00	18-Sep-25	18-Sep-30	4.10%	\$2,586.21		\$250,000.00
20	2025	MSB 5 yr	\$250,000.00	29-Sep-25	27-Sep-30	3.95%	\$2,461.98		\$250,000.00
22	2025	MBS 5 yr	\$250,000.00	29-Sep-25	26-Sep-30	3.90%	\$2,430.82		\$250,000.00
24	2025	MBS 3 year	\$248,000.00	6-Nov-25	8-May-28	3.60%			\$248,000.00
25	2025	MBS 5 yr	\$250,000.00	3-Dec-25	3-Dec-30	4.00%			\$250,000.00
26	2025	MBS 5 yr	\$150,000.00	28-Nov-25	27-Nov-30	4.00%			\$150,000.00
27	2025	Dart Bank 6 Month	\$122,500.00	21-Nov-25	21-May-26	3.75%			\$122,500.00
29	2025	MBS 18 Month	\$250,000.00	8-Dec-25	8-Jun-27	3.80%			\$250,000.00
30	2025	MBS 5 yr	\$249,000.00	17-Dec-25	17-Dec-30	4.00%			\$249,000.00
31	2025	Dart Bank 6 Month	\$122,500.00	2-Dec-25	2-Jun-26	3.75%			\$122,500.00
32	2025	Horizon 1 yr.	\$103,449.83	8-Dec-25	8-Dec-26	2.96%	\$259.64		\$103,449.83
2	2026	MBS 3yr	\$250,000.00	23-Dec-25	23-Dec-28	3.70%			\$250,000.00
		<b>GENERAL FUND TOTAL</b>	<b>\$3,821,821.68</b>			<b>8.62%</b>	<b>\$806,448.52</b>	<b>\$9,560,321.18</b>	<b>\$9,570,119.36</b>
<b>CURRENT TAX</b>									
24	2001	MI-Class		Dec 2010	PMMA	3.84%	\$6,234.71	\$37,574.15	37524.73
		<b>CURRENT TAX TOTAL</b>					<b>\$6,234.71</b>	<b>\$37,574.15</b>	<b>37524.73</b>
<b>SEWER RECEIVING FUND</b>									
24	2001	MI-Class	\$115,000.00	1-Oct-07	PMMA	3.84%	\$217,083.58	\$922,576.37	\$922,576.37
2	2021	MBS 5 yr Gov Bond	\$250,000.00	28-Apr-21	28-Apr-26	1.00%	\$11,250.00	\$223,510.00	\$239,432.50
18	2021	MBS 5 yr	\$100,000.00	17-Dec-21	17-Dec-26	1.15%	\$4,026.59	\$87,661.00	\$94,623.00
19	2021	MI-Class EDGE	\$900,000.00	23-Dec-21	PMMA	3.91%	\$163,942.42	\$1,063,091.66	\$1,063,091.66
1	2024	MBS 5 yr.	\$250,000.00	17-Jan-24	17-Jan-29	4.05%	\$19,636.10	\$250,415.00	\$250,437.50
7	2024	MBS 3 Yrr.	\$250,000.00	19-Mar-24	19-Mar-27	4.60%	\$19,258.46	\$250,000.00	\$253,095.00
20	2024	MBS 1.5 yr.	\$250,000.00	11-Oct-24	13-Apr-26	3.70%	\$10,795.90	\$250,000.00	\$248,785.00
21	2024	MBS 1.4 yr.	\$250,000.00	11-Oct-24	11-Mar-26	4.00%	\$11,671.28	\$250,000.00	\$249,687.50
3	2025	MBS 2 yr.	\$100,000.00	23-Apr-25	23-Apr-27	3.85%	\$2,573.72	\$100,000.00	\$100,000.00
4	2025	MBS 2 yr.	\$250,000.00	25-Apr-25	28-Apr-27	3.75%	\$6,267.12	\$250,000.00	\$250,000.00
6	2025	CIBC 1 yr	\$156,300.21	1-May-25	1-May-26	4.00%			\$156,300.21
8	2025	MBS 1 yr.	\$100,000.00	8-May-25	8-May-26	3.90%			\$100,000.00
17	2025	MBS 3 month	\$250,000.00	5-Sep-25	5-Dec-25	4.15%	\$2,586.64	\$250,000.00	\$250,000.00
21	2025	MBS 18 month	\$250,000.00	24-Sep-25	24-Mar-27	3.80%	\$182.19	\$250,000.00	\$250,142.50
23	2025	Mercantile 18 month	\$100,000.00	8-Oct-25	8-Apr-27	3.55%			\$100,000.00
28	2025	MBS 5 yr.	\$250,000.00	11-Dec-25	11-Dec-30	4.00%			\$250,000.00
		<b>SEWER REC TOTAL</b>	<b>\$3,821,300.21</b>			<b>9.90%</b>	<b>\$466,505.17</b>	<b>\$4,753,554.24</b>	<b>\$4,776,408.74</b>
<b>WATER FUND</b>									
24	2001	MI-Class	\$237,776.20	3-Apr-06	PMMA	3.84%	\$107,099.56	\$519,121.49	\$519,121.49
19	2021	MI-Class EDGE	\$316,000.00	23-Dec-21	PMMA	3.91%	\$57,561.97	\$372,132.29	\$373,263.29
1	2021	MBS 5 yr GOV BOND	\$200,000.00	21-Apr-21	21-Apr-26	0.90%	\$8,100.00	\$178,314.00	\$191,420.00
		<b>WATER FUND TOTAL</b>	<b>\$753,776.20</b>			<b>8.65%</b>	<b>\$172,761.53</b>	<b>\$1,069,567.78</b>	<b>\$1,083,804.78</b>
<b>T.I.R.F.</b>									
24	2001	MI-Class	\$102,000.00	21-May-01	PMMA	3.84%	\$28,008.57	\$14,150.70	\$14,150.70
19	2021	MI-Class EDGE	\$10,000.00	23-Dec-21	PMMA	3.91%	\$1,852.18	\$11,842.74	\$11,812.16
1	2026	MBS 4 yr.	\$200,000.00	30-Jan-26	1/30/2030	3.60%			\$200,000.00
13	2021	MBS 5yr	\$200,000.00	28-Jan-21	26-Jan-26	0.50%	\$5,527.70	Matured	\$192,398.00
		<b>T.I.R.F TOTAL</b>	<b>\$512,000.00</b>			<b>11.85%</b>	<b>\$35,388.45</b>	<b>\$225,993.44</b>	<b>\$218,360.86</b>
<b>STOLL ROAD PAVING</b>									
24	2001	MI-Class	\$528,136.10	29-Nov-06	PMMA	3.84%	\$80,239.36	\$224,800.30	\$224,800.30
		<b>STOLL RD PAVING TOTAL</b>	<b>\$528,136.10</b>				<b>\$80,239.36</b>	<b>\$224,800.30</b>	<b>\$224,800.30</b>
<b>STOLL RD WATER</b>									
24	2001	MI-Class	\$410,483.63	29-Nov-06	PMMA	3.84%	\$13,199.05	\$5,962.78	\$5,962.78
		<b>STOLL RD WATER TOTAL</b>	<b>\$410,483.63</b>				<b>\$13,199.05</b>	<b>\$5,962.78</b>	<b>\$5,962.78</b>
<b>STOLL RD SEWER</b>									
24	2001	MI-Class	\$1,942,691.91	29-Nov-06	PMMA	3.84%	\$72,526.05	\$59,985.15	\$59,985.15
		<b>STOLL RD SEWER TOTAL</b>	<b>\$1,942,691.91</b>				<b>\$72,526.05</b>	<b>\$59,985.15</b>	<b>\$59,985.15</b>
								<b>\$15,976,966.70</b>	<b>Total of principal</b>

## Financial Status Report

JANUARY 2026

ACCOUNTS	BEGINNING <u>BALANCE</u>	FUNDS <u>RECEIVED</u>	FUNDS <u>DISBURSED</u>	ENDING <u>BALANCE</u>
<b>GENERAL FUND</b>				
CHECKING	\$ 37,226.49	\$ 220,838.08	\$ 208,369.50	\$ 49,695.07
SAVINGS ACCOUNT	\$ 640,066.25	\$ 1,672,722.92	\$ 162,522.74	\$ 2,150,266.43
INVESTMENTS	\$ 10,012,207.00	\$ 7,912.36	\$ 450,000.00	\$ 9,570,119.36
<b>TOTAL</b>	<b>\$ 10,689,499.74</b>	<b>\$ 1,901,473.36</b>	<b>\$ 820,892.24</b>	<b>\$ 11,770,080.86</b>
<b>TAX</b>				
SAVINGS ACCOUNT	\$ 4,656,144.68	\$ 2,027,227.05	\$ 5,130,743.36	\$ 1,552,628.37
INVESTMENTS	\$ 37,402.49	\$ 122.24	\$ -	\$ 37,524.73
<b>TOTAL</b>	<b>\$ 4,693,547.17</b>	<b>\$ 2,027,349.29</b>	<b>\$ 5,130,743.36</b>	<b>\$ 1,590,153.10</b>
<b>TIRF</b>				
SAVINGS ACCOUNT	\$ 104,032.69	\$ 7,555.67		\$ 111,588.36
INVESTMENTS	\$ 218,275.75	\$ 85.11		\$ 218,360.86
<b>TOTAL</b>	<b>\$ 322,308.44</b>	<b>\$ 7,640.78</b>	<b>\$ -</b>	<b>\$ 329,949.22</b>
<b>WATER DISTRICT #1</b>				
SAVINGS ACCOUNT	\$ 181,619.16	\$ 51,533.13	\$ 21.94	\$ 233,130.35
INVESTMENTS	\$ 1,080,879.96	\$ 2,924.82		\$ 1,083,804.78
<b>TOTAL</b>	<b>\$ 1,262,499.12</b>	<b>\$ 54,457.95</b>	<b>\$ 21.94</b>	<b>\$ 1,316,979.01</b>
<b>SEWER RECEIVING FUND</b>				
SAVINGS ACCOUNT	\$ 288,663.29	\$ 39,679.80	\$ 55,249.40	\$ 273,093.69
INVESTMENTS	\$ 4,769,889.47	\$ 6,519.27		\$ 4,776,408.74
<b>TOTAL</b>	<b>\$ 5,058,552.76</b>	<b>\$ 46,199.07</b>	<b>\$ 55,249.40</b>	<b>\$ 5,049,502.43</b>
<b>STOLL ROAD PAVING</b>				
INVESTMENTS	\$ 224,068.03	\$ 732.27		\$ 224,800.30
<b>TOTAL</b>	<b>\$ 224,068.03</b>	<b>\$ 732.27</b>	<b>\$ -</b>	<b>\$ 224,800.30</b>
<b>STOLL ROAD WATER</b>				
INVESTMENTS	\$ 5,943.40	\$ 19.38		\$ 5,962.78
<b>TOTAL</b>	<b>\$ 5,943.40</b>	<b>\$ 19.38</b>	<b>\$ -</b>	<b>\$ 5,962.78</b>
<b>STOLL ROAD SEWER</b>				
INVESTMENTS	\$ 59,789.76	\$ 195.39		\$ 59,985.15
<b>TOTAL</b>	<b>\$ 59,789.76</b>	<b>\$ 195.39</b>	<b>\$ -</b>	<b>\$ 59,985.15</b>
<b>GRAND TOTAL</b>	<b>\$ 22,316,208.42</b>	<b>\$ 4,038,067.49</b>	<b>\$ 6,006,906.94</b>	<b>\$ 20,347,412.85</b>

John Maahs, Supervisor  
Carolyn Brokob, Clerk  
Sue Biergans, Treasurer  
Jennifer Tubbs, Manager



Chad Cooley, Trustee  
Todd Hufnagel, Trustee  
Holly Madill, Trustee  
Ron Overton, Trustee

## MEMORANDUM

To: Watertown Township Board  
From: Jennifer Tubbs, Watertown Township Manager  
Date: February 11, 2026

RE: Township Manager's monthly report

### Committees/Meetings:

- Attended Planning Commission Meeting
- Met with township attorney
- Met with Board of Water and Light
- Attended meeting in Dewitt regarding the Looking Glass River
- Attended Survey Ad-hoc Committee
- Met with Riley Township Supervisor
- Attended Clinton County Commissioner Meeting

### Economic Development:

- Site Searches – one
- Related Correspondence – nineteen
- Meetings – three

The township has received a site plan and special land use application for a Behavioral Health Hospital and a site plan for a Trucking Terminal.

### Office Operation:

- Staff related assistance – twenty-five

Staff adjustments are constant as everyone is assisting while the township is short staffed. Staff are currently evaluating operational functions to look for ways to accomplish tasks more efficiently.

The Planning and Zoning intern has done an outstanding job in helping to relieve the workload in the planning and zoning office. The office has received 3 site plan review cases in the first month of 2026 and there were only 5 cases in all of 2025.

**Resident Relations:**

- Road complaints – one
- Resident questions/interactions/meetings – twenty-eight

**Township Board Relations:**

- Board member related assistance – thirteen
- Board member meetings – six

**Miscellaneous:**

Clinton County Zoning-

Staff received several calls from Supervisors in general law townships regarding a meeting to discuss the possible elimination of planning and zoning by the county. Staff agreed to attend the Clinton County Commission meeting and spoke briefly about the Planning and Zoning in Watertown Township.



12803 S. Wacousta Rd., Grand Ledge, MI 48837

517-626-6593

517-626-6405 (Fax)

[www.watertownmi.gov](http://www.watertownmi.gov)

ATTACHMENT 4D-1  
BOT MTG 2-17-26

## PLANNING COMMISSION REGULAR MEETING MINUTES

Wednesday, February 4, 2026, | 7:00 pm

**CALL TO ORDER:** The meeting was called to order at 7:00 pm by Chair Richard Turcotte with the Pledge of Allegiance.

**PLANNING COMMISSIONERS PRESENT:** Overton, Bartkowiak, Ball, Openlander, and Turcotte. Felzke, Adams, Lonier, and Davis absent with notice.

**STAFF PRESENT:** Township Manager Jennifer Tubbs present.

**COMMUNICATIONS RECEIVED:** Tubbs provided a map that TZone emailed to her a couple of hours before the meeting.

### AGENDA APPROVAL:

Motion by Openlander, seconded by Ball, to approve February 4, 2026, regular meeting agenda as presented. Motion carried.

**PUBLIC COMMENT, NON-AGENDA ITEMS:** None

### APPROVAL OF MINUTES:

#### 1. January 7, 2025, Planning Commission Regular Meeting

Motion by Overton seconded by Bartkowiak to amend minutes to state in New Business 2 that Lonier was appointed and not nominated as secretary and then approve as amended. Motion passed.

**PUBLIC HEARINGS:** None

### NEW BUSINESS:

1. TZONE Trucking Site Plan-5977 Grand River- Ron Enger, engineer for TZONE Trucking provided an overview of the plans that were presented. The Planning Commission stressed that the ordinance needs to be strictly followed as there are several discrepancies and inconsistencies in the current plans. New plans may be drawn up and submitted.
2. By Laws Revision- Tabled until two-thirds of planning commission members are in attendance.

3. Proposed Meeting Date Change-**Motion by Overton**, seconded by **Openlander**, to change the March meeting date to **TUESDAY March 3<sup>rd</sup>** at 7:00 pm and the April meeting date to **TUESDAY April 7<sup>th</sup>** at 7:00 to allow for staff to attend. **Motion passed.**

**UNFINISHED BUSINESS:** None

**COMMITTEE AND STAFF REPORTS:**

1. Executive Committee Report – None
2. Ordinance Review Committee Report – None
3. Site Plan Review Committee Report – None
4. Board of Trustees Report – Minutes 1/20/2026 draft
5. Zoning Board of Appeals Report – None
6. Capital Improvements Committee Report – None
7. Staff Reports: Assistant & Director's Reports – January 2026

**COMMENTS AND QUESTIONS FROM AUDIENCE, STAFF, AND COMMISSIONERS:**

The commissioners discussed the current Zoning Ordinances.

**ADJOURNMENT:**

**Motion by Openlander**, seconded by **Ball**, to adjourn the meeting at 8:07 pm. **Motion carried.**

Date approved: \_\_\_\_\_

Richard Turcotte, Chair

Steve Lonier, Secretary



## CLINTON COUNTY SHERIFF'S OFFICE

1347 E. Townsend Rd  
St. Johns, MI 48879

SEAN DUSH  
Sheriff

Phone (989) 224-5200  
Fax (989) 224-1382

**TO: CLINTON COUNTY BOARD OF COMMISSIONERS,  
TOWNSHIP SUPERVISORS AND VILLAGE MAYORS**

**FROM: SEAN DUSH, SHERIFF**

**DATE: February 4, 2026**

**SUBJECT: JANUARY 2026 JAIL BILLING**

**The average daily population of inmates for the month of January 2026 was 91 inmates. This total includes a daily average of 86 County Inmates and a daily average of 5 Inmates Housed for Other Jurisdictions.**

**Revenue for the month of JANUARY 2026 was \$8345.00**

**MONTHLY JAIL COUNT**  
**JANUARY 2026**

DATE	MALE	FEMALE	TOTAL	BOARDER	CCSO
1	78	11	89	5	84
2	76	13	89	5	84
3	78	12	90	5	85
4	78	13	91	5	86
5	78	15	93	5	88
6	76	14	90	5	85
7	75	15	90	5	85
8	75	17	92	5	87
9	75	15	90	5	85
10	78	14	92	5	87
11	77	15	92	5	87
12	76	13	89	5	84
13	78	14	92	5	87
14	75	12	87	4	83
15	78	14	92	4	88
16	81	15	96	4	92
17	79	15	94	4	90
18	79	15	94	4	90
19	79	15	94	4	90
20	78	15	93	4	89
21	73	15	88	4	84
22	76	15	91	4	87
23	74	14	88	4	84
24	75	14	89	4	85
25	76	14	90	4	86
26	76	14	90	4	86
27	75	16	91	4	87
28	75	15	90	5	85
29	76	14	90	5	85
30	77	14	91	5	86
31	78	14	92	5	87
<b>TOTALS</b>	<b>2378</b>	<b>441</b>	<b>2819</b>	<b>141</b>	<b>2678</b>
<b>DAILY AVERAGE</b>	<b>77</b>	<b>14</b>	<b>91</b>	<b>5</b>	<b>86</b>

RECEIVABLES TOTALS AND PAYMENTS RECEIVED 2026					
JANUARY BILLING	DAYS	DATE BILLED	AMOUNT BILLED	DATE RECEIVED	AMOUNT RECEIVED
CJRP - GROUP I	63	2/3/2026	\$ 3,780.00		
CJRP - GROUP II	82	2/3/2026	\$ 3,690.00		
MDOC-DETAINERS	25	2/3/2025	\$ 875.00		
US FED MARSHALS - WEST					
COMBINED PUBLIC COMMUNICATIONS					
CANTEEN					
<b>Totals</b>	<b>170</b>		<b>\$ 8,345.00</b>		<b>\$ -</b>

**JAIL REVENUE COMPARISONS**

**2021-2026**

**JANUARY - DECEMBER**

MONTH	2021	2022	2023	2024	2025	2026
<b>JANUARY</b>	<b>\$ 3,255.00</b>	<b>\$ -</b>	<b>\$ 6,440.00</b>	<b>\$ 17,642.23</b>	<b>\$ 14,591.74</b>	<b>\$ -</b>
<b>FEBRUARY</b>	<b>\$ 1,435.00</b>	<b>\$ -</b>	<b>\$ 4,888.00</b>	<b>\$ 15,990.48</b>	<b>\$ 13,506.61</b>	<b>\$ -</b>
<b>MARCH</b>	<b>\$ 1,730.00</b>	<b>\$ -</b>	<b>\$ 9,780.00</b>	<b>\$ 20,241.63</b>	<b>\$ 14,575.78</b>	<b>\$ -</b>
<b>APRIL</b>	<b>\$ 215.00</b>	<b>\$ -</b>	<b>\$ 8,505.00</b>	<b>\$ 15,921.43</b>	<b>\$ 15,623.31</b>	<b>\$ -</b>
<b>MAY</b>	<b>\$ 175.00</b>	<b>\$ 1,050.00</b>	<b>\$ 7,465.00</b>	<b>\$ 14,753.62</b>	<b>\$ 14,783.18</b>	<b>\$ -</b>
<b>JUNE</b>	<b>\$ 105.00</b>	<b>\$ 665.00</b>	<b>\$ 8,475.00</b>	<b>\$ 13,231.51</b>	<b>\$ 13,616.75</b>	<b>\$ -</b>
<b>JULY</b>	<b>\$ 525.00</b>	<b>\$ 2,900.00</b>	<b>\$ 6,970.00</b>	<b>\$ 12,359.30</b>	<b>\$ 15,320.72</b>	<b>\$ -</b>
<b>AUGUST</b>	<b>\$ 1,365.00</b>	<b>\$ 4,715.00</b>	<b>\$ 11,935.00</b>	<b>\$ 16,956.28</b>	<b>\$ 15,934.75</b>	<b>\$ -</b>
<b>SEPTEMBER</b>	<b>\$ 2,450.00</b>	<b>\$ 7,567.00</b>	<b>\$ 10,850.00</b>	<b>\$ 18,467.92</b>	<b>\$ 20,156.64</b>	<b>\$ -</b>
<b>OCTOBER</b>	<b>\$ 1,505.00</b>	<b>\$ 9,703.00</b>	<b>\$ 9,855.00</b>	<b>\$ 20,938.50</b>	<b>\$ 17,552.91</b>	<b>\$ -</b>
<b>NOVEMBER</b>	<b>\$ 1,225.00</b>	<b>\$ 8,347.00</b>	<b>\$ 9,830.00</b>	<b>\$ 20,622.28</b>	<b>\$ 17,540.81</b>	<b>\$ -</b>
<b>DECEMBER</b>	<b>\$ 1,085.00</b>	<b>\$ 7,356.00</b>	<b>\$ 8,895.00</b>	<b>\$ 20,289.01</b>	<b>\$ 10,399.42</b>	<b>\$ -</b>
<b>TOTAL</b>	<b>\$ 15,070.00</b>	<b>\$ 42,303.00</b>	<b>\$ 103,888.00</b>	<b>\$ 207,414.19</b>	<b>\$ 183,602.62</b>	<b>\$ -</b>
<b>AVERAGE</b>	<b>\$ 1,255.83</b>	<b>\$ 3,525.25</b>	<b>\$ 8,657.33</b>	<b>\$ 17,284.52</b>	<b>\$ 15,300.22</b>	<b>\$ -</b>
<b>ACTUAL</b>	<b>\$ 15,070.00</b>	<b>\$ 42,303.00</b>	<b>\$ 103,888.00</b>	<b>\$ 207,414.19</b>	<b>\$ 183,602.62</b>	<b>\$ -</b>
<b>Captain Tim McGuckin</b>						

**2026**  
**OUT OF COUNTY REVENUES**  
**BILLED AND RECEIVED**

Month	Average Boarded Inmate	Average Local Inmate	Out County Revenues Billed	Out County Revenues Received
<i>January</i>	5	86	\$ 8,345.00	
<i>February</i>			\$ -	
<i>March</i>			\$ -	
<i>April</i>			\$ -	
<i>May</i>			\$ -	
<i>June</i>			\$ -	
<i>July</i>			\$ -	
<i>August</i>			\$ -	
<i>September</i>			\$ -	
<i>October</i>			\$ -	
<i>November</i>			\$ -	
<i>December</i>			\$ -	
<b>Y-T-D</b>	<b>5</b>	<b>86</b>	<b>\$ 8,345.00</b>	<b>\$ -</b>
<b>Captain McGuckin</b>				

# CLINTON COUNTY



## SHERIFF'S OFFICE

MONTH:

January of 2026

### TRAFFIC CRASHES

	January 2026	YEAR TO DATE	2025
Fatal Crashes	1	1	5
Deaths	2	2	5
Personal Injury	11	11	105
Property Damage Crash	83	83	472
Car/Deer	75	75	1099
<b>TOTAL</b>	<b>170</b>	<b>170</b>	<b>1681</b>

### TRAFFIC ENFORCEMENT

	January 2026	YEAR TO DATE	2025
OUIL	10	10	119
Seatbelt	3	3	25
Total Traffic Citations	380	380	5738
VCSA(Drugs)	3	3	23

### COMPLAINT ACTIVITY

	January 2026	YEAR TO DATE	2025
Self-Initiated Calls	1679	1679	19572
Calls for Service	721	721	8301
Total Calls	2400	2400	27873
Written Reports	316	316	3746

**FEBRUARY 2026**  
**TICKET TOTALS**

<b>Township, City, Village</b>	<b>Handwritten Tickets</b>	<b>In Car Tickets</b>	<b>TOTAL TICKETS</b>
BATH	0	3	3
BENGAL	0	8	8
BINGHAM	0	46	46
DALLAS	0	9	9
DEWITT	0	54	54
DUPLAIN	0	5	5
EAGLE	0	64	64
ESSEX	0	1	1
GREENBUSH	0	34	34
LEBANON	0	2	2
MAPLE RAPIDS	0	0	0
OLIVE	0	46	46
OVID	0	15	15
RILEY	0	10	10
VICTOR	0	15	15
WATERTOWN	0	51	51
WESTPHALIA	0	4	4
VILLAGE OF ELSIE	0	0	0
VILLAGE OF MAPLE RAPIDS	0	1	1
VILLAGE OF WESTPHALIA	0	0	0
VILLAGE OF FOWLER	0	4	4
CITY OF ST. JOHNS	0	3	3
CITY OF DEWITT	0	0	0
CITY OF OVID	0	0	0
<b>DECEMBER TOTAL</b>	<b>0</b>	<b>375</b>	<b>375</b>

# COMMUNICATIONS

## Number of Events by Nature

WATERTOWN TWP - 01/2026

Nature	# Events
9-1-1 HANG UP/OPEN LINE	9
ABANDONED VEHICLE	3
ALARM	15
ANIMAL COMPLAINTS/BITES	11
ASSIST OTHER AGENCY	4
BE ON THE LOOKOUT	11
BUSINESS CONTACT/CHECK	16
CAR/DEER ACCIDENT	11
CARELESS DRIVING	1
CHECK SUBJECT(S)	3
CHECK VEHICLE	2
CIVIL /NEIGHBOR DISPUTE	1
COMMUNITY POLICING	3
DNR/HUNTING TYPE	3
DOMESTIC SITUATION	2
DRIVERS LICENSE VIOLATION	2
FAMILY DISPUTE	2
FOLLOW UP	4
FOUND PROPERTY	1
FRAUD AND FRAUDULENT ACTIVITY	6
HARASSMENT AND THREATS	2
HIT AND RUN PDA	3
MISSING PERSON	1
MOTORIST ASSIST	11
NEGLECT CHILD/CHILD ABUSE	2
OPERATING WHILE INTOXICATED	2
PERSONAL INJURY ACCIDENT	1
PROPERTY CHECK	91
PROPERTY DAMAGE ACCIDENT	24

Nature	# Events
REQUEST FOR SERVICE	6
RETAIL FRAUD	1
STOLEN/POSSIBLE STOLEN VEHICLE	1
SUSPICIOUS SITUATION	2
TRAFFIC CONTROL	1
TRAFFIC ENFORCEMENT	5
TRAFFIC HAZARD	11
TRAFFIC STOP	72
UNKNOWN ACCIDENT	1
UNWANTED SUBJECT	1
VEHICLE IN DITCH	11
WARRANT ARREST/PICKUP	6
WELFARE CHECK	2
<b>Total</b>	<b>367</b>



1/28/2026

**Letter of Intent to Commence with Utility Work**

Watertown Township Administrator or Designee,

We at ACD.net have a current Metro Act Permit in place for utility work within your municipality. This is a notification letter to inform you that within the following weeks we will commence work in your area. The exact start date is dependent on the retrieval of all applicable permits, which have been formally submitted to the respective entities (ie: the city, county/township and/or utility provider, etc.).

**Projected Project Start Date:** February 11, 2026

**Project Description:** ACD.net proposes a fiber optic cable installation within Clinton County, Watertown Township using aerial and underground methods. We propose to aerially over lash fiber on to existing infrastructure on W. State Rd. heading west on the South side of the road. The new underground section will be direction-ally bored to a minimum depth of 48" along and under at a min. depth of 72" from the north side of W State Rd., at the corner of W. State Rd and Felton Rd crossing W State Rd, and at the address of 16037 S. Grove Rd., for 45' from the pole to the building.

Please see attached map for additional information.

If there are further questions, please contact me at the information listed below.

Thank you,

*Susan Wages*  
PROJECT ENGINEERING SPECIALIST II  
ACD.NET  
1800 N GRAND RIVER AVE.  
LANSING, MI 48906  
Office: (517) 999-3299  
wages.susan@acd.net

## Clinton County Road Commission

3536 S US Highway 27  
 St Johns, MI 48879  
 Phone: (989) 668-0032  
 Fax: (989) 224-4003

Issued by **Jacob Perkins** on  
 1/27/2026 4:00 PM ET



Scan to Verify

Permit #2026R0025

Effective: 1/23/2026  
 Expires: 1/23/2027

## PERMIT TO CONSTRUCT, OPERATE, MAINTAIN, USE AND/OR REMOVE WITHIN A COUNTY ROAD RIGHT-OF-WAY

Permit Fee	\$40.00
Permittee	<b>KEPS Technology INC, dba ACD.Net</b>
Applicant Name	<b>Susan Willard-Wages</b>
Applicant Address	<b>1800 N. Grand River Ave    Lansing, MI 48906 US</b>
Email/Phone/Fax	<b>osp@acd.net    (517) 999-3240 (phone)</b>
Contractor	<b>No</b>
Type of Permit	<b>Utility</b>
Drain Commissioner	<b>No</b>
Utility	<b>Underground Installation</b>
Description of Work to be Completed in the right-of-way	<b>ACD.net proposes a fiber optic cable installation within Clinton County, Watertown Township using aerial and underground methods. We propose to aerially over lash fiber on to existing infrastructure on W. State Rd. heading west on the South side of the road. The new underground section will be direction-ally bored to a minimum depth of 48" along and under at a min. depth of 72" from the north side of W State Rd., at the corner of W. State Rd and Felton Rd crossing W State Rd, and at he address of 16037 S. Grove Rd., for 45' from the pole to the building. Please see the attached map pages for additional details.</b>
Estimated Work Start Date	<b>02/02/2026</b>
Estimated Work Completion Date	<b>08/03/2026</b>
Road Name	<b>W State Road</b>
Nearest Crossroads	<b>Grove Road</b>
Location and Direction from crossroad	<b>East</b>
City	<b>Lansing</b>
Township	<b>Watertown Charter Township</b>
Side of Road	<b>South</b>

**Special Conditions**

Please review comments from Clinton County Drain Commission.

[Provisions](#)

1. **Specifications.** All work performed under this permit must be done in accordance with the plans, specifications, maps, and Statements filed with the Commission and must comply with the Commission's current requirements and specifications on file at its offices and M.D.O.T. specifications.
2. **Fees and Costs.** Permit Holder shall be responsible for all fees incurred by the Commission in connection with this permit and shall deposit estimated fees and costs as determined by the Commission, at the time the permit application is submitted.
3. **Deposit.** Permit Holder shall provide a cash deposit or Irrevocable Letter of Credit in a form and amount acceptable to the Commission at the time permit is issued. DEPOSIT HAS TO BE REQUESTED WITHIN A YEAR FROM DATE OF PERMIT OR IT'S FORFEITED.
4. **Insurance.** Permit Holder shall furnish proof of liability and property damage insurance in the amount stated on this permit naming the Commission as an insured. Such insurance shall cover a period not less than the term of this permit and shall provide that it cannot be cancelled without ten (10) days advance written notice by certified mail with return receipt required to the Commission.
5. **Indemnification.** Permit Holder shall hold harmless and indemnify and keep indemnified the Commission, its officers and employees from all claims, suits, and judgments to which the Commission, its officers, or employees may be subject and for all costs and actual attorney fees which may be incurred on account of injury to persons or damage to property, including property of the Commission, arising out of the work under this permit, or in connection with work not authorized by this permit, or resulting from failure to comply with the terms of this permit, or arising out of the continued existence of the work products which is the subject of this permit.
6. **Miss Dig.** The Permit Holder must comply with the requirements of Act 53 of Public Acts of 1974, as amended. CALL MISS DIG AT (800)482-7171 AT LEAST TWO (2) FULL WORKING DAYS, BUT NOT MORE THAN TWENTY ONE (21) CALENDAR DAYS, BEFORE YOU START WORK. Permit Holder assumes all responsibility for damage to or interruption of underground utilities.
7. **Notification of Start and Completion of Work.** Permit Holder must notify the Commission at least 48 hours before starting work and must notify the Commission when work is completed.
8. **Safety.** Permit Holder agrees to work under this permit in a safe manner and to keep the area affected by this permit in a safe condition until the work is completed. All work site conditions shall comply with Michigan Manual of Uniform Traffic Control Devices.
9. **Restoration and Repair of Road.** Permit Holder agrees to restore the road and right-of-way to a condition equal to or better than its condition before the work began; and to repair any damage to the road right-of-way which is the result of the facility whenever it occurs or appears.
10. **Limitation of Permit.** This permit does not relieve Permit Holder from meeting other applicable laws and regulations of other agencies. Permit Holder is responsible for obtaining additional permits or releases which may be required in connections with this work from other governmental agencies, public utilities, corporations and individuals, including property owners. Permission may be required from the adjoining property owners.
11. **Revocation of Permit.** The permit may be suspended or revoked at will, and the Permit Holder shall surrender this permit and alter, relocate, or remove its facilities at its expense at the request of the Commission.
12. **Violation of Permit.** This permit shall become immediately null and void if Permit Holder violate the terms of this permit, and the Commission may require immediate removal of Permit Holder's facilities, or the Commission may remove them without notice at Permit Holder's expense.
13. **Assignability.** This permit may not be assigned without the prior approval of the Commission. If approval is granted, the assignor shall remain liable and the assignee shall be bound by all the term of this permit.
14. This permit is subject to supplemental specifications on file with the Road Commission and Act 200 of Public Acts of 1969.

**\*\*All Driveway Permit applicants must review and abide by all requirements within the Driveway Spec sheet.\*\***



**Phil Hanses**  
**Drain Commissioner**

**Jon Morrison**  
**Deputy**

[drain@clinton-county.org](mailto:drain@clinton-county.org)  
[www.clinton-county.org](http://www.clinton-county.org)



**Courthouse, 100 E. State St.**  
**Suite 2300**  
**St. Johns, Michigan 48879**

**Phone (989) 224-5160**  
**Fax (989) 227-6449**

**DATE:** February 5, 2026

**TO:** Property owners along the #699 Openlander Drain

**RE:** Drain Maintenance

**FROM:** Phil Hanses, Drain Commissioner

This is to notify you that the Drain Commissioner's office will be repairing tile, removing brush, and performing any other necessary maintenance on a portion of the above drain in the coming weeks. Construction equipment and personnel will be accessing the drain easement on your property to complete the work in the drain and on the right of way.

This project is scheduled to begin in the next few weeks, so please contact Patrick Garner at the Drain Commissioner's office immediately if you have concerns so that your input might be considered. Patrick can be reached at 989-640-9781.

Respectfully,

A handwritten signature in blue ink that reads 'Phil Hanses'.

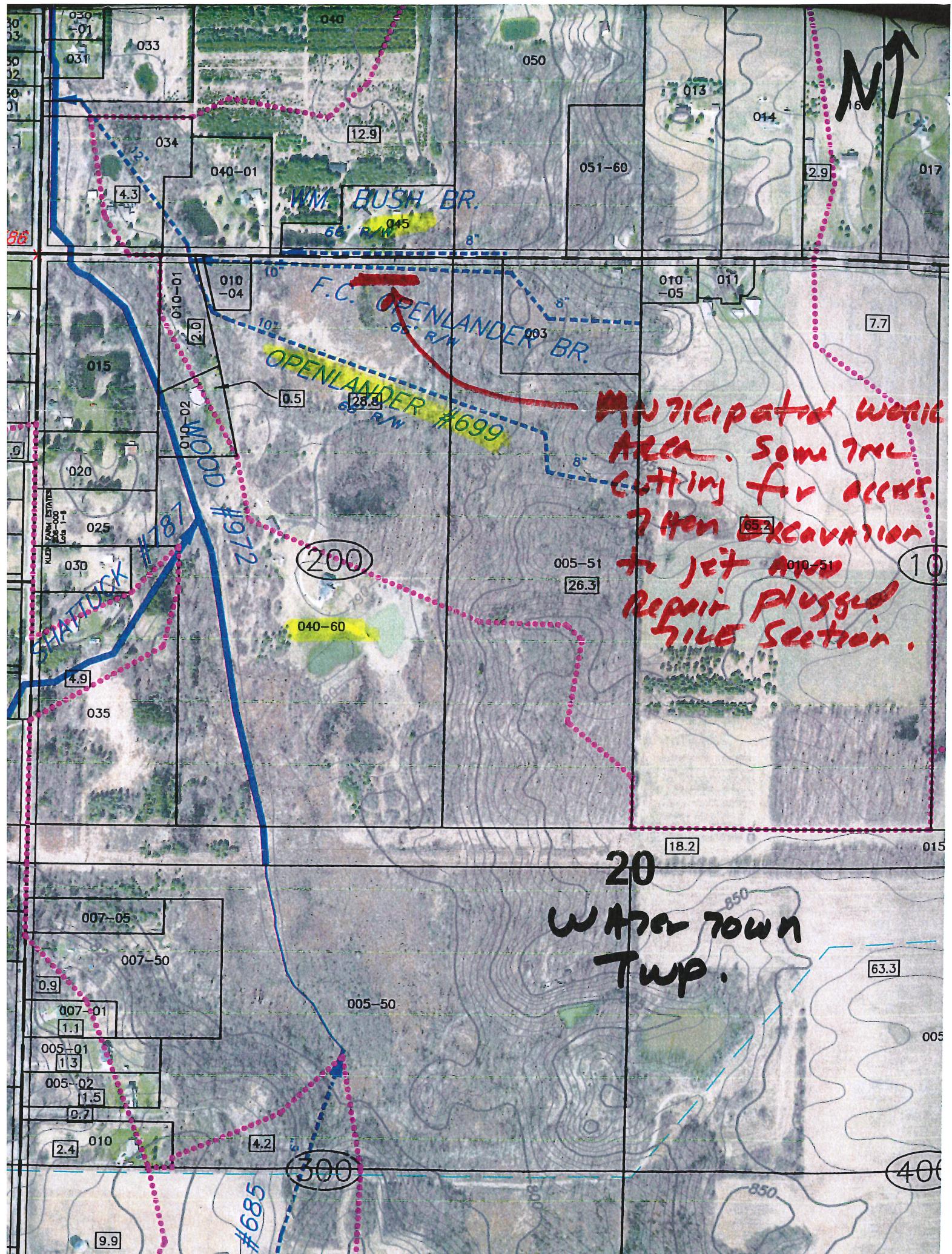
Phil Hanses  
Clinton County Drain Commissioner

cc: John E. Maahs, Watertown Charter Township Supervisor

**RECEIVED**

**FEB - 9 2026**

**WATERTOWN CHARTER TWP**



STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION  
NOTICE OF HEARING  
FOR THE COMMUNICATIONS CUSTOMERS OF

RECEIVED

FEB - 6 2026

CASE NO. U-22006

WATERTOWN CHARTER TWP

- Comcast Corporation has been directed to show cause why it should not be found in violation of 2013 PA 174, the MISS DIG Underground Facility Damage Prevention and Safety Act, MCL 460.721 et seq.
- The information below describes how a person may participate in this case.
- You may call or write Sean P. Gallagher, Fraser Trebilcock Davis & Dunlap, PC, 124 W. Allegan St., Ste. 1000, Lansing, MI 48933, for a free copy of Michigan Public Service Commission's January 15, 2026 Order. Any person may review the Commission's January 15, 2026 Order at the offices of or on the Commission's website at: <https://mi-psc.my.site.com/s/> under Case No. U-22006.
- A pre-hearing will be held:

**DATE/TIME:** Wednesday, February 18, 2026 at 9:00 AM

**BEFORE:** Administrative Law Judge James M. Varchetti

**LOCATION:** Video/Teleconference

**PARTICIPATION:** Any interested person may participate. Persons needing any assistance to participate or who are seeking access to the video/teleconference should contact the Administrative Law Judge's secretary at (517) 284-8130 or by email at [LARA-MOahr-PSC@michigan.gov](mailto:LARA-MOahr-PSC@michigan.gov) in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to allow Comcast Corporation (Comcast) to show cause why it should not be found in violation of Act 174 of 2013 (Act 174), the MISS DIG Underground Facility Damage Prevention and Safety Act, MCL 460.721 et seq., which requires facility owners or operators, after proper notice, to respond to a dig ticket by the start date and time for the excavation by marking their facilities in the area of the proposed excavation or blasting. MCL 460.727(1). The marking by the facility owner or operator must be done in a manner that permits the excavator to employ soft excavation to establish the precise location of the facilities. Comcast Corporation shall file its response to the allegations to show cause accompanied by prefiled testimony and supporting documentation by **5:00 p.m. (Eastern time) on February 5, 2026**. Comcast's response shall be accompanied by prefiled direct testimony, exhibits, work papers, and affidavits supporting the veracity of its response prepared by a person or persons with actual knowledge of the circumstances. The Commission reserves jurisdiction and may issue further orders as necessary.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: <https://mi-psc.my.site.com/s/>. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in PDF format, as an attachment to an email sent to: [LARA-MPSC-edockets@michigan.gov](mailto:LARA-MPSC-edockets@michigan.gov). If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: [LARA-MPSC-edockets@michigan.gov](mailto:LARA-MPSC-edockets@michigan.gov).

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by February 10, 2026. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Comcast Corporation's attorney, Sean P. Gallagher, 124 W. Allegan St., Ste. 1000, Lansing, MI 48933.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process for participating in the hearing.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of their wish to make a statement of position. Mich Admin Code, R 792.10413 (Rule 413).

Any person wishing to file a public comment may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-22006**. Statements may be emailed to: [LARA-MPSC-edockets@michigan.gov](mailto:LARA-MPSC-edockets@michigan.gov). Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917.

All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Executive Secretary at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

Jurisdiction is pursuant to 1991 PA 179, as amended, MCL 484.2101 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and Parts 1 & 4 of the Administrative Hearing Rules of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106(2), (3), (4), (5), (6), and (7); R 792.10121; and R 792.10401 through R 792.10448.

U-22006

**R 792.10422      Adjournments.**

Rule 422

- (1) Unless the presiding officer allows otherwise, a request for adjournment shall be by motion or stipulation made orally at a hearing or in writing and shall be based on good cause.
- (2) A motion or stipulation for adjournment shall state the party who is requesting the adjournment and the reason for the adjournment.
- (3) An adjournment may be granted for good cause and shall be in writing or on the record.
- (4) In granting an adjournment, the presiding officer, administrative law manager assigned by the hearing system to the commission, or commission may impose reasonable conditions.

**R 792.10432      Motion practice.**

Rule 432

- (1) In a pending proceeding, a request to the commission or presiding officer for a ruling or order, other than a final order, shall be by motion. Unless made during a hearing, a motion shall be in compliance with all of the following provisions:
  - (a) Be in writing.
  - (b) State with particularity the grounds and authority on which the motion is based.
  - (c) State the relief or order sought.
  - (d) Be signed by the party or the party's attorney.
- (2) Unless a different time is set by the commission or presiding officer or unless the motion is one that may be heard ex parte, a written motion, notice of the hearing on the motion, and any supporting brief or affidavits shall be served as follows:
  - (a) Not less than 9 days before the hearing, if served electronically or by mail.
  - (b) Not less than 7 days before the hearing, if served electronically or by delivery to the attorney or party under Michigan court rule 2.107(c)(1) or (2).
- (3) Unless a different time is set by the commission or presiding officer, any response to a motion, including a brief or an affidavit, shall be served as follows:
  - (a) Not less than 5 days before the hearing, if served electronically or by mail.
  - (b) Not less than 3 days before the hearing, if served electronically or by delivery to the attorney or party under Michigan court rule 2.107(c)(1) or (2).
- (4) Motions shall be noticed for hearing at the time designated by the commission or presiding officer.
- (5) When a motion is based on facts not appearing on the record, the commission or presiding officer may hear the motion on affidavits presented by the parties or may direct that the motion be heard wholly or partly as oral testimony or deposition.
- (6) The commission or presiding officer may limit oral arguments on motions and may require the parties to file briefs in support of, and in opposition to, a motion. The commission may dispense with oral argument on matters brought before the commission.



# 2026 CLINTON COUNTY SPRING COLLECTION EVENT

*Clinton County Residents Only*

**ABOUT:** The Spring Collection event is being offered as a service to residents of Clinton County to assist in the safe disposal of household hazardous waste, and to encourage the proper recycling of electronics and car tires. An appointment is required to attend.

Minimal fees apply - see back side of this flier.

.....  
**May 2<sup>nd</sup> – St Johns**  
**8:00am to 1:00pm**

## MATERIALS ACCEPTED:

Hazardous Waste - including unwanted medications  Farm & Landscaping Chemicals  Motor Oil & Anti-freeze  Computers & Electronics  
Hardcover & Paperback Books

.....

**TO PARTICIPATE: Residents must schedule an appointment to participate. Please create an account and register online here: [www.clinton-county.org/314/Current-Events](http://www.clinton-county.org/314/Current-Events) or contact the Department of Waste Management to make an appointment no later than one week before the event.  
Registration will begin February 3<sup>rd</sup>.  
Participants must remain in their vehicles at all times.**

**FOR MORE INFORMATION & TO MAKE AN APPOINTMENT:** Clinton County residents can register online at [www.clinton-county.org](http://www.clinton-county.org) (search for the Department of Waste Management's Current Events webpage), email [recycle@clinton-county.org](mailto:recycle@clinton-county.org) or call (989) 224-5186.



## **Clinton County Department of Waste Management 2026 Spring Collection Event**

**Registration will begin February 3<sup>rd</sup>.  
Residents must schedule an appointment to participate.  
Participants must remain in their vehicles at all times.**

### **FEE SCHEDULE**

**Electronics:** **\$10.00 per Television and Computer Monitor.  
Payable by credit card online during registration  
OR by cash or check only on the day of the event.**

#### **All Other Items FREE of Charge:**

- Most Computer Equipment
- CD players, VCRs, Telephones,
- Cell phones, Other Household Electronics
- Household Hazardous Wastes
  - Pesticides, Herbicides
- Cleaners, Adhesives, Oil Based Paint
- Unwanted & Expired Medications
  - Motor oil & Antifreeze
  - Household batteries
  - Hardcover & Paperback books
  - Magazines

**CALL FOR VOLUNTEERS!**  
**CLINTON COUNTY MAY 2, 2026**  
**SPRING COLLECTION EVENT**

The Clinton County Department of Waste Management is seeking volunteers to assist with the County's May 2, 2026 Spring Collection Event. These events are important to help keep our communities safe and clean. Also we provide unique services to county residents to properly dispose of, recycle and/or reuse specialty waste items.

**Materials Accepted & How They Are Handled:**

- Hazardous wastes like paints, varnishes, cleaners, solvents, etc. are blended and used as an alternative fuel source to generate electricity. Some materials are recycled, such as batteries. Still other materials such as pesticides, medications, and other poisons are safely incinerated or in a hazardous waste disposal facility.
- Automotive fluids like motor oil and antifreeze are refined and reused.
- Electronics, such as TVs and computers, are broken down and recycled by our contractor right here in Michigan.
- Hardcover and paperback books, magazines, & phone books are sorted by our contractor and resold or recycled.

**Event Organization:** The Events are organized by the Clinton County Department of Waste Management. A team of paid staff and professional contractors help ensure materials are safely collected and packed for shipping to their final destinations for reuse, recycling or disposal.

**Role of Volunteers:** Volunteers are primarily needed to check in residents as they enter the event site, and to help unload materials from cars. Other duties may include helping to direct traffic, maintaining food supplies in the break area, answering questions, helping to clean up, or perhaps even doing your best to entertain those patiently waiting to be rid of their stuff!

Personal protective equipment such as safety glasses, safety vests, and gloves will be provided. Volunteers will not be needed at the hazardous waste collection station – only trained contractors will assist. Some heavy lifting is required at the electronics & books stations - team lift! The shifts are a couple hours long, with a great deal of flexibility. The first shift begins at 7:30 AM and the last shift ends at 1:30 PM. Shifts can be modified to meet individuals' availability.

**Benefits of Being a Volunteer:** Rewards include free disposal of electronics, lots of great food and beverages, and free gifts. Most importantly, volunteers receive the satisfaction of knowing they are truly contributing to the health and well being of the greater Clinton County community. This is also a great opportunity to learn more about how various wastes can be best managed to protect human health, the environment and conserve natural resources.

**For More Information & To Volunteer** Contact the Clinton County Department of Waste Management at 989-224-5186 or [recycle@clinton-county.org](mailto:recycle@clinton-county.org) or complete the form provided on the front side of this letter, and email, mail or fax it in - please remember to include your email address. Thanks in advance for your consideration!



## Clinton County Department of Waste Management

100 East State Street, Suite 1500, St. Johns, MI 48879

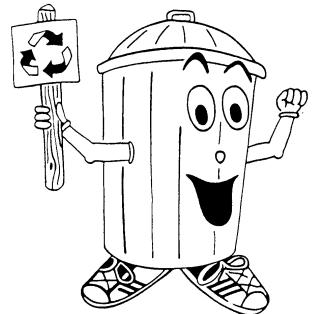
Phone: 989-224-5186, Fax: 989-224-5102

### Yes! I can be a part of the volunteer

#### crew for the May 2nd Spring Collection Event!

I understand the event is scheduled for Saturday, May 2nd from 7:30 AM to 1:30 PM at the Clinton County Fairgrounds. I will be provided information ahead of time, and will be briefed prior to the event regarding my duties.

I further understand that shifts are less than 4 hours long.



#### **My availability is:**

(Please check all that apply, and cross out a time slot if you are not available during the hours specified.)

**AM      7:30 AM to 11:00 AM**

**PM      10:30 AM to 1:30 PM**

---

**Name** (Please Print)

---

**Phone** (Daytime)

---

**E-Mail**

---

**Street Address**

---

**City**

---

**State, Zip Code**

#### **Comments or Special Considerations:**

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#### **Instructions:**

**Please respond by April 24, 2026.** Complete the information above - send the form to the address or fax number listed at the top of the page. You can also register online at [www.clinton-county.org](http://www.clinton-county.org) under the Department of Waste Management. You may also email the Department of Waste Management [recycle@clinton-county.org](mailto:recycle@clinton-county.org). Shift and station assignments, along with additional information and instructions, will be emailed to you by April 24th. Thank you so much for your consideration!



# Clerk's Office

ATTACHMENT 8A  
BOT MTG 2-17-26

**Carolyn Brokob, Clerk ~ Christy Sochay, Deputy Clerk**

email: [clerk@watertownmi.gov](mailto:clerk@watertownmi.gov)

[www.watertownmi.gov](http://www.watertownmi.gov)

12803 S. Wacousta Rd, Grand Ledge MI 48837 | 517-626-6593

.....

## MEMORANDUM

**TO:** Watertown Charter Township Board of Trustees

**FROM:** Carolyn Brokob, Clerk

**DATE:** February 11, 2026

**SUBJECT:** Adoption of Ordinance 62 – Commercial Solar Energy Systems

Ordinance No. 62. amends ordinance amends Chapter 28 – Zoning, of the Watertown Charter Township Codified Book of Ordinances in the following sections: Article 3, Sec. 28-3.1.12. – Special Land Uses (LI – Light Industrial District) are hereby amended to add the use “solar energy systems;” Sec. 28-3.10 – B-1, B-2, and LI District Regulations is hereby amended to exempt accessory use solar energy systems in the LI zoning district from the requirement to be contained in a fully enclosed building and Article 4, Section 28-4.65 This ordinance amendment was introduced, published, posted, and held a hearing as required by law on the following dates:

Publication and Posting of Public Hearing: December 21, 2025

Public Hearing: January 7, 2026

Submitted to County Planning Commission: January 14, 2026

First Reading and Introduction: January 20, 2026

Publication and Posting of Introduced Ordinance: January 25, 2026

Consideration of Final Reading/Adoption: February 17, 2026

Attached, please find a clean copy of Ordinance No. 62. This version represents the final reading, with no substantive changes from the version previously presented. If adopted, the ordinance will become effective seven days following publication per MCL 125.3401(6). The publication will take place in the Lansing State Journal on February 22, 2026, with an effective date of March 1, 2026.

**Suggested Motion:** Move to adopt, upon second consideration, Ordinance No. 62, with an effective date of March 1, 2026, and approve the summary for publication as presented this day by the Township Clerk.

*\*A roll call vote is required.*

**Attachments:**

Exhibit A: Ordinance No. 62

Summary of Publication

**CHARTER TOWNSHIP OF WATERTOWN  
CLINTON COUNTY, MICHIGAN**

**Ordinance No. 62**

**AN ORDINANCE AMENDMENT TO CLARIFY REGULATIONS FOR  
COMMERCIAL SOLAR ENERGY SYSTEMS.**

**THE CHARTER TOWNSHIP OF WATERTOWN ORDAINS:**

Article 3, Sec. 28-3.1.12. – Special Land Uses (LI – Light Industrial District) are hereby amended to add the use “solar energy systems;” Sec. 28-3.10 – B-1, B-2, and LI District Regulations is hereby amended to exempt accessory use solar energy systems in the LI zoning district from the requirement to be contained in a fully enclosed building and Article 4, Section 28-4.65 – Solar energy systems is hereby amended to clarify special land use specific regulations for solar energy systems. The aforementioned amendments are to Chapter 28 of the Code of Ordinances, Charter Township of Watertown, Clinton County, Michigan.

**SEC. 28-3.1.12.C. SPECIAL LAND USES (LI LIGHT INDUSTRIAL DISTRICT)**

- i. Truck and freight terminals, and maintenance facilities
- ii. Junkyards and salvage yards
- iii. Sanitary and hazardous waste landfills
- iv. Removal and processing of soil, sand, gravel, or other mineral resources
- v. Tool and die
- vi. Vehicle service stations
- vii. Industrial plants, manufacturing of fabricated products
- viii. Body shops and wrecker services, including storage yards
- ix. Vehicle repair
- x. Adult uses
- xi. Open air businesses
- xii. Assembly buildings
- xiii. Towers in excess of 50 feet
- xiv. Solar energy systems as an accessory use only

**SEC. 28-3.10 B-1, B-2, AND LI DISTRICT REGULATIONS**

- 1. In the B-1, B-2, and LI districts the following shall apply:

- A. No uses, activities, or parking or loading areas, within the first 25 feet of the required front yard, except for entry and exit driveways, shall be located within the required front yard. The front yard shall be landscaped.
- B. For side and rear yard setback areas, see Section 28-5.23 for buffer zone requirements.
- C. Parking lots shall be adequately lit to ensure security and safety and shall meet the following requirements:
  - i. Light fixtures shall be no higher than 20 feet and shall be provided with full cut-off luminaries that direct light downward.
  - ii. For parking lots serving a single building or groups of related commercial or office buildings in excess of 200 spaces, the Planning Commission may permit a higher light fixture in selected locations within the parking lot where existing or planned residential areas will not be affected.
  - iii. Lighting shall not be permitted to illuminate areas not within the parking lot or other areas related to the use for which the parking is intended.

2. All development proposed in these districts shall be required to be serviced by a public water supply and sanitary sewer system. In the LI district the following shall apply:

- A. All permitted and special land uses, except for accessory use solar energy systems and towers in excess of 50 feet, shall be conducted wholly within a completely enclosed building, except that outside storage of materials, equipment, or vehicles and loading and unloading operations are permitted, subject to the following:
  - i. Materials may be stored only in the side or rear yards, except that materials may not be stored on the street side of a corner lot or in any required yard.
  - ii. Loading areas, loading docks, and truck storage areas shall not face an AG, RR, R-1, R-2 or R-3 zoned district, except where the following conditions exist:
    - a. The distance from the loading area, loading dock, or truck storage area is more than 300 feet to AG, RR, R-1, R-2, or R-3 property line, which shall be measured parallel with the property line and from the nearest edge of the loading area, loading dock or truck storage area.
  - iii. All storage of materials shall be visually screened to a height of at least six feet above the highest elevation of the nearest adjacent road or property bordering the site.

- iv. In no case shall the outside storage of materials be stacked higher than the height of the visual screen.
- v. One non-gated opening, no greater than 12 feet in width, shall be permitted in the screen for each 200 feet of public street frontage.

#### **SEC. 28-4.65 SOLAR ENERGY SYSTEMS**

- 1. Purpose and objectives. It is the intent of this section to regulate the safe, effective, and efficient use of solar energy systems in order to reduce or replace the consumption of electricity supplied by utility companies, subject to reasonable conditions intended to protect the public health, safety, and welfare.
- 2. Solar energy systems in the LI-light industrial district are permitted by special land use only as an accessory use to a principal permitted or special land use which principal use consists of a building not less than 20,000 square feet that is connected to a public water supply and sanitary sewer system. Panels of solar energy systems, as an accessory use, may only be placed on the roofs and parking lots of the principal use and up to 20% of any otherwise unused land. Excess energy beyond that needed for the principal use created by such systems may be diverted off site.
- 3. Site development requirements. In accordance with section 28.6.1.2., all applications for a special land use shall be accompanied by an application for final site plan review.
  - A. Zoning districts. All solar energy systems are subject to sec. 28-6.2, special land uses.
  - B. Minimum lot size. There is no minimum lot size. Solar energy systems are permitted by special land use permit, the process by which reviews and considers its compatibility with the surrounding area.
  - C. Height restrictions. All solar energy system components, including photovoltaic panels or other collection device(s) oriented at maximum tilt, support structures, and buildings shall not exceed 16 feet, except when placed on rooftops or over parking lots. Substation and electrical equipment are permitted at their usual and customary heights and are excluded from this maximum height requirement. Substation and electrical equipment must comply with all local, state and federal requirements, including but not limited to the Michigan Tall Structures Act and Federal Aviation Administration requirements, as applicable.
  - D. Setbacks.
    - i. In the AG-Agricultural district, all solar energy systems components, excluding perimeter fencing, shall meet a minimum setback of 50 feet.
    - ii. In the LI-Light Industrial district, all solar energy systems, shall meet the minimum setback requirements for the zoning district.

- iii. All solar energy systems components, including perimeter fencing, shall be setback at least to the limit of any established county drain right-of-way or easement.
- E. Maximum lot coverage. Solar energy systems are exempt from maximum lot coverage requirements. Any other regulated structures on the parcel are subject to the maximum lot coverage requirements for the zoning district.
- F. Safety and access. All solar energy systems shall be completely enclosed by a perimeter security fence to restrict unauthorized access. The height and material of the fence shall be reviewed for appropriateness and compatibility during the special land use process. A lock box approved by the fire department serving the township shall be required.
- G. Glare. All solar panels shall be located or placed so that concentrated solar glare shall not be directed toward or onto nearby properties or roadways at any time of day.
  - i. Airports. Solar energy systems may create a glare hazard for pilots. Applicants for solar energy systems shall comply with any Federal Aviation Administration siting requirements.
- H. Landscaping.
  - All solar energy systems applications shall be accompanied by a landscaping plan prepared by a licensed landscape architect. When a major buffer zone as described in sec. 28-5.23.2.g is required as set forth below, the buffer zone shall contain exclusively evergreen trees at least six feet in height at the time of planting. Canopy trees are permitted only in addition to the minimum planting requirements. All trees shall remain in good condition during the life of the solar energy system.
    - i. When the proposed solar energy system abuts a residential district or use, the landscaping plan shall meet the requirements of a major buffer zone as described in Sec. 28-5.23.2.g.
    - ii. For solar energy uses in the LI-Light Industrial zone, a major buffer shall only be required on any side abutting a residential zone or use.
    - iii. Sec. 28-5.23.d shall not apply to any solar energy system use in the LI-Light Industrial zoning district. The minimum buffer requirements shall apply if a public road or street separates the zoning districts.
    - iv. The proposed landscape plan shall also include a revegetation plan for the installation and maintenance of the vegetative cover on the entire site. The planting shall control site soil erosion and must be maintained throughout the life of the solar energy system. The primary purpose is control of erosion and maintenance of soil quality. The plan shall include the plant species and the rate of application or planting. Grazing,

cropping and wildlife habitat are acceptable secondary uses in the AG-Agricultural district. Use of native plants is strongly encouraged.

Invasive species listed by the Michigan Department of Environment, Great Lakes and Energy as restricted or that are on the watch list are prohibited. The plan shall address seedbed preparation, fertilization, mulching, and irrigation, if needed. The plan shall include maintenance schedules and methods (mowing, replanting, etc.). The site is subject to annual inspection including for maintenance of the vegetative cover and control of erosion.

I. Signage. No signage or graphics shall be on any part of the solar energy systems components or the perimeter fencing. This exclusion does not apply to the entrance gate(s) signage which shall be placed on the gate in a visible area and not exceed six square feet in size. Gate signage shall be weather-durable and include the name of the owner/operator, a phone number, and contact person for whom additional information may be obtained. Any required emergency information signage shall be permitted.

J. Lighting. Solar energy systems shall comply with Sec. 28-5.18 Outdoor lighting.

K. Transportation plan. The applicant shall provide a proposed access plan during construction and operational phases. This shall show proposed project service road ingress/egress locations on to adjacent roadways and the layout of the facility service road system. Due to infrequent access following construction, it is not required to pave or curb solar panel access drives, but they should be constructed so as to minimize dust conditions.

L. Distribution, transmission, and interconnection. All electrical interconnections or distribution lines shall comply with all applicable codes and standard commercial large-scale utility requirements. All collection lines and interconnections from the solar array(s) to any electrical substations shall be located and maintained underground inside the solar energy system facility. This requirement shall exclude transmission equipment meant to connect the project substation to the local transmission system.

M. Environmental and safety impacts.

i. An environmental impact statement/study shall be provided at the time of application and shall include, but not be limited to, a review of the following factors:

- I. Water quality and supply.
- II. Air quality.
- III. Wildlife.
- IV. Floodplains and wetlands.

- V. Identification of solid and/or hazardous waste generated.
- VI. Any other environmental factors typically evaluated for the proposed use or as requested.
- ii. A public safety impact statement/study shall be provided at the time of application and shall include, but not be limited to, a review of the following factors:
  - I. Identification of emergency and normal shutdown procedures.
  - II. Identify potential hazards to adjacent properties, public roadways and to the general public that may be created.
  - III. Identify potential hazards to aviation and indicate how state and federal requirements will be met.
- N. Abandonment and decommissioning. A solar energy system shall be decommissioned following the useful life or at which time it remains non-operational for six months and is considered abandoned. The applicant shall submit a decommissioning plan, prepared by a licensed professional engineer, at the time of application for a special land use permit. The decommissioning plan shall include, but not be limited to the following:
  - i. Steps to remove the system
  - ii. Steps to dispose of or recycle system components
  - iii. Restoration of land
  - iv. Estimated cost schedule to meet the following requirements:
    - I. Removal of all equipment, conduit, structures, fencing, roads, building foundations, including any equipment or materials below grade, offsite for disposal.
    - II. Restoration of ground to original condition.
    - III. Revegetation of site to blend with existing surrounding vegetation within six months of decommissioning.
    - IV. For agricultural lands, restoration of soils to their original USDA classification, as confirmed by a soil survey conducted in accordance with the standards of the national cooperative soil survey.
- O. Financial guarantees. To ensure proper removal of the project upon decommissioning or abandonment of the solar energy system, the applicant shall include a description of the financial security guaranteeing the removal of the system which shall be posted with the township within 15 days after the project is approved or prior to issuance of a building permit for the project. The financial guarantee shall be in the form of a cash bond or an irrevocable bank letter of credit or a performance bond, in a form approved by the township

board. The amount shall be reasonably sufficient to restore the property to its previous condition as agreed upon by the township board and the applicant. The amount may include a provision for inflationary cost adjustments. The estimate shall be prepared by the engineer for the applicant and shall be subject to approval by the township board, with guidance from the township's engineer. The financial guarantee shall be returned when all conditions of the special land use permit and the decommissioning/abandonment plan have been completed. There shall be no partial release of the financial guarantee. The financial guarantee shall be kept in full force and effect during the entire time the solar energy system exists or is in place, and it shall be irrevocable and non-cancelable.

DRAFT

**WATERTOWN CHARTER TOWNSHIP  
CLINTON COUNTY, MICHIGAN  
ADOPTION OF ORDINANCE NO. 62**

NOTICE TO ALL RESIDENTS AND INTERESTED PARTIES – At their regular meeting held on February 17, 2026, the Watertown Charter Township Board of Trustees adopted Ordinance No. 62. This ordinance amends Chapter 28 – Zoning, of the Watertown Charter Township Codified Book of Ordinances in the following sections: Article 3, Sec. 28-3.1.12. – Special Land Uses (LI – Light Industrial District) are hereby amended to add the use “solar energy systems;” Sec. 28-3.10 – B-1, B-2, and LI District Regulations is hereby amended to exempt accessory use solar energy systems in the LI zoning district from the requirement to be contained in a fully enclosed building and Article 4, Section 28-4.65 – Solar energy systems is hereby amended to clarify special land use specific regulations for solar energy systems. Ordinance No. 62 becomes effective on March 1, 2026. Complete text and true copy of Ordinance No. 62 is available in the Clerk’s office (12803 S. Wacousta Road, Grand Ledge MI 48837) and on the township’s website: [watertownmi.gov](http://watertownmi.gov)

Carolyn Brokob, Clerk  
Watertown Charter Township  
(517) 626-6593



# Clerk's Office

ATTACHMENT 9A  
BOT MTG 2-17-26

**Carolyn Brokob, Clerk ~ Christy Sochay, Deputy Clerk**

email: [clerk@watertownmi.gov](mailto:clerk@watertownmi.gov)

[www.watertownmi.gov](http://www.watertownmi.gov)

12803 S. Wacousta Rd, Grand Ledge MI 48837 | 517-626-6593

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## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Carolyn Brokob, Clerk

**DATE:** February 12, 2026

**SUBJECT:** Appointment of Board of Review Alternate

Due to the limited availability of one current Board of Review member, it is necessary to fill the vacant alternate position to ensure the Board of Review can convene as required to review assessment rolls and hear appeals in accordance with state law. The Board of Review plays a vital role in ensuring fairness, accuracy, and transparency in the Township's property assessment process, by applying state law in an impartial and consistent manner

Peg McLeod has expressed interest in serving as the Board of Review Alternate. This appointment is for a two-year term, with Mrs. McLeod completing the remainder of the current term, which expires January 1, 2027.

### **MOTION FOR CONSIDERATION:**

Move to appoint Marguerite (Peg) McLeod as the alternate of the Watertown Charter Township Board of Review with a term expiring January 1, 2027.



FEB - 3 2026

APPLICATION FOR TOWNSHIP COMMITTEES,  
BOARDS, AND COMMISSIONS

WATERTOWN CHARTER TWP

Board of Review or  
Compensation

Name of Committee/Board/Commission

Name

Address

City/State/Zip

Monique (Peg) McLeod  
11785 S Forest Hill  
Eagle MI 48822

Home Phone

Business Phone

Email Address

Length of Residence in Watertown Charter Township

34 yrs

Occupation

Retired

Employer

SOM-Office of Retirement + BCRSM

Business Address

Education

MSPS - LCC

Relevant Organizations/Affiliations

Old New Boys  
Lake George Property Owners Ass.

Please explain your interest in serving on this Committee/Commission/Board:

People need to help in the community.

Signature: Ms. McLeod

Date: 2-3-26

Please Return Completed Application To:

Watertown Charter Township Clerk  
12803 S. Wacousta Road  
Grand Ledge, MI 48837

For additional information regarding the duties and responsibilities of any committee, board, or commission, please contact the Township Clerk's Office. (517) 626-6593 or [clerk@watertownmi.gov](mailto:clerk@watertownmi.gov)

**WATERTOWN CHARTER TOWNSHIP****CLINTON COUNTY, MICHIGAN****RESOLUTION EXTENDING MORATORIUM ON THE ACCEPTING OF APPLICATIONS,  
HOLDING HEARINGS ON, OR OTHERWISE PROCESSING APPLICATIONS FOR SPECIAL  
USE PERMITS FOR SOLAR ENERGY SYSTEMS**

**WHEREAS**, on August 18, 2025, the Township Board adopted Resolution No. 8-18-2025-1 establishing a temporary moratorium on the accepting of applications, holding hearings on, or otherwise processing or considering applications for special use permits for solar energy systems within Watertown Charter Township; and

**WHEREAS**, the purpose of the moratorium was to allow the Township Planning Commission and Township Board adequate time to review and amend the Township's Zoning Ordinance to address solar energy systems in the Township's Light Industrial Zoning District, and determine what is best for the health, safety, and welfare of the Township's residents; and

**WHEREAS**, since adoption of the moratorium, significant progress has been made toward the drafting and consideration of a new ordinance regulating solar energy systems; and

**WHEREAS**, the Township Board anticipates adoption of a new solar energy systems ordinance on February 17, 2026; however, such ordinance will not take effect until March 1, 2026, in accordance with statutory notice and publication requirements.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Watertown Charter Township hereby extends the moratorium established by Resolution No. 8-18-2025-1.

**BE IT FURTHER RESOLVED**, that the moratorium on the accepting of applications, holding hearings on, or otherwise processing or considering applications for special use permits for solar energy systems is hereby extended until March 16, 2026, at 6:00 p.m., unless earlier repealed by action of the Township Board.



# Clerk's Office

ATTACHMENT 9C  
BOT MTG 2-17-26

**Carolyn Brokob, Clerk ~ Christy Sochay, Deputy Clerk**

email: [clerk@watertownmi.gov](mailto:clerk@watertownmi.gov)

[www.watertownmi.gov](http://www.watertownmi.gov)

12803 S. Wacousta Rd, Grand Ledge MI 48837 | 517-626-6593

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## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Carolyn Brokob, Clerk

**DATE:** February 12, 2026

**SUBJECT:** Adopting MTA Principles of Governance and Township Board Ethics, Decorum, and Conduct Policy

Recently the township received the attached letter and certificate outlining the Michigan Township Association (MTA) Principles of Governance used to assist township boards in promoting effective, ethical, and collaborative governance. These principles are widely recognized as best practices for elected officials and serve as a shared framework for how boards conduct Township business. Review of records indicate that the MTA Principles of Governance have been previously adopted by the Board of Trustees in 2009 and again in 2017.

In addition, I have drafted the attached Township Board Ethics, Decorum, and Conduct Policy for your consideration. This policy would supplement the MTA Principles of Governance by providing more specific guidance regarding meeting decorum, ethical expectations, professional interactions, and relationships with Township staff and the public. Together, these documents are intended to:

- Encourage respectful and professional conduct
- Promote orderly, lawful, and efficient meetings
- Support transparency and public confidence in Township government

### **MOTION FOR CONSIDERATION:**

Move to adopt Resolution No. 2-17-2026-1, which adopts the MTA Principles of Governance and the Watertown Charter Township Board Ethics, Decorum, and Conduct Policy, as presented.

**WATERTOWN CHARTER TOWNSHIP  
CLINTON COUNTY, MICHIGAN**

**A RESOLUTION ADOPTING PRINCIPLES OF GOVERNANCE  
AND THE TOWNSHIP BOARD ETHICS, DECORUM, AND CONDUCT POLICY**

**WHEREAS**, the Township Board of Trustees is responsible for the governance, oversight, and stewardship of Township affairs in a manner that promotes transparency, accountability, professionalism, and public trust; and

**WHEREAS**, the Michigan Townships Association (MTA) has developed Principles of Governance to assist township boards in establishing shared expectations for effective, ethical, and collaborative governance; and

**WHEREAS**, the township board desires to formally affirm its commitment to these Principles of Governance as a guiding framework for board operations, policy deliberations, and interactions with the public, staff, and one another; and

**WHEREAS**, the township board further recognizes the value of adopting clear, written standards addressing ethics, decorum, and professional conduct to support orderly meetings, respectful discourse, and effective administration of Township business; and

**WHEREAS**, the Township Board Ethics, Decorum, and Conduct Policy has been developed to supplement the MTA Principles of Governance by providing more specific guidance regarding meeting conduct, ethical obligations, and interactions with Township staff and the public; and

**WHEREAS**, Both the MTA Principles of Governance and the Township Board Ethics, Decorum, and Conduct Policy are intended to be governance tools, are educational and non-punitive in nature, and do not limit the statutory authority, duties, or rights of any elected official.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Board of Trustees hereby adopts and affirms the Michigan Townships Association Principles of Governance, as they currently exist and as may be amended from time to time by the MTA, as a foundational statement of governance expectations for the Township Board.

**BE IT FURTHER RESOLVED**, that the Township Board of Trustees hereby adopts the Township Board Ethics, Decorum, and Conduct Policy, attached to this resolution and incorporated herein by reference, to establish clear standards of professional conduct and meeting decorum for members of the Township Board.

**BE IT FURTHER RESOLVED**, that these documents shall be applied in a manner consistent with the Michigan Constitution, applicable state and federal law, the Open Meetings Act, and the Township's adopted rules of procedure.

**BE IT FURTHER RESOLVED**, that nothing in this resolution or the adopted policy shall be construed to authorize removal from office, limitation of voting rights, or imposition of penalties beyond those permitted by law.

**BE IT FINALLY RESOLVED**, that this resolution shall take effect immediately upon adoption.



Dear Township Board:

The Michigan Townships Association is again encouraging every township board to deliberate on and adopt the enclosed Principles of Governance. MTA members throughout the state have enthusiastically embraced these Principles as their own code of conduct, and the MTA Board of Directors urges you to reaffirm, or adopt for the first time, these Principles of Governance as an official policy of your township board.

Our objective in promulgating Principles of Governance for our members is straightforward: Township boards can be much more efficient and effective when there is a high degree of trust among board members, and between the board and those whom they are elected to serve. Township boards earn trust by demonstrating their commitment to effectively solving problems and conducting their business in a manner consistent with their community's expectations and values—and then faithfully delivering on those commitments.

The MTA Board affirms in our mission and values statements that township government embodies efficient, effective, economical, ethical and accountable local government in Michigan. The Principles of Governance embody these core values, and can guide board members toward consistent actions and deeds that reflect well on the township and on themselves. The MTA Board strongly believes that a township board that publicly adopts and adheres to these Principles will enjoy strong public support and be better positioned to achieve great things on behalf of its residents.

As a key part of our collective commitment to fostering efficient and effective township government that has earned the public's trust, the MTA Board invites your board to affirm and practice the enclosed Principles of Governance through formal ratification at a board meeting. By signing this certificate, board members denote their personal pledges to adhere to the Principles. Following board action, we encourage you to frame and proudly post the document in a prominent place for all to see.

Sincerely,

Kevin Beeson  
2025 MTA President

RECEIVED

JAN 29 2026

WATERTOWN CHARTER TWP

# Watertown Charter Township

## Principles of Governance

To maintain the highest standards and traditions of Michigan townships, we embrace these principles to guide our stewardship, deliberations and constituent services as we commit to safeguard our community's health, safety and general welfare.

We pledge to:

- Insist on the highest standards of ethical conduct by all who act on behalf of this township
- Bring credit, honor and dignity to our public offices through collegial board deliberations and diligent, appropriate responses to constituent concerns
- Actively pursue education and knowledge, and embrace best practices
- Treat all persons with dignity, respect and impartiality, without prejudice or discrimination
- Practice openness and transparency in our decisions and actions
- Cooperate in all reasonable ways with other governmental entities and consider the impact our decisions may have outside our township's borders
- Communicate to the public township issues, challenges and successes, and welcome the active involvement of stakeholders to further the township's well-being
- Strive for compliance with all state and federal statutory requirements
- Refuse to participate in any decisions or activities for personal gain, at the expense of the best interests of the township
- Further the understanding of the obligations and responsibilities of American citizenship, democratic government and freedom

These principles we pledge to our township, our state and our country.

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John Maahs, Supervisor

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Carolyn Brokob, Clerk

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Susan Biergans, Treasurer

---

Chad Cooley, Trustee

---

Holly Madill, Trustee

---

Ronald Overton, Trustee

---

Todd Hufnagel, Trustee

---

Date





## **TOWNSHIP BOARD ETHICS, DECORUM, AND CONDUCT POLICY**

### **SECTION 1: PURPOSE**

The purpose of this Policy is to establish clear and consistent standards of ethics, decorum, and professional conduct for members of the Township Board. These standards are intended to promote effective governance, lawful and orderly meetings, respectful interactions, and public confidence in Township government.

This Policy is governance focused. It is not intended to be punitive and does not create disciplinary authority beyond that otherwise provided by law.

### **SECTION 2: AUTHORITY**

This Policy is adopted pursuant to the Township Board's authority to govern its own procedures, establish rules for the conduct of meetings, and articulate standards of ethical and professional behavior for elected officials, consistent with Michigan law, the Open Meetings Act, and the Township's existing Bylaws, Policies, and Principles of Governance.

### **SECTION 3: SCOPE AND APPLICABILITY**

This Policy applies to all members of the Township Board when:

- Participating in Township Board meetings or committee/commission meetings.
- Acting in an official capacity on behalf of the Township.
- Interacting with Township staff, consultants, other elected officials, or members of the public in connection with Township business.

### **SECTION 4: GENERAL STANDARDS OF CONDUCT**

Township Board members are expected to follow these core commitments of conduct:

- **Integrity and accountability** – acting honestly, ethically, and in the best interests of the entire community, and accepting responsibility for decisions and actions.
- **Respect and civility** – treating fellow board members, appointed commissions and committees, township staff, residents, and the public with dignity, professionalism, and courtesy, even in the presence of disagreement.
- **Transparency and openness** – conducting township business openly, complying with all applicable public access laws, and clearly communicating decisions and their rationale.

- **Collective decision-making** – respecting the authority of the board as whole (legislative body) and recognizing that individual board members have no independent authority outside of actions taken by the board.
- **Communications** - including electronic communications, shall be conducted in a manner consistent with public records laws and professional standards.
- **Informed governance** – preparing for meetings, seeking relevant information, and making decisions based on facts, law, and thoughtful deliberation along with ongoing education and training.

## **SECTION 5: MEETING DECORUM**

To ensure orderly, efficient, and lawful meetings, Board members shall:

- Comply with adopted rules of procedure (bylaws) and parliamentary authority.
- Address remarks through the presiding officer.
- Refrain from personal attacks, abusive language, or disruptive behavior.
- Avoid interrupting other speakers or engaging in side conversations.
- Respect time limits and the rights of the public to observe and participate as permitted by law.
- Express disagreements in a professional and civil manner, focusing on policy issues rather than personalities.

The Township Supervisor or other presiding officer is responsible for maintaining order and decorum during meetings.

## **SECTION 6: ETHICS AND CONFLICTS OF INTEREST**

Board members shall:

- Comply with all applicable state and local ethics laws, including conflict-of-interest requirements as stated in Section 11.6-11.8 of the Watertown Charter Township Board Policy, with annual reaffirmation.
- Avoid using their position for personal gain or the appearance of impropriety.
- Disclose potential conflicts of interest as required by law and abstain when legally necessary.
- Maintain confidentiality of information that is not lawfully subject to public disclosure.

## **SECTION 7: INTERACTIONS WITH STAFF**

Board members shall:

- Treat Township employees with respect and professionalism.
- Refrain from directing staff outside of established channels or policies.

- Recognize that staff report to the Township Manager, and not to individual board members.

## **SECTION 8: EXPRESSION OF DISSENT**

Nothing in this Policy is intended to limit a Board member's right to:

- Express dissenting views.
- Vote independently.
- Advocate policy positions.
- Engage in robust debate on matters of public concern.

## **SECTION 9: CONCERNs REGARDING CONDUCT**

Concerns regarding a Board member's conduct may be addressed through:

- Informal discussion or peer-to-peer communication.
- Reference to this Policy during meetings.
- Formal action by the Township Board, including a resolution of censure, if deemed appropriate.

Any formal action shall be taken in an open meeting and in a manner consistent with Michigan law and constitutional protections.

## **SECTION 10: LIMITATIONS**

This Policy does not:

- Create grounds for removal from office.
- Limit voting rights or statutory duties.
- Authorize fines, suspension, or other penalties.
- Supersede state or federal law.

## **SECTION 11: ADOPTION AND AMENDMENT**

This Policy shall be adopted by resolution of the Township Board and may be amended from time to time by the same method.

## **SECTION 12: EFFECTIVE DATE**

This Policy shall take effect upon adoption by the Township Board.



## Clerk's Office

**Carolyn Brokob, Clerk ~ Christy Sochay, Deputy Clerk**

email: [clerk@watertownmi.gov](mailto:clerk@watertownmi.gov)

[www.watertownmi.gov](http://www.watertownmi.gov)

12803 S. Wacousta Rd, Grand Ledge MI 48837 | 517-626-6593

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### M E M O R A N D U M

**TO:** Board of Trustees  
**FROM:** Carolyn Brokob, Clerk  
**DATE:** February 12, 2026  
**SUBJECT:** Tri-County Metro Narcotics Unit

Attached is a request from the Clinton County Sheriff's Office funding requesting funding to help support the Tri-County Metro Narcotics Unit. Watertown Charter Township Board of Trustees approved providing funding in 2023 and 2024. A contribution of \$1,500 was provided in 2023 and a contribution of \$500 was provided in 2024. The board reduced the amount in 2024 as there was a current surplus.

#### SUGGESTED ACTION:

Discuss and consider funding and amount.

Move to approve \$\_\_\_\_\_ to the Clinton County Sheriff's Office for METRO Narcotic for enforcement and education, and charged to line item 101-256.00-955.00.



1347 E. TOWNSEND RD  
ST. JOHNS, MI 48879

## CLINTON COUNTY SHERIFF'S OFFICE

SEAN DUSH, SHERIFF  
MIKE GUTE, UNDERSHERIFF  
CAPT. TIM MCGUCKIN, JAIL ADMINISTRATOR

Phone (989) 224-5200  
Jail (989) 227-6580  
Fax (989) 224-1382

January 12, 2026

ATTACHMENT 9D  
BOT MTG 2-17-26

John Maahs  
Watertown Township Supervisor  
12803 S Wacousta Rd  
Grand Ledge, MI 48837

The Tri-County Metro Narcotics Unit is a Multi-Jurisdictional Task Force comprised of Deputies with Clinton, Ingham, and Eaton Counties, Michigan State Police, F.B.I., and several local Police Departments in combating the influx of drugs in the greater Lansing area.

Over the years the Metro Unit has been making huge strides in combatting the drug trade. Many of you have seen the news on the newest and most lethal drug; Fentanyl. Unfortunately, it has made its way to Clinton County and the Metro Unit has had many operations where they have made arrests and are fighting to keep our streets safe.

We all know the dangers that drugs pose on us as society: unsafe roads while people are driving while high, addicts break into homes to steal to pay for drugs, and they prey on our children as easy targets to make quick money and also use them for transport.

The majority of inmates in our county jail are drug addicts. We spend an exorbitant amount of time and money treating them just so their health can be in stable condition while incarcerated.

The law enforcement and educational programs work hand in hand in fighting the drug problem, I have one deputy assigned to METRO fulltime. That person is partially funded by contributions from Townships, Villages and Cities in the County. We need your support. Please consider making a contribution to support the fight on drugs in Clinton County.

Thank you for your support. If you have any questions, please don't hesitate to call.

Sincerely,

  
Sean Dush, Sheriff

RECEIVED

JAN 21 2026

WATERTOWN CHARTER TWP

John Maahs, Supervisor  
Carolyn Brokob, Clerk  
Sue Biergans, Treasurer  
Jennifer Tubbs, Manager



ATTACHMENT 9E  
BOT MTG 2-17-26

Chad Cooley, Trustee  
Todd Hufnagel, Trustee  
Holly Madill, Trustee  
Ron Overton, Trustee

To: Township Board  
From: Jennifer Tubbs, Township Manager  
Date: February 10, 2026

RE: Metro Act Application for KEPS Technologies INC. dba ACD.net

Attached is a Bilateral Metro Act Permit in compliance with Public Act 48 of 2002 (Metro Act). ACD.net is seeking a Bilateral permit approval for the period of 15 years. ACD.net is proposing the installation of new infrastructure to service a business on State and Grove.

This permit is to bring the company into compliance for the installation of new infrastructure.

Watertown Township is required to approve these applications in order to receive the funds the State is holding on behalf of the Township. This is a result of the townships decision in 2002 to "opt in" with compliance of the act and receive payments. The township receives approximately \$8,000 to \$12,000 a year for the telecommunications lines within the boundaries of Watertown Township.

**Recommended Action:**

**Move to approve the Bilateral Metro Act Permit for KEPS Technologies Inc. dba ACD.net**

**METRO Act Permit  
Bilateral Form  
Revised 12/06/02**

**RIGHT-OF-WAY  
TELECOMMUNICATIONS PERMIT**

**TERMS AND CONDITIONS**

1 **Definitions**

- 1.1 **Company** shall mean KEPS Technologies, Inc. dba ACD.net organized under the laws of the State of Michigan whose address is 1800 North Grand River Ave, Lansing, MI 48906.
- 1.2 **Effective Date** shall mean the date set forth in Part 13.
- 1.3 **Manager** shall mean Municipality's Manager/Supervisor or his or her designee.
- 1.4 **METRO Act** shall mean the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, Act No. 48 of the Public Acts of 2002, as amended.
- 1.5 **Municipality** shall mean Watertown Charter Township, a Michigan municipal corporation.
- 1.6 **Permit** shall mean this document.
- 1.7 **Public Right-of-Way** shall mean the area on, below, or above a public roadway, highway, street, alley, easement, or waterway, to the extent Municipality has the ability to grant the rights set forth herein. Public right-of-way does not include a federal, state, or private right-of-way.
- 1.8 **Telecommunication Facilities or Facilities** shall mean the Company's equipment or personal property, such as copper and fiber cables, lines, wires, switches, conduits, pipes, and sheaths, which are used to or can generate, receive, transmit, carry, amplify, or provide telecommunication services or signals. Telecommunication Facilities or Facilities do not include antennas, supporting structures for antennas, equipment shelters or houses, and any ancillary equipment and miscellaneous hardware used to provide federally licensed commercial mobile service as defined in Section 332(d) of Part I of Title III of the Communications Act of 1934, Chapter 652, 48 Stat. 1064, 47 U.S.C. 332 and further defined as commercial mobile radio service in 47 CFR 20.3, and service provided by any wireless, 2-way communications device.

1.9 Term shall have the meaning set forth in Part 7.

2 Grant

2.1 Municipality hereby grants a permit under the METRO Act to Company for access to and ongoing use of the Public Right-of-Way to construct, install and maintain Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A on the terms set forth herein.

2.1.1 Exhibit A may be modified by written request by Company and approval by Manager.

2.1.2 Manager shall not unreasonably condition or deny any request for a modification of Exhibit A. Any decision of Manager on a request for a modification may be appealed by Company to Municipality's legislative body.

2.2 Overlashing. Company shall not allow the wires or any other facilities of a third party to be overlashed to the Telecommunication Facilities without Municipality's prior written consent. Municipality's right to withhold written consent is subject to the authority of the Michigan Public Service Commission under Section 361 of the Michigan Telecommunications Act, MCL § 484.2361.

2.3 Nonexclusive. The rights granted by this Permit are nonexclusive. Municipality reserves the right to approve, at any time, additional permits for access to and ongoing usage of the Public Right-of-Way by telecommunications providers and to enter into agreements for use of the Public Right-of-Way with and grant franchises for use of the Public Right-of-Way to telecommunications providers, cable companies, utilities and other providers.

3 Contacts, Maps and Plans

3.1 Company Contacts. The names, addresses and the like for engineering and construction related information for Company and its Telecommunication Facilities are as follows:

3.1.1 The address, e-mail address, phone number and contact person (title or name) at Company's local office (in or near Municipality) is Kevin Schoen. 1800 N. Grand River Avenue, Lansing, Michigan 48906. Phone: (517)999-3250 Fax:(517)999-3993 Email: schoen.kevin@acd.net

3.1.2 If Company's engineering drawings, as-built plans and related records for the Telecommunication Facilities will not be located at the preceding local

office, the location address, phone number and contact person (title or department) for them is Phil Brown 1800 N. Grand River Avenue, Lansing, Michigan 48906. Phone: (517)999-3213 Fax: (517)999-3993 Email: brown.phil@acd.net

- 3.1.3 The name, title, address, e-mail address and telephone numbers of Company's engineering contact person(s) with responsibility for the design, plans and construction of the Telecommunication Facilities is Steve Schoen, 1800 N. Grand River Avenue, Lansing, Michigan 48906. Phone: (517)449-2456 Fax: (517)999-3993 Email: schoen.steve@acd.net.
- 3.1.4 The address, phone number and contact person (title or department) at Company's home office/regional office with responsibility for engineering and construction related aspects of the Telecommunication Facilities is Steve Schoen, 1800 N. Grand River Avenue, Lansing, Michigan 48906. Phone: (517)449-2456 Fax: (517)999-3993 Email: schoen.steve@acd.net.
- 3.1.5 Company shall at all times provide Manager with the phone number at which a live representative of Company (not voice mail) can be reached 24 hours a day, seven (7) days a week, in the event of a public emergency. (517)999-9999 (option #1).
- 3.1.6 The preceding information is accurate as of the Effective Date. Company shall notify Municipality in writing as set forth in Part 12 of any changes in the preceding information.

3.2 Route Maps. Within ninety (90) days after the substantial completion of construction of new Facilities in a Municipality, a provider shall submit route maps showing the location of the Telecommunication Facilities to both the Michigan Public Service Commission and to the Municipality, as required under Section 6(7) of the METRO Act, MCLA 484.3106(7).

3.3 As-Built Records. Company, without expense to Municipality, shall, upon forty-eight (48) hours notice, give Municipality access to all "as-built" maps, records, plans and specifications showing the Telecommunication Facilities or portions thereof in the Public Right-of-Way. Upon request by Municipality, Company shall inform Municipality as soon as reasonably possible of any changes from previously supplied maps, records, or plans and shall mark up maps provided by Municipality so as to show the location of the Telecommunication Facilities.

#### 4 Use of Public Right-of-Way

- 4.1 No Burden on Public Right-of-Way. Company, its contractors, subcontractors, and the Telecommunication Facilities shall not unduly burden or interfere with

the present or future use of any of the Public Right-of-Way. Company's aerial cables and wires shall be suspended so as to not endanger or injure persons or property in or about the Public Right-of-Way. If Municipality reasonably determines that any portion of the Telecommunication Facilities constitutes an undue burden or interference, due to changed circumstances, Company, at its sole expense, shall modify the Telecommunication Facilities or take such other actions as Municipality may determine is in the public interest to remove or alleviate the burden, and Company shall do so within a reasonable time period. Municipality shall attempt to require all occupants of a pole or conduit whose facilities are a burden to remove or alleviate the burden concurrently.

- 4.2 No Priority. This Permit does not establish any priority of use of the Public Right-of-Way by Company over any present or future permittees or parties having agreements with Municipality or franchises for such use. In the event of any dispute as to the priority of use of the Public Right-of-Way, the first priority shall be to the public generally, the second priority to Municipality, the third priority to the State of Michigan and its political subdivisions in the performance of their various functions, and thereafter as between other permit, agreement or franchise holders, as determined by Municipality in the exercise of its powers, including the police power and other powers reserved to and conferred on it by the State of Michigan.
- 4.3 Restoration of Property. Company, its contractors and subcontractors shall immediately (subject to seasonal work restrictions) restore, at Company's sole expense, in a manner approved by Municipality, any portion of the Public Right-of-Way that is in any way disturbed, damaged, or injured by the construction, installation, operation, maintenance or removal of the Telecommunication Facilities to a reasonably equivalent (or, at Company's option, better) condition as that which existed prior to the disturbance. In the event that Company, its contractors or subcontractors fail to make such repair within a reasonable time, Municipality may make the repair and Company shall pay the costs Municipality incurred for such repair.
- 4.4 Marking. Company shall mark the Telecommunication Facilities as follows: Aerial portions of the Telecommunication Facilities shall be marked with a marker on Company's lines on alternate poles which shall state Company's name and provide a toll-free number to call for assistance. Direct buried underground portions of the Telecommunication Facilities shall have (1) a conducting wire placed in the ground at least several inches above Company's cable (if such cable is nonconductive); (2) at least several inches above that, a continuous colored tape with a statement to the effect that there is buried cable beneath; and (3) stakes or other appropriate above ground markers with Company's name and a toll-free number indicating that there is buried telephone cable below. Bored underground portions of the Telecommunication Facilities shall have a conducting wire at the

same depth as the cable and shall not be required to provide the continuous colored tape. Portions of the Telecommunication Facilities located in conduit, including conduit of others used by Company, shall be marked at its entrance into and exit from each manhole and handhole with Company's name and a toll-free telephone number.

4.5 Tree Trimming. Company may trim trees upon and overhanging the Public Right-of-Way so as to prevent the branches of such trees from coming into contact with the Telecommunication Facilities, consistent with any standards adopted by Municipality. Company shall dispose of all trimmed materials. Company shall minimize the trimming of trees to that essential to maintain the integrity of the Telecommunication Facilities. Except in emergencies, all trimming of trees in the Public Right-of-Way shall have the advance approval of Manager.

4.6 Installation and Maintenance. The construction and installation of the Telecommunication Facilities shall be performed pursuant to plans approved by Municipality. The open cut of any Public Right-of-Way shall be coordinated with the Manager or his designee. Company shall install and maintain the Telecommunication Facilities in a reasonably safe condition. If the existing poles in the Public Right-of-Way are overburdened or unavailable for Company's use, or the facilities of all users of the poles are required to go underground then Company shall, at its expense, place such portion of its Telecommunication Facilities underground, unless Municipality approves an alternate location. Company may perform maintenance on the Telecommunication Facilities without prior approval of Municipality, provided that Company shall obtain any and all permits required by Municipality in the event that any maintenance will disturb or block vehicular traffic or are otherwise required by Municipality.

4.7 Pavement Cut Coordination. Company shall coordinate its construction and all other work in the Public Right-of-Way with Municipality's program for street construction and rebuilding (collectively "Street Construction") and its program for street repaving and resurfacing (except seal coating and patching) (collectively, "Street Resurfacing").

4.7.1 The goals of such coordination shall be to encourage Company to conduct all work in the Public Right-of-Way in conjunction with or immediately prior to any Street Construction or Street Resurfacing planned by Municipality.

4.8 Compliance with Laws. Company shall comply with all laws, statutes, ordinances, rules and regulations regarding the construction, installation, and maintenance of its Telecommunication Facilities, whether federal, state or local, now in force or which hereafter may be promulgated. Before any installation is

commenced, Company shall secure all necessary permits, licenses and approvals from Municipality or other governmental entity as may be required by law, including, without limitation, all utility line permits and highway permits. Municipality shall not unreasonably delay or deny issuance of any such permits, licenses or approvals. Company shall comply in all respects with applicable codes and industry standards, including but not limited to the National Electrical Safety Code (latest edition adopted by Michigan Public Service Commission) and the National Electric Code (latest edition). Company shall comply with all zoning and land use ordinances and historic preservation ordinances as may exist or may hereafter be amended. This section does not constitute a waiver of Company's right to challenge laws, statutes, ordinances, rules or regulations now in force or established in the future.

- 4.9 Street Vacation. If Municipality vacates or consents to the vacation of Public Right-of-Way within its jurisdiction, and such vacation necessitates the removal and relocation of Company's Facilities in the vacated Public Right-of-Way, Company shall, as a condition of this Permit, consent to the vacation and remove its Facilities at its sole cost and expense when ordered to do so by Municipality or a court of competent jurisdiction. Company shall relocate its Facilities to such alternate route as Municipality and Company mutually agree, applying reasonable engineering standards.
- 4.10 Relocation. If Municipality requests Company to relocate, protect, support, disconnect, or remove its Facilities because of street or utility work, or other public projects, Company shall relocate, protect, support, disconnect, or remove its Facilities, at its sole cost and expense, including where necessary to such alternate route as Municipality and Company mutually agree, applying reasonable engineering standards. The work shall be completed within a reasonable time period.
- 4.11 Public Emergency. Municipality shall have the right to sever, disrupt, dig-up or otherwise destroy Facilities of Company if such action is necessary because of a public emergency. If reasonable to do so under the circumstances, Municipality shall attempt to provide notice to Company. Public emergency shall be any condition which poses an immediate threat to life, health, or property caused by any natural or man-made disaster, including, but not limited to, storms, floods, fire, accidents, explosions, water main breaks, hazardous material spills, etc. Company shall be responsible for repair at its sole cost and expense of any of its Facilities damaged pursuant to any such action taken by Municipality.
- 4.12 Miss Dig. If eligible to join, Company shall subscribe to and be a member of "MISS DIG," the association of utilities formed pursuant to Act 174 of the Public Acts of 2013, as amended, MCL § 460.721 et seq., and shall conduct its business

in conformance with the statutory provisions and regulations promulgated thereunder.

- 4.13 **Underground Relocation.** If Company has its Facilities on poles of Consumers Energy, Detroit Edison or another electric or telecommunications provider and Consumers Energy, Detroit Edison or such other electric or telecommunications provider relocates its system underground, then Company shall relocate its Facilities underground in the same location at Company's sole cost and expense.
- 4.14 **Identification.** All personnel of Company and its contractors or subcontractors who have as part of their normal duties contact with the general public shall wear on their clothing a clearly visible identification card bearing Company's name, their name and photograph. Company shall account for all identification cards at all times. Every service vehicle of Company and its contractors or subcontractors shall be clearly identified as such to the public, such as by a magnetic sign with Company's name and telephone number.

## 5 Indemnification

- 5.1 **Indemnity.** Company shall defend, indemnify, protect, and hold harmless Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions from any and all claims, losses, liabilities, causes of action, demands, judgments, decrees, proceedings, and expenses of any nature (collectively "claim" for this Part 5) (including, without limitation, attorneys' fees) arising out of or resulting from the acts or omissions of Company, its officers, agents, employees, contractors, successors, or assigns, but only to the extent such acts or omissions are related to the Company's use of or installation of facilities in the Public Right-of-Way and only to the extent of the fault or responsibility of Company, its officers, agents, employees, contractors, successors and assigns.
- 5.2 **Notice, Cooperation.** Municipality shall notify Company promptly in writing of any such claim and the method and means proposed by Municipality for defending or satisfying such claim. Municipality shall cooperate with Company in every reasonable way to facilitate the defense of any such claim. Municipality shall consult with Company respecting the defense and satisfaction of such claim, including the selection and direction of legal counsel.
- 5.3 **Settlement.** Municipality shall not settle any claim subject to indemnification under this Part 5 without the advance written consent of Company, which consent shall not be unreasonably withheld. Company shall have the right to defend or settle, at its own expense, any claim against Municipality for which Company is responsible hereunder.

6.1 Coverage Required. Prior to beginning any construction in or installation of the Telecommunication Facilities in the Public Right-of-Way, Company shall obtain insurance as set forth below and file certificates evidencing same with Municipality. Such insurance shall be maintained in full force and effect until the end of the Term. In the alternative, Company may satisfy this requirement through a program of self-insurance, acceptable to Municipality, by providing reasonable evidence of its financial resources to Municipality. Municipality's acceptance of such self-insurance shall not be unreasonably withheld.

6.1.1 Commercial general liability insurance, including Completed Operations Liability, Independent Contractors Liability, Contractual Liability coverage, railroad protective coverage and coverage for property damage from perils of explosion, collapse or damage to underground utilities, commonly known as XCU coverage, in an amount not less than Five Million Dollars (\$5,000,000).

6.1.2 Liability insurance for sudden and accidental environmental contamination with minimum limits of Five Hundred Thousand Dollars (\$500,000) and providing coverage for claims discovered within three (3) years after the term of the policy.

6.1.3 Automobile liability insurance in an amount not less than One Million Dollars (\$1,000,000).

6.1.4 Workers' compensation and employer's liability insurance with statutory limits, and any applicable Federal insurance of a similar nature.

6.1.5 The coverage amounts set forth above may be met by a combination of underlying (primary) and umbrella policies so long as in combination the limits equal or exceed those stated. If more than one insurance policy is purchased to provide the coverage amounts set forth above, then all policies providing coverage limits excess to the primary policy shall provide drop down coverage to the first dollar of coverage and other contractual obligations of the primary policy, should the primary policy carrier not be able to perform any of its contractual obligations or not be collectible for any of its coverages for any reason during the Term, or (when longer) for as long as coverage could have been available pursuant to the terms and conditions of the primary policy.

6.2 Additional Insured. Municipality shall be named as an additional insured on all policies (other than worker's compensation and employer's liability). All insurance policies shall provide that they shall not be canceled, modified or not

renewed unless the insurance carrier provides thirty (30) days prior written notice to Municipality. Company shall annually provide Municipality with a certificate of insurance evidencing such coverage. All insurance policies (other than environmental contamination, workers' compensation and employer's liability insurance) shall be written on an occurrence basis and not on a claims made basis.

6.3 Qualified Insurers. All insurance shall be issued by insurance carriers licensed to do business by the State of Michigan or by surplus line carriers on the Michigan Insurance Commission approved list of companies qualified to do business in Michigan. All insurance and surplus line carriers shall be rated A+ or better by A.M. Best Company.

6.4 Deductibles. If the insurance policies required by this Part 6 are written with retainages or deductibles in excess of \$50,000, they shall be approved by Manager in advance in writing. Company shall indemnify and save harmless Municipality from and against the payment of any deductible and from the payment of any premium on any insurance policy required to be furnished hereunder.

6.5 Contractors. Company's contractors and subcontractors working in the Public Right-of-Way shall carry in full force and effect commercial general liability, environmental contamination liability, automobile liability and workers' compensation and employer liability insurance which complies with all terms of this Part 6. In the alternative, Company, at its expense, may provide such coverages for any or all its contractors or subcontractors (such as by adding them to Company's policies).

6.6 Insurance Primary. Company's insurance coverage shall be primary insurance with respect to Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions (collectively "them"). Any insurance or self-insurance maintained by any of them shall be in excess of Company's insurance and shall not contribute to it (where "insurance or self-insurance maintained by any of them" includes any contract or agreement providing any type of indemnification or defense obligation provided to, or for the benefit of them, from any source, and includes any self-insurance program or policy, or self-insured retention or deductible by, for or on behalf of them).

## 7 Term

7.1 Term. The term ("Term") of this Permit shall be until the earlier of:

7.1.1 Fifteen years (15) from the Effective Date; provided, however, that following such initial term there shall be three subsequent renewal terms of five (5) years. Each renewal term shall be automatic unless Municipality notifies Company in writing, at least twelve (12) months

prior to the end of any term then in effect, that due to changed circumstances a need exists to negotiate the subsequent renewal with Company. Municipality shall not unreasonably deny a renewal term; or

- 7.1.2 When the Telecommunication Facilities have not been used to provide telecommunications services for a period of one hundred and eighty (180) days by the Company or a successor of an assign of the Company; or
- 7.1.3 When Company, at its election and with or without cause, delivers written notice of termination to Municipality at least one-hundred and eighty (180) days prior to the date of such termination; or
- 7.1.4 Upon either Company or Municipality giving written notice to the other of the occurrence or existence of a default by the other party under Sections 4.8, 6, 8 or 9 of this Permit and such defaulting party failing to cure, or commence good faith efforts to cure, such default within sixty (60) days (or such shorter period of time provided elsewhere in this Permit) after delivery of such notice; or
- 7.1.5 Unless Manager grants a written extension, one year from the Effective Date if prior thereto Company has not started the construction and installation of the Telecommunication Facilities within the Public Right-of-Way and two years from the Effective Date if by such time construction and installation of the Telecommunication Facilities is not complete.

8 Performance Bond or Letter of Credit

- 8.1 Municipal Requirement. Municipality may require Company to post a bond (or letter of credit) as provided in Section 15(3) of the METRO Act, as amended [MCL § 484.3115(3)].

9 Fees

- 9.1 Establishment; Reservation. The METRO Act shall control the establishment of right-of-way fees. The parties reserve their respective rights regarding the nature and amount of any fees which may be charged by Municipality in connection with the Public Right-of-Way.

10 Removal

- 10.1 Removal; Underground. As soon as practicable after the Term, Company or its successors and assigns shall remove any underground cable or other portions of the Telecommunication Facilities from the Public Right-of-Way which has been installed in such a manner that it can be removed without trenching or other

opening of the Public Right-of-Way. Company shall not remove any underground cable or other portions of the Telecommunication Facilities which requires trenching or other opening of the Public Right-of-Way except with the prior written approval of Manager. All removals shall be at Company's sole cost and expense.

- 10.1.1 For purposes of this Part 10, "cable" means any wire, coaxial cable, fiber optic cable, feed wire or pull wire.
- 10.2 Removal; Above Ground. As soon as practicable after the Term, Company, or its successor or assigns at its sole cost and expense, shall, unless waived in writing by Manager, remove from the Public Right-of-Way all above ground elements of its Telecommunication Facilities, including but not limited to poles, pedestal mounted terminal boxes, and lines attached to or suspended from poles.
- 10.3 Schedule. The schedule and timing of removal shall be subject to approval by Manager. Unless extended by Manager, removal shall be completed not later than twelve (12) months following the Term. Portions of the Telecommunication Facilities in the Public Right-of-Way which are not removed within such time period shall be deemed abandoned and, at the option of Municipality exercised by written notice to Company as set forth in Part 12, title to the portions described in such notice shall vest in Municipality.

11 Assignment. Company may assign or transfer its rights under this Permit, or the persons or entities controlling Company may change, in whole or in part, voluntarily, involuntarily, or by operation of law, including by merger or consolidation, change in the ownership or control of Company's business, or by other means, subject to the following:

- 11.1 No such transfer or assignment or change in the control of Company shall be effective under this Permit, without Municipality's prior approval (not to be unreasonably withheld), during the time period from the Effective Date until the completion of the construction of the Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A.
- 11.2 After the completion of such construction, Company must provide notice to Municipality of such transfer, assignment or change in control no later than thirty (30) days after such occurrence; provided, however,
  - 11.2.1 Any transferee or assignee of this Permit shall be qualified to perform under its terms and conditions and comply with applicable law; shall be subject to the obligations of this Permit, including responsibility for any defaults which occurred prior to the transfer or assignment; shall supply Municipality with the information required under Section 3.1; and shall comply with any updated insurance and performance bond requirements

under Sections 6 and 8 respectively, which Municipality reasonably deems necessary, and

- 11.2.2 In the event of a change in control, it shall not be to an entity lacking the qualifications to assure Company's ability to perform under the terms and conditions of this Permit and comply with applicable law; and Company shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary.
- 11.3 Company may grant a security interest in this Permit, its rights thereunder or the Telecommunication Facilities at any time without notifying Municipality.

12 Notices

- 12.1 Notices. All notices under this Permit shall be given as follows:
  - 12.1.1 If to Municipality, to Watertown Charter Township, with a copy to 12803 S Wacousta Rd Grand Ledge, MI 48837, with a copy to 12803 S Wacousta Rd Grand Ledge, MI 48837.
  - 12.1.2 If to Company, to Kevin Schoen, KEPS Technologies Inc. dba ACD.net, 1800 N. Grand River Avenue, Lansing, Michigan 48906. Phone: (517)999-9999 Fax: (517)999-3993 Email: [schoen.kevin@acd.net](mailto:schoen.kevin@acd.net). with a copy to [osp@acd.net](mailto:osp@acd.net) 1800 N Grand River Ave Lansing Mi 48906.
- 12.2 Change of Address. Company and Municipality may change its address or personnel for the receipt of notices at any time by giving notice thereof to the other as set forth above.

13 Other items

- 13.1 No Cable, OVS. This Permit does not authorize Company to provide commercial cable type services to the public, such as "cable service" or the services of an "open video system operator" (as such terms are defined in the Federal Communications Act of 1934 and implementing regulations, currently 47 U.S.C. §§ 522 (6), 573 and 47 CFR § 76.1500).
- 13.2 Duties. Company shall faithfully perform all duties required by this Permit.
- 13.3 Effective Date. This Permit shall become effective when issued by Municipality and Company has provided any insurance certificates and bonds required in Parts 6 and 8, and signed the acceptance of the Permit.

13.4 Authority. This Permit satisfies the requirement for a permit under Section 5 of the METRO Act [MCL 484.3105].

13.5 Amendment. Except as set forth in Section 2.1 this Permit may be amended by the written agreement of Municipality and Company.

13.6 Interpretation and Severability. The provisions of this Permit shall be liberally construed to protect and preserve the peace, health, safety and welfare of the public, and should any provision or section of this Permit be held unconstitutional, invalid, overbroad or otherwise unenforceable, such determination/holding shall not be construed as affecting the validity of any of the remaining conditions of this Permit. If any provision in this Permit is found to be partially overbroad, unenforceable, or invalid, Company and Municipality may nevertheless enforce such provision to the extent permitted under applicable law.

13.7 Governing Law. This Permit shall be governed by the laws of the State of Michigan.

Watertown Charter Township

Attest:

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

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

“Company accepts the Permit granted by Municipality upon the terms and conditions contained therein.”

KEPS Technologies, Inc. dba ACD.net

By: John M CPA  
Its: CHIEF FINANCIAL OFFICER  
Date: 1.30.24

::ODMA\PCDOCS\GRR\759319\6

**Exhibit A**

**Public Right-of-Way to be Used by Telecommunication Facilities**

**Exhibit B**

**Bond**

**METRO Act Permit Application Form**  
**Revised February 2, 2015**

**Watertown Charter Township**  
**Name of Local Unit of Government**

**APPLICATION FOR  
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY  
TELECOMMUNICATIONS PROVIDERS  
UNDER  
METROPOLITAN EXTENSION TELECOMMUNICATIONS  
RIGHTS-OF-WAY OVERSIGHT ACT  
2002 PA 48  
MCL SECTIONS 484.3101 TO 484.3120**

**BY**

**KEPS Technologies Inc. dba ACD.net and ACD Telecom, Inc.  
("APPLICANT")**

**Unfamiliar with METRO Act?--Assistance:** Municipalities unfamiliar with Michigan Metropolitan Extension Telecommunications Rights-of-Way Oversight Act ("METRO Act") permits for telecommunications providers should seek assistance, such as by contacting the Telecommunications Division of the Michigan Public Service Commission at 517-284-8190 or via its web site at [http://www.michigan.gov/mpsc/0,4639,7-159-16372\\_22707---,00.html](http://www.michigan.gov/mpsc/0,4639,7-159-16372_22707---,00.html).

**45 Days to Act—Fines for Failure to Act:** The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCL 484.3115(3). The Michigan Public Service Commission can impose fines of up to \$40,000 per day for violations of the METRO Act. It has imposed fines under the Michigan Telecommunications Act where it found providers or municipalities violated the statute.

**Where to File:** Applicants should file copies as follows [municipalities should adapt as appropriate—unless otherwise specified service should be as follows]:

-- Three (3) copies (one of which shall be marked and designated as the master copy) with the Clerk at 12803 S Wacousta Rd Grand Ledge MI 48837.

**Watertown Charter Township**

Name of local unit of government

**APPLICATION FOR  
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY  
TELECOMMUNICATIONS PROVIDERS**

By  
**KEPS Technologies Inc, dba ACD.net**  
(“APPLICANT”)

*This is an application pursuant to Sections 5 and 6 of the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, 2002 PA 48 (the "METRO Act") for access to and ongoing usage of the public right-of-way, including public roadways, highways, streets, alleys, easements, and waterways ("Public Ways") in the Municipality for a telecommunications system. The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCL 484.3115(3).*

*This application must be accompanied by a one-time application fee of \$500, unless the applicant is exempt from this requirement under Section 5(3) of the METRO Act, MCL 484.3105(3).*

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**1 GENERAL INFORMATION:**

1.1 Date: \_\_\_\_\_ 1/30/2026 \_\_\_\_\_

1.2 Applicant's legal name: \_\_\_\_\_ KEPS Technologies Inc, dba ACD.net \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ ACD.net \_\_\_\_\_  
\_\_\_\_\_  
1800 N. Grand River Ave \_\_\_\_\_  
\_\_\_\_\_  
Lansing, MI 48906 \_\_\_\_\_

Telephone Number: \_\_\_\_\_ 517-999-9999 \_\_\_\_\_  
Fax Number: \_\_\_\_\_ 517-99-3993 \_\_\_\_\_  
Corporate website: \_\_\_\_\_ osp@acd.net \_\_\_\_\_

Name and title of Applicant's local manager (and if different) contact person regarding this application:

\_\_\_\_\_  
Shirley Yohnka \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ ACD.net \_\_\_\_\_  
\_\_\_\_\_  
1800 N. Grand River Ave \_\_\_\_\_  
\_\_\_\_\_  
Lansing, MI 48906 \_\_\_\_\_

Telephone Number: 517-999-3240  
Fax Number: 517-999-3993  
E-mail Address: osp@acd.net

1.3 Type of Entity: (Check one of the following)

Corporation  
 General Partnership  
 Limited Partnership  
 Limited Liability Company  
 Individual  
 Other, please describe: \_\_\_\_\_

1.4 Assumed name for doing business, if any: ACD.net

1.5 Description of Entity:

1.5.1 Jurisdiction of incorporation/formation; Michigan  
1.5.2 Date of incorporation/formation; 1987  
1.5.3 If a subsidiary, name of ultimate parent company;  
Chairperson, President/CEO, Secretary and Treasurer (and equivalent officials for  
non-corporate entities).  
CEO, Kevin Schoen  
President, Steve Schoen  
CFO, David Sunden

1.6 Attach copies of Applicant's most recent annual report (with state ID number) filed with the Michigan Department of Licensing and Regulatory Affairs and certificate of good standing with the State of Michigan. For entities in existence for less than one year and for non-corporate entities, provide equivalent information. See Exhibit A.

1.7 Is Applicant aware of any present or potential conflicts of interest between Applicant and Municipality? If yes, describe: No

1.8 In the past three (3) years, has Applicant had a permit to install telecommunications facilities in the public right of way revoked by any Michigan municipality?

Circle: Yes  No

*If "yes," please describe the circumstances.*

1.9 In the past three (3) years, has an adverse finding been made or an adverse final action been taken by any Michigan court or administrative body against Applicant under any law or regulation related to the following:

1.9.1 A felony;   No

1.9.2 A revocation or suspension of any authorization (including cable franchises) to provide telecommunications or video programming services?

Circle: Yes

No

*If "yes," please attach a full description of the parties and matters involved, including an identification of the court or administrative body and any proceedings (by dates and file numbers, if applicable), and the disposition of such proceedings.*

1.10 [If Applicant has been granted and currently holds a license to provide basic local exchange service, no financial information needs to be supplied.] If publicly held, provide Applicant's most recent financial statements. If financial statements of a parent company of Applicant (or other affiliate of Applicant) are provided in lieu of those of Applicant, please explain.

1.10.1 If privately held, and if Municipality requests the information within 10 days of the date of this Application, the Applicant and the Municipality should make arrangements for the Municipality to review the financial statements.

*If no financial statements are provided, please explain and provide particulars.*

---

## **2 DESCRIPTION OF PROJECT:**

2.1 Provide a copy of authorizations, if applicable, Applicant holds to provide telecommunications services in Municipality. If no authorizations are applicable, please explain. *A copy of the "Basic Local Exchange Service License" is attached labeled as Exhibit B.*

2.2 Describe in plain English how Municipality should describe to the public the telecommunications services to be provided by Applicant and the telecommunications facilities to be installed by Applicant in the Public Ways.

*We propose to build a fiber optic line that would connect our end users to a high speed telecommunications network.*

2.3 Attach route maps showing the location (including whether overhead or underground) of Applicant's existing and proposed facilities in the public right-of-way. To the extent known, please identify the side of the street on which the facilities will be located. (If construction approval is sought at this time, provide engineering drawings, if available, showing location and depth, if applicable, of facilities to be installed in the public right-of-way). *Route maps are attached as Exhibit C.*

2.4 Please provide an anticipated or actual construction schedule.

*We would like to start this project no later than Feb 2026. Final determination will be dependent on permit issuance and weather. Construction will take about 3 months.*

2.5 Please list all organizations and entities which will have any ownership interest in the facilities proposed to be installed in the Public Ways.

*KEPS Technologies, Inc. is the sole owner of any equipment or fiber that we install to connect to the network*

2.6 Who will be responsible for maintaining the facilities Applicant places in the Public Ways and how are they to be promptly contacted? If Applicant's facilities are to be installed on or in existing facilities in the Public Ways of existing public utilities or incumbent telecommunications providers, describe the facilities to be used, and provide verification of their consent to such usage by Applicant.

*KEPS Technologies, Inc. or their appointee's will perform any maintenance needed.*

### **3 TELECOMMUNICATION PROVIDER ADMINISTRATIVE MATTERS:**

*Please provide the following or attach an appropriate exhibit.*

3.1 Address of Applicant's nearest local office;  
1800 N. Grand River Ave., Lansing, MI 48906

3.2 Location of all records and engineering drawings, if not at local office;  
1800 N. Grand River Ave., Lansing, MI 48906

3.3 Names, titles, addresses, e-mail addresses and telephone numbers of contact person(s) for Applicant's engineer or engineers and their responsibilities for the telecommunications system;

Phil Brown, OSP Engineer, [brown.phil@acd.net](mailto:brown.phil@acd.net), 517-999-3213  
1800 North Grand River Ave., Lansing, MI 48906  
Quality Control of Outside Plant Engineering and Engineered drawings

3.4 Provide evidence of self-insurance or a certificate of insurance showing Applicant's insurance coverage, carrier and limits of liability for the following:

See Exhibit D

3.4.1 Worker's compensation;

3.4.2 Commercial general liability, including at least:

3.4.2.1 Combined overall limits;

- 3.4.2.2 Combined single limit for each occurrence of bodily injury;
- 3.4.2.3 Personal injury;
- 3.4.2.4 Property damage;
- 3.4.2.5 Blanket contractual liability for written contracts, products, and completed operations;
- 3.4.2.6 Independent contractor liability;
- 3.4.2.7 For any non-aerial installations, coverage for property damage from perils of explosives, collapse, or damage to underground utilities (known as XCU coverage);
- 3.4.2.8 Environmental contamination;

3.4.3 Automobile liability covering all owned, hired, and non-owned vehicles used by Applicant, its employee, or agents.

3.5 Names of all anticipated contractors and subcontractors involved in the construction, maintenance and operation of Applicant's facilities in the Public Ways.

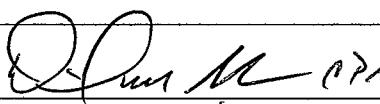
*BRE Communications Inc., 9329 N. Cut Rd, Roscommon, MI 48653*  
*Double K Underground, 9219 Holland Rd, Six Lakes, MI 48886*  
*Ken Davidson Enterprises, 3195 Christy Way, Suite B, Saginaw, MI 48603*  
*R.C. Directional Boring, 2000 Country Farm Rd, Howell, MI 48843*  
*Utility Contracting Co., 1001 12 Mile Rd, Sparta, MI 49345*

#### **4 CERTIFICATION:**

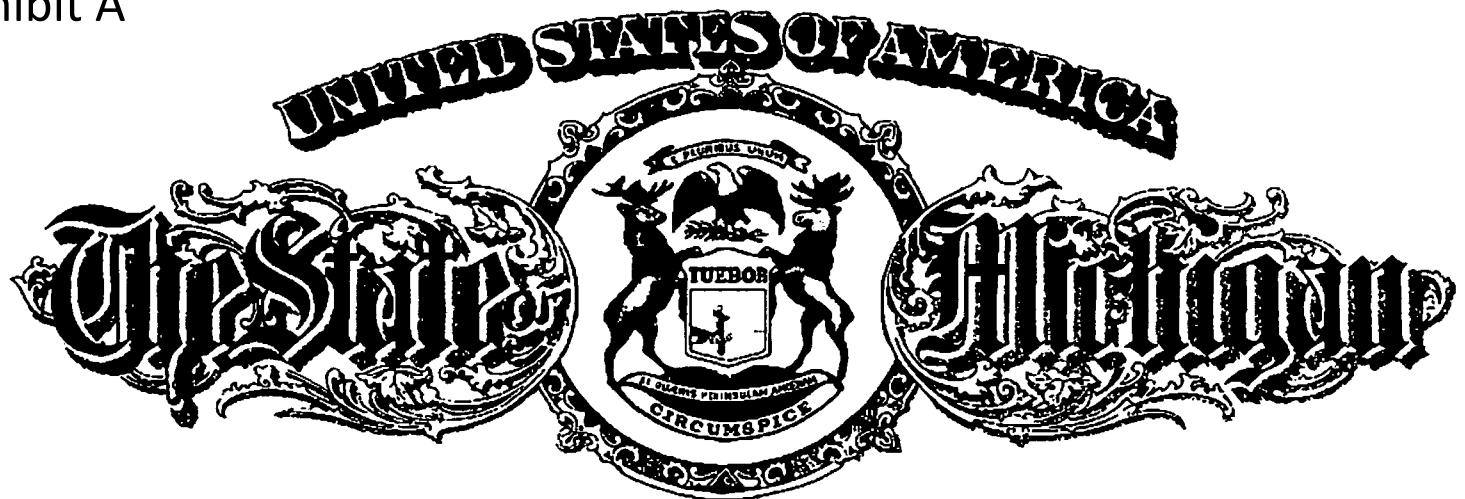
*All the statements made in the application and attached exhibits are true and correct to the best of my knowledge and belief.*

KEPS Technologies Inc.  
Dba ACD.net ("APPLICANT")

1,30.26  
Date

By:   
Type or Print Name: DAVID M. SUNDEN, CPA  
Title CHIEF FINANCIAL OFFICER

S:\metroapplicationform.doc



**Department of Licensing and Regulatory Affairs**

Lansing, Michigan

*This is to Certify That*

**KEPS TECHNOLOGIES, INC.**

*was validly incorporated on February 14, 1991, as a Michigan profit corporation, and said corporation is validly in existence under the laws of this state.*

*This certificate is issued pursuant to the provisions of 1972 PA 284, as amended, to attest to the fact that the corporation is in good standing in Michigan as of this date and is duly authorized to transact business and for no other purpose.*

*This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit given it in every court and office within the United States.*



*In testimony whereof, I have hereunto set my hand, in the City of Lansing, this 6th day of February, 2014.*

A handwritten signature in black ink, appearing to read 'Alan J. Schefke'.

Alan J. Schefke, Director  
Corporations, Securities & Commercial Licensing Bureau

Sent by Facsimile Transmission  
537475



**State of Michigan**  
John Engler, Governor

**Department of Consumer & Industry Services**  
Kathleen M. Wilbur, Director

**Public Service Commission**

6545 Mercantile Way  
P.O. Box 30221  
Lansing, MI 48909-7721  
Telephone: 517-241-6180  
Web Site: cis.state.mi.us/mpsc

**Commissioners**  
Laura Chappelle  
David A. Svanda  
Robert B. Nelson

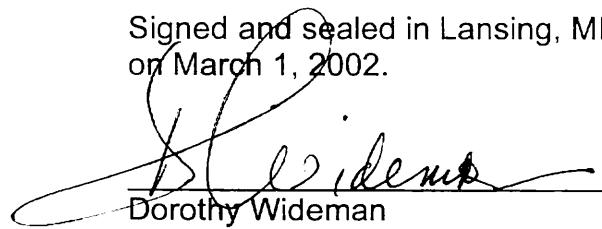
## **Basic Local Exchange Service License**

I, Dorothy Wideman, Executive Secretary, Michigan Public Service Commission, certify that on January 19, 2000, in Case No. U-12180, the Michigan Public Service Commission granted ACD Telecom, Inc. a permanent license to render basic local exchange service within a specific geographic area, in accordance with the requirements of the Michigan Telecommunications Act, 1991 PA 179 as amended, MCL 484.2101 et seq., and all requirements established by laws, orders, and regulations of the Commission.

I further certify that on December 3, 2001, Commission staff officially approved the tariffs filed by ACD Telecom, Inc. as a precondition to commencing basic local exchange service in the state of Michigan.

This license cannot be sold or otherwise transferred without prior approval from the Michigan Public Service Commission. ACD Telecom, Inc. may not discontinue basic local exchange service without first complying with the requirements of Section 313 of the Michigan Telecommunications Act, MCL 484.2313.

Signed and sealed in Lansing, MI  
on March 1, 2002.

  
Dorothy Wideman  
Executive Secretary



## Exhibit D

# **CERTIFICATE OF LIABILITY INSURANCE**

**DATE (MM/DD/YYYY)**

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

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

<b>PRODUCER</b> Acrisure Great Lakes Partners Insurance Services 223 West Grand River Ave #1 Howell MI 48843	<b>CONTACT NAME:</b> Robbin Ploughman	<b>FAX (A/C, No.):</b>
	<b>PHONE (A/C, No, Ext):</b> 517-319-5135	
<b>INSURED</b> KEPS Technologies Inc dba ACD.net 1800 N. Grand River Avenue Lansing MI 48906-3905	<b>E-MAIL ADDRESS:</b> RJPloughman@acrisure.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A :</b> Travelers Casualty and Surety Company	
	<b>INSURER B :</b> Accident Fund National Insurance Company	
	<b>INSURER C :</b>	
	<b>INSURER D :</b>	
	<b>INSURER E :</b>	
<b>INSURER F :</b>		
	<b>NAIC #</b>	
	19038	
	12305	
<b>ACDNE-1</b>		

## COVERAGES

**CERTIFICATE NUMBER:** 1045762206

**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE			ADDL INSD	SUBR WVD	POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS						
A	COMMERCIAL GENERAL LIABILITY					ZPP-6IN86534-25-I5		2/20/2025	2/20/2026	EACH OCCURRENCE	\$ 1,000,000					
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR									DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000					
										MED EXP (Any one person)	\$ 10,000					
										PERSONAL & ADV INJURY	\$ 1,000,000					
	GEN'L AGGREGATE LIMIT APPLIES PER:									GENERAL AGGREGATE	\$ 2,000,000					
	POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC									PRODUCTS - COMP/OP AGG	\$ 2,000,000					
	OTHER:										\$					
A	AUTOMOBILE LIABILITY					BA-9R005816-24-I5-G		2/20/2025	2/20/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000					
	ANY AUTO									BODILY INJURY (Per person)	\$					
	OWNED AUTOS ONLY					<input checked="" type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident)	\$					
	HIRED AUTOS ONLY					<input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY				PROPERTY DAMAGE (Per accident)	\$					
											\$					
											\$					
A	<input checked="" type="checkbox"/> UMBRELLA LIAB		<input checked="" type="checkbox"/> OCCUR			CUP-1N537964-25-I5		2/20/2025	2/20/2026	EACH OCCURRENCE	\$ 10,000,000					
	EXCESS LIAB		<input checked="" type="checkbox"/> CLAIMS-MADE							AGGREGATE	\$					
			<input checked="" type="checkbox"/> DED								\$					
			<input checked="" type="checkbox"/> RETENTION \$ 10,000								\$					
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			Y/N	N/A	100082921		1/1/2026	1/1/2027	PER STATUTE	OTH-ER					
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?									E.L. EACH ACCIDENT	\$ 1,000,000					
	(Mandatory in NH)									E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000					
	If yes, describe under DESCRIPTION OF OPERATIONS below									E.L. DISEASE - POLICY LIMIT	\$ 1,000,000					

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101. Additional Remarks Schedule, may be attached if more space is required)**

## CERTIFICATE HOLDER

## CANCELLATION

### For Illustration Purposes

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

**AUTHORIZED REPRESENTATIVE**

Keith Van

waive our right of recovery against such person or organization, but only for payments we make because of:

- a. "Bodily injury" or "property damage" that occurs; or
- b. "Personal and advertising injury" caused by an offense that is committed; subsequent to the execution of the contract or agreement.

#### **N. CONTRACTUAL LIABILITY – RAILROADS**

- 1. The following replaces Paragraph **c.** of the definition of "insured contract" in the **DEFINITIONS** Section:
  - c. Any easement or license agreement;

- 2. Paragraph **f.(1)** of the definition of "insured contract" in the **DEFINITIONS** Section is deleted.

#### **O. DAMAGE TO PREMISES RENTED TO YOU**

The following replaces the definition of "premises damage" in the **DEFINITIONS** Section:

"Premises damage" means "property damage" to:

- a. Any premises while rented to you or temporarily occupied by you with permission of the owner; or
- b. The contents of any premises while such premises is rented to you, if you rent such premises for a period of seven or fewer consecutive days.



Form Revision Date 07/2016

## ANNUAL REPORT

For use by DOMESTIC PROFIT CORPORATION

*(Required by Section 911, Act 284, Public Act of 1972)*

The identification number assigned by the Bureau is: 800565632

Annual Report Filing Year: 2025

1. Corporation Name:

KEPS TECHNOLOGIES, INC.

On behalf of the corporation, I certify that no changes have occurred in required information since the last year filed report.

This document must be signed by an authorized officer or agent:

Signed this 11th Day of February, 2025 by:

Signature	Title	Title if "Other" was selected
STEVE SCHOEN	Secretary	

By selecting ACCEPT, I hereby acknowledge that this electronic document is being signed in accordance with the Act. I further certify that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.

Decline  Accept

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS**

**FILING ENDORSEMENT**

***This is to Certify that the* 2025 ANNUAL REPORT**

***for***

**KEPS TECHNOLOGIES, INC.**

***ID Number:*** 800565632

***received by electronic transmission on February 11, 2025 , is hereby endorsed.***

***Filed on February 12, 2025 , by the Administrator.***

***The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.***



***In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 12th day of February, 2025.***

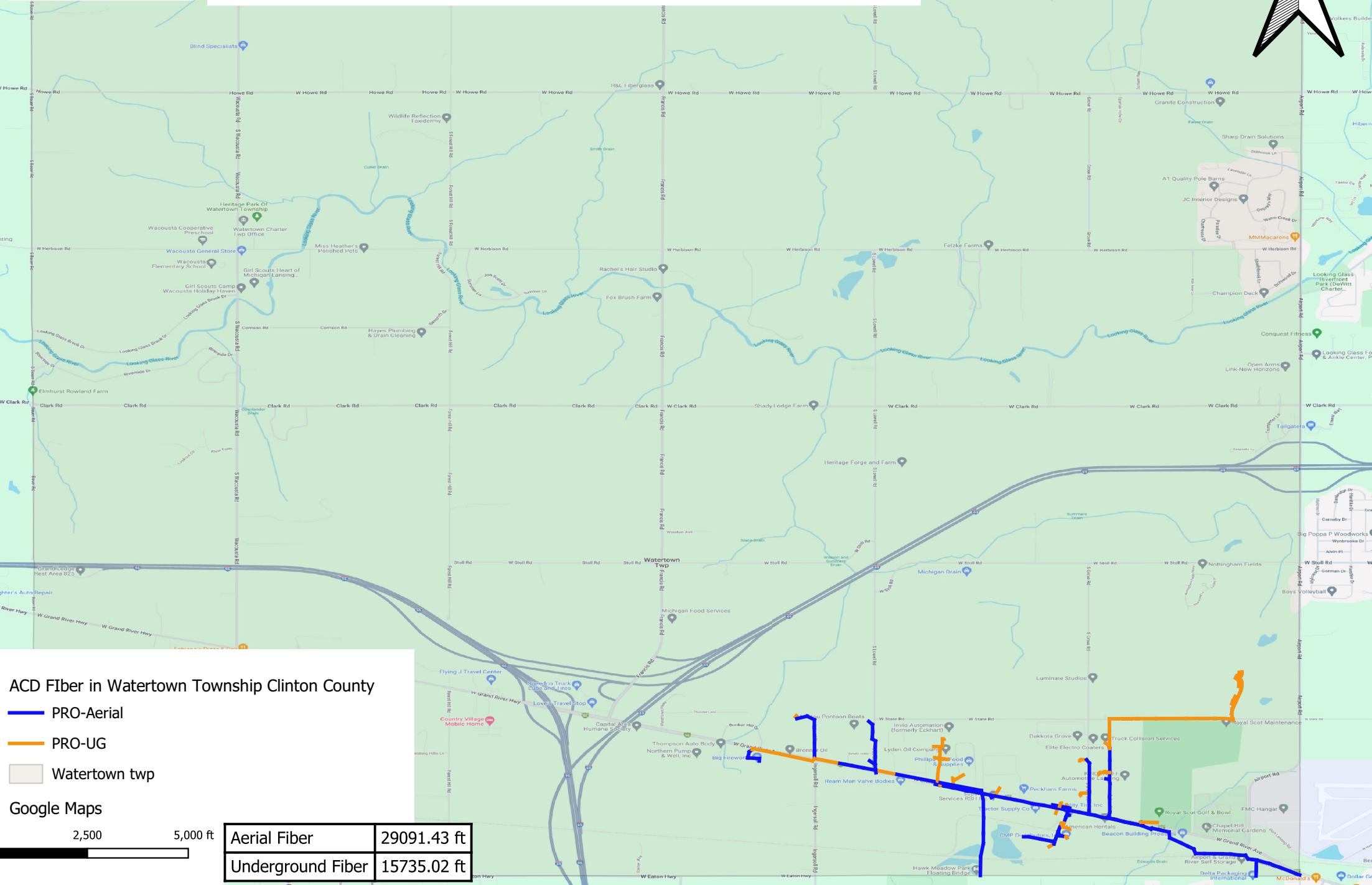
A handwritten signature in black ink that reads "Linda Clegg".

***Linda Clegg, Director***

***Corporations, Securities & Commercial Licensing Bureau***



# ACD Fiber Map in Watertown Township





**Advanced Communications & Data  
KEPS Technologies, Inc. d/b/a ACD.net  
FIBER OPTIC CABLE ROUTE**

Project Number  
**LC021138FO48663**

517-999-9999  
1800 Grand River Ave  
Lansing MI 48906

**APPROVED FOR CONSTRUCTION**

We have reviewed the Attached Drawings. We have verified all dimensions, quantities, field dimensions, coordination with work to be installed and the other attributes as required by the Attached Drawings. These submittals are approved to be issued for construction.

Elijah Gregg

Date

Solomon Brown

Date

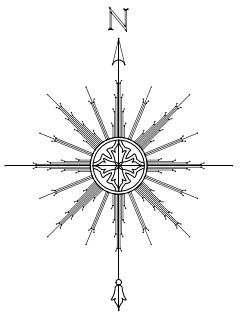
Trevor Benoit

Date



## CONSTRUCTION NOTES

1. CONTRACTOR SHALL EMAIL WILLARD-WAGES.SUSAN@ACD.NET WITH DAILY STATUS UPDATES AND ONCE WORK IS COMPLETE
2. MUNICIPALITY MUST BE NOTIFIED AT LEAST 48 HOURS BEFORE ANY WORK COMMENCES
3. ALL APPROPRIATE PERMITS AND ASSOCIATED DRAWINGS SHALL BE ON-SITE AT ALL TIMES DURING CONSTRUCTION
4. NOTIFY THE APPROPRIATE UTILITY NOTIFICATION SERVICE 72 HOURS PRIOR TO CONSTRUCTION.  
MICHIGAN- MISS DIG (1-800-482-1711), OHIO- O.U.P.S. (1-800-362-2764) OR INDIANA- INDIANA811 (1-800-382-5544)
5. ALL UTILITIES MUST BE FIELD VERIFIED
6. ALL HANHOLES ARE TO INCLUDE 150' OF COILED FIBER FOR STORAGE
7. NEW INSTALLATION SHALL MAINTAIN 18" CLEARANCE FROM ALL EXISTING UTILITIES UNLESS NOTED OTHERWISE
8. ALL ROAD AND DRIVEWAY CROSSINGS WILL BE DIRECTIONAL BORED
9. CONSTRUCTION SHALL NOT DEVIATE FROM APPROVED PLANS WITHOUT WRITTEN CONSENT FROM BOTH THE MUNICIPALITY AND AN AUTHORIZED ACD.NET REPRESENTATIVE
10. PROPER SIGNAGE AND TRAFFIC CONTROL IS REQUIRED BEFORE STARTING ANY WORK WITHIN THE PUBLIC RIGHT OF WAY
11. ALL BACKFILL MATERIAL WITHIN THE ROAD RIGHT OF WAY OR NEAR SIDEWALKS AND PATHWAYS SHALL MEET THE REQUIREMENTS OF MDOT CLASS II MATERIAL, COMPACTED TO 95% OF ITS MAXIMUM DENSITY IN SUCCESSIVE LAYERS THAT ARE NO MORE THAN 12" THICK, UNLESS OTHERWISE AUTHORIZED
12. ALL SODDED AREAS THAT MAY DISTURBED DURING CONSTRUCTION ARE TO BE RESTORED WITH 3" QUALITY TOP SOIL, SEED AND MULCH
13. ALL CONCRETE/SIDEWALK AREAS THAT MAY BE DISTURBED ARE TO BE RESTORED TO A LIKE OR BETTER CONDITION.
14. CONTRACTOR SHALL PROVIDE AS-BUILTS ON ALL WORK WITHIN 5 BUSINESS DAYS OF COMPLETION



Advanced Communications & Data  
517-999-9999  
1800 Grand River Ave  
Lansing MI 48906

### PROPRIETARY INFORMATION NOT FOR DISCLOSURE

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### DRAWING DISCLAIMER

Facility Locations are general in nature, ACD.NET will not be held accountable for the accuracy of the information provided on these drawings.  
Contact the Local ONE CALL AGENCY 72 HOURS PRIOR TO CONSTRUCTION FOR EXACT UTILITY LOCATIONS AT:

MISS DIG 1-800-482-7171 O.U.P.S. 1-800-362-2764 INDIANA811 1-800-382-5544

### Project Manager

S. WILLARD-WAGES

### Permitting

S. WILLARD-WAGES

### Transport Manager

B. DIETRICH

### Drawn By Date

DTW 1-16-26

### As Built Date

### Revisions

REV #	DESCRIPTION	BY	DATE
1	DW		1-27-26

Changed Footgate under State Rd.

## General Site Preparation For Installing Hand Holes (All Sizes)

These guidelines for installing ACD Hand holes are provided as a general guide and actual site conditions may warrant the use of additional installations procedures not covered here. Follow all project specifications when installing ACD Hand holes.

1. Excavate the earth approximately 12" wider and longer than the hand hole as well as 6" deeper than the depth of the hand hole. Fill the excavation with a 6" base of pea stone or crushed rock to ensure proper drainage. Tamping is recommended to provide a compact and level surface for the hand hole to be place upon.
2. Wood bracing should be used inside the hand hole to ensure minimal sidewall deflection when backfilling. Temporary bracing can be constructed out of construction grade lumber. Start by using (1) 2x4 to brace the end walls and (2) 2x4s to brace the side walls, finish with (1) 2x4 from one side of the ring to the other. Do not install the bracing to tight to prevent damage.
3. Lift the Hand hole into the excavation using the lifting bolts or lifting wires. Check the top of the box is flush with the finished grade. Any necessary adjustments should be made to bring it to finished grade.
4. Backfill with clean, loose soil and compact to a minimum of 90%-95% compaction. Remove bracing materials and secure cover using included hardware.

## General Hand Hole Notes (All Sizes)

1. All Hand holes are to contain 150' of coiled up storage.
2. All Conduits are to be brought up through the bottom of the hand hole. No Conduits are to penetrate the sides of the enclosure. All conduits are to be tagged with the colored zip ties following this system:

Red= Riser  
Blue= North  
Yellow= West  
Green= South  
Black= East

3. All Hand holes are to contain a 5/8" DIA x 8' grounding rod to be placed in a corner 3" away from each side and 18" above tamped earth.

## Restoration Notes

1. All backfill material within the road right of way or near sidewalks and pathways shall meet the requirements of MDOT Class II material, compacted to 95% of its maximum density in successive layers that are no more than 12" thick, unless otherwise authorized
2. All sodded areas that may disturbed during construction are to be restored with 3" quality top soil, seed and mulch
3. All Concrete/Sidewalk areas that may be disturbed are to be restored to a like or better condition.

## Underground Coupler Detail

### PUSH2CONNECT™ Coupler

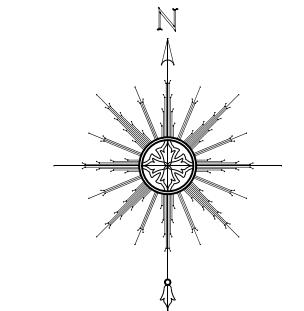
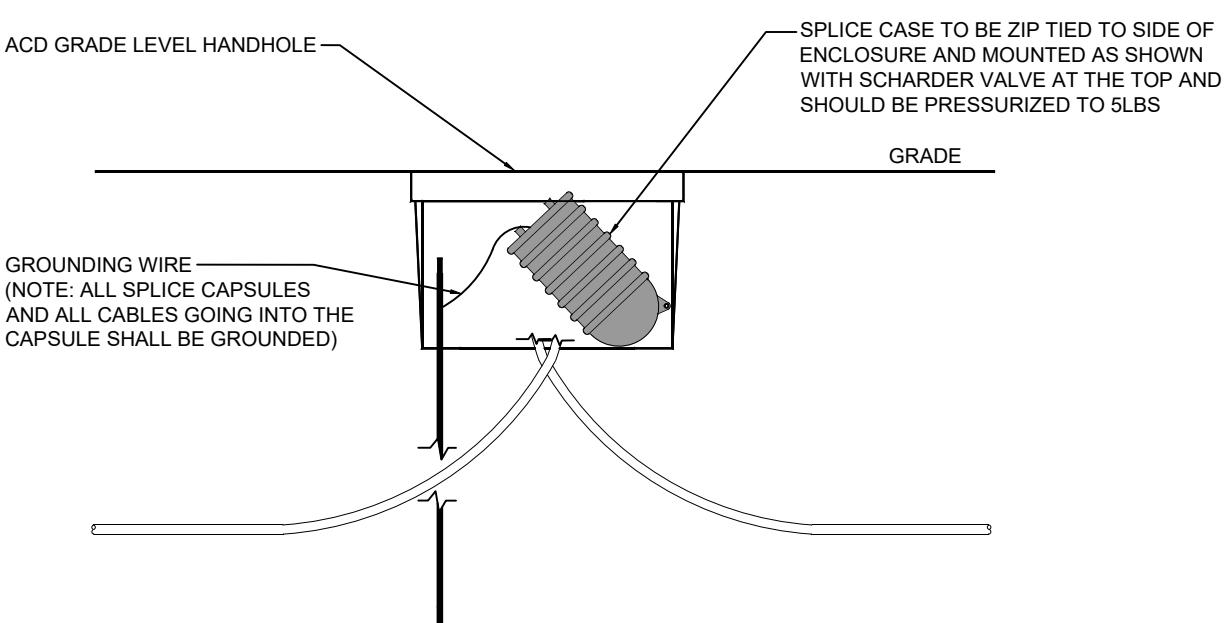
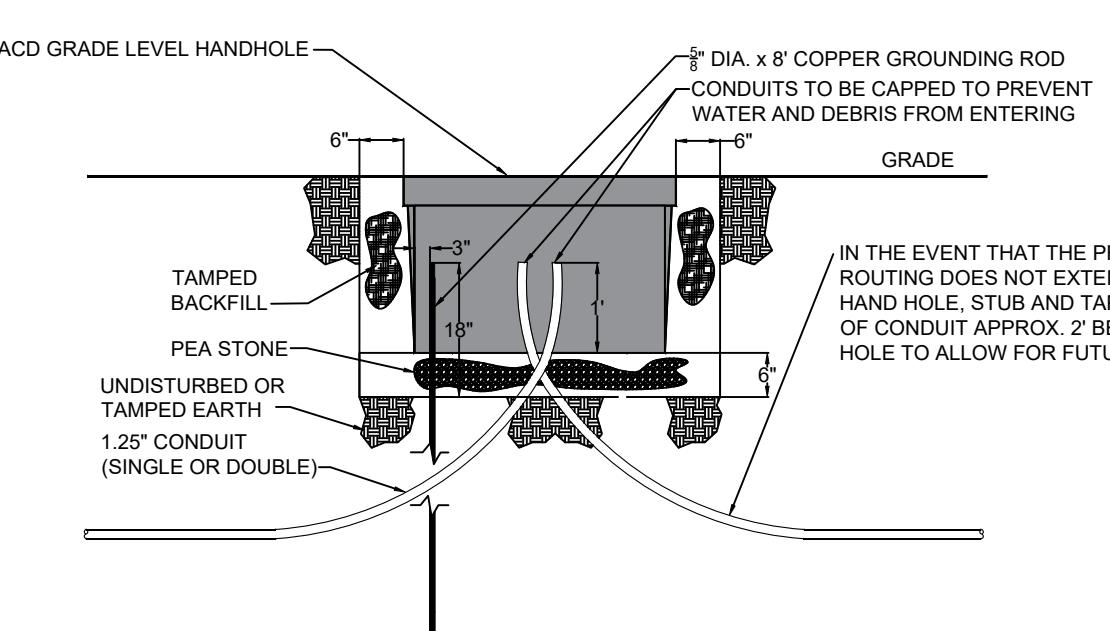
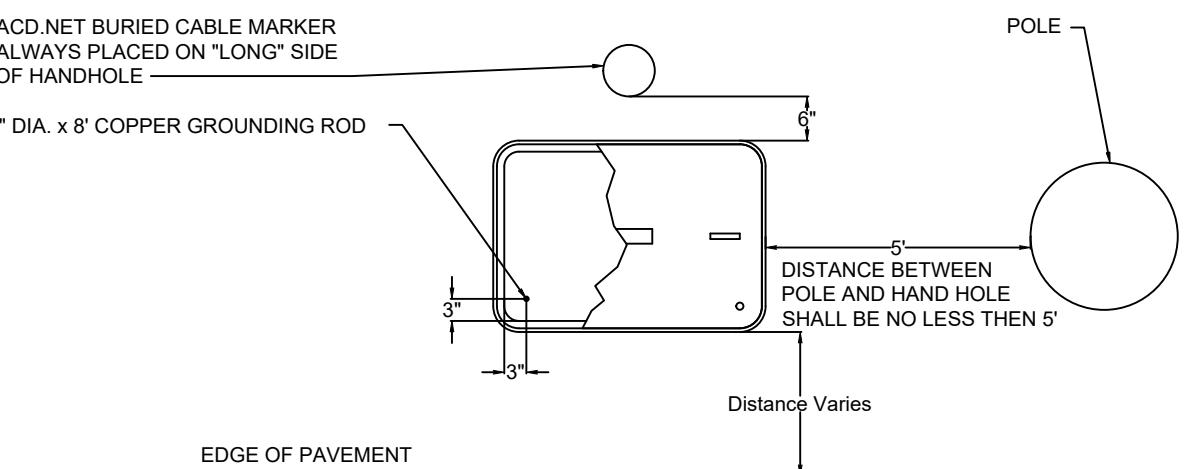
#### Do Not Unscrew!



**Push-On-Only!**  
(Loosening collars prior to installing can cause improper installation, create air loss, or coupler failure)

**Air Tight - Water Tight**  
Tested to **GREATER THAN** 1500#  
**Pull-Out**  
**GREATER THAN** 450 (psi) air pass-through

Couplers for the Following Sizes	Duct OD	Color	Box Qty	Part Number
1" Smoothwall HDPE	1.315	Yellow	85	P2C-1.315
1.25" Smoothwall HDPE	1.66"	Blue	100	P2C-1.66
1.25" Smoothwall HDPE True Sized	1.58"	Black	100	P2C-1.58
2" Smoothwall HDPE	2.375"	Orange	24	P2C-2.375
Transition Coupler 1.25" to 1.25"	1.58" to 1.66"	Black AND Blue	100	P2C-1.66-1.58trans



1800 Grand River Ave  
Lansing MI 48906  
**PROPRIETARY**  
**INFORMATION NOT FOR**  
**DISCLOSURE**

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## Project Manager

S. WILLARD-WAGES

## Permitting

S. WILLARD-WAGES

## Transport Manager

B. DIETRICH

## Drawn By Date

DTW 1-16-26

## As Built Date

## Revisions

REV #	DESCRIPTION	BY	DATE
1	DW	1-27-26	Changed Footgate under State Rd.

**Exhibit: C**

Remarks:

PEACHTREE ID: 48663

**HAND HOLE**

SCALE: 1" = NTS

TRS: S36 T5N R3W

**INSTALLATION**

COUNTY: CLINTON

TOWNSHIP: WATERTOWN

CITY:

PROJECT ID: LC21138FO48663

CUSTOMER NUMBER: 21138

**NOTES AND DETAILS**

**Proposed Anchor Distance and Direction**

**Proposed ACD Communications Poles**

**Proposed ACD NON Communications Pole**

**Colocation Poles (ACD Communication Equipment on Existing Poles)**

**Joint Use Pole NON Transformer**

**Joint Use Pole Transformer**

**Foreign Pole Indicator**

**Joint Use Pole NON Transformer- UNUSED**

**Joint Use Pole Transformer- UNUSED**

**Street Light**

**Existing Traffic Signal Pole**

**Pole Number Marker**

**Proposed Riser**

**Make Ready Symbol w/ Attachment and Sag Heights**

**Down Ground**

**Bonding Clamp**

**Fiber Overlash**

**Overhead Guy Marker**

**Span Length and Segment ID**

**Reg Sidewalk 10mm Dwn Guy**

**Fiber Count W/ Segment Number**

**Man Hole**

**Storm Drain**

**ACD Splice Case Six Way**

**ACD Splice Case Four Way**

**ACD Splice Case Three Way**

**ACD Splice Case Two Way**

**ACD Fiber Tap Capsule**

**ACD RE-Box**

**Foreign Splice Case**

**Storage Loop w/ Footage and Segment**

**ACD Buried Cable Marker**

**ACD Hand Hole 17" x 12"**

**ACD Hand Hole 24" x 13"**

**ACD Hand Hole 24" x 36"**

**ACD Hand Hole 30" x 48"**

**Foreign Hand Hole**

**Proposed Bore Pit Location**

**Communications Tower**

**Man Hole**

**Storm Drain**

**ACD Regen Cabinet**

**TRS Section Corner**

**Fire Hydrant**

**Location Address**

**Foliage**

**Centerline Marker**

**Station Marker**

**Use of Double Dead End**

**Rail Road Tracks**

**Proposed Underground Fiber**

**Existing Underground Fiber**

**Right Of Way Boundary**

**Side Walk and Driveway**

**Fiber Design Line**

**Aerial Fiber**

**Center Line**

**Water Main**

**Forced Water Main**

**Storm Sewer**

**Sanitary Sewer**

**Gas Main**

**Foreign UG Fiber**

**AT&T UG Fiber**

**UG Electric**

**Oil Line**

**Fence**

**TRS Boundary**

**Civil Boundary**

**Property Boundary**

**Water Boundary**

**Typical Line Types**

**North Arrow**

**ACD Logo**

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MISS DIG	O.U.P.S.	INDIANA811
1-800-482-7171	1-800-362-2764	1-800-382-5544

**Project Manager**  
S. WILLARD-WAGES

**Permitting**  
S. WILLARD-WAGES

**Transport Manager**  
B. DIETRICH

**Drawn By Date**  
DTW 1-16-26

**As Built Date**

**Revisions**

REV #	DESCRIPTION	BY	DATE
1	Changed Footgate under State Rd.	DW	1-27-26

**Our Match Lines can be found in the lower right hand corner and represents the neighboring page numbers.**

WEST PAGE	NORTH PAGE	EAST PAGE
	PAGE	
	SOUTH PAGE	

**Exhibit: C**

**SYMBOLS**

**LEGEND**

**PEACHTREE ID: 48663**

**SCALE: 1" = NTS**

**TRIS: S36 T5N R3W**

**CITY: PROJECT ID: LC21138FO48663**

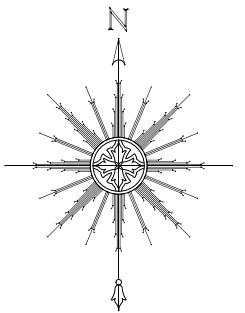
**CUSTOMER NUMBER: 21138**

**COUNTY: CLINTON**

**TOWNSHIP: WATERTOWN**

**PROJECT ID: LC21138FO48663**

**CUSTOMER NUMBER: 21138**



**UTILITY CROSSING**  
□ : EXPOSE UTILITY LINES AT CROSSING TO VERIFY LOCATION & DEPTH PRIOR TO CONSTRUCTION  
 LOCATE DISTURBANCE 1 SQ FT



Advanced Communications & Data  
**517-999-9999**  
 1800 Grand River Ave  
 Lansing MI 48906

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