



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

517-626-6593

www.watertownmi.gov

TUESDAY, JANUARY 16, 2024
BOARD OF TRUSTEES REGULAR MEETING AGENDA
7:00 PM SOUTH ROOM

Electronic file format: Hover over agenda item to take you to the corresponding page.

	Resp. Party	Action	Attachment Number
I. MEETING OPENING			
A. Call to order	JM		
B. Pledge of Allegiance	JM		
C. Roll Call	CB		
II. PUBLIC COMMENT <i>(limit of 3 minutes per comment may be enforced)</i>			
III. CONSENT AGENDA	JM		
A. Correspondence <i>(Receive & Place on File):</i>			N/A
B. Routine Bills – Bill List <i>(Approval)</i>			III-B
C. Board Reports <i>(Receive & Place on File):</i>			
1. Planning Director, December 2023			III-C-1
2. Permitting Activities, December 2023			III-C-2
3. Treasurer Memo, December 2023			III-C-3
4. Investment Report, December 2023			III-C-4
5. Treasurer Financial Status Report, December 2023			III-C-5
6. Treasurer Unclaimed Property Memo			III-C-6
7. Clerk Report, January 16, 2024			III-C-7
8. Township Manager, December 2023			III-C-8
D. Reports <i>(Receive & Place on File):</i>			
1. Clinton County Sheriff Report – November 2023			III-D-1
2. Ken Mitchell, Clinton Co Commission Report-December			III-D-2
3. Looking Glass Regional Fire Authority Minutes- November & December 2023			III-D-3
IV. AGENDA APPROVAL	JM	Motion	Agenda
V. APPROVAL OF MINUTES			
A. December 18, 2023, Regular Meeting	JM	Motion	V-A
VI. APPROVAL OF ADDITIONAL BILL LIST	JM	Motion	On Table
VII. PUBLIC HEARING <i>(5 Minute limit on comments may be enforced)</i>	N/A	N/A	N/A
VIII. PENDING BUSINESS	N/A	N/A	N/A



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IX. NEW BUSINESS A. Planning Commission Annual Report 2023 B. Election Commission Recommendation on Early Voting Compensation	AP CB	Motion Motion	IX-A IX-B
X. BOARD MEMBER AND PUBLIC COMMENT			
XI. ADJOURNMENT			

Watertown Charter Township will provide reasonable accommodations and services to individuals with disabilities which are needed to fully participate in any Township meeting. Please provide 72 hours' notice. Contact Watertown Charter Township Clerk, Carolyn Brokob via email: clerk@watertownmi.gov or phone (517) 626-6593 to request the necessary assistance.

WATERTOWN CHARTER TOWNSHIP
 BILL LIST FOR MEETING
 JANUARY 16, 2024

ATTACHMENT III-B

VENDOR	PURPOSE	AMOUNT
***PAYROLL PAID 12-29-23 ***		
ELECTRONIC FEDERAL DEPOSIT	GF TWP SHARE SOCIAL SECURITY & MEDICARE	\$3,675.61
PAYROLL	GF PAYROLL FOR STAFF, BOARDS AND COMMITTEES	\$47,956.20
MERS	GF TWP SHARE PENSION COSTS	\$7,146.70
TOTAL		\$58,778.51
GENERAL FUND TOTAL	\$58,778.51	
BILLS PAID 12-29-23		
ALBERT, JILL	GF DEPOSIT REFUND	150.00
ANDREA Z. POLVERENTO	GF MEDICAL & MILEAGE REIMBURSEMENT	212.41
ANDREW CASE	GF MEDICAL REIMBURSEMENT	390.65
BUSINESS CREDIT CARD	GF MINTON - OFFICE SUPPLIES	439.94
	GF BROKOB - DINE WITH SANTA	211.35
	GF CASE - TRUCK REPAIR, OFFICE SUPPLIES	1,340.65
	GF POLVERENTO - POSTAGE	4.35
	GF TUBBS - LSJ SUBSCRIPTION	11.99
CAPITAL EQUIPMENT & SUPPLY	GF COMPRESSOR RENTAL FOR WATER LINE	82.22
CAROLYN BROKOB	GF MEDICAL & MILEAGE REIMBURSEMENT	374.29
CHRISTY SOCHAY	GF MILEAGE REIMBURSEMENT	26.20
GALLAGHER, KRISTEN	GF DEPOSIT REFUND	150.00
JEFFREY S. MACKENZIE	GF ASSESSOR 12/16-31/23	3,589.75
JENNIFER TUBBS SWEET	GF MEDICAL REIMBURSEMENT	4,091.88
KENT COMMUNICATIONS, INC.	GF ESTIMATED ELECTION POSTAGE	1,777.96
LERETA LLC	TF 2023 Win Tax Refund 150-210-000-198-00	873.17
LERETA LLC	TF 2023 Win Tax Refund 150-032-300-005-02	930.59
LERETA, LLC	TF 2023 Win Tax Refund 150-032-200-015-05	3,552.37
MARGE MYSAK	GF DEPOSIT REFUND	150.00
NORTHWESTERN MUTUAL LIFE	GF DISABILITY INSURANCE	974.02
PRINTING SYSTEMS, INC.	GF TRIPLE AV POSTCARD POSTAGE	835.16
PROVIDENCE	GF MONTHLY TECHCARE	1,921.10
RONALD V. OVERTON	GF MEDICAL REIMBURSEMENT	200.90
ROSE PEST SOLUTIONS	GF PEST CONTROL	69.00
ROWE, BONNIE	GF DEPOSIT REFUND	150.00
STANDARD INSURANCE COMPANY	GF LIFE INSURANCE	209.29
STRATZ, DOUG	GF DEPOSIT REFUND	150.00
SUE BIERGANS	GF MEDICAL & MILEAGE REIMBURSEMENT	656.09
TAYLOR, LINDA	GF DEPOSIT REFUND	150.00
TODD HUFNAGEL	GF MEDICAL REIMBURSEMENT	325.77
TOTAL		\$82,779.61
GENERAL FUND TOTAL	\$77,423.48	
SEWER FUND TOTAL		
CURRENT TAX TOTAL	\$5,356.13	

WATERTOWN CHARTER TOWNSHIP
 BILL LIST FOR MEETING
 JANUARY 16, 2024

VENDOR	PURPOSE	AMOUNT
***PAYROLL PAID 01-12-24 ***		
ELECTRONIC FEDERAL DEPOSIT	GF TWP SHARE SOCIAL SECURITY & MEDICARE	\$2,402.22
PAYROLL	GF PAYROLL FOR STAFF, BOARDS AND COMMITTEES	\$31,401.38
MERS	GF TWP SHARE PENSION COSTS	\$4,753.61
TOTAL		\$38,557.21
GENERAL FUND TOTAL	\$38,557.21	
BILLS PAID 01-12-24		
ACD	GF TELEPHONE EQUIPMENT	\$234.53
ACTIVE RIVER COMPUTER	GF CAMERA SYSTEM MAINTENANCE	\$646.62
ANDREA POLVERENTO	GF MEDICAL REIMBURSEMENT	\$47.70
CAMCA	GF BROKOB & SOCHAY DUES AND LUNCHEON	\$72.00
CASHWAY LUMBER	GF RECYCLING STAIRS REPAIR	\$103.50
CLINTON COUNTY TREASURER	SF DRAIN AT LARGE	\$23,492.18
CLINTON COUNTY TREASURER	GF MOBILE HOME TAX	\$375.00
CLINTON COUNTY TREASURER	GF BOARD OF REVIEW REFUND	\$690.02
CONSUMERS ENERGY	GF STREETLIGHTS	\$2,529.86
	GF PARK & RIDE LOT	\$39.13
	GF WATERTOWN CHARTER TOWNSHIP	\$200.42
CORELOGIC	TF WINTER TAX REFUND	\$5,008.06
DECKER AGENCY	GF PUBLIC ENTITY INSURANCE	\$19,680.00
DONNA MINTON	GF MEDICAL REIMBURSEMENT	\$207.38
FULLER, JERRY	TF TAX REFUND	\$40.00
GRANGER	GF TRASH REMOVAL	\$42.39
JEFFREY S. MACKENZIE	GF ASSESSOR 01/01-15/2024	\$3,589.75
JOHN DEERE	GF BACK PACK BLOWER REPAIR	\$79.34
KENT COMMUNICATIONS	GF EALRY VOTING POSTCARD, AV BALLOTS	\$1,816.16
LERETA	TF TAX REFUND	\$482.03
MENARDS	GF SUPPLIES, FILTER, TOOLS	\$423.52
MICHIGAN FLEET FUELING	GF FUEL	\$127.53
MICHIGAN MUNICIPAL LEAGUE	GF PAYROLL AUDIT	\$174.00
MUNICIPAL INSPECTION SERVICE	GF PERMITS	\$10,620.50
PRINTING SYSTEMS	GF AV POSTCARDS WITH MAILING	\$672.18
PROVIDENCE	GF DYMO PRINTER REPAIR	\$205.42
RUSH, ANN	TF TAX REFUND	\$337.69
S.C.C.M.U.A.	SF MONTHLY PAYMENT	\$43,923.04
SPICER GROUP	GF WACOUSTA ELEMENTARY BUILDING REVIEW	\$337.50
TECHMARK	GF REFUND	\$115.00
TITLE PROFESSIONALS GROUP	TF TAX REFUND	\$1,759.74
VERIZON	GF CELL PHONES	\$205.45
WOW	GF INTERNET	\$176.69
TOTAL		\$118,454.33
GENERAL FUND TOTAL	\$65,763.75	
SEWER FUND TOTAL	\$43,923.04	
CURRENT TAX TOTAL	\$8,767.54	

WATERTOWN CHARTER TOWNSHIP
 BILL LIST FOR MEETING
 JANUARY 16, 2024

VENDOR	PURPOSE	AMOUNT
BILLS TO BE PAID 02-01-24		
JEFFREY S. MACKENZIE	GF ASSESSING SERVICES	\$3,589.75
S.C.C.M.U.A.	SF MONTHLY SEWER	\$43,923.04
TOTAL		\$47,512.79
GENERAL FUND TOTAL		\$3,589.75
SEWER FUND TOTAL		\$43,923.04

*****BILLS TO BE PAID AFTER BOARD APPROVAL*****

TOTAL
 GENERAL FUND TOTAL

MEMORANDUM

TO: WATERTOWN TOWNSHIP PLANNING COMMISSION
FROM: ANDREA Z. POLVERENTO, PLANNING DIRECTOR
SUBJECT: MONTHLY REPORT: DECEMBER 2023
DATE: JANUARY 3, 2024

Meetings & Events

12/6 – Planning Commission Regular Meeting
12/6 – Groundwater Management Board Executive Committee Meeting
12/13 – Groundwater Management Board Holiday Breakfast
12/18 – Board of Trustees Regular Meeting

Enforcement

Wacousta Road – junk & junk vehicles – civil infraction ticket issued
Wacousta Road – junk & junk vehicles – inspections conducted, civil infraction ticket pending
Cutler Road – Red tag – working with company on compliance issues

Development

Leavitt & Starck storage building received final occupancy.
Working with Plumbers & Pipefitters on plan review for building permit issuance.
Working with TSC on fire suppression issues.
Nottingham issues still unresolved.
Residential construction well underway in Lakeside Preserve No. 10.

ZBA

The ZBA did not meet in December, and is not expected to meet in January.

Master Plan Update

Public hearing advertised, scheduled for January 10, 2024.

Other

Completed year-end tasks, including budget adjustments for the building department, and final permit reporting. Planning Commission to review annual report in January.
Several meetings regarding potential 2024 construction projects.
Year-end reviews for land divisions/combinations were conducted.
Toured Glanbia MWC plant in St. Johns.

Planning & Zoning Monthly Report - December 2023

Residential	Current Month	Year to Date
New Residences	1	21
Residential Additions		7
Accessory Buildings/Garages	1	15
Decks and Porches		12
Pools/Ponds/Hot Tubs		5
Home Occupations		1
Sign Permits		
Commercial/Industrial		Year to Date
New /Remodel/Additions		5
Sign Permits		5
Cell Towers and Related		1
Residential Solar	1	2
Agricultural		
AG Buildings		4

Certificates of Occupancy Issued:

	Current Month	Year to Date
Residential		10
Commercial/Industrial	1	7

TREASURER'S INVESTMENT MEMO

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

From: Sue Biergans, Treasurer

RE: December Investment Activity

Date: January 9, 2024

During the month of December 2023, the following interest received:

MI-Class	Total Interest added	\$14,732.54
MI-Class Edge	Total Interest added	\$12,914.88
Multi-Bank Securities	Total Interest added	\$18,292.66
Horizon Bank	Total Interest added	\$ 2,168.22
Flagstar Bank	Total Interest added	\$ 4,422.68

Percent of investment portfolio per financial institution is:

CIBC	Consumers CU	Dart	Flagstar	Horizon	MI CLASS	MI CLASS EDGE	MBS	Mercantile
\$150,000.00	\$200,000.00	\$122,500.00	\$101,699.93	\$103,449.83	\$1,469,808.90	\$961,921.91	\$133,434.00	\$100,000.00
\$156,300.21		\$100,000.00		\$128,834.37	\$4.32	\$26,720.06	\$133,324.50	\$100,000.00
		\$122,500.00		\$130,137.56	\$5,209.26	\$961,921.91	\$145,515.00	\$250,000.00
					\$835,690.23	\$337,741.45	\$195,994.00	
					\$470,231.76	\$10,688.05	\$195,498.00	
					\$12,818.12		\$201,494.00	
					\$203,629.13		\$250,000.00	
					\$5,401.28		\$200,000.00	
					\$54,335.90		\$247,685.00	
					\$75,514.41		\$249,000.00	
							\$250,000.00	
							\$250,000.00	
							\$250,000.00	
							\$248,000.00	
							\$249,000.00	
							\$223,510.00	
							\$87,661.00	
							\$197,894.00	
							\$247,442.50	
							\$250,415.00	
							\$250,000.00	
							\$250,000.00	
							\$250,000.00	
							\$178,314.00	
							\$176,618.00	
\$306,300.21	\$200,000.00	\$345,000.00	\$101,699.93	\$362,421.76	\$3,132,643.31	\$2,298,993.38	\$5,310,799.00	\$450,000.00
\$12,507,857.59								
2.45%	1.60%	2.76%	0.81%	2.90%	25.05%	18.38%	42.46%	3.60%

SCHEDULE OF INVESTMENTS FOR DECEMBER 2023

ITEM #	Year	Fund or Investment Description	Purchase Amount	Adjustment + OR -	Purchase Date	Maturity Date	Interest %	Interest Earned	Value at Maturity	Market Value
GENERAL FUND										
24	2001	MI-Class		\$1,822,821.68	1-Oct-07	PMMA	5.55%	\$190,826.38	\$1,469,808.90	
19	2021	MI-Class EDGE	\$900,000.00		23-Dec-21	PMMA	5.47%	\$62,772.69	\$961,921.91	\$913,918.05
22	2019	MBS 4.5yrs	\$250,000.00		12-Nov-19	12-May-23	1.65%	\$12,002.00		\$247,685.00
24	2020	Horizon 3 yr	\$130,137.56		2-Dec-20	2-Dec-23	0.38%	\$1,491.69		
26	2020	MBS 5yr	\$150,000.00		30-Nov-20	28-Nov-25	0.50%	\$2,250.00	\$133,434.00	\$133,434.00
3	2021	Dart 2 yr	\$122,500.00		16-Apr-21	16-Apr-23	0.30%	\$966.14		
9	2021	Dart Bank	\$100,000.00		6-Aug-21	6-Aug-23	0.25%	\$502.49		
11	2021	MBS 5 yr Gov Bond	\$150,000.00		18-Aug-21	18-May-26	0.88%	\$2,953.13	\$133,324.50	\$133,324.50
1	2022	Mercantile 2 yr	\$100,000.00		10-Feb-22	10-Feb-24	0.30%		\$100,000.00	
3	2022	Horizon 1 yr	\$128,834.37		18-Apr-22	18-Apr-23	1.60%	\$2,061.35		
4	2022	MBS 3 yr.	\$150,000.00		6-Sep-22	8-Sep-25	3.40%	\$5,519.18	\$145,515.00	\$145,515.00
5	2022	MBS 2 yr.	\$200,000.00		2-Sep-22	20-Sep-24	3.40%	\$7,358.85	\$195,994.00	\$195,994.00
6	2022	MBS 3 yr.	\$200,000.00		20-Sep-22	20-Sep-25	3.70%	\$8,008.20	\$195,498.00	\$195,498.00
9	2022	Dart 13 months	\$122,500.00		25-Oct-22	25-Nov-23	3.75%	\$2,158.89		
11	2022	CIBC 18 months	\$150,000.00		3-Nov-22	3-May-24	4.20%		\$150,000.00	
12	2022	Horizon 2 yr	\$103,449.83		8-Dec-22	2-Dec-24	4.35%	\$1,896.23	\$103,449.83	
13	2022	MBS 2 yr.	\$200,000.00		15-Dec-22	16-Dec-24	5.00%	\$8,333.69	\$201,494.00	\$201,494.00
15	2022	FlagStar 1 yr	\$101,699.93		13-Dec-22	13-Dec-23	4.28%	\$4,422.68		
1	2023	MBS 5 yr.	\$250,000.00		20-Jan-23	20-Jan-26	4.75%	\$9,890.41	\$250,000.00	
2	2023	Mercantile 6 months	\$200,000.00		3-Mar-23	30-Aug-23	4.00%	\$3,966.51		
3	2023	Consumers Credit Union	\$200,000.00		6-Mar-23	6-Mar-24	4.85%		\$200,000.00	
4	2023	MBS 3 yr.	\$200,000.00		2-Mar-23	23-Mar-26	4.80%	\$6,443.82	\$200,000.00	
6	2023	Horizon 1 yr	\$128,834.37		18-Apr-23	18-Apr-24	4.53%	\$2,885.35	\$128,834.37	
7	2023	Dart Bank	\$122,500.00		16-Apr-23	16-May-24	4.90%		\$122,500.00	
8	2023	MBS 3 yr.	\$250,000.00		16-May-23	15-May-26	4.60%	\$5,806.67	\$247,685.00	
10	2023	MBS 3 yr.	\$249,000.00		30-Jun-23	30-Jun-26	4.70%	\$4,905.63	\$249,000.00	
11	2023	MBS 3 yr.	\$250,000.00		27-Jul-23	27-Jul-26	4.75%	\$4,001.71	\$250,000.00	
12	2023	Mercantile 1 yr	\$250,000.00		31-Aug-23	30-Aug-24	5.05%		\$250,000.00	
14	2023	Dart 13 month	\$100,000.00		11-Aug-23	11-Sep-24	4.90%		\$100,000.00	
16	2023	MBS 5 yr.	\$250,000.00		27-Sep-23	27-Sep-28	5.00%	\$2,089.04	\$250,000.00	
18	2023	Dart 13 month	\$122,500.00		27-Oct-23	27-Nov-24	5.25%		\$122,500.00	
19	2023	MBS 3 yr.	\$250,000.00		14-Nov-23	14-Aug-26	5.10%		\$250,000.00	
20	2023	MBS 5 yr.	\$248,000.00		14-Nov-23	14-Feb-28	4.90%		\$248,000.00	
21	2023	Horizon 1 yr	\$130,137.56		2-Dec-23	2-Dec-24	4.64%		\$130,137.56	
22	2023	MBS 4 yr.	\$249,000.00		12-Dec-23	12-Dec-27	4.55%		\$249,000.00	
23	2023	FlagStar 17 months	\$101,699.93		13-Dec-23	13-May-25	5.08%		\$101,699.93	
GENERAL FUND TOTAL			\$5,109,456.06	\$1,822,821.68			62.55%	\$269,342.76	\$7,139,797.00	\$1,428,361.55
CEMETERY IMP.										
24	2001	MI-Class		\$49,000.00	1-Oct-07	PMMA	5.54%	\$4,898.14	\$4.32	
19	2021	MI-Class EDGE	\$25,000.00		23-Dec-21	PMMA	5.47%	\$1,795.33	\$26,720.06	25386.63
CEMETERY IMP. TOTAL				\$49,000.00				\$4,898.14	\$26,724.38	
CURRENT TAX										
24	2001	MI-Class		-\$6,151.51	Dec 2010	PMMA	5.55%	\$4,625.92	\$5,209.26	
CURRENT TAX TOTAL				-\$6,151.51				\$4,625.92	\$5,209.26	
SEWER RECEIVING FUND										
24	2001	MI-Class	\$115,000.00	\$1,740,492.48	1-Oct-07	PMMA	5.55%	\$130,197.75	\$835,690.23	
19	2021	MI-Class EDGE	\$900,000.00		23-Dec-21	PMMA	5.47%	\$62,772.67	\$961,921.91	\$913,918.05
2	2021	MBS 5 yr Gov Bond	\$250,000.00		28-Apr-21	28-Apr-26	1.00%	\$6,250.00	\$223,510.00	\$223,510.00
16	2021	CIBC 18 months	\$156,300.21		1-Nov-21	2-May-23	0.30%	\$712.47		
18	2021	MBS 5 yr	\$100,000.00		17-Dec-21	17-Dec-26	1.15%	\$1,723.43	\$87,661.00	\$87,661.00
7	2022	MBS 3 yr.	\$200,000.00		28-Sep-22	28-Mar-25	4.10%	\$8,873.97	\$197,894.00	\$197,894.00
8	2022	Mercantile 1 yr	\$100,000.00		8-Oct-22	8-Oct-23	2.01%	\$1,997.42		
10	2022	MBS 2 yr.	\$250,000.00		3-Oct-22	24-Sep-24	4.00%	\$10,027.40	\$247,442.50	\$247,442.50
14	2022	MBS 1 yr.	\$250,000.00		16-Dec-22	15-Dec-23	4.80%	\$10,003.08	\$250,415.00	\$250,415.00
5	2023	MBS 3 yr.	\$250,000.00		3-Apr-23	3-Apr-26	5.10%	\$7,475.37	\$250,000.00	
9	2023	CIBC 1 yr	\$156,300.21		2-May-23	1-May-24	4.90%		\$156,300.21	
13	2023	MBS 1 yr.	\$250,000.00		2-Aug-23	1-Aug-24	5.25%		\$250,000.00	
15	2023	MBS 1 yr.	\$250,000.00		13-Sep-23	12-Sep-24	5.60%	\$2,339.72	\$250,000.00	
17	2023	Mercantile Bank 1 yr.	\$100,000.00		8-Oct-23	7-Oct-24	4.93%		\$100,000.00	
SEWER REC TOTAL			\$3,327,600.42	\$1,740,492.48			13.47%	\$192,970.42	\$3,810,834.85	\$913,918.05
WATER FUND										
24	2001	MI-Class	\$237,776.20	\$365,245.73	3-Apr-06	PMMA	5.55%	\$58,209.83	\$470,231.76	
19	2021	MI-Class EDGE	\$316,000.00		23-Dec-21	PMMA	5.47%	\$22,040.15	\$337,741.45	\$320,886.77
1	2021	MBS 5 yr GOV BOND	\$200,000.00		21-Apr-21	21-Apr-26	0.90%	\$4,500.00	\$178,314.00	\$178,314.00
WATER FUND TOTAL			\$753,776.20	\$365,245.73			11.92%	\$80,249.98	\$986,287.21	\$320,886.77
T.I.R.F.										
24	2001	MI-Class	\$102,000.00	-\$105,857.87	21-May-01	PMMA	5.55%	\$26,675.99	\$12,818.12	
19	2021	MI-Class EDGE	\$10,000.00		23-Dec-21	PMMA	5.47%	\$697.49	\$10,688.05	\$10,154.66
13	2020	MBS 5yr	\$200,000.00		28-Jan-21	26-Jan-26	0.50%	\$3,442.81	\$176,618.00	\$176,618.00
T.I.R.F TOTAL			\$312,000.00	-\$105,857.87			11.52%	\$30,816.29	\$200,124.17	
STOLL ROAD PAVING Bond paid in full 2021										
24	2001	MI-Class	\$528,136.10	-\$383,775.16	29-Nov-06	PMMA	5.55%	\$59,068.19	\$203,629.13	
STOLL RD PAVING TOTAL			\$528,136.10	-\$383,775.16				\$59,068.19	\$203,629.13	
STOLL RD WATER Bond paid in full 2021										
24	2001	MI-Class	\$410,483.63	-\$417,919.90	29-Nov-06	PMMA	5.55%	\$12,637.55	\$5,401.28	
STOLL RD WATER TOTAL			\$410,483.63	-\$417,919.90				\$12,637.55	\$5,401.28	
STOLL RD SEWER Bond paid in full 2021										
24	2001	MI-Class	\$1,942,691.91	-\$1,950,232.81	29-Nov-06	PMMA	5.55%	\$66,876.80	\$54,335.90	
STOLL RD SEWER TOTAL			\$1,942,691.91	-\$1,950,232.81				\$66,876.80	\$54,335.90	
WACOUSTA RD PAVING Bond paid in full 2021										
24	2001	MI-Class	\$50,848.01	-\$16,528.36	13-Apr-07	PMMA	5.55%	\$41,851.45	\$75,514.41	
WACOUSTA RD PAVING TOTAL			\$50,848.01	-\$16,528.36				\$41,851.45	\$75,514.41	
								\$12,507,857.59	Total of principal	

SUE BIERGANS, TREASURER

PMMA - Pooled Money Market Account, liquid funds

MMA - Money Market Account

GOV BOND - United States Government Bonds, full faith and credit of US Government

DECEMBER 2023

Financial Status Report

DECEMBER 2023

ACCOUNTS	BEGINNING BALANCE	FUNDS RECEIVED	FUNDS DISBURSED	ENDING BALANCE
GENERAL FUND				
CHECKING	\$ 13,213.52	\$ 411,725.12	\$ 375,952.00	\$ 48,986.64
SAVINGS ACCOUNT	\$ 573,784.49	\$ 857,621.27	\$ 615,796.27	\$ 815,609.49
INVESTMENTS	\$ 7,378,480.89	\$ 261,316.11	\$ 500,000.00	\$ 7,139,797.00
TOTAL	\$ 7,965,478.90	\$ 1,530,662.50	\$ 1,491,748.27	\$ 8,004,393.13
CEMETERY IMPROVEMENT FUND				
SAVINGS ACCOUNT	\$ 10,206.26	\$ 45.22		\$ 10,251.48
INVESTMENTS	\$ 26,574.28	\$ 150.10		\$ 26,724.38
TOTAL	\$ 36,780.54	\$ 195.32	\$ -	\$ 36,975.86
TAX				
SAVINGS ACCOUNT	\$ 15,929.20	\$ 2,476,849.61	\$ 887,923.58	\$ 1,604,855.23
INVESTMENTS	\$ 5,184.76	\$ 24.50		\$ 5,209.26
TOTAL	\$ 21,113.96	\$ 2,476,874.11	\$ 887,923.58	\$ 1,610,064.49
TIRF				
SAVINGS ACCOUNT	\$ 72,796.78	\$ 116.09		\$ 72,912.87
INVESTMENTS	\$ 200,003.84	\$ 120.33		\$ 200,124.17
TOTAL	\$ 272,800.62	\$ 236.42	\$ -	\$ 273,037.04
WATER DISTRICT #1				
SAVINGS ACCOUNT	\$ 101,319.60	\$ 7,976.73		\$ 109,296.33
INVESTMENTS	\$ 982,178.44	\$ 4,108.77		\$ 986,287.21
TOTAL	\$ 1,083,498.04	\$ 12,085.50	\$ -	\$ 1,095,583.54
SEWER RECEIVING FUND				
SAVINGS ACCOUNT	\$ 434,073.32	\$ 128,895.43	\$ 38,122.47	\$ 524,846.28
INVESTMENTS	\$ 3,801,500.96	\$ 9,333.89		\$ 3,810,834.85
TOTAL	\$ 4,235,574.28	\$ 138,229.32	\$ 38,122.47	\$ 4,335,681.13
WACOUSTA RD PAVING				
INVESTMENTS	\$ 75,159.27	\$ 355.14	\$ -	\$ 75,514.41
TOTAL	\$ 75,159.27	\$ 355.14	\$ -	\$ 75,514.41
STOLL ROAD PAVING				
INVESTMENTS	\$ 202,671.49	\$ 957.64		\$ 203,629.13
TOTAL	\$ 202,671.49	\$ 957.64	\$ -	\$ 203,629.13
STOLL ROAD WATER				
INVESTMENTS	\$ 5,375.87	\$ 25.41		\$ 5,401.28
TOTAL	\$ 5,375.87	\$ 25.41	\$ -	\$ 5,401.28
STOLL ROAD SEWER				
INVESTMENTS	\$ 54,080.37	\$ 255.53		\$ 54,335.90
TOTAL	\$ 54,080.37	\$ 255.53	\$ -	\$ 54,335.90
GRAND TOTAL	\$ 13,952,533.34	\$ 4,159,876.89	\$ 2,417,794.32	\$ 15,694,615.91

MEMORANDUM

TO: BOARD OF TRUSTEES
FROM: SUE BIERGANS, TREASURER
SUBJECT: UNCLAIMED PROPERTY REFUND
DATE: 01/09/2024

After attending a conference that shared information regarding unclaimed property, I determined that Watertown Charter Township has unclaimed property dating back to 2015. I submitted a claim to the Michigan Department of Treasury, and we received a check in the amount of \$832.20. This has been deposited as Miscellaneous Revenue for 2024.



Clerk's Office
Carolyn A. Brokob, Clerk
 cbrokob@watertownmi.gov
 www.watertownmi.gov

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

ELECTION UPDATE – January 16, 2024

1. The 2024 election year is in full swing. Due to the Presidential Primary being moved to February, much of the preparation of Clerk’s department now falls in December during the holidays. Deputy Clerk, Christy Sochay and I worked simultaneously with various printers on required mailings.
 - ✓ Notice of polling place for early voting postcard was mailed to all registered voters in Watertown Charter Township per MCL168.662. Approximately 4,800 were sent and returned mail allows us to help keep our voter rolls clean. The department then begins the process to confirm the voter’s status when mail is returned.
 - ✓ Presidential Primary Ballot Selection Forms (661) were sent to current permanent mail ballot (PMB) voters requiring them to make a ballot selection to obtain either a Republican or Democratic ballot.
 - ✓ Absent ballot applications (1,740) were mailed to current voters on the *application* list. This is the final mailing to application list recipients as the state is moving the PMB list where you only apply once and receive a ballot for each election. Many current voters on the application list will transition to the PMB list. This is a transition time and there is much education that has gone along with this change.

2. Much education and follow-up is required for the Presidential Primary. Michigan Election Law has designated the Presidential Primary as a closed primary; this is the only closed primary election and happens once every four years. A closed primary means each political party (Democratic and Republican) has their own ballot. The law requires voters to indicate in writing which political party ballot they wish to vote. This only applies to the Presidential Primary elections, and voters will not be required to select a political party ballot at other types of elections. This selection does NOT register the voter for a political party. *MCL168.569f requires the Clerk to follow up with any voter that has not returned their Ballot Selection Form not received by fortieth day before the election we must follow up by email, telephone, and text message (if available). As of 1/9/2024, we had over 300 follow up emails and telephone calls to make.*

3. Clinton County provided Early Voting (EV) training which was attended by the Clerk, Deputy Clerk and the four Election Inspectors working the first EV day (Sunday, February 25, 2024).

4. New training materials and remote training video are being developed by the Clerk for February 27, 2024, election.

5. The Election Commission meets January 16, 2024, to appoint Election Inspectors and consider compensation for EV Election Inspectors.

6. Pre-assignment of ballots has begun for PMB and applications received.

2024 ELECTION DATES	2024 EARLY VOTING (DeWitt or Bingham Township is site for all Clinton County Voters)
1. Tuesday, February 27 – Presidential Primary	1. Saturday, 2/17 – Sunday, 2/25
2. Tuesday, May 7, 2024 – Special Election for St. Johns voters only (consolidate with Riley Twp)	2. No Early voting for May Election
3. Tuesday, August 6, 2024 – Primary	3. Saturday, 7/27 – Sunday, 8/4
4. Tuesday, November 5, 2024 - General	4. Saturday, 10/26 – Sunday, 11/3

Memorandum

To: Watertown Township Board
From: Jennifer Tubbs, Watertown Township Manager
Date: January 10, 2024
RE: Township Manager's monthly report

Committees/Meetings:

- Attended Looking Glass Regional Fire Authority Board Meeting
- Attended TAMC Data Committee Meeting

Economic Development:

- Site Searches – one
- Related Correspondence – zero
- Meetings – zero

Office Operation:

- Staff related assistance – four

Staff have transitioned from helping with the November election to helping with the current tax collection. The office is expected to be busy between the current tax collection and the upcoming primary election.

Resident Relations:

- Road complaints – zero
- Resident questions/interactions/meetings – two

Township Board Relations:

- Board member related assistance – three
- Board member meetings – one

Miscellaneous:

Wacousta School Update –

The township is in the process of negotiation and will bring all information to the board as it becomes available.

Municipal Management Executive's (formerly known as Michigan Local Government Managers Association) Conference –

In the bill list for your consideration is the registration and agenda for the MME conference held in Lansing this year. Time did not permit me to attend the last few years, however, it is important to gain perspective on what is happening statewide, and I am making it a priority.




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: December 18, 2023

SUBJECT: NOVEMBER 2023 JAIL BILLING

The average daily population of inmates for the month of NOVEMBER 2023 was 113 inmates. This total includes a daily average of 105 County Inmates and a daily average of 7 Inmates Housed for Other Jurisdictions.

Revenue for the month of NOVEMBER 2023 was \$9,830.00

**MONTHLY JAIL COUNT
NOVEMBER 2023**

DATE	MALE	FEMALE	TOTAL	BOARDER	CCSO
1	85	23	108	7	101
2	85	23	108	7	101
3	89	24	113	7	106
4	85	23	108	7	101
5	86	22	108	7	101
6	88	22	110	7	103
7	91	22	113	7	106
8	90	22	112	7	105
9	91	22	113	7	106
10	95	22	117	7	110
11	90	23	113	7	106
12	93	28	121	7	114
13	97	26	123	8	115
14	102	24	126	7	119
15	97	24	121	7	114
16	93	25	118	7	111
17	95	24	119	7	112
18	96	26	122	7	115
19	98	28	126	7	119
20	97	28	125	7	118
21	97	29	126	7	119
22	96	23	119	7	112
23	95	25	120	7	113
24	94	26	120	7	113
25	93	27	120	7	113
26	92	27	119	7	112
27	92	25	117	7	110
28	93	25	118	7	111
29	94	25	119	7	112
30	90	25	115	7	108
TOTALS	2779	738	3517	211	3306
DAILY AVERAGE	93	25	113	7	106

HOUSING TOTALS AND PAYMENTS RECEIVED 2023

JANUARY BILLING					
	DAYS	DATE BILLED	AMOUNT BILLED	DATE RECEIVED	AMOUNT RECEIVED
CJRP - GROUP I	62	2/1/2023	\$ 3,410.00	2/7/2023	\$ 3,410.00
CJRP - GROUP II	23	2/1/2023	\$ 920.00	2/7/2023	\$ 920.00
MDOC-DETAINEES	26	2/1/2023	\$ 910.00	2/6/2023	\$ 910.00
US FED MARSHALS - WEST	25	2/1/2023	\$ 1,200.00	2/8/2023	\$ 1,200.00
Totals	136		\$ 6,440.00		\$ 6,440.00
FEBRUARY BILLING					
	DAYS	DATE BILLED	AMOUNT BILLED	DATE RECEIVED	AMOUNT RECEIVED
CJRP - GROUP I	64	3/1/2023	\$ 3,520.00	3/7/2023	\$ 3,520.00
CJRP - GROUP II	15	3/8/2023	\$ 760.00	4/11/2023	\$ 760.00
MDOC-DETAINEES	16	3/1/2023	\$ 560.00	3/6/2023	\$ 560.00
US FED MARSHALS - WEST	1	3/1/2023	\$ 48.00	3/17/2023	\$ 48.00
Totals	96		\$ 4,888.00		\$ 4,888.00
MARCH BILLING					
	DAYS	DATE BILLED	AMOUNT BILLED	DATE RECEIVED	AMOUNT RECEIVED
CJRP - GROUP I	93	4/4/2023	\$ 5,115.00	4/12/2023	\$ 5,115.00
CJRP - GROUP II	114	4/4/2023	\$ 4,560.00	4/11/2023	\$ 4,560.00
MDOC-DETAINEES	3	4/5/2023	\$ 105.00	4/11/2023	\$ 105.00
US FED MARSHALS - WEST	0				
Totals	210		\$ 9,780.00		\$ 9,780.00
APRIL BILLING					
	DAYS	DATE BILLED	AMOUNT BILLED	DATE RECEIVED	AMOUNT RECEIVED
CJRP - GROUP I	90	5/2/2023	\$ 4,950.00	5/8/2023	\$ 4,950.00
CJRP - GROUP II	74	5/2/2023	\$ 2,960.00	5/8/2023	\$ 2,960.00
MDOC-DETAINEES	17	5/2/2023	\$ 595.00	5/5/2023	\$ 595.00
US FED MARSHALS - WEST	0				
Totals	181		\$ 8,505.00		\$ 8,505.00
MAY BILLING					
	DAYS	DATE BILLED	AMOUNT BILLED	DATE RECEIVED	AMOUNT RECEIVED
CJRP - GROUP I	90	6/6/2023	\$ 4,950.00	6/20/2023	\$ 4,950.00
CJRP - GROUP II	62	6/6/2023	\$ 2,480.00	6/20/2023	\$ 2,480.00
MDOC-DETAINEES	1	6/6/2023	\$ 35.00	6/12/2023	\$ 35.00
US FED MARSHALS - WEST	0				
Totals	153		\$ 7,465.00		\$ 7,465.00
JUNE BILLING					
	DAYS	DATE BILLED	AMOUNT BILLED	DATE RECEIVED	AMOUNT RECEIVED
CJRP - GROUP I	60	7/5/2023	\$ 3,300.00	7/12/2023	\$ 3,300.00
CJRP - GROUP II	60	7/5/2023	\$ 2,400.00	7/12/2023	\$ 2,400.00
CJRP - PRIS. PRESUMP.	26	7/5/2023	\$ 1,690.00	7/12/2023	\$ 1,690.00
MDOC-DETAINEES	31	7/5/2023	\$ 1,085.00	7/12/2023	\$ 1,085.00
Totals	177		\$ 8,475.00		\$ 8,475.00
JULY BILLING					
	DAYS	DATE BILLED	AMOUNT BILLED	DATE RECEIVED	AMOUNT RECEIVED
CJRP - GROUP I	62	8/1/2023	\$ 3,410.00	8/9/2023	\$ 3,410.00
CJRP - GROUP II	50	8/1/2023	\$ 2,000.00	8/9/2023	\$ 2,000.00
CJRP - PRIS. PRESUMP.	24	8/1/2023	\$ 1,560.00	8/9/2023	\$ 1,560.00
US FED MARSHALS - WEST					
Totals	136		\$ 6,970.00		\$ 6,970.00

AUGUST BILLING	DAYS	DATE BILLED	AMOUNT BILLED	DATE RECEIVED	AMOUNT RECEIVED
CJRP - GROUP I	108	9/8/2023	\$ 5,940.00	9/15/2023	\$ 5,940.00
CJRP - GROUP II	142	9/8/2023	\$ 5,680.00	9/15/2023	\$ 5,680.00
MDOC-DETAINEES	9	9/6/2023	\$ 315.00	9/14/2023	\$ 315.00
US FED MARSHALS - WEST					
Totals	259		\$ 11,935.00		\$ 11,935.00
SEPTEMBER BILLING	DAYS	DATE BILLED	AMOUNT BILLED	DATE RECEIVED	AMOUNT RECEIVED
CJRP - GROUP I	110	10/4/2023	\$ 6,050.00	10/12/2023	\$ 6,050.00
CJRP - GROUP II	120	10/4/2023	\$ 4,800.00	10/12/2023	\$ 4,800.00
MDOC-DETAINEES					
US FED MARSHALS - WEST					
Totals	230		\$ 10,850.00		\$ 10,850.00
OCTOBER BILLING	DAYS	DATE BILLED	AMOUNT BILLED	DATE RECEIVED	AMOUNT RECEIVED
CJRP - GROUP I	105	11/14/2023	\$ 5,775.00	12/5/2023	\$ 5,775.00
CJRP - GROUP II	102	11/14/2023	\$ 4,080.00	12/5/2023	\$ 4,080.00
CJRP - GROUP PRIS PRESUMP					
MDOC-DETAINEES					
US FED MARSHALS - WEST					
Totals	207		\$ 9,855.00		\$ 9,855.00

NOVEMBER BILLING	DAYS	DATE BILLED	AMOUNT BILLED	DATE RECEIVED	AMOUNT RECEIVED
CJRP - GROUP I	90	12/18/2023	\$ 4,950.00		
CJRP - GROUP II	108	12/18/2023	\$ 4,320.00		
CJRP - GROUP PRIS PRESUMP					
MDOC-DETAINEES	16	12/18/2023	\$ 560.00		
US FED MARSHALS - WEST					
Totals	214		\$ 9,830.00		\$ -

OUT COUNTY REVENUE COMPARISONS

2019-2023

JANUARY - DECEMBER

MONTH	2019	2020	2021	2022	2023
<i>JANUARY</i>	\$ 66,134.00	\$ 52,251.00	\$ 3,255.00	\$ -	\$ 6,440.00
<i>FEBRUARY</i>	\$ 60,711.00	\$ 51,775.00	\$ 1,435.00	\$ -	\$ 4,888.00
<i>MARCH</i>	\$ 84,443.00	\$ 40,849.00	\$ 1,730.00	\$ -	\$ 9,780.00
<i>APRIL</i>	\$ 63,550.00	\$ 12,730.00	\$ 215.00	\$ -	\$ 8,505.00
<i>MAY</i>	\$ 70,941.00	\$ 15,041.00	\$ 175.00	\$ 1,050.00	\$ 7,465.00
<i>JUNE</i>	\$ 58,269.00	\$ 22,295.00	\$ 105.00	\$ 665.00	\$ 8,475.00
<i>JULY</i>	\$ 47,829.00	\$ 27,835.00	\$ 525.00	\$ 2,900.00	\$ 6,970.00
<i>AUGUST</i>	\$ 53,162.00	\$ 13,800.00	\$ 1,365.00	\$ 4,715.00	\$ 11,935.00
<i>SEPTEMBER</i>	\$ 51,121.00	\$ 9,445.00	\$ 2,450.00	\$ 7,567.00	\$ 10,850.00
<i>OCTOBER</i>	\$ 56,752.00	\$ 11,455.00	\$ 1,505.00	\$ 9,703.00	\$ 9,855.00
<i>NOVEMBER</i>	\$ 59,685.00	\$ 6,005.00	\$ 1,225.00	\$ 8,347.00	\$ 9,830.00
<i>DECEMBER</i>	\$ 59,529.00	\$ 5,575.00	\$ 1,085.00	\$ 7,356.00	\$ -
TOTAL	\$ 732,126.00	\$ 269,056.00	\$ 15,070.00	\$ 42,303.00	\$ 94,993.00
AVERAGE	\$ 61,010.50	\$ 22,421.33	\$ 1,255.83	\$ 3,525.25	\$ 7,916.08
ACTUAL	\$ 732,126.00	\$ 269,056.00	\$ 15,070.00	\$ 42,303.00	\$ 94,993.00
Captain Tom Wirth					

CLINTON COUNTY



SHERIFF'S OFFICE

MONTH: November of 2023

TRAFFIC CRASHES

	November 2023	YEAR TO DATE	2022
TOTALS			
Fatal Crashes	1	8	4
Deaths	1	11	4
Personal Injury	7	77	110
Property Damage Crash	34	449	531
Car/Deer	206	930	1026
TOTAL	248	1464	1677

TRAFFIC ENFORCEMENT

	November 2023	YEAR TO DATE	2022
TOTALS			
OUIL	13	77	118
Seatbelt	0	23	34
Total Traffic Citations	329	4093	5117
VCSA(Drugs)	1	35	52

COMPLAINT ACTIVITY

	November 2023	YEAR TO DATE	2022
TOTALS			
Self-Initiated Calls	1317	15123	16612
Calls for Service	659	6771	7812
Total Calls	1976	21901	24496
Written Reports	352	2908	3160

**NOVEMBER 2023
TICKET TOTALS**

Township, City, Village	Handwritten Tickets	In Car Tickets	TOTAL TICKETS
BATH	0	0	0
BENGAL	0	8	8
BINGHAM	0	23	23
DALLAS	0	5	5
DEWITT	0	31	31
DUPLAIN	0	4	4
EAGLE	0	27	27
ESSEX	0	4	4
GREENBUSH	0	41	41
LEBANON	0	5	5
OLIVE	0	33	33
OVID	0	12	12
RILEY	0	7	7
VICTOR	0	6	6
WATERTOWN	0	55	55
WESTPHALIA	0	3	3
VILLAGE OF ELSIE	0	0	0
VILLAGE OF MAPLE RAPIDS	0	0	0
VILLAGE OF WESTPHALIA	0	0	0
VILLAGE OF FOWLER	0	0	0
CITY OF ST. JOHNS	0	0	0
CITY OF DEWITT	0	0	0
CITY OF OVID	0	0	0
NOVEMBER TOTAL	0	264	264

COMMUNICATIONS

Number of Events by Nature

WATERTOWN TWP 11/2023

Nature	# Events
ABANDONED VEHICLE	2
ALARM	10
ANIMAL COMPLAINTS/BITES	5
ASSIST OTHER AGENCY	7
BUSINESS CONTACT/CHECK	7
CAR/DEER ACCIDENT	29
CHECK SUBJECT(S)	2
CHECK VEHICLE	3
CIVIL /NEIGHBOR DISPUTE	1
CONTEMPT OF COURT	2
DNR/HUNTING TYPE	3
DOMESTIC SITUATION	3
DRIVERS LICENSE VIOLATION	1
FAMILY DISPUTE	1
FOLLOW UP	8
FRAUD AND FRAUDULENT ACTIVITY	2
HARASSMENT AND THREATS	1
HIT AND RUN PDA	1
JUVENILE RUNAWAY	1
LARCENY	1
LOCKOUT	1
MOTORIST ASSIST	7
NEGLECT CHILD/CHILD ABUSE	1
OPEN INTOXICANTS	1
OPERATING WHILE INTOXICATED	1
PARKING COMPLAINT/PERMISSION	1
PERSONAL INJURY ACCIDENT	2
PROPERTY CHECK	62
PROPERTY DAMAGE ACCIDENT	6

Nature	# Events
REQUEST FOR SERVICE	2
RETAIL FRAUD	1
STOLEN/POSSIBLE STOLEN VEHICLE	1
SUSPICIOUS SITUATION	6
TRAFFIC CONTROL	1
TRAFFIC ENFORCEMENT	1
TRAFFIC HAZARD	2
TRAFFIC STOP	66
UNWANTED SUBJECT	1
WARRANT ARREST/PICKUP	5
WELFARE CHECK	1
Total	259

Clinton County Ken Mitchell Monthly Report
January 2024

1. Highlights for Clinton County
 - a. Through competitive grants we have acquired 3 water based parks. 2 are open and well used and the 3rd is under construction.
 - i. It has been clear from residents that they want quality parks that they can use for outdoor recreation.
 - b. No Unstructured Debt
 - i. We have only requested additional millage from citizens if we have no other choice. Our current mileages provide for the safety and protection of our residents like the 911 and transportation services for the elderly and those citizens who cannot drive.
 - c. We take care of our county employee's
 - i. Our Employee Pension program is fully funded.
 - ii. Our Retiree Medical Insurance Program is fully funded.
 - iii. No county around us can make this claim.
 - d. Every county building is fully paid for.
 - e. The brand new Clinton County Road Commission Building and Office will be paid off in 15 years through sound investment and without asking citizens for additional taxes.
 - f. The brand new Clinton Transit Office Building has been fully funded through a complete federal grant and requires no additional taxes from citizens.
 - g. We have obtained the following project funding through legislative approbations and complete grants.
 - i. \$7.6 million for construction of the Coleman Rd extension at the Eastwood Town Center.
 - ii. \$3.5 million for reconstruction of Dewitt Rd near St. Johns for milk trucks to traverse to the Gambia milk processing plant. This has saved local farmers a huge amount of transportation cost.
 - iii. \$10 million for improvement of Chandler Rd near East Lansing for safer travel.
 - h. Internet
 - i. We have been awarded up to \$16 million for high speed internet for un-served and under-served areas of the county.
 - ii. Working with the developer to expand their services to areas that did not qualify under the state of Michigan maps to reach more areas of our county.

- i. Working with legislatures to get funding to make many improvements to not only Clinton County but the Tri-County Area.
 - j. Clinton County Prosecutors Office
 - i. Listened to concerns of the Prosecutor
 - ii. Enacted a study to validate concerns and identify options
 - iii. Made changes to Prosecutors pay scales and operations to allow increases in efficiencies and workload.
 - iv. Received positive response from Prosecutor for these actions
2. Financial Report:
- a. Clinton County has the lowest county milage levy in the Capital Region
 - b. We have no unstructured debt
 - c. No Unfunded Pension or OPEB Liabilities
 - d. All County Buildings Paid for
 - e. New Road Commission Facilities are well financed
 - f. New Clinton County Transit Office Building is paid for
3. Township / County Relationship
- a. Counties are unique in that the Board of Commissioners does not directly control the operations of elected county officials. The County Clerk, Drain Commissioner, Prosecuting Attorney, Sheriff's Department, and Treasurer exercise operational authority for their offices. The Board of Commissioners does however have funding oversight and control over the budgets of elected officials.
 - b. Our Township elected officials have done an admirable job in service delivery
4. Goals / Projects in progress
- a. Through CAPCOG (Capital Area Partnership Council of Governments) which I am a member, we have learned there are additional legislative funds available for 2024.
 - b. We are working on a \$6 million road project in Clinton County by the airport
 - c. We are also working on another multimillion dollar project in the southern part of Clinton County.
 - i. To date, CAPCOG has obtained \$21,000,000 for Clinton County Projects and over \$250,000,000 for regional growth projects.
 - ii. This has been accomplished by working with both Republicans and Democrats at the legislative level.
5. According to data compiled by MLive, Clinton County is the
- a. 2nd Healthiest County
 - b. Has the 4th highest Median Family Income
 - c. 10th Wealthiest county

6. Board Assignments

- a. 45 Committee Assignments for Board of Commissioners
 - i. I have been assigned 14 Committee Assignments
 1. Ways & Means
 2. Human Resources
 3. Public Safety – Chair
 4. Capitol Council of Governments
 5. Central Dispatch Admin Policy Board
 6. Clinton County Post-Retirement Trust
 7. Community Corrections Advisory Board
 8. Deferred Comp Plan for Public Employees Plan and Trust
 9. Infrastructure Committee
 10. Lansing Economic Area Partnership
 11. Local Corrections Officer Advisory Board-State Rep
 12. Local Emergency Planning
 13. Michigan State 911 Committee-State Rep
 14. State Court Administrative Office Workload Assessment-State Rep
- b. I represent all Michigan Counties on the Local Corrections Officer Advisory Board that is comprised of Sheriff's and Correction Officer Admins/staff from across the state and works within the Michigan Sheriff's Association
- c. I am the District 4 Michigan Association of Counties Rep on the MAC board.
- d. I have been appointed to represent smaller counties by the State to work on a assessment of workloads in our courts across the state of Michigan.
- e. I will continue to be the MAC rep on the State 911 Committee, representing county governments part in 911.

7. Items from MIRS / Gongwer Publication

Complexities Of Clearing Homeless Camps Goes Beyond Perceptions

Homelessness can evoke powerful images of filthy tents and unkempt beggars holding cardboard signs, but it is a complex problem that includes the balance of health and safety with helping those truly in need.

Rep. [Emily E. DIEVENDORF \(D-Lansing\)](#) introduced her "Homeless Bill of Rights" in July, which would codify some access to certain help for the homeless (See ["Homeless 'Bill Of Rights' Kicks Off D's Affordable Housing Package," 7/24/23](#)). The homeless are present in every densely populated city in Michigan, with encampments that can be unsightly, but not pose a danger.

“One of my favorite things I’ve read about homelessness and addressing it is that homelessness is not a personal problem, it’s a policy problem. If we’re not funding getting to the root of homelessness, then we aren’t creating the policy change that is necessary. That’s not going to continue to exist, but that is our choice we are making,” Dievendorf said.

There are also situations where those encampments become a safety risk, such as in certain Michigan Department of Transportation right of way areas, which MDOT spokesperson Jeff **CRANSON** said was unique in terms of each situation.

“When safety concerns are identified because of damage to bridges or other infrastructure by fires or people crossing busy freeways, interchanges or other routes, complaints from members of the public, etc., MDOT officials work closely with local outreach agencies several days in advance of beginning any efforts to clear sites. There are instances that require emergency action because of safety concerns – fires near gas lines for instance,” Cranson said.

Dievendorf said clearing out camps at the drop of a dime wasn’t the best way to deal with the homeless population, because it just ended up scattering the people in the camps, who also usually end up losing whatever meager possessions they were able to gather.

The cleanup of a homeless encampment in Lansing under the Kalamazoo Street Bridge is a wrong way of going about a homeless camp cleanup, in Dievendorf’s opinion. WLNS [reported](#) the collection of around 30 tents was cleared on Dec. 22. The Kalamazoo Street Bridge property is overseen by the city of Lansing.

“One of the most frustrating points of working on homelessness is that we know how to end homelessness, which is something we can’t say about almost any other issue. There are very few issues that we have a road map for ending it,” Dievendorf said.

The point is that substance abuse, mental illness, serious financial struggles or other financial burdens go beyond a person’s abilities. Dievendorf said it doesn’t help anyone when those people are upended because their location in proximity to social services or other resources that could help them was upended.

Dievendorf said it’s best to transition unsheltered people to permanent housing gradually. That means making the places where they are residing safe, clean public spaces for not just the community members that are walking by, but the homeless too.

The state could help through promotion of urban design, which doesn't have to center on infrastructure and economic development. It has to ensure that the resources are aware of the people that need them and where those people are and where the most vulnerable people are.

"It has to ensure that the resources are aware of the people that need them and where those people are and where the most vulnerable people are," Dievendorf said.

San Francisco addressed the homeless population by using all the resources available at the same time to pick up those who had fallen on hard times.

"What we need to recognize is, if we are uncomfortable with homelessness, we will find justification for why they can't be in just about any place. At what point will we decide there is a space that they are allowed to coexist with us? What does that space look like?" Dievendorf asked.

The point is whatever that space looked like would need to be accepted by the rest of the people in the area, and ultimately that is where the tent stake was pinned. There was a problem with empathy and hypocrisy, because in the end, everyone could agree that homelessness was a problem that needed to be solved.

"We should at least be doing what is effective and what is effective is not hiding suffering. The most counterproductive way to address homelessness is to pretend it isn't there or to treat people that remind us of their struggle as outcasts. That is the shortest route to perpetuating a solvable problem," Dievendorf said.

Clerks To Lawmakers: 'Slow Down Election Changes'

"I think I could speak on behalf of all the clerks across the state. Please, slow down," said Melanie **RYSKA**, first vice president of the Michigan Association of Municipal Clerks (MAMC), when asked about the association's potential advocacy in 2024.

Ryska, also the Sterling Heights city clerk, spoke on the *MIRS Monday* podcast about how the past year has looked for clerks, including Proposal 2 implementation and prepping for a presidential election in 2024.

"We desperately do not want any new processes and procedures put on us, because we have been planning all of 2023 just to try to wrap our heads around all the changes that we have," Ryska said. "Clerks across the state are passionate about their jobs. They take a lot of pride in their work. We want to do things the

right way . . . and the more we get piled on us, if you will, the harder it is to do that.”

When asked if she sometimes wishes Proposal 2 reform was smaller or more spaced out, Ryska said yes.

Michigan’s election process has been fundamentally changed, she said, and it’s hard to acknowledge, or hard to see, what work has to go into it to make those changes possible.

“Now these are constitutional requirements and constitutional protections that voters have, which is a great thing,” she said, “But all of it at once is...trying on local communities, not only from a money perspective and equipment perspective, but also just from a pure human labor perspective.”

Someone has to actually sit down and do the work, she said, and the process of educating both clerks and voters is challenging.

“We have a lot of rural communities... (where) the clerk is part-time. They have a full-time job, and they’re a one-person office,” she said, “and to ask them to implement all of these changes is . . . a bit challenging.”

For the state Bureau of Elections, that means additional equipment and technology to securely accommodate voters, she said, while for clerks it’s been about 95% planning and 5% implementation.

“When you talk about all the changes that Prop 2 has brought to us, to try to identify one over another and what’s more complicated or chaotic over another is quite challenging,” she said, “because you really have to do it all together . . . There are all kinds of different changes that we have to implement all at once, and so it just takes a lot of planning.”

But when asked to predict the impact of Proposal 2, Ryska said she thinks early voting will be the one thing to most greatly impact her community in 2024, mostly by increasing accessibility to voting.

While maybe not right away in February with the presidential primary, she said it will likely “catch on” in August and the November presidential election.

In 2020, Sterling Heights’ presidential primary turnout was around 32%, she said, which is expected at around the same percentage this time around.

But Ryska said she thinks how educated voters are about different voting options will have a big impact, and could entice voters to come out for the primary.

She said early voting will greatly increase accessibility for not only working individuals, but also those who typically vote absentee and can now either mail a ballot back in or take it to an early voting center.

“I think we have made it extremely easy to have access to a ballot and also to return that ballot and get it counted,” she said.

As far as ease for clerks, she said the ability to verify and check signatures on absentee ballots, as well as running them through a tabulator before election day, will be helpful.

“In 2020, I can speak for the city of Sterling Heights, we had around 41,000 absentee ballots and the previous law said that we couldn't start counting those or processing those, actually tabulating those, until Election Day,” she said.

With early processing now, tabulators won't provide results right away, “but at least we're able to get (them) into the machine so that they're counted.

“You're basically taking the work that you had to do in one day, and you're spreading it over eight days,” she said.

Despite expressing excitement about some of these changes, Ryska said there's still more legislation that needs to be cleaned up, and funding that should be addressed.

She referenced specifically deadlines concerning voters who pass away prior to Election Day, and how early voting and pre-processing will affect the ability to remove ballots if clerks become aware of it.

And while the state has allocated funding to help local communities pay for early voting, Ryska said she believes that needs to continue, and be an annual allocation by the legislature.

“Early voting doesn't just happen once, you know,” she said.

MMA Gearing Up For 'Polluter Pay' Battle And More

Ahead of the 2024 legislative session, the Michigan Manufacturers' Association (MMA) is gearing up to oppose "polluter pay" legislation, or bills requiring environmental polluters to pay for land and water restoration, which MMA President and CEO John **WALSH** said could inhibit the purchase of orphaned properties and is the association's major opposition point.

Also on his list of 2024 predictions, which Walsh shared on the *MIRS Monday* podcast, was a "different" budget process for first-term legislators who are used to federal dollars. He said it's likely Michigan could see more discussion about the mandatory paid leave policy and a return of the debate on the "death star" repeal, or an end to the ban on local governments setting a higher-than-state-average minimum wage.

But Walsh said polluter pay legislation, which was introduced by Democrats in both chambers in late October, is a top item the association is expecting to take on in the new year.

The bills include the mirroring [SB 605](#) and [HB 5247](#) , [SB 606](#) and [HB 5242](#) , [SB 607](#) and [HB 5245](#) , [SB 608](#) and [HB 5246](#) , [SB 609](#) and [HB 5243](#) , [SB 610](#) and [HB 5241](#) and [SB 611](#) and [HB 4244](#) .

Together, the package requires polluters to pay for polluted land and water to be restored to usable condition as much as is technically feasible, allows the state Department of Environment, Great Lakes and Energy (EGLE) to set cleanup criteria, mandates businesses with large quantities of potential pollutants to give up-front financial assurance, expands claims and statutes of limitations that can be brought against polluters by those exposed and allows the public and EGLE access to more information about cleanups and polluted sites (See "[Polluter Pay' Bills Introduced In Both Chambers](#)," 10/25/23).

But Walsh said the change to law could also affect companies' ability to purchase and rehabilitate orphaned properties, or those that have been abandoned by prior polluters.

"We're going to be working pretty hard against what we think is an inappropriate connotation that polluter pay says," he said. "It's a great phrase, but it doesn't reflect the true existence of the laws that we have today, and also our intentions to get people to buy property and clean it up when it's orphaned."

Walsh said in cases where polluting companies continue to exist, the law would hold them accountable, but if companies cease to exist, it could become more difficult for a company to purchase and clean up a property.

Another area with the potential to hurt manufacturers in 2024 is mandatory paid leave, he said, mainly due to the estimated \$1.5 billion price tag, which he said would be shared by employers and employees (See "[Manufacturers Concerned Paid Leave Equals \\$1.5B Payroll Tax](#)," 8/25/23).

"It's not a free lunch, so to speak, for employees," he said.

Walsh said the MMA believes there are other ways to help employees move forward, including improving Michigan's childcare structure, but those actions should also not include passing legislation allowing localities to set a higher-than-state-average minimum wage (See "['Death Star' Under Attack As PLAs Strike Back](#)," 6/15/23).

A brighter spot for the association is the bipartisan support for continued workforce training, especially with regard to the state's electric vehicle (EV) industry, Walsh said.

He also highlighted the budget in 2024, though Walsh, a former state budget director, lumped it into neither the positive nor negative - instead calling it "different."

"It's going to be an interesting year. The state budget is healthy, but they're going to be missing all the federal money," Walsh said, "So, for some of what I'll call . . . the new and rookie legislators, they've been through this massive budget, now they have to make some adjustments."

When asked if the loss of federal dollars could be a cause for panic, Walsh said it's possible, especially for first-term legislators who haven't really had to say no to anyone yet.

"Now they're going to have to pull back a little bit, and so that's going to cause some concern," he said. "But I think with solid leadership, they'll be able to assuage those fears and move forward."

CLINTON COUNTY BOARD OF COMMISSIONERS 2024

Chairperson, Robert Showers
Vice Chairperson, Ken Mitchell

Committee Chairpersons

Ways & Means Committee

Bruce DeLong, Chair
John Andrews
Ken Mitchell
David Pohl
Val Vail-Shirey
Dwight Washington
Robert Showers, Chair Ex-Officio

Human Resources Committee

Val Vail-Shirey, Chair
John Andrews
Bruce DeLong
Ken Mitchell
David Pohl
Dwight Washington
Robert Showers, Chair Ex-Officio

Public Safety Committee

Ken Mitchell, Chair
John Andrews
Bruce DeLong
David Pohl
Val Vail-Shirey
Dwight Washington
Robert Showers, Chair Ex-Officio

Other Boards and Agencies

(One Year Appointments)

Committee / Meeting Time

Appointee(s)

Agri-Business Liaison (ABL) - Clinton County Farm Bureau meets 4 th Tuesday 7:00 pm	Val Vail-Shirey
Broadband Task Force	Bruce DeLong, Robert Showers
Building Stronger Communities Council (BSCC) – 2 nd Wednesday 10:00 am (Steering Committee 3 rd Tues 9:30 am - odd months).....	Dwight Washington
Capital Area Community Services (CACS) – Last Monday 12:30 pm.....	Dwight Washington
Capital Area Michigan Works (CAMW) – 4 th Wednesday 3:30 pm	Robert Showers, David Pohl
Capital Area Michigan Works (CAMW) Teach, Talent, Thrive (T3) (Designated Member from CAMW!) - Quarterly.....	David Pohl
Capital Area Regional Transportation Study Technical Committee (CARTS) – 1 st Tuesday 8:30 am.....	Raphael Kasen
Capital Region Airport Authority (CRAA) – 4th Monday 4:30 pm.....	Robert Showers
Capitol Council of Governments (CAPCOG) – As needed	Ken Mitchell, Robert Showers
Central Dispatch Administrative Policy Board (CDAPB) – 2 nd Tue 1:00 pm (Quarterly).....	Ken Mitchell
Child Abuse and Neglect Council (CAN) – 2 nd Wednesday 9:00 am	Dwight Washington
Clinton Area Transit System (CATS) 4th Thursday 6:00 pm	David Pohl
Clinton County Assessor’s Association – 2 nd Tuesday (6 times per year)	David Pohl
Clinton County Post-Retirement (Health Care Plan) Trust (CCPRT) – Meets Quarterly.....	Ken Mitchell, Val Vail-Shirey, Robert Showers
Clinton County Road Commission (CCRC) – Meets Twice a Month	Bruce DeLong
Clinton County Trails Advisory Council (CCTAC) – Meets Annually	David Pohl, Dwight Washington
Community Corrections Advisory Board (CCAB) – 3 rd Wednesday 8:00 am (Quarterly).....	Ken Mitchell
Community Mental Health (CMH) – 3 rd Thursday 6:00 pm	Dwight Washington
Def Comp Plan for Public Emp 457 Gov Plan and Trust – Meets Quarterly	Ken Mitchell, Val Vail-Shirey, Robert Showers
Department of Health and Human Services Liaison (DHHS) – 3rd Monday 9:00 am	Dwight Washington
Department of Public Works (DPW) – 1 st Wednesday 4:00 pm (Quarterly as needed).....	Bruce DeLong
Infrastructure Committee – As needed.....	Bruce DeLong, Ken Mitchell, Robert Showers
Lansing Economic Area Partnership (LEAP) - As needed	Robert Showers, Ken Mitchell
Lansing Economic Area Partnership (LEAP) Ag Advisory Committee - As needed	Val Vail-Shirey
Local Corrections Officer Advisory Board – Michigan Sheriff’s Coordinating & Training Council (LCOAB) - Quarterly.....	Ken Mitchell
Local Emergency Planning (LEPC) – 4 th Wednesday 1:30 pm	Ken Mitchell
Michigan Association of Counties (MAC) - Boards and Committees - As needed	Bruce DeLong, John Andrews, Dwight Washington, Ken Mitchell, Val Vail-Shirey, David Pohl, Robert Showers
Michigan State 911 Committee (Designated Member from MAC) - Quarterly.....	Ken Mitchell
Michigan State University Extension (MSUE) District Extension Council – 3 rd Thursday 3:30 pm (Quarterly).....	John Andrews
Michigan Works! (State) Association Board of Directors (Designated Member from MAC) – Monthly (as scheduled).....	Robert Showers
Michigan Works! (State) Association Legislative Committee – Monthly (as scheduled).....	Robert Showers
Mid-Michigan District Health Department (MMDHD) – last Wednesday 10:00 am	Bruce DeLong, David Pohl
Mid-State Health Network (MSHN) Substance Use Disorder (SUD) Oversight Policy Board – Meets every other month (starting in February).....	David Pohl (Alternate), Dwight Washington
Parks & Green Space Commission (PGSC) – 1 st Friday 8:30 am.....	David Pohl, Dwight Washington
Planning Commission (PC) – 2 nd Thursday 6:30 pm	Val Vail-Shirey
Solid Waste Council (SWC) – Meets Quarterly	Bruce DeLong
St. Johns Local Development Finance Authority (LDFA) - Meets Annually	Bruce DeLong
St. Johns Principal Shopping District (PSD) and Downtown Development Authority (DDA) – 1 st Wednesday 1:30 pm... Bruce DeLong	
State Court Administrative Office (SCAO) Workload Assessment (Clerical Functions) Committee	Ken Mitchell
Trail Committee (Fred Meijer CIS Trail) - 4 th Thursday of the month.....	David Pohl
Tri-County Aging Consortium Administrative Board (TACAB) – 3 rd Monday 3:30 pm.....	Dwight Washington, John Andrews
Tri-County Regional Planning Commission (TCRPC) – 4 th Wednesday 6:00 pm.....	John Andrews, Dwight Washington

Approved 1/2/2024

From: [Mitchell, Kenneth](#)
To: [Adam Cramton-DeWitt Clerk](#); [Olive Township Clerk](#); [Lisa Powell-Riley Clerk](#); [Carolyn Brokob](#)
Subject: FYI
Date: Friday, January 5, 2024 10:27:29 AM

Ballot Initiative Launched To Take The Wind From Solar, Wind Siting Sails

A self-described bipartisan group today launched a ballot initiative committee that seeks to undo legislation passed late last year to expand authority of solar and wind siting projects to the Michigan Public Service Commission (MPSC).

The group, [newly named "Citizens for Local Choice,"](#) said the proposed initiated law will allow local units of government to retain authority over developing solar, wind or energy storage facilities.

[HB 5120](#) , now P.A. 233 of 2023, allows the MSPC to also certify large-scale wind and solar developments, a move away from previous requirements that local governments had to sign off on projects (See ["Revamped Solar Siting Bills Sent To Senate Floor,"](#) 11/7/23).

This initiative is not a referendum against P.A. 233, but the creation of a new law that would go before legislators for approval. If lawmakers vote it down or don't take it up within 40 days, it would go on the general election ballot as soon as November 2024.

P.A. 233 doesn't allow developers to skip over local governments entirely. It requires developers to first seek certification from a local government with renewable energy ordinances similar to state standards. If the locals don't have a "compatible renewable energy ordinance" (CREO), developers can go straight to the MPSC. They can also go to the MPSC if they're rejected locally.

Still, members of the newly formed committee say the new law significantly restricts local governments from participating in the decision-making process regarding these projects.

“Unless a local government abides by all of the mandates in the new law, decision-making authority now rests with the three-member, politically appointed Michigan Public Service Commission,” a statement put out by the group read. “Eighty-seven percent of voters across Michigan support local control, and this ballot initiative will give voters the voice the Legislators and the Governor ripped away.”

If enacted, the initiated law will allow locals to continue to regulate things like setback distance, structure height, shadow flicker, and the amount of light and sound emitted by energy facilities, along with allowing local units of government to approve and manage proposals to construct energy facilities.

The committee is in the process of submitting language for consideration by the Board of State Canvassers, after which it will have 180 days to collect and submit the required 356,958 signatures.

The group is attempting to have the initiative placed on the November 2024 ballot, in which case signatures will need to be submitted by May 29. But the initiative could also be placed on the November 2026 ballot.

Norm **STEPHENS**, a committee member for Citizens for Local Choice, said the group refuses “to sit on the sidelines as local control gets stripped from our communities.

“We are committed to this effort and believe we have a real chance to rightfully restore control back into the locals’ hands,” he said. “This will no doubt be a tough battle, but it is a battle that thousands of Michigan voters and I are ready to take on.”

The initiative has already garnered support from several rural legislators past and present, including Sen. [Dan LAUWERS \(R-Brockway\)](#), Sen. [Ed MCBROOM \(R-Waucedah Twp.\)](#), Rep. [Dave PRESTIN \(R-Cedar River\)](#), Rep. [Pat OUTMAN \(R-Six Lakes\)](#) and former Rep.

Doug **SPADE**, a Democrat.

McBroom, also a fourth-generation dairy farmer in Dickinson County, criticized the use of the MPSC to “override scientific and local preferences on land use so our monopoly utilities and billion-dollar renewable companies can do their projects anywhere they drop a huge pile of government money.

“It is an astounding journey into foolish government determinism that reeks of elitism and crony capitalism,” he said. “Far from protecting agriculture, it creates a dangerous scenario where farmers will have leased land swept away from them by government subsidized leases that will cripple their remaining operations from loss of ground and the infrastructure of the ag economy. No alternative outcome can be possible when targeting over 340,000 acres of our state’s second-largest industry - agriculture - and its greatest asset: land.”

Prestin added, “Local governments know their communities better than any unelected Lansing bureaucrat, and they especially know better than the three members of the Michigan Public Service Commission.

“From my time so far in Lansing, I can tell you that they will have to use the MPSC to stomp out local resistance to green energy projects in rural communities,” he said. “Every conversation I have with my neighbors, every meeting I attend with the people who will deal with the consequences of this energy policy and every town hall meeting I attend, I hear the same thing: we can’t survive this.”

Also sharing their support of the committee were Wales Township Supervisor Liz **MASTERS**, Sidney Township Trustee Erik **BENKO**, Democratic community activist Melissa **LORENZ** and several Michigan farmers.

But Rep. [Abraham AIYASH \(D-Hamtramck\)](#), sponsor of [HB 5120](#) , said he’s received correspondence from hundreds of farmers across the

state who have expressed support for the legislation and their newfound ability to keep family-owned property in families with the extra income from green energy developments.

This is democracy at play, and they have the right to do this, Aiyash said, “but I don’t know how popular it’s going to be.”

“What we passed in the fall last year was really the best balance of creating jobs, making Michigan energy independent, and giving locals and landowners autonomy in how they decide their futures,” he said. “I would be surprised if there’s a critical number of individuals that believe we should not build a state that’s energy independent, invests in our clean energy goals and creates a sustainable pathway towards that.”

Aiyash added he’s curious to see who’s funding these efforts, and pointed to potential dollars coming from big oil and gas companies intended to block clean energy initiatives.

Roger **JOHNSON**, chair of the Deerfield Township Planning Commission and treasurer of the newly-formed committee, said that is absolutely not the case.

Since the group began to form, when the legislation was still moving through both chambers, Johnson said, “not one dime of it was from anyone other than local Michigan people.”

A fundraising drive that began after Gov. [Gretchen WHITMER](#) signed the package raised \$81,000, he said, and added that while attorneys to write ballot language are expensive, there has been an outpouring of grassroots support.

The purpose of the group isn’t pro- or anti-renewable, he said, and isn’t intended to debate climate change.

A lot of people at a local level invested a ton of time and money in developing zoning ordinances, “which have just been thrown out the window,” he said, and committee members don’t believe the one-size-fits-all approach will work in places like the Upper Peninsula or majority agricultural districts.

“Had Mr. Aiyash addressed things like noise levels, setbacks, how much land could be devoted to this, he would not have met this resistance, not even close,” Johnson said. “Had they done this correctly, I’d be sitting playing with my grandchildren, not worrying about a ballot initiative.”

Ken Mitchell

*Vice Chair, Board of Commissioners
Chair, Public Safety
Clinton County Commissioner District 4*



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Looking Glass Regional Fire Authority
November 15, 2023
Page 1 of 2

**LOOKING GLASS REGIONAL FIRE AUTHORITY
7720 W. Grand River Hwy.
Grand Ledge MI 48837**

**Minutes of Looking Glass Regional Fire Authority Meeting
November 15, 2023
6 pm**

CALL TO ORDER-The meeting was called to order at 6:00 pm

ROLL CALL-Board Members Present: Hufnagel, Tubbs, Crego, Clark, Strahle and Hill.

PUBLIC COMMENT- Introduction of Steve Sutton, Certified for different types of vehicle repairs. Potential source for working on vehicle repairs.

CORRESPONDENCE- Siegfried Crandall (Auditor Bid) Clinton County Estimate for driveway and parking lot coating options.

AGENDA APPROVAL- Motion by Strahle, seconded by **Hufnagel** to approve the agenda as presented. - **Motion passed.**

APPROVAL OF MINUTES- Motion by Strahle, seconded by **Hufnagel** to approve the minutes of September 20 and October 18 (No Minutes – Meeting Cancelled) as presented. - **Motion passed.**

APPROVAL OF BILL PAYMENTS- Motion by Strahle, seconded by **Crego** to approve the bill lists dated October 20, 2023 and November 13, 2023 as presented. - **Motion passed.**

REPORTS

Chief's Report-The Chief sent the report to the board and had shoulder surgery so Assistant Chief Kahler provided a report to the board.

Staffing difficulties continue. One person in Paramedic school. A new group of people will be starting in January. New program to combine online with in person to reduce number of days in the classroom.

Discussion regarding closure of station due to staffing. Down four people again. One person had been sent to Paramedic school but will have to pay that back as they sign a contract which states they must pay the money back if they don't stay. Shortage in officers as well but there will be testing coming up at the beginning of the year.

A new truck coming in January. There will be some training taking place for the individuals that will be operating it once it arrives. New Engine will be coming in April 2024.

Chair's Report - We are overbudget on a couple of items but by the end of the year we should be in the black and have a few dollars remaining. Ambulance delivery scheduled for April 2024. More information will be forthcoming.

EXEC/FINANCIAL- Covered in Chairs report.

FACILITY/EQUIPMENT COMMITTEE REPORT - Quote came from Clinton County regarding options for sealing drive and parking lot. This is for our reference. The roof had a leak which has been fixed. A cleaning service for floors had come in to take a look at the station to allow them to prepare a quote. One of the firefighters had mentioned that someone had come in to take a look.

DISCUSSION/ACTION ITEMS

1. Discussion/Action on recommendation for audit services. Close the bids on November 17th. **Clark** had contacted five firms. Two that declined to quote. Two that never responded and one firm that sent a quote. Siegfried Crandall is the one that quoted. When checking on references, all reports were very good. Well over 140 clients which are municipal type entities. The quote is for a five (5) year contract which is irrevocable. The first year would be \$5500. This is less than our cost from last year. Each year thereafter the price would go up by \$100 per year. The recommendation is that we should accept this bid. - **Motion by Tubbs** to approve the proposal from Siegfried Crandall for audit services for five (5) years from 2023 to 2027. Seconded by **Strahle**. - **Motion passed**.
2. Discussion/Action regarding Surplus Equipment. – **Tubbs** will put together a policy and bring it to the next meeting.
3. Discussion/Action to approve meeting schedule for 2024. **Motion by Tubbs** to approve the proposed 2024 meeting schedule as presented. Seconded by **Strahle**. - **Motion passed**.

PUBLIC COMMENT-None

ADJOURNMENT- Meeting adjourned at 6:52 pm

Date Approved

, Secretary

**LOOKING GLASS REGIONAL FIRE AUTHORITY
7720 W. Grand River Hwy.
Grand Ledge MI 48837**

**Minutes of Looking Glass Regional Fire Authority Meeting
December 20, 2023
6 pm**

CALL TO ORDER-The meeting was called to order at 6:00 pm

ROLL CALL-Board Members Present: Tubbs, Hufnagel, Crego, Strahle, Clark and Hill.

PUBLIC COMMENT- None

CORRESPONDENCE-

AGENDA APPROVAL- Motion by Strahle, seconded by **Crego** to approve the agenda as ammended. - **Motion passed.**

Jason Orton from the David Chapman Agency was in attendance to provide insurance information to the board for review. He provided (2) different proposals for the board and explained some of the differences between them. Proposal 1 was from the Par-Plan which is the current provider of insurance. Proposal 2 was from Provident – FirePlus.

Jason went over both plans in detail and answered questions from the board about both proposals with respect to coverage and how the plans are different. He noted that both are very reputable companies and that the David Chapman Agency has dealt with both for several years and have not had any issues with coverage with either provider. He noted that prior to making our decision he would be happy to answer any additional questions the board may have prior to making a decision on which proposal we would select for our coverage next year.

APPROVAL OF MINUTES- Motion by Strahle, seconded by **Tubbs** to approve the minutes of November 15, 2023 as amended. Include discussion/action to approve meeting schedule for 2024. - **Motion passed.**

APPROVAL OF BILL PAYMENTS- Motion by Strahle, seconded by **Crego** to approve the bill lists dated December 18, 2023 including one additional item (Roof Repair from Superior Services) not to exceed \$200.00 .- **Motion passed.**

REPORTS

Chief's Report- Assistant Chief **Kahler** provided a report to the board and noted that the Chief is rehab from shoulder surgery going well.

Staffing difficulties continue. He provided the current numbers of the shifts. He noted that he and the Chief are working on a plan to improve the personnel issues to reduce the number of times that the station has to be shut down. It was noted that the magic number is a crew of 11 in order to keep all stations open. (Station 1, 2 &3). They continue to work on recruiting and hiring to fill the openings they have and are working to streamline the process from application, interview, to training and testing in order to get candidates working as soon as possible. They prefer to hire FF/Paramedics but understand that they may have to hire FF/EMTs and train them to become Paramedics. Looking at ways that they can also hire part time individuals to make that work for resolving staffing issues as well.

There will be some individuals going to Paramedic School in January.

There is also some promotion testing going on early next year to improve the officer ranks as well.

421 and 425 need some Preventive Maintenance work performed. Appollo will be doing the work but needs to visit the station to get some part number information off the trucks in order to purchase the correct replacement parts. Trying to get that done soon and the work can be performed at the station.

There was an accident that has taken one of the Delta Ambulances out of service. They are looking at ways to resolve that situation as well.

Chair's Report - LGRFA will be in the black for the year. Will be doing a few budget amendments to address some of the line items that were over/under for the year.

Ambulance delivery scheduled for April 2024. Received an email from Kodiak and things look to be moving along on schedule with delivery.

EXEC/FINANCIAL- Covered in Chairs report.

FACILITY/EQUIPMENT COMMITTEE REPORT - Roof repair was performed by Superior Services which was slightly less than \$200. The bill is coming through and we will see if we can get Patti to cut a check for that. Lens Cleaning services provided a quote for cleaning the floors. **Hill** called this week to have the details of the floor areas that are included in the quote. The Ceramic Tile and grout portion included the front entrance, entrance bathroom, and crew bathrooms. The epoxy flooring includes the hallways and kitchen area. **Hill** to call them back and have them come in to perform the cleaning as soon as possible. Best if they can perform the work before the end of the year.

DISCUSSION/ACTION ITEMS

1. Discussion regarding Surplus Equipment. - No action at this time.
Tubbs will put together a policy and bring it to the January 17, 2024 meeting.
2. Discussion/Action regarding insurance renewal. - **Motion by Tubbs**, seconded by **Strahle** to have **Clark** negotiate and authorize the final terms with the David Chapman

Agency for the Par-Plan proposal presented by Jason Orton at the meeting. Discussion included having **Clark** work with Jason to determine any potential premium savings if there was a slight reduction in coverage amount per occurrence from the value stated in the presentation of 5,000,000 per occurrence. - **Motion passed.**

PUBLIC COMMENT-None

ADJOURNMENT- Meeting adjourned at 7:15 PM

Date Approved

, Secretary

DRAFT

Watertown Charter Township
December 18, 2023, Board of Trustees Regular Meeting Minutes - DRAFT

- I. CALL TO ORDER:** The meeting was called to order at 7:01PM by Supervisor Maahs with the Pledge of Allegiance to the Flag of the United States of America.

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

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Township Manager Jennifer Tubbs and Township Planning Director Andrea Polverento.

PUBLIC SIGNED-IN: Lyle Heaton

- II. PUBLIC COMMENT:** None

- III. CONSENT AGENDA:**

Motion by Trustee Cooley, seconded by Trustee Hufnagel, to approve the consent agenda as presented along with the bill list on the table. Motion carried unanimously.

- IV. AGENDA APPROVAL:**

Motion by Trustee Madill, seconded by Trustee Cooley, to approve the agenda as presented. Motion carried unanimously.

- V. APPROVAL OF MINUTES:**

Motion by Clerk Brokob, seconded by Treasurer Biergans, to approve the regular meeting minutes of November 20, 2023, as presented. Motion carried unanimously.

- VI. APPROVAL OF BILLS:** Action taken in consent agenda motion.

- VII. PUBLIC HEARING:** None

- VIII. PENDING BUSINESS:** None

- IX. NEW BUSINESS:**

A. Cemetery Board Appointment – Marilyn Cotton

Motion by Trustee Cooley, seconded by Trustee Madill, to reappoint Marilyn Cotton to the Watertown Charter Township Cemetery Board with a term that expires December 31, 2026. Motion carried.

Watertown Charter Township
December 18, 2023, Board of Trustees Regular Meeting Minutes - DRAFT

B. Board Appointments – 2024

Motion by Trustee Madill, seconded by Treasurer Biergans, to adopt the 2024 Board of Trustees committee assignments as presented. Motion carried.

C. Supervisor’s Appointment to Planning Commission - 2024

Motion by Trustee Cooley, seconded by Trustee Hufnagel, to concur with Supervisor Maahs’ recommendation and appoint Ronald Overton to serve as the Board of Trustees Representative to the Watertown Township Planning Commission with a term to expire December 31, 2024. Motion carried.

D. Resolution 12-18-2023-1: Board of Trustees 2024 Meeting Dates

Motion by Trustee Cooley, seconded by Trustee Madill, to waive the reading of resolution 12-18-2023-1. Motion carried unanimously.

Motion by Clerk Brokob, seconded by Treasurer Biergans, to adopt resolution 12-18-2023-1, resolution to establish 2024 Board of Trustees meeting dates.

Roll Call Vote: Those voting AYE were Cooley, Overton, Madill, Maahs, Hufnagel, Biergans, Brokob. Seven AYES, zero NAYS. Motion carried - resolution adopted.

E. Resolution 12-18-2023-2: Michigan Public Act 152 of 2011

Motion by Clerk Brokob, seconded by Trustee Hufnagel, to waive the reading of resolution 12-18-2023-2. Motion carried unanimously.

Motion by Trustee Madill, seconded by Trustee Cooley, to adopt resolution 12-18-2023-2, resolution electing to comply with the provisions of Michigan Public Act 152 of 2011, by exercising the township’s right to exempt itself from the requirements of the act.

Roll Call Vote: Those voting AYE were Overton, Hufnagel, Maahs, Biergans, Madill, Brokob, Cooley. Seven AYES, zero NAYS. Motion carried - resolution adopted.

F. Resolution 12-18-2023-3: Investment Institutions for Township Funds

Motion by Treasurer Biergans, seconded by Trustee Cooley, to waive the reading of resolution 12-18-2023-3. Motion carried unanimously.

Motion by Trustee Cooley, seconded by Treasurer Biergans, to adopt resolution 12-18-2023-2, resolution authorizing of investment institutions for township funds.

Roll Call Vote: Those voting AYE were Overton, Hufnagel, Maahs, Biergans, Madill, Cooley, Brokob. Seven AYES, zero NAYS. Motion carried - resolution adopted.

Watertown Charter Township
December 18, 2023, Board of Trustees Regular Meeting Minutes - DRAFT

G. 2023 Budget Adjustments

Clerk Brokob requested an additional adjustment to Election Supplies 101.262.000.727.001 from \$2,000 to \$8,000 due to additional expenses being incurred due to new election law requirements. The board was agreeable to this request.

Motion by Clerk Brokob, seconded by Trustee Cooley, to adopt the budget adjustments dated December 18, 2023, as amended. Motion carried.

H. 2023 Fund Balance Reserves

Motion by Clerk Brokob, seconded by Treasurer Biergans, to adopt the 2023 Fund Balance Reserves, Committed, and Assigned Funds as presented. Motion carried.

I. Cost of Living Allowance Increase

Manager Tubbs distributed the memorandum outlining the cost-of-living increase and salary adjustments.

Motion by Trustee Cooley, seconded by Trustee Madill, to approve the budgeted 2024 cost of living increase and the cost-of-living adjustment for 2023 as presented. Motion carried unanimously.

J. Township Manager's Annual Review – 2023

Motion by Clerk Brokob, seconded by Trustee Madill, to accept and place on file the annual review of the Township Manager for 2023. Motion carried.

K. Amended Holiday Schedule 2024-2026

Motion by Trustee Cooley, seconded by Trustee Hufnagel, to adopt the amended 2024-2026 holiday schedule that was distributed at the meeting. Motion carried.

L. Fire Run Charges

Motion by Clerk Brokob, seconded by Trustee Overton, to discontinue billing township residents for fire services and continue to bill all nonresidents for services as is the current practice effective December 18, 2023. Motion carried.

Trustee Overton asked that this information be posted on the township website.

X. BOARD MEMBER AND PUBLIC COMMENT:

Trustee Madill thanked the staff, everyone that serves on committees, board members, and the public for attending the meeting.

Manger Tubbs is submitting a written offer to Grand Ledge Public Schools for the purchase of Wacousta Elementary.

Watertown Charter Township
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Resident Lyle Heaton thanked the township board for another year of continued service along with the clear and concise explanation on how the budget works.

XI. ADJOURNMENT: 7:34PM

Date approved:

John Maahs, Supervisor

Carolyn Brokob, Clerk

DRAFT

MEMORANDUM

TO: WATERTOWN TOWNSHIP BOARD OF TRUSTEES
FROM: ANDREA Z. POLVERENTO, PLANNING DIRECTOR
SUBJECT: 2023 ANNUAL REPORT OF THE PLANNING COMMISSION
DATE: 1/8/2024

In accordance with state law, and Planning Commission bylaw 6.0, at the regular meeting of the Planning Commission in January, the Planning Commission unanimously approved the 2023 Annual Report. The attached report is being forwarded to the Board of Trustees to accept and place on file.

Suggested motion:

Motion that the Watertown Charter Township Board of Trustees accepts and places on file the 2023 Annual Report of the Planning Commission.

VERSION : FINAL
JANUARY 10, 2024



PLANNING COMMISSION ANNUAL
REPORT
2023

PRESENTED BY: ANDREA Z. POLVERENTO
PLANNING DIRECTOR

PLANNING COMMISSION ANNUAL REPORT

INTRODUCTION

Planning Commission bylaw 6.0 and Sec. 125.3819(2) of the Michigan Planning Enabling Act (P.A. 33 of 2008, as amended) require the Planning Commission to prepare, file, and present an annual written report to the Board of Trustees.

This document is intended to comply with the above-stated criteria and to provide both an overview of 2023 accomplishments and the 2024 goals and objectives of the Planning Commission.

DEPARTMENTAL OPERATIONS

The Planning Commissioners represent many facets of our community and are a qualified, diverse group of individuals with expertise in a variety of professions. The various perspectives and knowledge brought by these members creates a well-rounded Commission that maintains fair and thoughtful deliberations.

2022 Planning Commission roster:

Richard Adams. Appointed 2016. *Chair of the Planning Commission.*

Beth Ball. Appointed 2007.

Joseph Davis. Appointed 2013.

Charles Openlander. Appointed 2007. *Representative to the Zoning Board of Appeals.*

Ronald Overton. Appointed 1993. *Trustee, Watertown Charter Township Board of Trustees.*

Andrew Powers. Appointed 2018.

Richard Turcotte. Appointed 2021.

John Wiesner. Appointed 2013. *Secretary of the Planning Commission.*

Ulrika Zay. Appointed 2021. *Vice-Chair of the Planning Commission.*

Planning Department staff:

Andrea Z. Polverento serves as Planning Director. She has served in this role for nearly 17 years.

Lisa Winans was hired as the part-time Planning and Zoning Assistant in July 2019. She splits her time between several township departments.

Melanie Wright was hired as the full-time Planning and Zoning Assistant in August 2019. She splits her time between the Planning and Zoning Department and the Treasurer's Department, also serving as Deputy Treasurer.

Additionally, Planning Director Polverento would also like to acknowledge Donna Minton, administrative assistant, for her ongoing support to the Planning and Zoning Department.

GOALS AND OBJECTIVES

Staff and Commissioners

Maintain and expand working relationships with the Board of Trustees and other departments within the township.

The Commission and staff have worked directly with the Board of Trustees to address zoning ordinance amendments, special land use permits, and zoning enforcement. Meeting agendas, minutes, and reports are shared between the Commission and Township Board. The Planning Director attends most Board meetings to facilitate communication. Staff works closely with the Deputy Clerk on necessary public hearing notices, and posting of minutes and agendas on the township's website.

Encourage commissioners and staff to attend continuing education seminars as well as explore the possibility of in-house training.

Andrea Polverento attended the Michigan Association of Planning's annual conference, and participated in many webinars and virtual trainings provided by MSU Extension, EGLE, legal information, and others.

Keep operating expenses in line with the approved budget.

Staff and commissioners reviewed the proposed budget for 2024 in accordance with bylaw 6.1.

Continue to maintain a manual for new commissioners in order to promote quality community planning through updated education and information.

Staff compiles relevant articles and educational materials for these manuals throughout the year. No new Planning Commissioners joined in 2023, but the manual is kept up-to-date.

Continue to develop and maintain a departmental website to provide a venue to both developers and residents.

This continues to be essential in directing residents, builders, developers and others to relevant applications, information, and news from the township. It was critical for the master plan update in providing an alternate opportunity for public input. Staff was able to direct residents, developers, contractors, and others to the department's web page for permitting applications, as well as other information and resources in 2023. Building trades permits were updated with new information in 2023, and additional permit updates to reflect changing state and legal requirements are expected to be a priority in 2024.

Engagement, Efficiency, and Enforcement

Ensure that civil infraction penalties are implemented for zoning ordinance violations.

In 2023, staff in the Planning and Zoning office addressed several zoning violations. Most violations were related to either junk or junk motor vehicles. One such violation was quickly resolved, others remain ongoing. A civil infraction ticket was issued to a property on Wacousta Road in 2023, and another civil infraction ticket is likely to be issued in early 2024 for a similar violation.

Staff has been receiving complaints of an abandoned house on Cutler Road since the owner's death in 2022, but a lack of clear ownership prevented any substantive action. Staff is now working with a company to remediate this property and bring it into compliance.

Two other violations were resolved this year, both in the Grand River corridor. One additional violation on Grand River will be a priority in 2024.

Staff worked closely with the Looking Glass Regional Fire Authority and township building department regarding insufficiencies in the TSC fire suppression system.

Several additional violations were reported in 2023, but either could not be verified, or did not meet the violation parameters.

Encourage public involvement in planning and zoning efforts.

Staff and Commissioners have made a concerted effort to actively inform and involve citizen participation in the planning process. In 2023, two special land use permit applications were received, and the public notice procedure was strictly followed. While unforeseen circumstances led to the cancellation of these hearings, and the applicant asked to postpone them to a later date, the process allowed for comments to be received on a preliminary basis. When the applicant chooses to reschedule the hearings, staff is well-prepared to execute the procedure at that time.

Staff also conducted the required 63-day review period for the final draft of the Township's master plan. Notices were sent to all neighboring communities and utilities, and the draft was posted online.

The Commission continues to post all meeting agendas and approved meeting minutes online.

Continue to analyze existing trends and conditions within planning and zoning programs in order to manage growth and community character.

This analysis was completed as part of the master plan update with the assistance of consulting firm Giffels Webster.

Continue and improve efficiency in procedures for residents and developers seeking development permits.

Minimize land-use conflicts and promote public health, safety, and general welfare.

Staff and the Building Inspector monitor approved projects to verify proper permits before construction begins on a given site. Staff works with local agencies to verify permit compliance requirements.

Plans and Ordinances

Conduct an annual review of the fee schedule as a part of the annual budget process, to ensure that operating costs are being covered in accordance with the annual budget.

Staff periodically reviews the fee schedule and makes recommendations for adjustments when deemed appropriate. No changes in fees were proposed in 2023.

Review and update, if appropriate, the Planning Commission Bylaws.

In 2023, the Planning Commission revised several of their bylaws:

- Bylaw 2.6 was amended to require election of officers by a minimum of six members of the Planning Commission;
- Bylaw 2.14 was amended to strike unnecessary language;
- Bylaw 2.16 was amended to reorder the agenda items, and to address how to properly take agenda items out of order;
- Bylaw 5.1 was amended to revise the items necessary to provide to new members of the Planning Commission and Zoning Board of Appeals; and to address other responsibilities of the Planning Department;
- Bylaw 7.0 was amended to require a 2/3 vote for bylaw amendments.

These amendments were adopted by the Planning Commission at their regular meeting on April 5, 2023.

Review and update the Capital Improvements Plan.

The Planning Commission conducted a full update of the Capital Improvements Plan in 2019 and several new capital projects were added to the plan. The Planning Commission will continue its annual

review of this plan, and new projects may be added at any time, if necessary. The Planning Commission added three capital projects and updated the status of several other completed and in-progress capital projects in 2023. The amendments were approved by the Planning Commission at their regular meeting on October 10, 2023.

Continue ongoing evaluation of the Zoning Ordinance in order to facilitate necessary amendments: To clarify language of the Ordinance; add new zoning techniques; add new uses to zoning districts; continually review existing standards; and implement possible changes in procedure.

While no zoning amendments were addressed in 2023, actions by the state legislature, and state and federal judicial decisions have required staff and the Planning Commission to keep a close eye on these activities and how they affect the Zoning Ordinance. Specifically, state actions related to renewable energy were of concern throughout 2023. Any required amendments to the Zoning Ordinance will be a priority for the Planning Commission in early 2024.

Continue the Master Plan update process and submit document to the Board of Trustees.

In accordance with MCL 125.3843, the Planning Commission conducted an update to the master plan during 2015 and early 2016, which was adopted by the Planning Commission on May 4, 2016; and by the Township Board of Trustees on May 16, 2016. The Planning Commission is engaged in a full update of the master plan with the assistance of consulting firm Giffels Webster. The 63-day review process was conducted between September 18, 2023, and November 20, 2023. A public hearing has been advertised and is scheduled for January 10, 2024, with adoption by the Planning Commission and Board of Trustees to follow.

Long Range

Staff and Commissioners will be trained to understand increasingly technical information within the fields of planning, zoning, and environmental issues.

The Commission and staff continue to look at ways to implement trending issues and emerging topics within the zoning ordinance.

As staff and Commissioners attempt to deal with increased development pressure, they must become more knowledgeable about projects and their potential effects on the community. They must actively pursue greater public awareness and involvement in the planning process.

The public notice procedure is strictly followed. Every effort is made to ensure that the township website is also updated to keep the citizens informed. Staff provides relevant articles for the township newsletter. This year, an article regarding the master plan update was published in the township newsletter, along with reminders on well testing and maintenance, and using the MISS DIG system.

Staff and Commissioners are prepared to consider alternatives to problematic land use issues.

2023 Department cases

Case Number & Name	Date	Action
23-01 SPR/SLU – Zimmerman Land	Feb 2023	Incomplete application, no further action
23-02 SPR – BRP (Triton) Breakroom Addition	Mar 2023	Approved by PC in April 2023
23-03 SPR – Leavitt & Starck Cold Storage Building	Jun 2023	Approved by PC in July 2022

22-04 SPR – UA Plumbers & Pipefitters 333	Aug 2023	Approved by PC in Sept 2022
23-05 OAL – Royal Scot Food Truck Event	Aug 2023	Approved by BOT in Aug 2023
23-06 SPR/SLU – Utopian Power Larsen Property/Ingersoll Road	Sept 2023	Applicant postponed hearing, expected to reschedule in Jan 2024
23-07 SPR/SLU – Utopian Power Franchino Property/Ingersoll Road	Sept 2023	Applicant postponed hearing, expected to reschedule in Jan 2024
Wacousta Elementary School Construction	Jul 2023	Staff review provided

NOTABLE 2023 PROJECTS

Groundwater Quality Report – Phase 2

In 2022, a study of the quality of the township’s groundwater was conducted. While the majority of the sites in that 2022 study showed average water chemistry, some minor fluctuations led to a subsequent, smaller study area being tested in 2023. This special study area was characterized by Grand River Avenue, I-96, and Wacousta Road, including the Granger Landfill area. Twelve testing sites were identified for participation in this special study. Of those, two test sites showed average water chemistry. Four sites showed arsenic levels at or above the EPA drinking water standard of 10ppb, three sites had above average chloride levels, and four sites had both above average arsenic AND chloride levels. Further, one site was positive for coliform bacteria.

These test results caused the study team to further review the possible causes for these elevated levels of chloride and arsenic. Generally, it was determined by the study team, which included experts from EGLE and Michigan State University, that the arsenic was likely naturally occurring, or was possibly being affected by road salting. Given the major transportation arteries in the area, the spreading of road salt was considered as a possible factor, as the introduction of road salt can change soil structure and chemistry, and may cause the release of heavy metals including lead, mercury, chromium, and arsenic.

Homeowners who participated in the study received detailed test results, and recommendations for how to mitigate any abnormalities in their drinking water. The study suggests that this baseline data is useful, but given the test results, it would be worthwhile for the township to repeat the testing at five year intervals to determine any changes in the conditions. Homeowners were advised to repeat private well testing approximately every 2-3 years.

Mr. Garry Rowe, R.S., M.S., completed a detailed assessment report, and presented this report to the Township Board at their regular meeting in September. The Planning Commission also received a copy of the report and presentation.

Capital Improvements Plan review

The Capital Improvements Plan was updated in its entirety on the required six-year schedule, with updated criteria and several new projects being included in late 2019. A review of the Capital Improvements Plan was conducted in 2023, where new capital projects were added, and the status of current and completed projects was updated. New capital projects included an ambulance, pickleball courts, and an EV charging station. Federal American Rescue Plan funding may affect future capital projects, and the township is well-positioned to incorporate any additional projects made possible by this funding into the Capital Improvements Plan.

Other notable projects

The township's industrial corridor added over 13,000 square feet of manufacturing space in 2023. Several industrial and commercial facilities also conducted minor projects and revisions that included new EV charging stations, improved access to public transportation, and safety improvements. Infrastructure development in the Nottingham Fields subdivision will likely bring significant residential development in 2024. The final plat for Lakeside Preserve No. 10 was approved by the State of Michigan in October, and four new residential projects are already underway this year, with another ten expected in 2024.

After many years of discussion between the developer and multiple homeowner's associations, the Somerset Hills subdivision abandoned a previously approved site condominium layout, and instead opted to complete their remaining statutory land divisions, creating fewer, but larger lots. Due to the lack of public water and sanitary sewer service, the small size of the condominium lots was likely to cause concerns with well and septic service. Staff worked with the township's legal counsel, and the township's assessor to complete a layout of lots that would meet current zoning requirements, yet be compatible with the existing development. Several lots are already under construction.

Staff continues to make a concerted effort to engage in local and regional outreach programs. Staff participated in many activities with the Tri-County Regional Planning Commission including the Groundwater Management Board. In 2023, Polverento was elected Chair of the GMB, and participated in the Outreach and Education Committee, which developed a three-year plan to expand the reach of the GMB to more audiences.

To provide support, feedback, and mentorship opportunities to the next generation of planners, Polverento also developed a mentorship program for Michigan State University Urban & Regional Planning undergraduate and graduate students, which piloted in the fall semester of 2022. In 2023, this program continued with new students, and small networking events were held to connect students with a wide range of practicing professional planners.

Staff serves on the Board of the Clinton Conservation District, which provides technical support and expertise to local landowners on watershed planning efforts, federal farm bill programs, and many other natural resource and agricultural programs. This knowledge base provides an opportunity to assist township residents with agricultural, forest, wetland, and wildlife habitat risk reductions, management of invasive species, and the sharing of local seminars and trainings on native plants, beekeeping, hobby farming, homesteading, cover crops, and low- or no-tillage practices. In 2023, staff assisted a township farmer with their application for the P.A. 116 program, as well.

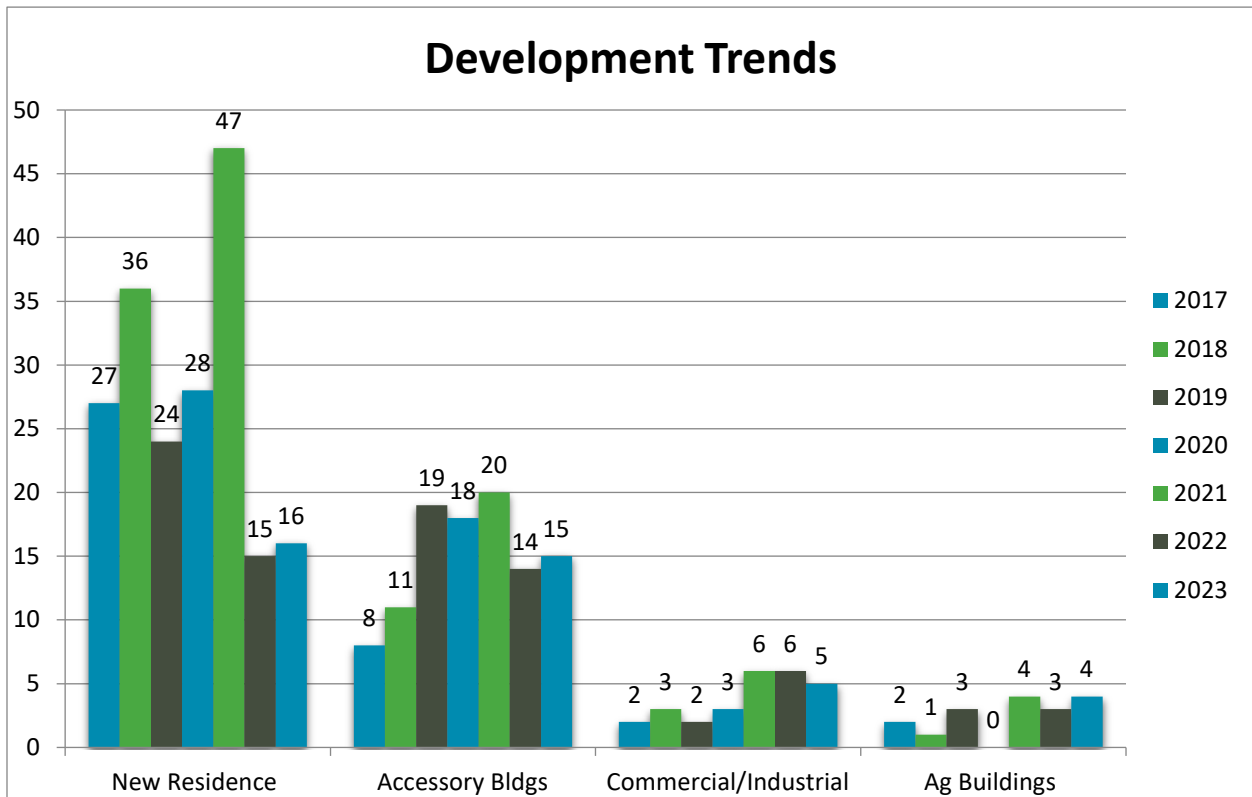
PERMITTING ACTIVITIES

Zoning Permits Issued: 74

Residential	2023
New Residences	15
Residential Additions	7
Accessory Buildings	15
Decks and Porches	12
Pools/Ponds	5
Home Occupations	1
Sign Permits	0
Residential Solar Panels	2
Commercial/Industrial	2023
New/Remodel/Additions	5
Sign Permits	5
Cell Towers and Related	1
Agricultural	2023
Ag Buildings	4

Certificates of Occupancy Issued: 17

	2023
Residential	10
Commercial/Industrial	7



Meetings:

Body	Number of Meetings
Planning Commission Regular	9
Planning Commission Special	0
Ordinance Review Committee	0
Executive Committee	1
Site Plan Review Committee	0
Master Plan Committee	3
Zoning Board of Appeals	1
Construction Board of Appeals	0

PROGRESS AND RECOMMENDATIONS

2023 Activities

With the assistance of consulting firm Clearzoning, the Planning Commission completed an update of the Township’s master plan, in compliance with the Michigan Planning Enabling Act, P.A. 33 of 2008, as amended. This plan was updated in 2016, and currently, a required 5-year update is underway. While the Commission works to complete the master plan update, the adopted plan is an excellent working document. In 2023, the Planning Commission and department made progress on some of the goals, objectives and action items outlined in the master plan update, including:

Research, evaluate, and consider zoning ordinance amendments that provide a range of housing opportunities for an aging population.

Evaluate and amend, if necessary, the residential zoning districts to permit a range of housing choices at densities consistent with the goals and intent of the master plan.

In 2023, the Planning Commission evaluated the existing regulations pertaining to multi-family residential developments. They reviewed recent, regional construction of multi-family dwellings, the size, number of units, types of units, layouts and amenities, and compared those to the township’s regulations to determine if amendments should be considered.

Staff and members of the Board of Trustees and Planning Commission also had the opportunity to tour two distinct multi-family developments to gain a better understanding of how the developments were laid out, how they blended in with the surrounding environment, and how they were supported by necessary infrastructure.

Provide educational materials regarding the importance of proper maintenance of well and septic systems.

The township’s spring 2023 newsletter provided an informational article on the quality of groundwater throughout the township, and included tips and recommendations regarding inspecting private wells.

Work to recruit new and retain existing commercial, industrial, research and technology uses in the Township.

Many existing businesses are in the process of expanding or remodeling this year, including BRP (formerly Triton Industries), Leavitt & Starck, and UA Plumbers and Pipefitters Local 333. Other businesses, including Peckam and Flying J/Pilot are making minor improvements to their businesses.

Continue the Capital Improvements Program.

The Planning Commission conducted a full review and update of the Six-Year Capital Improvements Plan in 2019. Three new projects were added to the plan in 2022, statuses of current projects were updated, and the plan is well-positioned to add new projects, which may become priorities with federal funding from the American Rescue Plan.

Allow for high-density, single-family residential growth in areas where community services, including public safety, utilities, and transportation networks are provided.

The Final Plat for Lakeside Preserve No. 10 was approved in 2023, and new homes are currently under construction. The township approved a site plan and special land use permit for Nottingham Fields Phase 2 in 2022, and anticipated that residential construction would begin in early 2023. Infrastructure setbacks have plagued this project, but the township is hopeful that there will be residential construction in 2024. Staff continues to work with local agencies, including the Clinton County Road Commission, Clinton County Drain Commissioner, and SCCMUA to ensure infrastructure requirements are satisfied.

Foster good communication and partnerships with local agencies, utilities and other organizations to ensure full compliance with all regulations and requirements before, during and after development activities.

Staff and the Planning Commission work closely with local agencies, utilities, other organizations, and other internal and external township departments to ensure compliance with all regulations. Staff and the Building Inspector meet regularly to discuss ongoing projects, and keep open lines of communications between departments. Staff works closely with the Assessor and Treasurer (and County Register of Deeds and County Treasurer, when necessary) when approving land divisions.

Encourage low impact development stormwater management techniques, including bioretention.

Promote the use of grass swales, natural on-site detention, and native vegetation, rather than typical suburban elements, in rural residential areas.

Encourage the use of native species for landscaping and stormwater management purposes.

In 2023, staff reviewed all landscaping plans with developers, architects and engineers to determine and ensure compliance with the township's required native plant regulations. When asked, staff provided recommendations on suitable native species.

Work with developers, the Michigan Department of Transportation, and the Clinton County Road Commission to achieve safe and efficient access to properties along all roads in the Township.

Staff coordinated closely with the developer and the Clinton County Road Commission to establish the required secondary access/construction access roadway for the Nottingham Fields subdivision. Due to a lack of coordination between the developer and general contractor, specific requirements were missed and had to be retroactively conducted. Working through these issues as a team with all parties will lead to a safer and more durable road surface.

Staff also worked with transportation planners with the Tri-County Regional Planning Commission on the 2025 Long Range Transportation Plan Update.

Manage growth to reduce encroachment of non-farm uses into viable agricultural lands.

Discourage the premature conversion of agricultural lands into residential and suburban development.

In 2022, the Board of Trustees adopted a resolution in support of agriculture and the agricultural economy in the township. To follow up on this resolution, in February 2023, staff assisted in the development of a resolution adopted by the Board of Trustees supporting the principles of Smart Growth.

2024 Goals and objectives

In addition to completing the five-year master plan review and update, many goals, objectives and implementation strategies from the master plan are proposed for action in 2024:

Continue to encourage educational opportunities for the Planning Commission, Zoning Board of Appeals, and staff to ensure they are knowledgeable about current planning and zoning practices and to keep updated on emerging topics.

As the Michigan Legislature continues to enact laws which affect local planning and zoning, this will be critically important to stay abreast of all statutory requirements and ensure that the zoning ordinance and other documents are in compliance.

Provide educational materials regarding the importance of proper maintenance of well and septic systems.

Staff has been compiling data, articles, and useful links to establish a sub-page on the township's website that provides materials on this topic. This will include the recent *Groundwater Quality Reports*, and other information to help homeowners take good care of their well and septic systems.

Research, evaluate, and consider zoning ordinance amendments that provide a range of housing opportunities for an aging population.

Evaluate and amend, if necessary, the residential zoning districts to permit a range of housing choices at densities consistent with the goals and intent of the master plan.

As the Planning Commission completes the update to the master plan, which includes considerations to expand opportunities for attainable housing and senior housing, the Planning Commission may wish to engage in further discussions on these matters in 2024. Staff expects to attend training opportunities on these matters in 2024.

Enforce the minimum riparian setback standards that require native vegetation buffer strips and restrict clearing, construction, and development along the River.

As real estate values create incentives for property owners to consider the sale and potential divisions of riverfront properties, staff makes every attempt to inform owners and the real estate community of the required riparian construction setbacks to avoid future conflicts. In 2023, a Zoning Board of Appeals case with riparian implications was considered, and riparian protection resulted from that decision.

Explore improvements to ride sharing; park and ride infrastructure; transit opportunities; and bus services.

Staff has been working with Peckham Industries on Grand River Avenue as they seek to install a bus stop to serve their clients and staff.

Protect the Environment. Conserve natural resources, open spaces, and environmental assets of the township. Encourage development of land in a sustainable manner that protects the environment for current and future generations.

Monitor regional development activities and communicate the township's support for Smart Growth principles, a commitment to the township's agricultural and industrial businesses, and the importance of protecting the township's natural resources.

*Clerk's Office***Carolyn A. Brokob, Clerk**

cbrokob@watertownmi.gov

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: January 11, 2024

SUBJECT: Election Commission Recommendation on Early Voting Compensation

The Election Commission will meet on Tuesday, January 16, 2024, to consider the pay rate for Early Voting (EV) election inspectors. Many municipalities are paying their election inspectors an increased rate for EV. The county's original recommendation for all inspectors was \$20 per hour. Since Watertown's assigned day is a Sunday, I am requesting the Election Commission recommend a rate of \$20 per hour be paid to EV inspectors. The day will likely be around 9 hours. Payment is not made for travel time or mileage for EV. As a reminder, our current rate for election day inspectors is \$17 per hour and \$19 for chairpersons.

As a reminder, the requirement of Early Voting was part of Proposal 2022-2. There are nine days of EV required for each federal and state election. Watertown has a county agreement that consolidates EV for any Clinton County voter to cast their vote at either a north or south site. Part of our agreement with Clinton County requires the Clerk to supervise on Watertown's assigned day at DeWitt Charter Township along with scheduling 4 election inspectors. Watertown's assigned day is day 9 (Sunday).

SUGGESTED ACTION:

Move to adopt the Election Commission's recommendation to compensate Watertown Townships election inspectors scheduled for early voting at a rate of \$20 per hour beginning February 25, 2024.