



MONDAY, JULY 17, 2023
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
1. MEETING OPENING			
a. Call to order	JM		
b. Pledge of Allegiance	JM		
c. Roll Call	CB		
2. PUBLIC COMMENT (limit of 3 minutes per comment June be enforced)			
3. CONSENT AGENDA	JM	Motion to approve all items on the consent agenda, minus items pulled from consent	
a. Correspondence:			
i. Notice of Public Hearing-Solid Waste			1
ii. Direct TV Annual Video Report Notice			2
b. Routine Bills – Bill List			3
c. Board Reports			
i. Planning Director May & June 2023			4
ii. Permitting Activities, May & June 2023			5
iii. Treasurer Memo, June 2023			6
iv. Investment Report, June 2023			7
v. Treasurer Financial Status Report, June 2023			8
vi. Township Manager, June 2023			9
d. Reports:			
i. Southern Clinton County Municipal Utilities Authority-May Meeting Minutes			10
ii. Dept of Waste Management Recycling Annual Report			11
iii. Clinton County Sheriff- June 2023			12
4. AGENDA APPROVAL	JM	Motion	Agenda
5. APPROVAL OF MINUTES			
a. June 20, 2023, Regular Meeting	JM	Motion	13
6. APPROVAL OF BILLS			
a. Additional Bill List	JM	Motion	On Table
7. PUBLIC HEARING	N/A	N/A	N/A
8. PENDING BUSINESS	N/A	N/A	N/A
9. NEW BUSINESS			
a. Assessor Contract	AP	Motion	14
b. Pathway & cremains garden bid for Wacousta Cemetery	CB	Motion	On Table
c. Increase compensation for temporary election staff	CB	Motion	15
10. BOARD MEMBER AND PUBLIC COMMENT			
11. ADJOURNMENT			



Clinton County Solid Waste Planning Committee
100 East State Street, Suite 1500, St. Johns, MI 48879
Phone: 989-224-5186, Fax: 989-224-5102
Email: recycle@clinton-county.org

PUBLIC HEARING

Part 115 of Michigan's Solid Waste Management Act (MCL §324.11501 *et seq.*) ("Part 115")

CLINTON COUNTY COURTHOUSE BOARD OF COMMISSIONERS ROOM
100 East State Street, St Johns, MI 48879

TUESDAY July 25, 2023
6:00PM

AGENDA

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Per Diems/Mileage Vouchers
4. Approval of April 11th meeting minutes
5. Public Comment
 - a. Speakers – please make sure to sign in.
 - b. Please limit comments to three minutes per person.
 - c. Speakers must give full name, spell last name out for the record and state current address before presenting their official public comment for the record.
6. Other Business
7. Adjournment

PACKET INFORMATION IS CURRENT AS OF POSTING DATE. NOTE: ADDITIONAL INFORMATION MAY BE PRESENTED ON SCHEDULED AGENDA ITEMS. AGENDA ITEMS MAY ALSO BE ADDED DUE TO BUSINESS NEEDS. TO REQUEST ACCOMMODATIONS OR MATERIALS IN AN ALTERNATIVE FORMAT, PLEASE CONTACT ADMINISTRATIVE SERVICES AT 989-224-5120 OR VIA EMAIL AT ADMIN@CLINTON-COUNTY.ORG NO LATER THAN 48 HOURS PRIOR TO THE MEETING.

PUBLIC HEARING RULES

PURPOSE: The purpose of this public hearing is for the Designated Planning Agency of Clinton County (The Department of Waste Management) to receive comments from the general public on the proposed draft Solid Waste Management Plan Amendment. The Solid Waste Management Plan documents Clinton County's strategy for meeting solid waste management requirements of the law, as well as, locally developed approaches to reuse, recycling, solid waste disposal and handling issues.

PUBLIC HEARING HOSTS: Part 115 of P.A. 451 of 1994 as amended requires that the "Designated Planning Agency" of Clinton County to conduct a public hearing on the draft of the Solid Waste Management Plan Amendment. Clinton County Board of Commissioners has appointed the Department of Waste Management as the Designated Planning Agency. As such, Department staff is the host of this Public Hearing. Chairperson of the Solid Waste Planning Committee will convene the meeting in place of the Department Director.

1. Persons wishing to speak:
 - a) must fill in a card upon arrival, and;
 - b) must confine their comments to 3 minutes.
2. Out of courtesy, and to insure accuracy, one speaker will speak at a time. Questions of the speaker will be held until an individual speaker has completed their comments and will be directed through the Chairperson.
3. Persons wishing to submit written comment must submit 2 copies. No limits placed on the length of the written comment documents to be received.
4. Persons may make both public comment and submit written comment to the Department.
5. The final date for receiving written comments is Friday August 4, 2023, at 5:00pm. If comments are not turned in at the Public Hearing, they may be mailed or delivered to the Department of Waste Management office, 100 East State Street, Suite 1500, St. Johns, MI 48879.



Clinton County Department of Waste Management

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

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

recycle@clinton-county.org

www.clinton-county.org

Memorandum

To: All interested parties
From: Kate Neese, Waste Management Coordinator
Date: July 11, 2023
Re: Clinton County Solid Waste Management Plan Update

Clinton County has been asked to consider amending the current Solid Waste Management Plan to include 1) one additional county and 2) reinstate a closed landfill. Here is the proposed amendment language:

[In Section 5.5, entitled "IMPORT AUTHORIZATION," to the table entitled "Import Volume Authorizations of Solid Waste" on page 43, the following counties are added as rows

IMPORTING COUNTY	EXPORTING COUNTY	FACILITY NAME	AUTHORIZED QUANTITY/DAILY	AUTHORIZED QUANTITY/ANNUAL	AUTHORIZED CONDITIONS
Clinton	Branch	ALL	unlimited*	unlimited*	P*

Authorization indicated by P= Primary Disposal; C= Contingency Disposal; and *=Other conditions exist.

*ANNUAL CAP: The sum of all waste disposed of in facilities within Clinton County, which were owned by Granger at the time of the writing of this Plan, may not exceed 2,500,000 cubic yards per year. See Section 6.8 of this Plan document.

In all other respects the remaining content of this table and of Section 5.5 as contained in the 2000 Plan is ratified, preserved, and confirmed]

* * *

[In Section 5.6, entitled "EXPORT AUTHORIZATION," to the table entitled "Export Volume Authorizations of Solid Waste" on page 45, the following counties are added as rows

EXPORTING COUNTY	IMPORTING COUNTY	FACILITY NAME	AUTHORIZED QUANTITY/DAILY	AUTHORIZED QUANTITY/ANNUAL	AUTHORIZED CONDITIONS
Clinton	Branch	ALL	unlimited*	unlimited*	P*

Authorization indicated by P= Primary Disposal; C= Contingency Disposal; and *=Other conditions exist.

In all other respects the remaining content of this table and of Section 5.6 as contained in the 2000 Plan is ratified, preserved, and confirmed]

[In Section 5.8, entitled Facility Descriptions on page 48 (a-2), the following sentence is added:

"The Plan also authorizes a potential use of the 60 acres on the Granger Grand River Avenue Landfill site that are presently closed, so that the total area sited for us at the Granger Grand River Avenue Landfill is 180.9 acres."

In all other respects the remaining content of Section 5.8 as contained in the 2000 Plan is ratified, preserved, and confirmed].

Public comment is being accepted through 5:00pm July 14th and a public hearing has been set for 6:00pm July 25th at the Clinton County Courthouse located at 100 East State Street in St Johns, MI 48879.

Please submit comments and questions directly to my attention by email recycle@clinton-county.org or written 100 East State Street, Suite 1500, St Johns, MI 48879.

Sincerely,



Kate Neese – Waste Management Coordinator
Clinton County Department of Waste Management

RECEIVED

JUL 11 2023

WATERTOWN CHARTER TWP

July 6, 2023

Lisa Felice
Executive Secretary
Michigan Public Service Commission
7109 W. Saginaw Hwy.
Lansing, Michigan 48917

Re: DIRECTV, LLC (DIRECTV) Annual Video Report

DIRECTV, LLC ("DIRECTV") hereby submits its Annual Video Report to the Michigan Public Service Commission and franchising entities under Michigan's Uniform Video Services Local Franchise Act (2006 Public Act 480, as amended, or "Video Act"). A copy of the report is being provided to the Clerk in each of the Michigan communities where DIRECTV has a local franchise agreement for U-verse video service. These are the same communities previously served by Michigan Bell Telephone Company ("AT&T Michigan").

We respectfully request the Commission to accept this report. Questions regarding this report can be directed to me as follows:

DIRECTV
Legal/External Affairs
2260 E. Imperial Hwy.
El Segundo, CA 90245
e-mail: scott.alexander@directv.com
telephone: (214) 202-3185

Sincerely,



Scott J. Alexander
Senior Director – External Affairs

Enclosure

cc: Ryan McAnany - MPSC

WATERTOWN CHARTER TOWNSHIP
 BILL LIST FOR MEETING
 JULY 17, 2023

ATTACHMENT 3
 BOT MTG 7-17-23

VENDOR	PURPOSE	AMOUNT
***PAYROLL PAID 06-30-23 ***		
ELECTRONIC FEDERAL DEPOSIT	GF TWP SHARE SOCIAL SECURITY & MEDICARE	\$2,593.95
PAYROLL	GF PAYROLL FOR STAFF, BOARDS AND COMMITTEES	\$33,817.39
MERS	GF TWP SHARE RETIREMENT CONTRIBUTION COSTS	\$4,957.34
TOTAL		\$41,368.68
GENERAL FUND TOTAL		\$41,368.68
BILLS PAID 07-03-23		
ANDREA Z. POLVERENTO	GF MILEAGE REIMBURSEMENT	244.84
BETZ, RON	GF DEPOSIT REFUND	50.00
BRUTSCHE CONCRETE PRODUCTS	CF COLUMBARIUM DEPOSIT	11,920.00
BUSHONG NICOLE	GF DEPOSIT REFUND	150.00
BUSINESS CREDIT CARD	GF CASE - LANDSCAPE, PAINT, HOSE, TOOLS	880.00
	GF MINTON - PARADE SUPPLIES, OFFICE SUPPLIES	550.27
	GF TUBBS - OFFICE SUPPLIES, SIGNAGE	142.91
	GF BROKOB - PARKING	3.30
CAPITAL EQUIPMENT & SUPPLY	GF FUEL PUMP	9.49
CHAPIN, TINA	GF DEPOSIT REFUND	50.00
HOLLY MADILL	GF MEDICAL REIMBURSEMENT	391.01
INTEGRA REALTY RESOURCES	GF APPRAISAL - 5800 GRAND RIVER AVE	12,500.00
JACOB SCHAEFER	GF CEMETERY LAWN CARE	2,003.00
JEFFREY S. MACKENZIE	GF ASSESSOR 06/15-30/2023	3,323.84
JENNY JARRARD	GF DEPOSIT REFUND	50.00
JOHN E. MAAHS	GF MEDICAL REIMBURSEMENT	106.10
LOOKING GLASS REGIONAL FIRE	GF BUDGET PAYMENT	50,153.27
MCCARRON, LISA	GF DEPOSIT REFUND	50.00
MCDONOUGH, NOMIE	GF DEPOSIT REFUND	50.00
MCGINTY, HITCH, ET AL.	GF MAY LEGAL FEES	822.50
MENARD'S	GF CEMETERY AND SHOP SUPPLIES	194.23
MEYERS, GRETCHEN	GF DEPOSIT REFUND	50.00
MI ASSOC MUNICIPAL CEMETERIES	GF CONFERENCE REGISTRATION - CASE	149.00
MICHIGAN TOWNSHIPS ASSOCIATION	GF BROKOB WEBINAR REGISTRATION	50.00
MPC CASHWAY LUMBER CO	GF PICNIC TABLES	239.60
MUNICIPAL ADVISORY COUNCIL OF MI	GF ANNUAL ACCESS FOR DEBT REPORTS	100.00
NORTHWESTERN MUTUAL LIFE	GF DISABILITY INSURANCE	974.02
OVERLY, DAWN	GF DEPOSIT REFUND	150.00
PROVIDENCE	GF TECHCARE, SONICWALL, BACKUP BATTERY	1,977.80
RUSSELL WISE	GF DEPOSIT REFUND	150.00

WATERTOWN CHARTER TOWNSHIP
 BILL LIST FOR MEETING
 JULY 17, 2023

VENDOR	PURPOSE	AMOUNT
SCOTT LAWRENCE	GF DEPOSIT REFUND	50.00
STANDARD INSURANCE COMPANY	GF LIFE INSURANCE	209.64
STURDEVANT, JIM	GF DEPOSIT REFUND	50.00
TOTAL		\$87,794.82
GENERAL FUND TOTAL		\$75,874.82
CEMETERY FUND		\$11,920.00

*****PAYROLL PAID 07-14-23 *****

ELECTRONIC FEDERAL DEPOSIT	GF TWP SHARE SOCIAL SECURITY & MEDICARE	\$2,392.91
PAYROLL	GF PAYROLL FOR STAFF, BOARDS AND COMMITTEES	\$31,279.84
MERS	GF TWP SHARE RETIREMENT CONTRIBUTION COSTS	\$4,709.30
TOTAL		\$38,382.05
GENERAL FUND TOTAL		\$38,382.05

*****BILLS PAID 07-14-23*****

ACD	GF TELEPHONE EQUIPMENT	234.36
CAROLYN BROKOB	GF MEDICAL REIMBURSEMENT	764.98
CLINTON COUNTY TREASURER	GF MOBILE HOME TAX - JULY & AUGUST	375.00
CONSUMERS ENERGY	GF STREETLIGHTS	2,440.24
	GF PARK & RIDE LOT	37.30
	GF CEMETERY	52.22
	GF LOOKING GLASS PARK	28.81
	GF TOWNSHIP OFFICE & GYM	902.10
	GF HERITAGE PARK	37.07
	GF WATERTOWN CHARTER TOWNSHIP	227.81
CULLIGAN	GF BOTTLED WATER	54.00
GRANGER	GF TRASH REMOVAL	42.39
JACOB SCHAEFER	GF CEMETERY LAWN CARE	1,000.00
JEFFREY MACKENZIE	GF ASSESSOR 07/01-15/2023	3,323.84
JOHN MAAHS	GF MEDICAL REIMBURSEMENT	825.00
KENT COMMUNICATIONS	GF SUMMER TAX BILL	1,108.17
MICHIGAN FLEET FUELING	GF FUEL	325.56
MUNICIPAL INSPECTION SERVICE	GF PERMITS	31,976.00
PROVIDENCE	GF TRUSTEE EMAIL CREATION	233.33
QUILL	GF OFFICE SUPPLIES	67.53
RICOH	GF COPIER CONTRACT	142.00
ROSE PEST SOLUTIONS	GF PEST CONTROL	69.00
S.C.C.M.U.A.	SF MONTHLY PAYMENT	38,122.47
SOHN LINEN SERVICE	GF FLOOR MATS	80.56
SUE BIERGANS	GF MILEAGE REIMBURSEMENT	165.72
THOMPSON FAMILY PROPERTY	GF TAX REFUND	20.00
VERIZON	GF CELL PHONES	870.47
WOW BUSINESS	GF INTERNET	176.47

WATERTOWN CHARTER TOWNSHIP
 BILL LIST FOR MEETING
 JULY 17, 2023

VENDOR	PURPOSE	AMOUNT
TOTAL		\$83,702.40
GENERAL FUND TOTAL		\$45,579.93
SEWER FUND TOTAL		\$38,122.47

*****BILLS TO BE PAID 08-01-23*****

JEFFREY S. MACKENZIE	GF ASSESSING SERVICES	\$3,323.84
LOOKING GLASS FIRE REGIONAL	GF MONTHLY PAYMENT	\$50,153.27
S.C.C.M.U.A.	SF MONTHLY SEWER	\$38,122.47
TOTAL		\$91,599.58
GENERAL FUND TOTAL		\$53,477.11
SEWER FUND TOTAL		\$38,122.47

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

TOTAL		\$0.00
GENERAL FUND TOTAL		

MEMORANDUM

TO: WATERTOWN TOWNSHIP PLANNING COMMISSION
FROM: ANDREA Z. POLVERENTO, PLANNING DIRECTOR
SUBJECT: MONTHLY REPORT: MAY & JUNE 2023
DATE: MARCH 29, 2023

Meetings & Events

5/3 – Planning Commission Executive Committee Meeting
5/3 – Regular Planning Commission Meeting
5/15 – Board of Trustees Regular Meeting
5/25 – Regional Economic Development Roundtable Meeting (TCRPC)
5/30 – Tour of Area Multi-Family Properties
6/7 – Groundwater Management Board Executive Committee Meeting
6/9 – Road Commission & SCCMUA Meeting re: Nottingham
6/13 – Granger Public Meeting
6/14 – Groundwater Management Board Regular Meeting
6/22 – Groundwater Management Board Outreach Committee Meeting (virtual)
6/30 – Nottingham Road Density Testing

Enforcement

Grand River – working with property owner re: compliance, some progress
Grand River – met with property owner, compliance minimal, second notice pending
Wacousta Road – junk & junk vehicles, second notice pending
Wacousta Road – junk & junk vehicles, compliance
Wacousta Road – junk, some compliance, final notice pending
Winston Ave – setback issue on new construction, working with builder on compliance

Development

Staff received an incomplete application for a potential development at the NE corner of Francis and Grand River. When a complete set of plans are received, that will be sent to the Planning Commission for consideration. No update on this.
Franchino development project expects to be completed in August.
Staff working with Peckham on a new greenhouse build.
Required corrections for the Nottingham Fields Phase 2 expansion are underway. Staff was on site during road density testing, manhole coring and wrapping still pending.
Leavitt & Starck site plan received.
Wacousta Elementary site plan received, site work is pending.
Residential permit applications are picking up.

ZBA

The ZBA did not meet in May or June, and is not expected to meet in July.

Master Plan Update

Giffels Webster is just finishing up edits to the future land use map, I expect the draft by July 8, after which it will be distributed to the Planning Commission for final review. Staff is also staying on top of the issues related to the “mega site” in Eagle Township to determine if any additional considerations will need to be made.

Other

Staff has been coordinating with Garry Rowe on a follow-up to the groundwater study which was conducted in 2022. This phase is targeting properties in the southwest area of the township. Preliminary results are pending, staff will be meeting with the parties to discuss results in mid-July.

The Chuckie D’s food truck is locating at the TSC on Grand River on certain weekdays, a temporary use permit has been issued. Rumor has it the brisket is excellent.

Doug Riley has retired as the community development director in Clinton County. This is a significant loss to that department. The county has temporarily contracted with McKenna for some weekday planning & zoning services.

Clinton County has also adopted a wind and solar moratorium while a 19-member committee meets to discuss the issues and make a recommendation to the county Planning Commission on possible revisions to their wind and solar ordinances. The agricultural community seems split on large solar operations.

There have been a couple of recent issues on Winston Ave, staff has met with several property owners and issues are being resolved.

The 2024 budget has been sent out by the township manager, staff is making initial recommendations and will present the final draft budget to the Planning Commission in August as required. BOT budget meetings are scheduled for October 2 and 16.

Staff has had some preliminary meetings about future expansion at the House of Promise.

Staff will be working on some updates to the website to streamline permit applications and to add an updated environmental permits checklist to the site plan review application.

Planning & Zoning Monthly Report - June 2023

Residential	Current Month	Year to Date
New Residences	2	10
Residential Additions	2	5
Accessory Buildings/Garages	2	7
Decks and Porches	3	8
Pools/Ponds/Hot Tubs	1	3
Home Occupations		1
Sign Permits		
Commercial/Industrial	Current Month	Year to Date
New /Remodel/Additions		2
Sign Permits		
Cell Towers and Related		
Residential Solar		1
Agricultural	Current Month	
AG Buildings		2

Certificates of Occupancy Issued:

	Current Month	Year to Date
Residential	2	6
Commercial/Industrial		3

Planning & Zoning Monthly Report - May 2023

Residential	Current Month	Year to Date
New Residences	2	8
Residential Additions	2	3
Accessory Buildings/Garages	1	5
Decks and Porches	2	5
Pools/Ponds/Hot Tubs		2
Home Occupations		1
Sign Permits		
Commercial/Industrial	Current Month	Year to Date
New /Remodel/Additions		2
Sign Permits		
Cell Towers and Related		
Residential Solar		1
Agricultural	Current Month	Year to Date
AG Buildings		2

Certificates of Occupancy Issued:

	Current Month	Year to Date
Residential	2	4
Commercial/Industrial	2	3

TREASURER'S INVESTMENT MEMO

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

From: Sue Biergans, Treasurer

RE: May Investment Activity

Date: July 10, 2023

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

MI-Class	Total Interest added	\$16,333.91
MI-Class Edge	Total Interest added	\$ 9,072.20
Multi-Bank Securities	Total Interest added	\$ 9,230.91

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	\$130,137.56	\$1,918,618.80	\$328,252.71	\$247,685.00	\$100,000.00
\$156,300.21		\$100,000.00		\$128,834.37	\$12,470.01	\$934,897.00	\$133,434.00	\$100,000.00
		\$122,500.00		\$103,449.83	\$5,067.82	\$10,387.76	\$133,324.50	\$200,000.00
					\$457,462.99	\$934,897.00	\$145,515.00	
					\$52,860.45	\$25,969.36	\$195,994.00	
					\$198,099.78		\$195,498.00	
					\$5,254.58		\$201,494.00	
					\$73,463.83		\$250,000.00	
					\$1,060,472.71		\$200,000.00	
					\$28,704.88		\$223,510.00	
							\$87,661.00	
							\$197,894.00	
							\$247,442.50	
							\$250,415.00	
							\$178,314.00	
							\$176,618.00	
							\$250,000.00	
\$306,300.21	\$200,000.00	\$345,000.00	\$101,699.93	\$362,421.76	\$3,812,475.85	\$2,234,403.83	\$3,314,799.00	\$400,000.00
\$11,077,100.58								
2.77%	1.81%	3.11%	0.92%	3.27%	34.42%	20.17%	29.92%	3.61%

SCHEDULE OF INVESTMENTS FOR JUNE 2023

ATTACHMENT 7
BOT MTG 7-17-23

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	5.22%	\$139,636.28	\$1,918,618.80	
19	2021	MI-Class EDGE	\$900,000.00		23-Dec-21	PMMA	4.96%	\$35,747.76	\$934,897.00	\$913,918.05
22	2019	MBS 4.5yrs	\$250,000.00		12-Nov-19	12-May-23	1.65%	\$12,002.00	Matured	\$247,685.00
24	2020	Horizon 3 yr	\$130,137.56		2-Dec-20	2-Dec-23	0.38%		\$130,137.56	
26	2020	MBS 5yr	\$150,000.00		30-Nov-20	28-Nov-25	0.50%	\$1,871.92	\$133,434.00	\$133,434.00
3	2021	Dart 2 yr	\$122,500.00		16-Apr-21	16-Apr-23	0.30%	\$966.14	Matured	
9	2021	Dart Bank	\$100,000.00		6-Aug-21	6-Aug-23	0.25%		\$100,000.00	
11	2021	MBS 5 yr Gov Bond	\$150,000.00		18-Aug-21	18-May-26	0.88%	\$2,296.88	\$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	Matured	
4	2022	MBS 3 yr.	\$150,000.00		6-Sep-22	8-Sep-25	3.40%	\$2,948.22	\$145,515.00	\$145,515.00
5	2022	MBS 2 yr.	\$200,000.00		2-Sep-22	20-Sep-24	3.40%	\$3,930.93	\$195,994.00	\$195,994.00
6	2022	MBS 3 yr.	\$200,000.00		20-Sep-22	20-Sep-25	3.70%	\$4,277.80	\$195,498.00	\$195,498.00
9	2022	Dart 13 months	\$122,500.00		25-Oct-22	25-Nov-23	3.75%		\$122,500.00	
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%		\$103,449.83	
13	2022	MBS 2 yr.	\$200,000.00		15-Dec-22	16-Dec-24	5.00%	\$3,287.68	\$201,494.00	\$201,494.00
15	2022	FlagStar 1 yr	\$101,699.93		13-Dec-22	13-Dec-23	4.28%		\$101,699.93	
1	2023	MBS 5 yr.	\$250,000.00		20-Jan-23	20-Jan-26	4.75%	\$3,904.11	\$250,000.00	
2	2023	Mercantile 6 months	\$200,000.00		3-Mar-23	30-Aug-23	4.00%		\$200,000.00	
3	2023	Consumers Credit Union	\$200,000.00		6-Mar-23	6-Mar-23	4.85%		\$200,000.00	
4	2023	MBS 3 yr.	\$200,000.00		2-Mar-23	23-Mar-26	4.80%	\$1,604.38	\$200,000.00	
6	2023	Horizon 1 yr	\$128,834.37		18-Apr-23	18-Apr-24	4.53%		\$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%		\$247,685.00	
GENERAL FUND TOTAL			\$4,610,456.06	\$1,822,821.68			61.72%	\$189,257.96	\$6,015,581.99	\$1,428,361.55
CEMETERY IMP.										
24	2001	MI-Class		\$49,000.00	1-Oct-07	PMMA	5.22%	\$4,704.88	\$28,704.88	
19	2021	MI-Class EDGE	\$25,000.00		23-Dec-21	PMMA	4.96%	\$1,044.63	\$25,969.36	25386.63
CEMETERY IMP. TOTAL				\$49,000.00				\$4,704.88	\$54,674.24	
CURRENT TAX										
24	2001	MI-Class		-\$6,151.51	Dec 2010	PMMA	5.22%	\$4,484.48	\$5,067.82	
CURRENT TAX TOTAL				-\$6,151.51				\$4,484.48	\$5,067.82	
SEWER RECEIVING FUND										
24	2001	MI-Class	\$115,000.00	\$1,740,492.48	1-Oct-07	PMMA	5.22%	\$104,980.23	\$1,060,472.71	
19	2021	MI-Class EDGE	\$900,000.00		23-Dec-21	PMMA	4.96%	\$35,747.76	\$934,897.00	\$913,918.05
2	2021	MBS 5 yr Gov Bond	\$250,000.00		28-Apr-21	28-Apr-26	1.00%	\$5,000.00	\$223,510.00	\$223,510.00
16	2021	CIBC 18 months	\$156,300.21		1-Nov-21	2-May-23	0.30%	\$712.47	Matured	
18	2021	MBS 5 yr	\$100,000.00		17-Dec-21	17-Dec-26	1.15%	\$1,150.01	\$87,661.00	\$87,661.00
7	2022	MBS 3 yr.	\$200,000.00		28-Sep-22	28-Mar-25	4.10%	\$4,740.27	\$197,894.00	\$197,894.00
8	2022	Mercantile 1 yr	\$100,000.00		8-Oct-22	8-Oct-23	2.01%		\$100,000.00	
10	2022	MBS 2 yr.	\$250,000.00		3-Oct-22	24-Sep-24	4.00%	\$5,013.70	\$247,442.50	\$247,442.50
14	2022	MBS 1 yr.	\$250,000.00		16-Dec-22	15-Dec-23	4.80%	\$3,945.21	\$250,415.00	\$250,415.00
5	2023	MBS 3 yr.	\$250,000.00		3-Apr-23	3-Apr-26	5.10%	\$1,047.95	\$250,000.00	
9	2023	CIBC 1 yr	\$156,300.21		2-May-23	1-May-24	4.90%		\$156,300.21	
SEWER REC TOTAL			\$2,727,600.42	\$1,740,492.48			12.63%	\$140,727.99	\$3,508,592.42	\$913,918.05
WATER FUND										
24	2001	MI-Class	\$237,776.20	\$365,245.73	3-Apr-06	PMMA	5.22%	\$45,441.06	\$457,462.99	
19	2021	MI-Class EDGE	\$316,000.00		23-Dec-21	PMMA	4.96%	\$12,551.41	\$328,252.71	\$320,886.77
1	2021	MBS 5 yr GOV BOND	\$200,000.00		21-Apr-21	21-Apr-26	0.90%	\$3,600.00	\$178,314.00	\$178,314.00
WATER FUND TOTAL			\$753,776.20	\$365,245.73			11.08%	\$57,992.47	\$964,029.70	\$320,886.77
T.I.R.F.										
24	2001	MI-Class	\$102,000.00	-\$105,857.87	21-May-01	PMMA	5.22%	\$26,327.88	\$12,470.01	
19	2021	MI-Class EDGE	\$10,000.00		23-Dec-21	PMMA	4.96%	\$397.20	\$10,387.76	\$10,154.66
13	2020	MBS 5yr	\$200,000.00		28-Jan-21	26-Jan-26	0.50%	\$2,938.71	\$176,618.00	\$176,618.00
T.I.R.F. TOTAL			\$312,000.00	-\$105,857.87			10.68%	\$29,663.79	\$199,475.77	
STOLL ROAD PAVING Bond paid in full 2021										
24	2001	MI-Class	\$528,136.10	-\$383,775.16	29-Nov-06	PMMA	5.22%	\$53,538.84	\$198,099.78	
STOLL RD PAVING TOTAL			\$528,136.10	-\$383,775.16				\$53,538.84	\$198,099.78	
STOLL RD WATER Bond paid in full 2021										
24	2001	MI-Class	\$410,483.63	-\$417,919.90	29-Nov-06	PMMA	5.22%	\$12,490.85	\$5,254.58	
STOLL RD WATER TOTAL			\$410,483.63	-\$417,919.90				\$12,490.85	\$5,254.58	
STOLL RD SEWER Bond paid in full 2021										
24	2001	MI-Class	\$1,942,691.91	-\$1,950,232.81	29-Nov-06	PMMA	5.22%	\$65,401.35	\$52,860.45	
STOLL RD SEWER TOTAL			\$1,942,691.91	-\$1,950,232.81				\$65,401.35	\$52,860.45	
WACOUSTA RD PAVING Bond paid in full 2021										
24	2001	MI-Class	\$50,848.01	-\$16,528.36	13-Apr-07	PMMA	5.22%	\$39,458.92	\$73,463.83	
WACOUSTA RD PAVING TOTAL			\$50,848.01	-\$16,528.36				\$39,458.92	\$73,463.83	
									\$11,077,100.58	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

JUNE 2023

Financial Status Report

JUNE 2023

ACCOUNTS	BEGINNING BALANCE	FUNDS RECEIVED	FUNDS DISBURSED	ENDING BALANCE
GENERAL FUND				
CHECKING	\$ 13,477.91	\$ 1,653,663.60	\$ 1,405,550.78	\$ 261,590.73
SAVINGS ACCOUNT	\$ 2,904,879.19	\$ 783,804.31	\$ 1,076,060.66	\$ 2,612,622.84
INVESTMENTS	\$ 6,003,566.08	\$ 12,015.91		\$ 6,015,581.99
TOTAL	\$ 8,921,923.18	\$ 2,449,483.82	\$ 2,481,611.44	\$ 8,889,795.56
CEMETERY IMPROVEMENT FUND				
SAVINGS ACCOUNT	\$ 28,186.18	\$ 364.96	\$ 5.00	\$ 28,546.14
INVESTMENTS	\$ 54,445.80	\$ 228.44		\$ 54,674.24
TOTAL	\$ 82,631.98	\$ 593.40	\$ 5.00	\$ 83,220.38
TAX				
SAVINGS ACCOUNT	\$ 10,791.83		\$ 43.16	\$ 10,748.67
INVESTMENTS	\$ 5,046.12	\$ 21.70		\$ 5,067.82
TOTAL	\$ 15,837.95	\$ 21.70	\$ 43.16	\$ 15,816.49
TIRF				
SAVINGS ACCOUNT	\$ 66,823.07	\$ 56,995.56	\$ 56,905.00	\$ 66,913.63
INVESTMENTS	\$ 199,380.16	\$ 95.61		\$ 199,475.77
TOTAL	\$ 266,203.23	\$ 57,091.17	\$ 56,905.00	\$ 266,389.40
WATER DISTRICT #1				
SAVINGS ACCOUNT	\$ 98,759.98	\$ 70,920.54	\$ 70,000.00	\$ 99,680.52
INVESTMENTS	\$ 960,737.00	\$ 3,292.70		\$ 964,029.70
TOTAL	\$ 1,059,496.98	\$ 74,213.24	\$ 70,000.00	\$ 1,203,710.22
SEWER RECEIVING FUND				
SAVINGS ACCOUNT	\$ 574,152.65	\$ 467,000.51	\$363,122.47	\$ 678,030.69
INVESTMENTS	\$ 3,500,253.10	\$ 8,339.32		\$ 3,508,592.42
TOTAL	\$ 4,074,405.75	\$ 475,339.83	\$ 363,122.47	\$ 4,186,623.11
WACOUSTA RD PAVING				
INVESTMENTS	\$ 73,149.09	\$ 314.74	\$ -	\$ 73,463.83
TOTAL	\$ 73,149.09	\$ 314.74	\$ -	\$ 73,463.83
STOLL ROAD PAVING				
INVESTMENTS	\$ 197,251.06	\$ 848.72		\$ 198,099.78
TOTAL	\$ 197,251.06	\$ 848.72	\$ -	\$ 198,099.78
STOLL ROAD WATER				
INVESTMENTS	\$ 5,232.06	\$ 22.52		\$ 5,254.58
TOTAL	\$ 5,232.06	\$ 22.52	\$ -	\$ 5,254.58
STOLL ROAD SEWER				
INVESTMENTS	\$ 52,633.99	\$ 226.46		\$ 52,860.45
TOTAL	\$ 52,633.99	\$ 226.46	\$ -	\$ 52,860.45
GRAND TOTAL	\$ 14,748,765.27	\$ 3,058,155.60	\$ 2,971,687.07	\$ 14,975,233.80

Memorandum

To: Watertown Township Board
From: Jennifer Tubbs, Watertown Township Manager
Date: July, 2023

RE: Township Manager's monthly report

Committees/Meetings:

- Attended SCCMUA board meeting
- Attended LGRFA Board Meeting
- Attended Middle of the Mit
- Met with Clinton County Road Commission
- Met with Grand Ledge Schools

Economic Development:

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

Office Operation:

- Staff related assistance – three

Resident Relations:

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

Township Board Relations:

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

Miscellaneous:

Budget–

The township budget work sheets have been distributed to department heads for the 2024 budget.

Granger –

The public engagement meeting with Granger went well. Granger put on a presentation for the public regarding the possibility of using a portion of the landfill that is currently closed. Only a few residents attended, but their questions were answered in an open and welcoming format.

Wacousta School Update –

Grand Ledge Public Schools has completed their appraisal. They are asking the township to make an offer on the building. Spicer Group, the township engineers, have been requested to prepare an estimate for the evaluation of the building.

SOUTHERN CLINTON COUNTY
MUNICIPAL UTILITIES AUTHORITY
3671 W. Herbison Road
DeWitt, MI 48820
Regular Commission Meeting
May 16, 2023

CALL TO ORDER

Chairperson Hildebrant called the meeting to order at 5:30 p.m.

ROLL CALL

PRESENT: Adams, Coss, Cramton, Dymczyk, Helinski, Hildebrant, Tolliver, Tubbs

ABSENT: Kurt, Ross

ALSO PRESENT: Director of Operations Gurski, Administrative Supervisor Mead, Roger Swet-Dickinson Wright

APPROVAL OF AGENDA

Motion by Adams, seconded by Helinski, to approve the agenda as presented. **Motion Carried**

APPROVAL OF CONSENT AGENDA

Motion by Coss, seconded by Tubbs, to approve the consent agenda as presented. **Motion carried.**

- Regular commission meeting minutes – April 18, 2023 (Approved)
- May 2023 communications (Receive and place on file)
- Vouchers 63145-63209, 17256-17258 (Approved)
- May 23-17 April 2023 Financial Reports (Approved)

PUBLIC COMMENT

There were no public comments.

NEW BUSINESS

May 23-21 Confidential Legal Opinion – Closed Session

Motion by Tubbs, second by Helinski, to enter into closed session to discuss a confidential legal opinion pursuant to the open meetings act MCL 15.423(g). **Roll call vote: Adams, aye; Coss, aye; Cramton, aye; Dymczyk, aye; Helinski, aye; Hildebrant, aye; Kurt, absent; Ross, absent; Tolliver, aye; Tubbs, aye. Motion carried.**

Members returned to regular session at 6:08 pm.

May 23-18 Consideration of Budget Adjustment – SRF Payment

Gurski stated that when the 2023 budget was prepared, the project and SRF funding was not finalized, and staff were unable to plan for the payment that would be due in October. The first payment application for the project was submitted today.

Motion by Tubbs, second by Adams, to authorize the Secretary/Treasurer to make a budget adjustment as follows: 565-200-993 in the amount of \$54,355.80 and 565-201-993 in the amount of \$131,794.20. Further, to authorize the Secretary/Treasurer to make the necessary payments from the appropriate project reserves. **Motion carried.**

May 23-19 Consideration of Increase to IPP Reserve Limit

Gurski explained that upon completion of the project, the IPP program would need to be reevaluated and comply with the Federal IPP regulations. It will also require an updated headworks loading study. Increasing the reserve limit will allow for those studies to come from reserves instead of impacting payments.

Motion by Tubbs, second by Helinski, to approve an IPP fund balance policy increase to \$150,000 effective immediately. **Motion carried.**

May 23-20 SRF Loan/Project Update

The SRF loan is now closed. The preconstruction meeting will be on May 18. The first change order will be brought to the next meeting and will lower the total cost of the project.

Motion by Dymczyk, second by Coss, to authorize the Director of Operations to sign the project bid documents. **Motion carried.**

DIRECTOR'S REPORT

The Director stated that the staff is investigating the impacts of the rain events and working on solutions for some of the issues that were encountered. Generators are still an issue. They have found a solution that will begin to be implemented as boards fail in the generators. Three staff members wrote for the wastewater exam. The proposed 2024 budget went to the B&F committee. LSJ was at the meeting and did an article on the project.

STAFF COMMENT

There were no staff comments.

EXTENDED PUBLIC COMMENT

There were no extended public comments.

AUTHORITY MEMBER COMMENT

Most of the communities reported that their 2022 fund balances will be moved to the project reserves. Dymczyk thanked staff for their help with the EGLE notice.

ADJOURNMENT

Motion by Coss, seconded by Helinski, to adjourn at 6:35 pm.

Prepared by,
Lisa Mead
Recording Secretary



Clinton County Department of Waste Management

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

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

June 2023

Please review the enclosed annual report for the Clinton County Rural Recycling Site Program. We are foregoing the annual Rural Recycling Advisory Council (RRAC) meeting as there are no new changes being recommended for the 2024 service year. Please do not hesitate in contacting our office if you have any questions or comments – we are here to help!

Copies of this packet will be sent to elected officials in all partner communities. Please review and discuss these materials at your next board meeting.

The enclosed report covers collection and cost data for 2022. We encourage your input and comments on how to improve our current program. The key area for input is regarding recommended cost shares for the 2024 Service Plan. Recycled commodity market values have been unstable for the past two calendar years. If each community keeps their annual cost share at \$15 per household, the county will be liable for an estimated \$51,000 in expenses for 2023. I will be recommending this funding scenario along with the 2024 Service Plan to the Clinton County Board of Commission for approval and hope it is one your entity can support.

If you are a participating Rural Recycling Site partner, we would appreciate it if your entity would send something in writing supporting this program for the 2023 year at the same fee, which is currently at \$15.00 by July 31, 2023. Please feel free to contact me directly if you have any questions, concerns, or suggestions: (989) 224-5187 or recycle@clinton-county.org.

Sincerely,

Kate Neese

Kate Neese

Waste Management Coordinator

P.S. Want to help improve recycling efforts within our County? Here are some suggestions:

If you have a newsletter, tax or water bill, or website, please add some basic info about how it is important to 1) Sort your recyclables into the proper container 2) Avoid putting plastic bags into any recycling receptacle 3) Contact our office with questions (989) 224-5186 or recycle@clinton-county.org 4) When in doubt, throw it out.

If your muni has a social media account, follow Clinton County (www.facebook.com/ClintonCountyMI) AND <https://twitter.com/clintoncountymi>) and share our posts. Your help is greatly appreciated!

You can also sign up for our monthly e-newsletter through our website <https://www.clinton-county.org/196/Waste-Management>. Happy recycling!

**Clinton County Rural Recycling Advisory Council
Rural Recycling Program Annual Activity Report
June 2023**

*Prepared by Kate Neese, Waste Management Coordinator
Clinton County Department of Waste Management*

This report has been prepared to update members of the Clinton County Rural Recycling Advisory Council (RRAC) of activities related to the Rural Recycling Program. This information is public and will be shared with all municipalities.

Overview

The Clinton County Rural Recycling Program provides recycling services to residents living to the northwest and west tiers of the county. It was initiated by grant funding in early 1992. The county agreed to pay service fees and grants were used for equipment and other capital expenditures. What was once thought would be a low-cost endeavor grew substantially. Service costs escalated because of the volatility in recycling markets, changing trends in material collection, and because residents' participation increased steadily over the years. From 1992 through 2005 the Department of Waste Management expended \$568,732 in revenues to support the services. A select group of communities agreed to work with the county to provide funding starting with the 2006 service year. RRAC members currently include Dallas Township, Lebanon Township, Village of Fowler, and the Village of Maple Rapids. To generate revenue to fund individual cost shares, Community partners use general funds and/or the Act 69 of 2005 funding mechanism, which allows an annual surcharge on winter taxes. *We would like to point out that we are celebrating thirty-one years of recycling with this program.*

Due to increased costs and failing market prices, the Community partners raised the household contribution from \$12 to \$15 per year in 2010. This increased their combined 2010 cost share from \$36,448 to \$46,235. In March of 2012, the Eagle Township site closed and as of this date, no new location has been established. In May of 2014, the Pewamo/Westphalia site closed during construction at the school. The Village of Westphalia and Westphalia Township have been working collaboratively to provide their residents with twice a month recycling collection program since that closure. The DWM provided some assistance with infrastructure and will continue to promote this, and all other recycling programs within the County.

The value of recyclables has slightly declined over the past year. As of the 2023 calendar year, commodity prices have dipped, such that the sale of collected materials is funding about 19% of all the expenses associated with offering the services (this time last year, it was about 25%). It is estimated that the county will need to contribute approximately \$51,000.00 for the 2023 service period based on current commodity values. Assuming commodity prices maintain at this level or better, and community partners maintain their existing cost share amounts, and use of the services does not fluctuate significantly, the county's cost share in 2024 should be about the same.

The COVID-19 pandemic had little impact on our Rural Recycling Sites and County residents saw no disruption of service for these two locations. The department approved an additional cardboard collection container at the Maple Rapids site to help with the influx of material through the spring and summer of 2020.

The Clinton County Board of Commissioners will meet soon to discuss continued financial support of the Rural Recycling Program. Staff will recommend that for the 2023 and 2024 service years the Department continue to be liable for program expenses over and above those funded by local communities, contingent upon each partner maintaining the current cost share level. Staff will continue to monitor program costs. If projected expenses fall out of range of what can be funded by Department revenues, the county and community partners will re-evaluate the budget. Table 1 provides an overview of proposed cost share commitments by community for 2024 based on 2023 household figures.

Partners Utilizing Act 69 of 2005		
Contributors	# HH	Cost Share
Dallas Township	409	\$6,135
Village of Fowler	505	\$7,575
Lebanon Township	249	\$3,735
Sub-Total	1,163	\$17,445
General Fund Partners		
Contributors	# HH	Cost Share
Village of Maple Rapids	246	\$3,690
Sub-Total	246	\$3,690
Grand Total	1,409	\$21,135

Service Contract Details

The Clinton County Department of Waste Management (DWM) administers the recycling service contract on behalf of community partners. The service provider is Granger Recycling Center and Granger Container Service. Two recycling sites are operated in Maple Rapids and Fowler. A three-year service contract was renewed with Granger starting March 1, 2021. Each year Granger is entitled to an annual rate increase of 3% or equal to the Consumer Price Index, whichever is less. Credit is provided for the sale of the material collected which off-sets collection, processing and transportation costs. Granger provides a quarterly report with independent verification of prices paid for recycled commodities, which are discussed further on in this report. Current service costs include a hauling charge each time a container is full and needs to be emptied (\$179.12 each pull), container rental fees (ranging from \$80.37 to \$129.46 per month, depending on container type), processing fees charged for each ton of material recycled (\$86.61 per ton), as well as a landfill fee for instances when items are illegally dumped (\$86.61 per ton).

Site	Plastic	Tin/Alum	Glass	OCC	Papers	Total
Maple Rapids	28,260	9,480	27,280	98,600	26,700	191,440
Fowler	71,680	18,340	59,240	283,260	65,380	499,120
	99,940	27,820	86,520	381,860	92,080	688,220

*OCC stands for Old Corrugated Cardboard

2022 Collection and Cost Data

Last year 688,220 pounds of material was recycled, an overview is provided in Table 2, roughly an 11% decrease from 2021. Fowler collected most of the material at 73% of the total. The other site, Maple Rapids, collected 27%. Attachment A provides detailed information for each site for the 2022 service period.

Table 3 identifies how much material has been collected through the Rural Recycling Program since its inception. It should be noted that volume fluctuations occur from year to year, depending on the local economy and consumer consumption. Fluctuations could be a result of residents recycling at other sites such as Granger’s drop-off center in DeWitt Township or the St. Johns Lions Club Recycling Center, or it could be tied to the economy. During economic downturns residents consume less material goods and that impacts both the amount of material generated, and ultimately the amount of material recycled or landfilled.

Table 4 breaks down the recyclables collected. Cardboard remains the highest volume recyclable collected at our sites.

Year	Pounds
1992-2012	1,088,640
2013	898,040
2014	861,320
2015	684,948
2016	668,300
2017	660,980
2018	743,560
2019	675,960
2020	766,940
2021	769,120
2022	688,220
Total	25,980,990

Material	Pounds	% of Total	
OCC	381,860	55%	
Plastic	99,940	14.5%	
Paper	92,080	13%	
Glass	86,520	12.5%	
Tin/Alum	27,820	4%	
Total	688,220		

**OCC stands for Old Corrugated Cardboard*

Table 5 below provides a comparison of costs to operate the sites for the last three years. Taking into account the community contributions, the DWM expended \$49,167 in 2022. For reference, also after community contributions, the department expended \$47,618 in 2021 and \$51,006 in 2020.

Table 5. Rural Recycling Sites Operational Costs 2020 thru 2022									
SITE	2022			2021			2020		
	Total	Rebate	Total	Total	Rebate	Total	Total	Rebate	Total
Maple Rapids	\$31,985.07	(\$6,900.01)	\$25,085.06	\$31,732.23	(\$8,399.69)	\$23,332.54	\$30,673.69	(\$6,666.80)	\$24,006.89
Fowler	\$59,989.02	(\$16,275.89)	\$43,713.13	\$62,956.40	(\$17,550.70)	\$45,405.70	\$61,592.26	(\$13,473.38)	\$48,118.88
Total	\$91,974.09	(\$23,175.90)	\$68,798.19	\$94,688.63	(\$25,950.39)	\$68,738.24	\$92,265.95	(\$20,140.18)	\$72,125.77

Status of Recycled Commodity Market Values, Projected Site Costs

In 2022, recycled commodity prices remained stable, but on the low side. In Clinton County material rebates are applied as a credit to service costs so when rebates are low, communities must pay more to maintain the services. In 2022, the average material rebates off-set 25% of the total operational costs (2021 also saw 25%, 2020 saw 21%, and 2019 was about 20%). In 2022 the Rural Recycling Program partners generated \$21,075 in revenue, and the remaining cost of \$47,723 was paid for through the Department of Waste Management’s budget. The Clinton County Sheriff Department cardboard recycling figures are also tracked through this program and added an additional \$1,938 in expenses and an additional 14,320 pounds of recycled cardboard. The jail began recycling all other recyclables, except for cardboard, through the cart collection system in 2018. The cart collection for the jail costs \$42.00 per month (\$504.00 annually) and adds about 9,600 pounds of recyclables to their program. These numbers are now tracked through the internal county recycling programs budget line.

Table 6 on the following page provides specific data on prices paid for collected materials. As of the end of April of this year, material rebates have accounted for \$5,478.64 in credits, or about 19% of the total costs for January through April, which was \$28,462. For budgeting, it should be reasonable to assume an average 20% material rebate credit for 2023 based on current market values. This would put program expenses at about \$71,160 for 2023 after material rebates. At the existing cost share rate of \$15 per household, \$21,135 in revenues will be generated for 2023. This leaves the county liable to make up a difference of about \$51,000 assuming additional partners do not join in funding, or existing partners do not increase their funding cost share. If revenue generated from community contributions exceeds net program costs, funds will be set aside in a designated account. These revenues would be applied to next year’s services and could possibly reduce the future annual household fee. For informational purposes, detailed data on the prices paid each month for each commodity from January 2021 to the present date is included in Table 6 on the next page.

*OCC stands for Old Corrugated Cardboard

	Plastic	Tin/Alum	Glass	OCC	Paper
Jan-21	\$75	\$235	\$20	\$50	\$112
Feb-21	\$75	\$160	\$20	\$50	\$104
Mar-21	\$75	\$200	\$20	\$50	\$104
Apr-21	\$75	\$200	\$20	\$50	\$104
May-21	\$75	\$220	\$20	\$50	\$112
Jun-21	\$75	\$250	\$20	\$50	\$120
Jul-21	\$75	\$250	\$20	\$50	\$128
Aug-21	\$75	\$230	\$20	\$50	\$136
Sep-21	\$75	\$200	\$20	\$50	\$144
Oct-21	\$75	\$200	\$20	\$50	\$124
Nov-21	\$75	\$220	\$20	\$50	\$148
Dec-21	\$75	\$230	\$20	\$50	\$148
Jan-22	\$75	\$180	\$20	\$50	\$148
Feb-22	\$75	\$180	\$20	\$50	\$148
Mar-22	\$75	\$220	\$20	\$50	\$140
Apr-22	\$75	\$240	\$20	\$50	\$172
May-22	\$75	\$190	\$20	\$50	\$180
Jun-22	\$75	\$150	\$20	\$50	\$180
Jul-22	\$75	\$150	\$20	\$50	\$184
Aug-22	\$75	\$120	\$20	\$50	\$184
Sep-22	\$75	\$100	\$20	\$50	\$148
Oct-22	\$75	\$100	\$20	\$50	\$148
Nov-22	\$75	\$80	\$20	\$50	\$148
Dec-22	\$75	\$80	\$20	\$50	\$148
Jan-23	\$24	\$112	\$20	\$75	\$144
Feb-23	\$24	\$128	\$20	\$75	\$144
Mar-23	\$24	\$168	\$20	\$75	\$144

Education and Outreach

The Department offers a wide range of education and outreach programs to promote and foster conservation values.

Presentations for K-12 classes and community organizations are available free of charge. The department was able to do some limited student/school environmental education presentations through local libraries, schools, and the DeWitt Area Recreation Authority. These programs allowed us to interact with 564 students in the community. 2023 will likely see an increase in participation due to the changes in the COVID-19 pandemic protocol.

The Department also offers outreach services to educate residents and businesses on ways to reduce, reuse, recycle, compost, and properly dispose of problem waste materials. Future initiatives are always being developed.



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: JULY 10, 2023

SUBJECT: JUNE 2023 JAIL BILLING

The average daily population of inmates for the month of JUNE 2023 was 118 inmates. This total includes a daily average of 113 County Inmates and a daily average of 5 Inmates Housed for Other Jurisdictions.

Revenue for the month of JUNE 2023 was \$8475.00

**MONTHLY JAIL COUNT
JUNE 2023**

DATE	MALE	FEMALE	TOTAL	BOARDER	CCSO
1	86	34	120	4	116
2	86	32	118	4	114
3	83	33	116	4	112
4	84	32	116	4	112
5	84	31	115	4	111
6	83	31	114	4	110
7	84	32	116	4	112
8	92	31	123	4	119
9	93	29	122	5	117
10	89	31	120	5	115
11	88	29	117	5	112
12	87	29	116	5	111
13	86	30	116	5	111
14	86	30	116	7	109
15	88	33	121	7	114
16	90	29	119	7	112
17	89	27	116	7	109
18	90	27	117	7	110
19	87	27	114	7	107
20	87	27	114	7	107
21	87	25	112	6	106
22	92	30	122	6	116
23	93	29	122	6	116
24	93	31	124	6	118
25	94	30	124	6	118
26	91	27	118	6	112
27	90	27	117	6	111
28	88	27	115	6	109
29	90	28	118	5	113
30	93	30	123	5	118
TOTALS	2653	888	3541	164	3377
DAILY AVERAGE	88	30	118	5	113

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		
CJRP - GROUP II	60	7/5/2023	\$ 2,400.00		
CJRP - PRIS. PRESUMP.	26	7/5/2023	\$ 1,690.00		
MDOC-DETAINEES	31	7/5/2023	\$ 1,085.00		
Totals	177		\$ 8,475.00		\$ -

OUT COUNTY REVENUE COMPARISONS**2019-2023****JANUARY - DECEMBER**

MONTH	2019	2020	2021	2022	2023
JANUARY	\$ 66,134.00	\$ 52,251.00	\$ 3,255.00	\$ -	\$ 6,440.00
FEBRUARY	\$ 60,711.00	\$ 51,775.00	\$ 1,435.00	\$ -	\$ 4,888.00
MARCH	\$ 84,443.00	\$ 40,849.00	\$ 1,730.00	\$ -	\$ 9,780.00
APRIL	\$ 63,550.00	\$ 12,730.00	\$ 215.00	\$ -	\$ 8,505.00
MAY	\$ 70,941.00	\$ 15,041.00	\$ 175.00	\$ 1,050.00	\$ 7,465.00
JUNE	\$ 58,269.00	\$ 22,295.00	\$ 105.00	\$ 665.00	\$ 8,475.00
JULY	\$ 47,829.00	\$ 27,835.00	\$ 525.00	\$ 2,900.00	\$ -
AUGUST	\$ 53,162.00	\$ 13,800.00	\$ 1,365.00	\$ 4,715.00	\$ -
SEPTEMBER	\$ 51,121.00	\$ 9,445.00	\$ 2,450.00	\$ 7,567.00	\$ -
OCTOBER	\$ 56,752.00	\$ 11,455.00	\$ 1,505.00	\$ 9,703.00	\$ -
NOVEMBER	\$ 59,685.00	\$ 6,005.00	\$ 1,225.00	\$ 8,347.00	\$ -
DECEMBER	\$ 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	\$ 45,553.00
AVERAGE	\$ 61,010.50	\$ 22,421.33	\$ 1,255.83	\$ 3,525.25	\$ 3,796.08
ACTUAL	\$ 732,126.00	\$ 269,056.00	\$ 15,070.00	\$ 42,303.00	\$ 45,553.00
Captain Tom Wirth					

CLINTON COUNTY



SHERIFF'S OFFICE

MONTH: June of 2023

TRAFFIC CRASHES

	June 2023	YEAR TO DATE	2022 TOTALS
Fatal Crashes	0	4	4
Deaths	0	4	4
Personal Injury	11	48	110
Property Damage Crash	36	261	531
Car/Deer	72	399	1026
TOTAL	119	716	1677

TRAFFIC ENFORCEMENT

	June 2023	YEAR TO DATE	2022 TOTALS
OUIL	9	41	118
Seatbelt	4	17	34
Total Traffic Citations	338	2411	5117
VCSA(Drugs)	0	21	52

COMPLAINT ACTIVITY

	June 2023	YEAR TO DATE	2022 TOTALS
Self-Initiated Calls	1315	8434	16612
Calls for Service	632	3504	7812
Total Calls	1948	11955	24496
Written Reports	200	1382	3160

**JUNE 2023 TOWNSHIP TICKET
TOTALS**

BATH	3
BENGAL	20
BINGHAM	29
DALLAS	7
DEWITT	35
DUPLAIN	8
EAGLE	36
ESSEX	2
GREENBUSH	47
LEBANON	2
OLIVE	41
OVID	19
RILEY	6
VICTOR	4
WATERTOWN	55
WESTPHALIA	4
VILLAGE OF ELSIE	4
VILLAGE OF MAPLE RAPIDS	0
VILLAGE OF WESTPHALIA	2
VILLAGE OF FOWLER	0
CITY OF ST. JOHNS	4
CITY OF DEWITT	5

COMMUNICATIONS

Number of Events by Nature

WATERTOWN TWP - 06/2023

Nature	# Events
9-1-1 HANG UP/OPEN LINE	4
ABANDONED VEHICLE	1
ALARM	9
ANIMAL COMPLAINTS/BITES	12
ASSIST OTHER AGENCY	3
BE ON THE LOOKOUT	1
BREAKING & ENTERING	2
BUSINESS CONTACT/CHECK	7
CAR/DEER ACCIDENT	12
CHECK SUBJECT(S)	6
CHECK VEHICLE	6
CIVIL /NEIGHBOR DISPUTE	2
COMMUNITY POLICING	2
CONTEMPT OF COURT	3
CRIMINAL SEXUAL CONDUCT	1
DISORDERLY CONDUCT	2
DNR/HUNTING TYPE	1
DRIVERS LICENSE VIOLATION	2
FAMILY DISPUTE	4
FLEEING AND ELUDING	1
FOLLOW UP	9
FRAUD AND FRAUDULENT ACTIVITY	3
HARASSMENT AND THREATS	2
HIT AND RUN PDA	1
INSURANCE VIOLATIONS	1
LARCENY	2
MALICIOUS DESTRUCTION OF PROPE	1
MOTORIST ASSIST	10
NOISE/LOUD PARTY	2

Nature	# Events
OPERATING WHILE INTOXICATED	1
PEACE OFFICER	2
PERSONAL INJURY ACCIDENT	3
PROPERTY CHECK	65
PROPERTY DAMAGE ACCIDENT	12
PSYCHIATRIC PERSON	4
REGISTRATION VIOLATIONS	1
REPOSSESSED VEHICLE	1
REQUEST FOR SERVICE	5
SUSPICIOUS SITUATION	4
TRAFFIC HAZARD	7
TRAFFIC STOP	44
TRESPASSING	1
UNKNOWN ACCIDENT	1
UNWANTED SUBJECT	1
WARRANT ARREST/PICKUP	3
WELFARE CHECK	1
Total	268

Watertown Charter Township
June 20, 2023 Board of Trustees Regular Meeting Minutes - DRAFT

1. **CALL TO ORDER:** The meeting was called to order at 7:00PM by Chair Pro Tem, Ron Overton with the Pledge of Allegiance to the Flag of the United States of America.

BOARD MEMBERS PRESENT: Supervisor John Maahs (7:05PM), 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 Planning Director Andrea Polverento.

PUBLIC PRESENT: David Bartkowiak, Peggy McLeod, Brian Hurtekant, Virginia Vander Roest, Aaron Stevens, Ken Mitchell.

7:05 Chair Pro Tem relinquished charge of the meeting back to Supervisor John Maahs.

2. **PUBLIC COMMENT:**

Commissioner Ken Mitchell discussed the jail facilities and issues with aging infrastructure. Mr. Mitchell was asked by Trustee Cooley about his recent vote on reinstating the Giffels Webster study in Eagle Township. He was questioned on what the scope of the study entailed. He said he would confirm and follow up.

Resident Brian Hurtekant discussed SOAR funds with LEAP and the MEDC. He also voiced concerns with Commissioner Mitchell and Clinton County Commissioners involvement with the Eagle Mega Site.

3. **CONSENT AGENDA:**

Motion by Clerk Brokob, seconded by Trustee Madill, to approve the consent agenda as presented. Motion carried.

4. **AGENDA APPROVAL:**

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

5. **APPROVAL OF MINUTES: May 15, 2023 – Regular Meeting**

Motion by Clerk Brokob, seconded by Trustee Madill, to approve the regular meeting minutes of May 15, 2023. Motion carried.

6. **APPROVAL OF BILLS:**

Motion by Treasurer Biergans, seconded by Trustee Madill, to approve the additional bill list on the table dated June 20, 2023. Motion carried.

7. **PUBLIC HEARING:** None

8. **PENDING BUSINESS:** None

9. **NEW BUSINESS:**

- a. **Appointments to the Compensation Commission (Palmer, Vander Roest, & Bennett)**

There are three vacancies on the Watertown Charter Township Compensation Commission. Applications of three interested residents were provided.

Watertown Charter Township
June 20, 2023 Board of Trustees Regular Meeting Minutes - DRAFT

Motion by Trustee Cooley, seconded by Trustee Hufnagel, to concur with Supervisor Maahs' recommendation and appoint Julia Bennett to serve on the Watertown Charter Township Compensation Commission with a term to expire January 1, 2025. Motion carried.

Motion by Trustee Cooley, seconded by Trustee Hufnagel, to concur with Supervisor Maahs' recommendation and appoint Kristine Palmer to serve on the Watertown Charter Township Compensation Commission with a term to expire January 1, 2026. Motion carried.

Motion by Clerk Brokob, seconded by Trustee Cooley, to concur with Supervisor Maahs' recommendation and appoint Virginia Vander Roest to serve on the Watertown Charter Township Compensation Commission with a term to expire January 1, 2027. Motion carried.

b. Re-Appointment to Zoning Board of Appeals – Robert Walling

Motion by Clerk Brokob, seconded by Trustee Cooley, to re-appoint Robert Walling to the Zoning Board of Appeals for a term that expires June 9, 2026. Motion carried.

c. 2022 Audit Presentation-Maner Costerisan

Aaron Stevens from Maner Costerisan reviewed the Watertown Charter Township Audited Financial Statements for year ending December 31, 2022.

Motion by Clerk Brokob, seconded by Trustee Hufnagel, to accept the 2022 Financial Audit with revisions and place it on file. Motion carried.

d. Township Bank Change

Treasurer Biergans informed the Board of Trustees that she is in the process of changing the banking institution that Watertown Charter Township does business banking with from Huntington Bank to Mercantile bank. The decision to change will result in improved interest income, reduced fees, and an improved customer service relationship.

e. Columbarium Bid for Wacousta Cemetery

Clerk Brokob presented the information on the purchase of a granite columbarium for a newly created cremains garden in the Wacousta Cemetery. A Request for Proposal was sent out and five vendors submitted bids. The Cemetery Board reviewed the bids and recommended the bid be awarded to Brutsche-Wilbert Memorials.

Motion by Clerk Brokob, seconded by Trustee Cooley, to concur with the recommendation of the Cemetery Board and authorize the purchase of a 48-niche granite columbarium from Brutsche for \$23,840 with a \$1,160 contingency for a total of \$25,000 from the cemetery capital outlay account. Motion Carried.

f. Foundation Bid for Columbarium in Wacousta Cemetery

Two bids were received for the installation of a concrete foundation for the Wacousta Cemetery Columbarium. Clerk Brokob recommended the award go to the lowest bidder, John A. Iszler Concrete Contractor.

Motion by Clerk Brokob, seconded by Trustee Hufnagel, to authorize the installation of a concrete foundation for the Wacousta Cemetery Columbarium with the bid awarded to John A. Iszler Concrete for \$4,880 with a \$620 contingency for a total of \$5,500 from the cemetery capital outlay account. Motion Carried.

g. Independence Day Holiday

Watertown Charter Township
June 20, 2023 Board of Trustees Regular Meeting Minutes - DRAFT

Supervisor Maahs made the recommendation that the township offices be closed on Monday, July 3, 2023, with the Independence Day holiday falling on Tuesday, July 4, 2023.

Motion by Trustee Cooley, seconded by Trustee Hufnagel, to close Watertown Charter Township office on Monday, July 3, 2023. Motion carried.

h. Township Office Work Schedule

Supervisor Maahs discussed employee retention and wants to look at variable schedules as the work force is changing. The board agreed that the township has an awesome staff, and we want to retain them and want to be flexible with schedules. Manager Tubbs said she supports looking at different schedules but with limited staff it is difficult to cover current hours with staff working certain schedules such as four 10-hour days. The Board supported looking at variable schedules as long as the hours suit the needs of the residents, but feel personnel matters are to be handled by Manager Tubbs.

10. BOARD MEMBER AND PUBLIC COMMENT:

Grand Ledge Public Schools is in the process of finalizing the appraisal of Wacousta Elementary School and then Manager Tubbs will convene a meeting with GLPS Superintendent.

Clerk Brokob said there will be an election in November for Eaton County RESA.

Planning Director Polverento said the additional well testing is almost complete and once all the results are received and compiled they will be presented to the Board of Trustees.

11. ADJOURNMENT: 8:21PM

Date approved:

John Maahs, Supervisor

Carolyn Brokob, Clerk

MEMORANDUM

To: Township Board
From: Jennifer Tubbs, Township Manager
Date: July 14, 2023
Re: Assessing Contract

Attached is the contract for assessing services with MacKenzie Assessing L.L.C. MacKenzie Assessing L.L.C. has provided the township with assessing services for over 24 years. The contract provided by MacKenzie Assessing Services L.L.C. is the standard format that has been provided which contains a compensation increase according to the Consumer's Price Index.

Recommended Action:

Move approval of the two-year contract beginning August 1, 2023-July 31, 2025, with MacKenzie Assessing L.L.C. as presented.

CONTRACT FOR ASSESSING SERVICE
FOR
THE CHARTER TOWNSHIP OF WATERTOWN

THIS AGREEMENT is made effective the 1st day of August, 2023, by and between the CHARTER TOWNSHIP OF WATERTOWN, a Michigan municipal corporation of 12803 S. Wacousta Road, Grand Ledge, Michigan 48837 (hereinafter "Watertown") and MacKenzie Assessing LLC, 4375 Velte Road, Woodland, Michigan 48897.

1. TERM: Watertown hereby contracts for and MacKenzie Assessing LLC hereby agrees to serve as the assessor and agrees to perform the assessing activities included in this contract for the term of 24 months beginning August 1, 2023 and ending July 31, 2025.

2. DUTIES: MacKenzie Assessing LLC will, during the entire term of this Agreement, provide Watertown with an Assessor that maintain their professional status as a Michigan certified Level III Assessor who has the qualifications to discharge Watertown's statutory assessing responsibilities, as well as all of the additional activities included in this contract, and will, at all times, keep on file with the Township Clerk, a copy of his current certification.

3. SCOPE OF SERVICES: MacKenzie Assessing LLC agrees to perform the following services:

- A. Prepare and administer the assessment rolls for Watertown and such other activities in connection with township assessing responsibilities;
- B. Establish, maintain and post land values to Watertown's maps using the customary market data sources;
- C. Respond to technical assessing inquiries;
- D. Defend valuations and monitor the Board of Review including attending at least one-half of Board of Review meetings;
- E. Provide Watertown's Board of Trustees with reports on the progress of assessing activities;
- F. Maintain and update the assessment records on the Township's computer utilizing the Equalizer Assessing System;
- G. File all reports and forms required by the County and State governments related to assessing;
- H. If Michigan law changes in any way that prohibits any

terms or conditions of this contract, then those affect terms or conditions are subject to immediate renegotiation to comply with changes in state law.

- I. Represent the Township in Small Claims hearing and assist in Full Tribunal cases with the State Tax Tribunal through counsel conference without additional charge. No additional compensation shall be provided if said cases fall on a nonscheduled workday.
- J. MacKenzie Assessing LLC will provide regular office hours in the Township Hall to accommodate inquiries from the public and conduct other assessing activities. Such office hours will constitute an average of two days per week. One additional day per week will be devoted to reassessment of parcels of real property in the Township.

It is understood by both parties that 4 weeks' vacation is allowed and is a part of this agreement.

- K. MacKenzie Assessing LLC will review proposed land divisions for compliance with state laws.
- L. MacKenzie Assessing LLC will, during the term of this Agreement, maintain a schedule to individually assess or reassess each year a sufficient number of parcels of real property such that the Township may attain its goal of reassessing all of the Township's parcels of real property at least once every five (5) years.

4. OWNERSHIP: Assessing materials, including hardware, software, enhanced files, office supplies, film purchase and processing, and updated tax maps, shall be paid for and remain the property of Watertown Township.

5. COMPENSATION: For all services rendered by MacKenzie Assessing LLC under this contract, including any expenses incurred by MacKenzie Assessing LLC, Watertown hereby agrees to pay the following fee during the 2023-2024 contract year: EIGHTY SIX THOUSAND ONE HUNDRED SIXTY DOLLARS, (\$86,160) total annual compensation paid in semi-monthly installments of THREE THOUSAND FIVE HUNDRED NINETY DOLLARS AND NO CENTS (\$3,590.00). Compensation for 2024-2025 contract year will be the above salary plus the consumer price index for 2024, rounded up to the next whole percent.

6. TERMINATION OF CONTRACT: This contract may be terminated by either party with ninety (90) days written notice.

7. PERFORMANCE: Throughout the term of this contract Mr. MacKenzie may receive notice of unsatisfactory performance. If the notice involves actions which can be remedied, Mr. MacKenzie

will be allowed to take corrective action.

8. NON-EXCLUSIVE CONTRACT: It is agreed that this is a non-exclusive contract and Mr. MacKenzie may perform assessing and/or appraisal activities outside of Watertown. Such activities shall not interfere with the fulfillment of this contract.

9. GOVERNING LAW: In view of the fact that Watertown is a municipal corporation of the state of Michigan, it is understood and agreed that the construction and interpretation of this contract shall, at all times and in all respects, be governed by the laws of the State of Michigan.

10. ENTIRE AGREEMENT: This contract contains the entire agreement and understanding by and between the Township of Watertown and MacKenzie Assessing LLC with respect to this Contract for Assessing, and no representations, promises, contracts or understandings, written or oral, not contained herein, shall be of any force or effect. No change or modification of this contract shall be valid or binding unless it is in writing and signed by both parties. No waiver of any provisions of this contract shall be valid unless it is in writing and signed by both parties. No valid waiver of any other provision of this contract at any time, shall be deemed a waiver of any other provision of this contract at such time or at any other time.

11. PROHIBITION AGAINST ASSIGNMENT: MacKenzie Assessing LLC agrees on behalf of his personal representatives, administrators, heirs, legatees, distributees and any other party or parties claiming any benefit by virtue of this contract, that this contract and the rights, interests, and benefits hereunder shall not be assigned, transferred or pledged in any way.

12. SEVERABILITY OF INVALID PROVISION: The provisions of this contract shall be deemed severable; the invalidity or unenforceability of any one or more of the provisions of this contract shall not affect the validity and enforceability of other provisions. This contract shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

13. RELATIONSHIP OF THE PARTIES: It is expressly understood and agreed that MacKenzie Assessing LLC is an independent contractor and shall have the right to direct and control the details and means by which his services are performed for the Township. Mr. MacKenzie shall have full and exclusive control of all persons performing his obligations under this Agreement and shall be solely responsible for the acts and omissions of his agents, employees, and subcontractors, if any, acting under this Agreement. MacKenzie Assessing LLC shall not be entitled to any wages or fringe benefits of the Township. MacKenzie Assessing LLC shall be responsible for the withholding and payment of all persons who perform services to the Township under this Agreement. Mr. MacKenzie shall be provided Worker's Compensation Insurance

Coverage at the Township's expense. The Township Shall not provide unemployment compensation to Mr. MacKenzie.

14. INDEMNIFICATION AGREEMENT: To the fullest extent provided by law, MacKenzie Assessing LLC shall indemnify, defend, and hold the Township harmless from any claim arising out of its performance of services under this Agreement, and caused by any negligent act or breach of contract by him or his agents, employees, or subcontractors.

15. HOLD HARMLESS: In the event that MacKenzie Assessing LLC may be subject to legal fees and expenses, as may be occasioned by tax assessment appeals, including appeals to the Michigan Tax Tribunal, then the Township shall indemnify and hold harmless MacKenzie Assessing LLC from any liability thereon.

Watertown hereby contracts with MacKenzie Assessing LLC and MacKenzie Assessing LLC hereby accepts the terms of this contract herein set forth. This contract may be modified at any time by mutual agreement of the parties hereto.

IN TESTIMONY WHEREOF, the parties hereto have executed this instrument in duplicate originals upon this ____ day of _____ 2021.

Watertown Charter Township

By: _____

Jeffrey S. MacKenzie
Owner Manager

By: _____

Jennifer Tubbs
Township Manager

By: _____

Carolyn Brokob
Clerk



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

ATTACHMENT 15
BOT MTG 7-17-23

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

.....

M E M O R A N D U M

TO: Watertown Charter Township Board of Trustees
FROM: Carolyn Brokob, Clerk
DATE: July 12, 2023
SUBJECT: Increase compensation for temporary election staff

Election Inspectors (previously known as poll workers) and election chairpersons are hired for each election. Election Inspectors (EI) and chairpersons are placed within two in-person precincts and two precincts within the Absent Voter Counting Board (AVCB) in Watertown Charter Township. Up to twenty or more election workers are appointed by the Election Commission for each election depending on the type of election.

With the passage of Proposal 2022-2, the requirement of nine days of in-person voting for each Federal and State election along with election day and AVCB places an increased demand for *skilled* workers. The knowledge of the EI and chairperson will be paramount due to many changes in election law and procedures. In 2024, there will be 30 in-person voting days compared to 3 election days prior to the amendment to the Michigan Constitution. In addition to changes to election law, in recent years election workers have endured harassing behavior by electors which can make working elections very challenging.

A review has been completed of the current Watertown Charter Township compensation to EI at \$15.00 per hour and Chairperson at \$17.00. A survey of all jurisdictions within Clinton County along with reviewing compensation of Michigan jurisdictions in similar size has been done. I am recommending an increase in hourly pay rates as follows:

Election Inspectors: \$17.00 per hour
Chairperson: \$19.00 per hour

In closing, I would like to recognize election workers from both political parties for the critical role they play in carrying out accurate and efficient elections. Our current group of workers are exceptional and greatly appreciated.

Recommended Motion: Move to authorize the compensation to temporary Watertown Charter Township election inspectors at \$17.00 per hour and \$19.00 per hour for Chairpersons.