

WHITEWATER TOWNSHIP BOARD
AGENDA REGULAR MEETING – AUGUST 9, 2022
9:00 a.m. at the Whitewater Township Hall
5777 Vinton Road, Williamsburg, MI 49690
Phone 231-267-5141/Fax 231-267-9020

At this time, the Board invites everyone to silence their electronic devices.

Whitewater Zoom is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

Time: Aug 9, 2022 11:00 AM Eastern Time (US and Canada)

<https://us06web.zoom.us/j/83051639212?pwd=REIUL05YeG16bWY2QUINTUp2dmFCQT09>

Meeting ID: 830 5163 9212, Passcode: 377139

One tap mobile +13017158592,,83051639212#,,,,*377139# US (Washington DC)

+13126266799,,83051639212#,,,,*377139# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC), +1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 830 5163 9212, Passcode: 377139

Find your local number: <https://us06web.zoom.us/j/83051639212?pwd=REIUL05YeG16bWY2QUINTUp2dmFCQT09>

Whitewater Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities upon reasonable advance notice. Contact the Township Clerk at 231.267.5141 Ext. 24 at least 5 days in advance of the meeting.

- A. Call to Order
- B. Roll Call of Board Members
- C. Set/Adjust Meeting Agenda
- D. Declaration of Conflict of Interest

- E. Public Comment. Any person shall be permitted to address a meeting of the township board. Public comment shall be carried out in accordance with the following board rules and procedures:
 - 1. Comments shall be directed to the board, with questions directed to the chair.
 - 2. Any person wishing to address the board shall speak from the lectern and state his or her name and address.
 - 3. Persons may address the board on matters that are relevant to township government issues.
 - 4. No person shall be allowed to speak more than once on the same matter, excluding the time needed to answer board member's questions. The chair shall control the amount of time each person shall be allowed to speak, which shall not exceed five (5) minutes.
 - 5. In order to avoid unscheduled debates, the board generally will not comment or respond to public comment. Silence or non-response from the board should not be interpreted and disinterest by the board.

F. Public Hearing –

G. Reports/Presentations/Announcements/Comments

1. County Board of Commissioners
2. Fire Department Report
3. Planning Commission Report –
4. Parks & Recreation Advisory Committee Report

H. **Consent Calendar**

Receive and File

1. Supervisor's Report for July 2022
2. Clerk's Report for July 2022 (none this month)
3. Treasurer Report (none this month)
4. Trustee Vollmuth's July 2022 Report
5. Trustee Glenn's July 2022 Report
6. Zoning Administrator's Report for July 2022
7. Mobile Medical Response's June 2022 Activity Report
8. Fire Department July 2022 Report
9. Planning Commission July 2022 Report
10. Historical Society July 2022 Report

Correspondence

1. Beam – MSU Link – Difference Between Zoning and Master Plan
2. Mielnik – Meeting Hall TV
3. Beam – Traverse City Ticker Article – Used with Permission
4. Nelson – Grand Traverse County – ARPA
5. Supervisor – Agenda Items
6. Vollmuth – American Rescue Plan – RFI
7. Vollmuth – Timely Packet Materials
8. Grand Traverse County Sheriff's Report July

Minutes

1. Review/approve Whitewater Township Board 7.12.2022 draft Regular Meeting Minutes
2. Review/approve– Whitewater Township Board 7.19.2022 9:00 am draft Special Meeting Minutes.
3. Review/approve Whitewater Township Board 7.19.2022 6:00 pm draft Special Meeting Minutes
4. Review May 9, 2022 Park & Recreation Advisory Committee Minutes Note: The minutes are still water marked as draft. They have been that way now for two months. possible recommendation to review their document status.
5. Note: Minutes were not posted on the website as of 4:20 PM 7.29.2022

Bills for Approval

1. Note: – No bills for approval provided by the Clerk's Office as of 8.3.2022 10:15 AM

Budget Amendments (none this month)

Revenue & Expenditure Report Overdue no report provided by the Clerk's Office as of 8.3.2022 10:15 AM

I. Unfinished Business

1. Hi Pray Park - Proposed closure of playground due to safety concerns
2. Township Board Recording Secretary
3. Electronic Meeting Accommodation Policy Review/Adoption
4. Deputy Park & Recreation Administrator Job Description – Newspaper Ad.

J. New Business –

1. Code Enforcement Discussion
2. Developing Grant Opportunities - Discussion
3. Park & Recreation Advisory Committee – Appointment
4. Planning Commission Proposed Zoning Ordinance Amendment Process
5. Parking Ordinance -
6. Website Access -
7. Park and Recreation Administrator – Written Report.
8. Tabulation of ARPA Fund Surveys
9. Resolution #22-16 Repeal of Resolution #21-14 ARPA Funding for Broadband.
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K. Tabled Items

1. None

L. Board Comments/Discussion

M. Announcements

1. Next Regular Whitewater Township Board Meeting September 6, 2022

N. Public Comment

O. Adjournment

Whitewater Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities who are planning to attend. Contact the township clerk at 231-267-5141.

To: Whitewater Township Board
From: Ron Popp, Township Supervisor
Date: 08.03.2022
Re: Consent Calendar August 9, 2022 Whitewater Township Board Meeting

Receive & File –

1. Supervisor's Report for July 2022
2. Clerk's Report for June 2022 (none this month)
3. Treasurer Report (none this month)
4. Trustee Vollmuth's July 2022 Report
5. Trustee Glenn's July 2022 Report
6. Zoning Administrator's Report for July 2022
7. Mobile Medical Response's June and July 2022 Activity Reports
8. Fire Department July 2022 Report
9. Planning Commission July 2022 Report
10. Historical Society July 2022 Report

Correspondence

1. Beam – TMSU Link – Difference Between Zoning and Master Plan
2. Mielnik – Meeting Hall TV
3. Beam – Traverse City Ticker Article – Used with Permission
4. Nelson – Grand Traverse County ARPA
5. Supervisor Popp – Agenda Items
6. Vollmuth – American Rescue Plan - RFI
7. Vollmuth – Timely Packet Materials
8. Grand Traverse County Sheriff's July 2022 Report

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5. Note: Minutes were not posted on the website as of 4:20 PM 7.29.2022

Bills for Approval

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Whitewater Township Supervisor's Report

July 2022

1) Investigate citizen observations:

- A. Phone call from a citizen about the early morning hour in which the Saturday recycle collection is made. Thank you to Mark Bevelhymer of GFL for assisting with the matter. Changing the collection time will require the rework of the entire route and will take some time. We ask forgiveness from our neighbors in the short term while a resolution is found. The alternative is to look at cancelling the additional collection.
- B. Heard from a citizen regarding current meeting minutes not on the website. A closer look as of Friday July 29, 2022, none of the three July Township Board minutes are posted to the website. Statute requires these documents to be available to the public within 8 days of the meeting. The website updates have been the responsibility of the Clerk's Office. The pending election is likely one of the reasons for the delay. As with the Freedom of Information Act Coordinator and distributor of the Board Packet, website updates may have to be assigned to a different Board Member thus providing a better sharing of the various duties within the Township.

2) Office duties:

A. Meetings:

- 1) The July packet will not meet the 10-day goal. The Clerk has not provided the bills for approval information and as noted above minutes have not been posted to the website. In Election time the Clerk's Office is very busy. Please contact the Supervisor's Office if you would like an electronic packet delivered to you by emailing the Supervisor's Office at supervisorwhitewater@gmail.com
- 2) One new Freedom of Information Act (FOIA) request was received this month. The request is from the Planning Commission seeking access to public records. A regular interoffice request had gone unrealized for more than a month. The FOIA response was due by Friday July 29, 2022 from the Clerk's Office which was not provided. The matter has been turned over to legal for further follow up. Visit the Supervisor's webpage at [Supervisor | Whitewater Township - Whitewater Township](#) to download FOIA forms.
- 3) Training was provided on Microsoft word product. Specifically, the tools under the Review Tab section of the software were practiced. As the Township continues its review of policies and ordinance knowledge of these tools and their function will help us all.
- 4) Meeting with Bob Hall regarding the Zoning Ordinance and elements of the 9:00 AM Special Board Meeting July 19, 2022. We discussed several items of concern noted during the special meeting with a heavy focus on Zoning Ordinance Article 25, 28, and 31. The meeting uncovered many needed clarifications of the existing ordinance. Some of those updates are currently being discussed at the Planning Commission level.

- 5) No time was devoted to research easement questions on the Lossie Road Nature Trail. Instead, details of a site plan depicting Lossie Road Nature Trail as a driveway were investigated. This matter too has been turned over to legal to be addressed.
- 6) The monthly MTA meetings are on summer recess.
- 7) Last minute law changes signed by Governor Whitmer significantly impacted the scope of the July Board of Review (JBOR). The new law removed Principal Residence Exemptions from the group's to do list. This duty will now be handled directly by the assessor in an attempt to streamline the Principal Residence Exemption process. Overall, this move by the Governor is seen as a positive step for the taxpayers.
- 8) Board Members gathered for one regular and two special meeting in the month of July. The first special meeting was held July 19, 2022 at 9:00 AM to discuss various sections of the Zoning Ordinance. Recommendations of that meeting lead to a follow up meeting with Zoning Administrator Bob Hall discussed elsewhere in this report. The second special meeting was also held on July 19, 2022 beginning at 6:00PM. The purpose of this meeting was to hold a closed session with attorneys representing the Township in its marihuana legal battle. Because of an ongoing court case no further particulars can be released.
- 9) Attended the monthly Supervisor's meeting. Moratoriums, ordinance enforcement, road commission performance, and the recent broadband meeting were the topics. In the last year Long Lake Township has approved two moratoriums which allowed their planning commission to conduct additional studies and most recently implement a shoreline subcommittee to make refinements to its shoreline regulations. While not as lengthy as Whitewater Township's moratorium it does indicate the process can be used successfully. Personnel changes in ordinance enforcement officers (OEO) have been almost common place in the last few weeks in other local units. Like zoning administration, some facets of ordinance enforcement are developing into an independent contractor business model attractive to smaller local units. Marvin Radtke, Jr., Green Lake Township, Supervisor has opened up just such a service called MR Consulting and is working with our neighbor Clearwater Township to the east. Road Commission policy and its lack of realistic support to the local units continues to warrant conversation. It will be interesting see if public support for a road millage renewal in a couple of years will be approved. The recent Broadband seminar held in Traverse City in late June hosted by the Connect Michigan highlighted the amount of money and the importance of local units understanding what they are buying. Service maps of area are paramount in understanding what additional services will be purchased. The area service maps for Grand Traverse County should be ready later this year.

10) Webinar highlights for June include:

Michigan State University – Current Issues Affecting Michigan Local Units of Government Series - Hosted the webinar with Tom Stephenson of Connected Nation – Michigan and Ruth Ann Largent of Presque Isle Electric & Gas (PIE&G) serving up the information detailing the regional efforts expanding Broadband in our area. When talking about grant monies the presenters are normally very focused on completing the delivery of information rather than delivering it manner that can be understood by occasional participants. This offering was no exception. Four big takeaways from this educational presentation are that Connected Nation will be applying for the grants available in Michigan. How that money will be distributed to local providers and installation contractors is far less clear. The second round of the Rural Digital Opportunity Fund (RDOF), a federal effort, has 11B dollars in it. Third, about 250M dollars will be invested in Michigan's expansion plans with 150M set aside for last mile, to the home, installations. Lastly, is the concern highlighted, that people don't know how to use the technology. If this last point is true, I question the return on investment of this entire project.

3. Other Items of Interest:

- 1) The Township currently has openings on the Board of Review and Park and Recreation Advisory Committee. If you have any desire to serve the community in this way, please contact the Supervisor's Office at 231.267.5141 ext. 23 for more information.
- 2) The Board did vote to immediately close the Hi Pray Park playground due to safety concerns at its July 12, 2022 meeting. As of this writing July 29, 2022 that task has not been completed by the Park & Recreation Administrator. This item is elsewhere in the July agenda.
- 3) Getting public documents from the Clerk's Office remains to be difficult for the Board, Planning Commission, and the FOIA Coordinator.
- 4) In response to public comment, a fillable PDF version of the ARPA survey was created complete with link to a collection email address. The process was rather lengthy overcoming several first-time issues. This method of survey collection was not reviewed or approved by the Board for this offering however, future surveys may take advantage of this response type.
- 5) No time was allotted to verify the legal description of the N- Industrial Zoning District.
- 6) The final amendments to the Lossie Road Natural Trail and Battle Creek Natural Area cleanup are underway. This agreement should be in place by month's end.

- 7) Generating township board packet documents for the public's use at meetings takes more time than first realized. As the process transitions into the Supervisor's Office, additional efficiencies will be sought. June 2022's township board packet was the first packet produced and posted to the website by the Supervisor's Office. Generating a printed version of the township board packet and arranging it for the public's use is part of this process. Additional efficiencies in this process will be sought.
- 8) Various boat wash designs and installations are being looked at. While there are many different designs, those that come out of the mining industry are the most interesting. In fact, portable washdown stations of some type are used in many different industry sectors. Those using a pressured water supply with a containment system appear to provide the ultimate protection for Elk Lake. They are the most expensive too.
- 9) Thank you to Trustee Don Glenn and Citizen Denise Peltonen for attending the June 28, 2022 Infrastructure Investment and Jobs Act Seminar detailing the finer points of investing in Broadband infrastructure. Denise was invited as my guest to the event which I missed due to a last-minute schedule conflict. Her synopsis of the event was very helpful.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Ron Popp", with a stylized flourish at the end.

Ron Popp
Whitewater Township Supervisor.



Ron Popp <supervisorwhitewater@gmail.com>

monthly trustee report

1 message

Heidi Vollmuth <heidivourtrustee@gmail.com>
To: Ron Popp <supervisorwhitewater@gmail.com>

Thu, Jul 28, 2022 at 11:25 AM

Happy Summer to all of you and I hope everyone is enjoying the sunshine. This month has been a busy one as I am once able to walk again with a cane and continue to heal. Driving around our community this past few weeks has been very interesting to say the least. The cherry trees were a shakin and the deer and their young continued to roam the open fields. It appears Whitewater has a lot of new buildings going up and welcome to our new businesses. Visiting with several residents this past month, I hear you loud and clear, simple, humble, rural. It is very interesting that we the people do want growth but growth that enhances the characteristics we already have. Now is the time to let your voice be heard, please get involved and help us help you. Please watch for upcoming news on a Town Hall event. If anyone out there is having issues reading a board packet online please let me know. Hey, Whitewater I want to hear from you, should we go back to two meetings a month? A simple business meeting at 9am and a more relaxed town hall style meeting at 7pm on the first and third Tuesdays? Please reach out and voice your concerns either by email, phone or in person. Changes are daily and this team needs to hear your needs and wants as we update the Master PPlan. More information to follow next month. Remember to vote on Tuesday Aug 2.

Cheers
Help me Help you.
heidivourtrustee@gmail.com

Certified Zoning Services

On behalf of: **Whitewater Township**



8/2/2022

Re: **JULY 2022 REPORT**

Dear Board members –

The last few reports have mentioned several items of interest where no specific action has been requested, and that was intentional. Many concerns that aren't usually or typically associated with 'zoning' are communicated to me.

While **Short-Term Rentals** may not have had an adverse effect on the quality of life of man than just a few residents of Whitewater Township, that doesn't mean that the potential doesn't exist. To reiterate, our 'zoning' ordinance is permissive by nature – if a specific use isn't listed, then it is prohibited. Many communities are seeing a need to regulate Short-Term Rentals through police power ordinances that focus on the health, safety, and welfare of not only the resident of the community – but the occupants of the dwellings as well.

General Inquiries – often, I have mentioned that I receive calls from realtors, property owners, and potential property owners asking how a particular parcel of land may be used. These inquiries are generally centered on the Commercial zoning district.

While no specific action of the board is being requested – please be advised that Whitewater Township will continue to develop exactly as the zoning ordinance permits. The recent moratorium can be an effective tool only if immediate and intentional actions are taken to address the concerns that prompted the moratorium in the first place. Please find additional information and considerations related to zoning moratoriums here:

https://www.canr.msu.edu/news/zoning_moratoriums_should_only_be_done_with_caution

The Zoning Administrator will make every effort to communicate with those who may continue to inquire as to the status of our zoning moratorium. My specific recommendation (based upon my professional experience) is to direct the Planning Commission to begin work on whatever

Certified Zoning Services

tasks need to be presented to the Township Board for action that would allow the moratorium to be lifted in the most expedient manner possible.

Lastly – the need for regular communication with a planner qualified to assist Whitewater Township would be an invaluable benefit to the community. The ‘planner’ can be those unbiased eyes and ears – sights and sounds (and voices) that a community needs to see and hear. Whitewater Township (for the most part) has an outdated Master Plan and Zoning Ordinance that are not particularly suited to guide future development pressures.

The Zoning Administrator spent important time reviewing several of the ordinances being worked on by the planning commission with Supervisor Popp. It is my opinion that we share many of the same concerns related to the ‘processes’. Sometimes it’s the order of processes or the person or entity responsible. Conversation focused on whether it is a solid and measurable standard, or a discretionary decision – how is it to be applied and / or enforced.

Whitewater Township DOES have its own built-in checks and balances (it’s not made up) and it’s written directly in the text of the planning and zoning acts as well as incorporated into the zoning ordinance. We have a legislative body (the Township Board), the administrative body(ies) (the Planning Commission and Zoning Administrator) and the quasi-judicial body (the Zoning Board of Appeals).

Please let me know if there is any manner where I can assist.



Robert (Bob) Hall
Whitewater Township Zoning Administrator

Certified Zoning Services

On behalf of: **Whitewater Township**



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Robert (Bob) Hall
Whitewater Township Zoning Administrator

White Water RT June 2022

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00:00 - 00:00:59	1	1	7.69%	7.69%
00:03:00 - 00:03:59	2	3	15.38%	23.08%
00:04:00 - 00:04:59	2	5	15.38%	38.46%
00:05:00 - 00:05:59	1	6	7.69%	46.15%
00:09:00 - 00:09:59	1	7	7.69%	53.85%
00:10:00 - 00:10:59	1	8	7.69%	61.54%
00:11:00 - 00:11:59	2	10	15.38%	76.92%
00:12:00 - 00:12:59	2	12	15.38%	92.31%
00:14:00 - 00:14:59	1	13	7.69%	100.00%

Whitewater Twp Responses

June 2022

Nature of Call	WW	Total
10-Chest Pain (Non-Traumatic)	2	2
11-Choking	1	1
17-Falls	2	2
19-Heart Problems / A.I.C.D.	1	1
1-Abdominal Pain/Problems	1	1
21-Hemorrhage/Lacerations	1	1
26-Sick Person (Specific Diagnosis)	4	4
29-Traffic/Transportation/Accidents	1	1
4-Assault/Sexual Assault	1	1
Total	14	14

Call Disposition	WW	Total
Transport	9	9
Refusal	4	4
Cancelled	1	1
Total	14	14

Response Priority	WW	Total
P-1 Emergency ALS	2	2
P-2 Emergency BLS	10	10
P-3 Non-Emergent	1	1
P-18 Stage	1	1
Total	14	14

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
71,044	06/03/2022	P-2	26-Sick Person (Specific Diagno	Whitewater	10 GTA3	Transport	6:11:19	6:23:48	00:12:29
71,758	06/03/2022	P-1	10-Chest Pain (Non-Traumatic)	Whitewater	10 GTA3	Refusal	20:07:21	20:07:40	00:00:19
72,866	06/06/2022	P-2	29-Traffic/Transportation/Accider	Whitewater	10 55A1	Refusal	16:15:30	16:29:33	00:14:03
75,642	06/12/2022	P-1	4-Assault/Sexual Assault	Whitewater	10 GTA3	Canceled	4:22:39	4:52:18	00:29:39
76,371	06/13/2022	P-2	10-Chest Pain (Non-Traumatic)	Whitewater	10 GTA3	Transport	19:41:06	19:44:43	00:03:37
76,618	06/14/2022	P-2	26-Sick Person (Specific Diagno	Whitewater	10 GTA3	Transport	11:18:43	11:29:48	00:11:05
77,180	06/15/2022	P-2	26-Sick Person (Specific Diagno	Whitewater	10 GTA3	Transport	8:56:16	9:09:13	00:12:57
77,493	06/15/2022	P-2	17-Falls	Whitewater	10 GTA3	Refusal	20:08:12	20:11:53	00:03:41
78,118	06/17/2022	P-2	19-Heart Problems / A.I.C.D.	Whitewater	10 GTA3	Transport	2:38:52	2:49:58	00:11:06
79,875	06/20/2022	P-2	21-Hemorrhage/Lacerations	Whitewater	10 GTA3	Refusal	23:43:00	23:48:20	00:05:20
82,095	06/24/2022	P-3	1-Abdominal Pain/Problems	Whitewater	10 GTA3	Transport	22:08:05	22:12:39	00:04:34
82,544	06/25/2022	P-1	11-Choking	Whitewater	10 GTA3	Transport	18:44:41	18:54:54	00:10:13
83,887	06/28/2022	P-2	17-Falls	Whitewater	10 GTA3	Transport	22:48:51	22:57:56	00:09:05
84,039	06/29/2022	P-2	26-Sick Person (Specific Diagno	Whitewater	10 GTA3	Transport	7:26:57	7:31:53	00:04:56

GT-A3 Activity (June 2022)

Call Disposition	Acme	WW	Milton	East Bay	Total
Transport	28	9	1	1	39
Refusal	13	3	0	1	17
Cancelled	9	1	0	1	11
Total	50	13	1	3	67

Response Priority	Acme	WW	Milton	East Bay	Total
P-1 Emergency ALS	5	2	0	0	7
P-2 Emergency BLS	44	9	1	3	57
P-3 Non-Emergent	1	1	0	0	2
P-18 Stage	0	1	0	0	1
Total	50	13	1	3	67

Nature of Call	Acme	WW	Milton	East Bay	Total
10-Chest Pain (Non-Traumatic)	2	2	0	0	4
11-Choking	0	1	0	0	1
12-Convulsions/Seizures	2	0	0	0	2
13-Diabetic Problems	2	0	0	0	2
17-Falls	10	2	0	0	12
18-Headache	1	0	0	0	1
19-Heart Problems / A.I.C.D.	2	1	0	0	3
1-Abdominal Pain/Problems	2	1	0	0	3
21-Hemorrhage/Lacerations	0	1	0	0	1
23-Overdose / Poisoning (Ingestion)	1	0	0	0	1
26-Sick Person (Specific Diagnosis)	7	4	1	2	14
28-Stroke (CVA)	2	0	0	0	2
29-Traffic/Transportation/Accidents	2	0	0	0	2
30-Traumatic Injuries (Specific)	1	0	0	1	2
31-Unconscious/Fainting (Near)	9	0	0	0	9
32-Unknown Problem (Man Down)	1	0	0	0	1
4-Assault/Sexual Assault	0	1	0	0	1
5-Back Pain (Non-traumatic or Non Rece	1	0	0	0	1

	Acme	WW	Milton	East Bay	Total
6-Breathing Problems	4	0	0	0	4
9-Cardiac or Respiratory Arrest/Death	1	0	0	0	1
Total	50	13	1	3	67

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
70,090	06/01/2022	P-2 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Transport	8:20:03	8:24:44	00:04:41
70,287	06/01/2022	P-2 F	18-Headache	Acme	10 GTA3	Refusal	14:40:32	14:42:59	00:02:27
70,655	06/02/2022	P-2 F	12-Convulsions/Seizures	Acme	10 GTA3	Transport	11:00:29	11:05:31	00:05:02
71,044	06/03/2022	P-2 F	26-Sick Person (Specific Diagno	Whitewater	10 GTA3	Transport	6:11:19	6:23:48	00:12:29
71,611	06/03/2022	P-2 F	29-Traffic/Transportation/Accider	Acme	10 GTA3	Transport	14:16:33	14:17:47	00:01:14
71,758	06/03/2022	P-1 L	10-Chest Pain (Non-Traumatic)	Whitewater	10 GTA3	Refusal	20:07:21	20:07:40	00:00:19
72,391	06/05/2022	P-2 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Transport	13:37:30	13:43:11	00:05:41
72,840	06/06/2022	P-1 L	6-Breathing Problems	Acme	10 GTA3	Transport	15:11:52	15:18:34	00:06:42
73,214	06/07/2022	P-1 L	9-Cardiac or Respiratory Arrest/I	Acme	10 GTA3	Refusal	13:48:49	13:56:25	00:07:36
73,470	06/08/2022	P-1 L	6-Breathing Problems	Acme	10 GTA3	Transport	2:42:53	2:55:38	00:12:45
73,515	06/08/2022	P-2 F	5-Back Pain (Non-traumatic or N	Acme	10 GTA3	Transport	7:47:21	7:52:54	00:05:33
73,553	06/08/2022	P-2 F	19-Heart Problems / A.I.C.D.	Acme	10 GTA3	Transport	9:30:46	9:36:51	00:06:05
73,644	06/08/2022	P-2 F	10-Chest Pain (Non-Traumatic)	Acme	10 GTA3	Transport	12:27:30	12:38:43	00:11:13
73,913	06/09/2022	P-2 F	13-Diabetic Problems	Acme	10 GTA3	Transport	1:33:17	1:42:14	00:08:57
74,992	06/10/2022	P-2 F	30-Traumatic Injuries (Specific)	East Bay	10 GTA3	Transport	15:16:36	15:20:29	00:03:53
75,051	06/10/2022	P-2 F	29-Traffic/Transportation/Accider	Acme	10 GTA3	Transport	17:22:48	17:25:51	00:03:03
75,629	06/12/2022	P-2 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Refusal	2:51:41	3:05:01	00:13:20
75,642	06/12/2022	P-18	4-Assault/Sexual Assault	Whitewater	10 GTA3	Canceled	4:22:39	4:52:18	00:29:39
75,739	06/12/2022	P-2 F	12-Convulsions/Seizures	Acme	10 GTA3	Refusal	11:13:43	11:18:17	00:04:34
75,892	06/12/2022	P-2 F	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Transport	18:45:05	18:52:09	00:07:04
76,371	06/13/2022	P-2 F	10-Chest Pain (Non-Traumatic)	Whitewater	10 GTA3	Transport	19:41:06	19:44:43	00:03:37
76,519	06/14/2022	P-2 F	17-Falls	Acme	10 GTA3	Transport	6:30:08	6:41:49	00:11:41
76,618	06/14/2022	P-2 F	26-Sick Person (Specific Diagno	Whitewater	10 GTA3	Transport	11:18:43	11:29:48	00:11:05
76,838	06/14/2022	P-2 F	26-Sick Person (Specific Diagno	Milton	10 GTA3	Transport	19:58:39	20:16:41	00:18:02
76,937	06/15/2022	P-2 F	13-Diabetic Problems	Acme	10 GTA3	Transport	1:09:47	1:16:10	00:06:23
77,180	06/15/2022	P-2 F	26-Sick Person (Specific Diagno	Whitewater	10 GTA3	Transport	8:56:16	9:09:13	00:12:57
77,365	06/15/2022	P-2 F	28-Stroke (CVA)	Acme	10 GTA3	Transport	15:41:38	15:45:57	00:04:19
77,493	06/15/2022	P-2 F	17-Falls	Whitewater	10 GTA3	Refusal	20:08:12	20:11:53	00:03:41
77,573	06/15/2022	P-2 F	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Canceled	23:42:43	23:54:45	00:12:02
78,118	06/17/2022	P-2 F	19-Heart Problems / A.I.C.D.	Whitewater	10 GTA3	Transport	2:38:52	2:49:58	00:11:06
78,281	06/17/2022	P-2 F	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Transport	12:27:48	12:44:28	00:16:40
78,314	06/17/2022	P-2 F	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Canceled	13:39:45		

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
78,418	06/17/2022	P-2 F	17-Falls	Acme	10 GTA3	Refusal	16:46:42	16:50:32	00:03:50
78,971	06/18/2022	P-2 F	32-Unknown Problem (Man Dow	Acme	10 GTA3	Canceled	18:18:29		
79,046	06/18/2022	P-2 F	26-Sick Person (Specific Diagno	East Bay	10 GTA3	Canceled	22:17:22		
79,078	06/19/2022	P-2 F	1-Abdominal Pain/Problems	Acme	10 GTA3	Canceled	0:15:37		
79,093	06/19/2022	P-2 F	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Refusal	1:20:08	1:29:46	00:09:38
79,258	06/19/2022	P-3 L	30-Traumatic Injuries (Specific)	Acme	10 GTA3	Transport	13:10:40	13:14:21	00:03:41
79,314	06/19/2022	P-2 F	28-Stroke (CVA)	Acme	10 GTA3	Transport	16:12:21	16:19:02	00:06:41
79,493	06/20/2022	P-2 F	23-Overdose / Poisoning (Ingest	Acme	10 GTA3	Refusal	3:42:17	3:58:22	00:16:05
79,769	06/20/2022	P-2 F	19-Heart Problems / A.I.C.D.	Acme	10 GTA3	Refusal	17:41:02	17:48:25	00:07:23
79,780	06/20/2022	P-2 F	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Transport	18:17:46	18:21:55	00:04:09
79,875	06/20/2022	P-2 F	21-Hemorrhage/Lacerations	Whitewater	10 GTA3	Refusal	23:43:00	23:48:20	00:05:20
79,942	06/21/2022	P-2 F	17-Falls	Acme	10 GTA3	Refusal	6:22:03	6:34:08	00:12:05
79,974	06/21/2022	P-2 F	17-Falls	Acme	10 GTA3	Canceled	8:10:52		
80,157	06/21/2022	P-2 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Canceled	14:30:22		
80,165	06/21/2022	P-2 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Transport	15:06:09	15:20:00	00:13:51
80,206	06/21/2022	P-2 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Transport	16:28:31	16:32:24	00:03:53
80,320	06/21/2022	P-2 F	17-Falls	Acme	10 GTA3	Refusal	20:59:55	21:08:23	00:08:28
80,436	06/22/2022	P-2 F	17-Falls	Acme	10 GTA3	Transport	3:39:46	3:50:02	00:10:16
80,629	06/22/2022	P-2 F	26-Sick Person (Specific Diagno	East Bay	10 GTA3	Refusal	12:39:46	12:44:38	00:04:52
80,640	06/22/2022	P-2 F	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Transport	13:06:43	13:10:00	00:03:17
80,713	06/22/2022	P-2 F	17-Falls	Acme	10 GTA3	Canceled	15:27:18		
80,765	06/22/2022	P-1 L	6-Breathing Problems	Acme	10 GTA3	Refusal	17:26:35	17:29:29	00:02:54
80,913	06/23/2022	P-2 F	10-Chest Pain (Non-Traumatic)	Acme	10 GTA3	Refusal	2:00:13	2:10:32	00:10:19
81,360	06/23/2022	P-2 F	1-Abdominal Pain/Problems	Acme	10 GTA3	Transport	12:24:16	12:30:32	00:06:16
81,872	06/24/2022	P-2 F	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Transport	14:13:07	14:18:57	00:05:50
82,095	06/24/2022	P-3 L	1-Abdominal Pain/Problems	Whitewater	10 GTA3	Transport	22:08:05	22:12:39	00:04:34
82,206	06/25/2022	P-1 L	6-Breathing Problems	Acme	10 GTA3	Transport	5:55:13	6:06:44	00:11:31
82,544	06/25/2022	P-1 L	11-Choking	Whitewater	10 GTA3	Transport	18:44:41	18:54:54	00:10:13
83,580	06/28/2022	P-2 F	17-Falls	Acme	10 GTA3	Canceled	8:39:02		
83,887	06/28/2022	P-2 F	17-Falls	Whitewater	10 GTA3	Transport	22:48:51	22:57:56	00:09:05
84,039	06/29/2022	P-2 F	26-Sick Person (Specific Diagno	Whitewater	10 GTA3	Transport	7:26:57	7:31:53	00:04:56
84,354	06/29/2022	P-2 F	17-Falls	Acme	10 GTA3	Canceled	20:02:59	20:07:28	00:04:29
84,670	06/30/2022	P-2 F	26-Sick Person (Specific Diagno	Acme	10 GTA3	Refusal	7:45:24	7:50:13	00:04:49
84,711	06/30/2022	P-2 F	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Transport	9:12:44	9:17:00	00:04:16
84,756	06/30/2022	P-2 F	17-Falls	Acme	10 GTA3	Transport	10:41:49	10:49:10	00:07:21

A-3 Transports By Month (Billable Calls)

Dispatch Zone	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
Antrim-City of Elk Rapids	0	2	0	1	1	0	0	1	0	5
Antrim-Elk Rapids	0	0	1	0	0	0	0	0	0	1
Antrim-Milton	0	1	0	0	1	1	0	0	1	4
GT-Acme	1	9	31	26	26	22	26	33	41	215
GT-Blair	0	0	1	0	0	0	0	0	0	1
GT-East Bay	0	0	1	1	1	1	0	1	2	7
GT-Garfield	0	1	0	0	0	0	0	0	0	1
GT-Traverse City	0	0	0	0	1	0	0	1	0	2
GT-Whitewater	17	23	16	14	17	18	12	16	12	145
Kalkaska-Clearwater	1	0	0	0	0	1	0	0	0	2
Kalkaska-Excelsior	0	1	0	0	0	0	0	0	0	1
Total	19	37	50	42	47	43	38	52	56	384

White Water RT July 2022

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%	0.00%
00:04:00 - 00:04:59	4	4	16.67%	16.67%
00:05:00 - 00:05:59	2	6	8.33%	25.00%
00:06:00 - 00:06:59	4	10	16.67%	41.67%
00:07:00 - 00:07:59	4	14	16.67%	58.33%
00:08:00 - 00:08:59	4	18	16.67%	75.00%
00:09:00 - 00:09:59	2	20	8.33%	83.33%
00:10:00 - 00:10:59	2	22	8.33%	91.67%
00:11:00 - 00:11:59	1	23	4.17%	95.83%
00:14:00 - 00:14:59	1	24	4.17%	100.00%

Whitewater Twp Responses

July 2022

Nature of Call	WW	Total
10-Chest Pain (Non-Traumatic)	2	2
17-Falls	6	6
18-Headache	1	1
19-Heart Problems / A.I.C.D.	1	1
1-Abdominal Pain/Problems	1	1
21-Hemorrhage/Lacerations	1	1
25-Psychiatric/ Abnormal Behavior/Suici	1	1
26-Sick Person (Specific Diagnosis)	2	2
28-Stroke (CVA)	3	3
29-Traffic/Transportation/Accidents	1	1
31-Unconscious/Fainting (Near)	3	3
6-Breathing Problems	1	1
9-Cardiac or Respiratory Arrest/Death	1	1
Total	24	24

Call Disposition	WW	Total
Transport	19	19
Refusal	5	5
Total	24	24

Response Priority	WW	Total
P-1 Emergency ALS	5	5
P-2 Emergency BLS	19	19
Total	24	24

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
85,762	07/02/2022	P-2	10-Chest Pain (Non-Traumatic)	Whitewater	10 GTA3	Refusal	8:10:38	8:19:07	00:08:29
86,791	07/04/2022	P-1	9-Cardiac or Respiratory Arrest/I	Whitewater	10 GTA3	Refusal	19:50:33	19:56:05	00:05:32
86,966	07/05/2022	P-2	26-Sick Person (Specific Diagno	Whitewater	10 GTA3	Transport	8:16:18	8:23:50	00:07:32
87,221	07/05/2022	P-2	31-Unconscious/Fainting (Near)	Whitewater	10 GTA3	Transport	16:13:34	16:22:14	00:08:40
87,357	07/05/2022	P-2	17-Falls	Whitewater	10 GTA3	Refusal	22:17:34	22:21:35	00:04:01
88,123	07/07/2022	P-2	17-Falls	Whitewater	10 GTA3	Refusal	7:45:20	7:56:45	00:11:25
88,813	07/08/2022	P-2	17-Falls	Whitewater	10 GTA3	Transport	7:49:59	7:55:53	00:05:54
89,189	07/08/2022	P-1	10-Chest Pain (Non-Traumatic)	Whitewater	10 GTA3	Transport	22:21:25	22:25:42	00:04:17
89,747	07/10/2022	P-2	31-Unconscious/Fainting (Near)	Whitewater	10 GTA3	Transport	10:35:14	10:41:23	00:06:09
89,839	07/10/2022	P-2	29-Traffic/Transportation/Accider	Whitewater	10 GTA3	Transport	15:41:12	15:48:38	00:07:26
89,894	07/10/2022	P-2	19-Heart Problems / A.I.C.D.	Whitewater	10 GTA3	Transport	17:50:58	17:58:45	00:07:47
91,222	07/13/2022	P-2	31-Unconscious/Fainting (Near)	Whitewater	10 55A1	Transport	16:15:57	16:20:51	00:04:54
91,527	07/14/2022	P-1	28-Stroke (CVA)	Whitewater	10 GTA3	Transport	10:45:28	10:54:56	00:09:28
92,682	07/16/2022	P-2	25-Psychiatric/ Abnormal Behavi	Whitewater	10 GTA3	Transport	23:16:26	23:26:48	00:10:22
92,970	07/17/2022	P-2	1-Abdominal Pain/Problems	Whitewater	10 GTA3	Transport	17:26:30	17:35:14	00:08:44
94,350	07/20/2022	P-2	28-Stroke (CVA)	Whitewater	10 GTA3	Transport	10:48:00	10:57:00	00:09:00
94,834	07/21/2022	P-2	26-Sick Person (Specific Diagno	Whitewater	10 GTA3	Transport	7:34:43	7:43:37	00:08:54
95,102	07/21/2022	P-2	17-Falls	Whitewater	10 GTA3	Transport	16:29:23	16:44:02	00:14:39
95,764	07/22/2022	P-2	21-Hemorrhage/Lacerations	Whitewater	10 GTA3	Refusal	15:50:28	15:57:09	00:06:41
95,986	07/23/2022	P-2	18-Headache	Whitewater	10 GTA3	Transport	1:29:39	1:39:55	00:10:16
97,305	07/25/2022	P-2	17-Falls	Whitewater	10 GTA3	Transport	22:57:19	23:05:00	00:07:41
97,499	07/26/2022	P-1	6-Breathing Problems	Whitewater	10 GTA3	Transport	4:57:29	5:03:56	00:06:27
98,437	07/28/2022	P-2	17-Falls	Whitewater	10 GTA3	Transport	0:15:14	0:20:13	00:04:59
98,829	07/28/2022	P-1	28-Stroke (CVA)	Whitewater	10 GTA3	Transport	19:52:08	19:58:28	00:06:20

GT-A3 Activity (July 2022)

Call Disposition	Acme	WW	Elk Rapids	Elk Rapids	Milton	East Bay	Antrim-Torch	GT-Traverse	Total
Transport	30	18	1	2	0	1	0	0	52
Refusal	20	5	0	1	0	1	0	1	28
Cancelled	9	0	0	1	1	0	1	0	12
Total	59	23	1	4	1	2	1	1	92

Response Priority	Acme	WW	Elk Rapids	Elk Rapids	Milton	East Bay	Antrim-Torch	GT-Traverse	Total
P-1 Emergency ALS	4	5	0	1	0	1	0	0	11
P-2 Emergency BLS	53	18	1	3	1	1	1	1	79
P-3 Non-Emergent	2	0	0	0	0	0	0	0	2
Total	59	23	1	4	1	2	1	1	92

Nature of Call	Acme	WW	Elk Rapids	Elk Rapids	Milton	East Bay	Antrim-Torch	GT-Traverse	Total
10-Chest Pain (Non-Traumatic)	2	2	0	2	0	0	0	0	6
12-Convulsions/Seizures	3	0	0	0	0	0	0	0	3
13-Diabetic Problems	4	0	0	0	0	2	0	0	6
17-Falls	5	6	0	0	0	0	0	1	12
18-Headache	1	1	0	0	0	0	0	0	2
19-Heart Problems / A.I.C.D.	1	1	0	0	0	0	0	0	2
1-Abdominal Pain/Problems	0	1	0	0	0	0	0	0	1
21-Hemorrhage/Lacerations	1	1	0	0	0	0	0	0	2
23-Overdose / Poisoning (Ingestion)	1	0	0	0	0	0	0	0	1
25-Psychiatric/ Abnormal Behavior/Suici	0	1	0	1	0	0	0	0	2
26-Sick Person (Specific Diagnosis)	16	2	1	1	1	0	0	0	21
28-Stroke (CVA)	1	3	0	0	0	0	1	0	5

	Acme	WW	Elk Rapids	Elk Rapids	Milton	East Bay	Antrim-Torch	GT-Traverse	Total
29-Traffic/Transportation/Accidents	7	1	0	0	0	0	0	0	8
30-Traumatic Injuries (Specific)	6	0	0	0	0	0	0	0	6
31-Unconscious/Fainting (Near)	4	2	0	0	0	0	0	0	6
32-Unknown Problem (Man Down)	4	0	0	0	0	0	0	0	4
6-Breathing Problems	2	1	0	0	0	0	0	0	3
7-Burns (Scalds) /Explosion	1	0	0	0	0	0	0	0	1
9-Cardiac or Respiratory Arrest/Death	0	1	0	0	0	0	0	0	1
Total	59	23	1	4	1	2	1	1	92

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
85,238	07/01/2022	P-2 F	26-Sick Person (Specific Diagnosis)	Acme	10 GTA3	Transport	8:39:10	8:47:51	00:08:41
85,382	07/01/2022	P-2 F	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Transport	14:11:06	14:14:48	00:03:42
85,762	07/02/2022	P-2 F	10-Chest Pain (Non-Traumatic)	Whitewater	10 GTA3	Refusal	8:10:38	8:19:07	00:08:29
85,963	07/02/2022	P-2 F	26-Sick Person (Specific Diagnosis)	Acme	10 GTA3	Canceled	19:33:39		
86,109	07/03/2022	P-2 F	12-Convulsions/Seizures	Acme	10 GTA3	Transport	4:49:00	5:02:38	00:13:38
86,192	07/03/2022	P-1 L	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Refusal	10:34:48	10:35:50	00:01:02
86,263	07/03/2022	P-2 F	26-Sick Person (Specific Diagnosis)	Elk Rapids Twp	10 GTA3	Transport	14:43:23	14:59:17	00:15:54
86,308	07/03/2022	P-2 F	17-Falls	Acme	10 GTA3	Canceled	16:28:33		
86,585	07/04/2022	P-2 F	13-Diabetic Problems	Acme	10 GTA3	Refusal	9:33:21	9:35:50	00:02:29
86,619	07/04/2022	P-2 F	30-Traumatic Injuries (Specific)	Acme	10 GTA3	Transport	11:18:52	11:24:14	00:05:22
86,680	07/04/2022	P-2 F	32-Unknown Problem (Man Down)	Acme	10 GTA3	Canceled	14:12:00	14:19:15	00:07:15
86,712	07/04/2022	P-2 F	26-Sick Person (Specific Diagnosis)	Acme	10 GTA3	Transport	15:29:09	15:33:35	00:04:26
86,791	07/04/2022	P-1 L	9-Cardiac or Respiratory Arrest	Whitewater	10 GTA3	Refusal	19:50:33	19:56:05	00:05:32
86,966	07/05/2022	P-2 F	26-Sick Person (Specific Diagnosis)	Whitewater	10 GTA3	Transport	8:16:18	8:23:50	00:07:32
87,056	07/05/2022	P-2 F	26-Sick Person (Specific Diagnosis)	Acme	10 GTA3	Refusal	11:05:11	11:09:55	00:04:44
87,173	07/05/2022	P-2 F	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Transport	14:16:15	14:21:57	00:05:42
87,221	07/05/2022	P-2 F	31-Unconscious/Fainting (Near)	Whitewater	10 GTA3	Transport	16:13:34	16:22:14	00:08:40
87,243	07/05/2022	P-2 F	17-Falls	GT-Traverse City	10 GTA3	Refusal	17:28:06	17:31:33	00:03:27
87,357	07/05/2022	P-2 F	17-Falls	Whitewater	10 GTA3	Refusal	22:17:34	22:21:35	00:04:01
87,425	07/06/2022	P-1 L	6-Breathing Problems	Acme	10 GTA3	Transport	2:55:04	3:04:16	00:09:12
87,893	07/06/2022	P-1 L	10-Chest Pain (Non-Traumatic)	Elk Rapids Twp	10 GTA3	Transport	16:50:51	17:11:20	00:20:29
88,123	07/07/2022	P-2 F	17-Falls	Whitewater	10 GTA3	Refusal	7:45:20	7:56:45	00:11:25
88,321	07/07/2022	P-2 F	13-Diabetic Problems	East Bay	10 GTA3	Transport	14:35:44	14:36:19	00:00:35
88,547	07/08/2022	P-2 F	13-Diabetic Problems	Acme	10 GTA3	Refusal	0:50:13	0:59:01	00:08:48
88,813	07/08/2022	P-2 F	17-Falls	Whitewater	10 GTA3	Transport	7:49:59	7:55:53	00:05:54

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
88,901	07/08/2022	P-2 F	26-Sick Person (Specific Diag	Acme	10 GTA3	Refusal	11:32:44	11:35:45	00:03:01
88,992	07/08/2022	P-2 F	26-Sick Person (Specific Diag	Acme	10 GTA3	Canceled	14:20:52		
89,189	07/08/2022	P-1 L	10-Chest Pain (Non-Traumatic)	Whitewater	10 GTA3	Transport	22:21:25	22:25:42	00:04:17
89,747	07/10/2022	P-2 F	31-Unconscious/Fainting (Near	Whitewater	10 GTA3	Transport	10:35:14	10:41:23	00:06:09
89,839	07/10/2022	P-2 F	29-Traffic/Transportation/Accid	Whitewater	10 GTA3	Transport	15:41:12	15:48:38	00:07:26
89,869	07/10/2022	P-2 F	28-Stroke (CVA)	Antrim-Torch Lake	10 GTA3	Canceled	16:51:08		
89,894	07/10/2022	P-2 F	19-Heart Problems / A.I.C.D.	Whitewater	10 GTA3	Transport	17:50:58	17:58:45	00:07:47
90,068	07/11/2022	P-2 F	13-Diabetic Problems	Acme	10 GTA3	Transport	6:09:55	6:15:13	00:05:18
90,181	07/11/2022	P-3 L	26-Sick Person (Specific Diag	Acme	10 GTA3	Refusal	11:19:00	11:28:59	00:09:59
90,607	07/12/2022	P-2 F	30-Traumatic Injuries (Specific	Acme	10 GTA3	Transport	11:05:10	11:14:07	00:08:57
90,654	07/12/2022	P-2 F	31-Unconscious/Fainting (Near	Acme	10 GTA3	Transport	12:44:13	12:52:01	00:07:48
91,139	07/13/2022	P-2 F	17-Falls	Acme	10 GTA3	Transport	13:35:55	13:41:31	00:05:36
91,186	07/13/2022	P-2 F	30-Traumatic Injuries (Specific	Acme	10 GTA3	Transport	15:08:14	15:15:06	00:06:52
91,282	07/13/2022	P-2 F	29-Traffic/Transportation/Accid	Acme	10 GTA3	Canceled	18:24:55		
91,399	07/14/2022	P-2 F	29-Traffic/Transportation/Accid	Acme	10 GTA3	Refusal	0:54:35	1:01:56	00:07:21
91,401	07/14/2022	P-2 F	26-Sick Person (Specific Diag	Acme	10 GTA3	Transport	1:30:30	1:33:16	00:02:46
91,527	07/14/2022	P-1 L	28-Stroke (CVA)	Whitewater	10 GTA3	Transport	10:45:28	10:54:56	00:09:28
91,880	07/15/2022	P-2 F	10-Chest Pain (Non-Traumatic)	Acme	10 GTA3	Transport	3:00:03	3:09:58	00:09:55
91,895	07/15/2022	P-2 F	10-Chest Pain (Non-Traumatic)	Acme	10 GTA3	Transport	4:01:23	4:06:34	00:05:11
92,429	07/16/2022	P-2 F	32-Unknown Problem (Man De	Acme	10 GTA3	Canceled	9:51:30		
92,682	07/16/2022	P-2 F	25-Psychiatric/ Abnormal Beha	Whitewater	10 GTA3	Transport	23:16:26	23:26:48	00:10:22
92,792	07/17/2022	P-2 F	13-Diabetic Problems	Acme	10 GTA3	Refusal	7:40:02	7:43:28	00:03:26
92,861	07/17/2022	P-2 F	26-Sick Person (Specific Diag	Acme	10 GTA3	Refusal	12:13:28	12:17:03	00:03:35
92,910	07/17/2022	P-2 F	30-Traumatic Injuries (Specific	Acme	10 GTA3	Refusal	14:31:10	14:38:41	00:07:31
92,918	07/17/2022	P-2 F	30-Traumatic Injuries (Specific	Acme	10 GTA3	Transport	14:55:27	15:02:27	00:07:00
92,970	07/17/2022	P-2 F	1-Abdominal Pain/Problems	Whitewater	10 GTA3	Transport	17:26:30	17:35:14	00:08:44
93,184	07/18/2022	P-2 F	23-Overdose / Poisoning (Inge	Acme	10 GTA3	Transport	8:21:56	8:27:38	00:05:42
93,628	07/19/2022	P-2 F	26-Sick Person (Specific Diag	Acme	10 GTA3	Refusal	8:16:05	8:22:40	00:06:35
93,868	07/19/2022	P-2 F	21-Hemorrhage/Lacerations	Acme	10 GTA3	Transport	16:47:55	16:56:01	00:08:06
93,946	07/19/2022	P-1 L	13-Diabetic Problems	East Bay	10 GTA3	Refusal	20:06:08	20:15:31	00:09:23
94,016	07/20/2022	P-3 L	26-Sick Person (Specific Diag	Acme	10 GTA3	Refusal	0:36:31	0:51:24	00:14:53
94,279	07/20/2022	P-2 F	28-Stroke (CVA)	Acme	10 GTA3	Transport	7:46:07	7:53:35	00:07:28
94,350	07/20/2022	P-2 F	28-Stroke (CVA)	Whitewater	10 GTA3	Transport	10:48:00	10:57:00	00:09:00
94,399	07/20/2022	P-2 F	29-Traffic/Transportation/Accid	Acme	10 GTA3	Canceled	12:34:58		
94,502	07/20/2022	P-2 F	18-Headache	Acme	10 GTA3	Transport	16:05:52	16:12:54	00:07:02
94,834	07/21/2022	P-2 F	26-Sick Person (Specific Diag	Whitewater	10 GTA3	Transport	7:34:43	7:43:37	00:08:54
94,878	07/21/2022	P-2 F	26-Sick Person (Specific Diag	Acme	10 GTA3	Transport	9:06:32	9:18:39	00:12:07
94,976	07/21/2022	P-2 F	30-Traumatic Injuries (Specific	Acme	10 GTA3	Transport	12:16:39	12:20:29	00:03:50

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
95,102	07/21/2022	P-2 F	17-Falls	Whitewater	10 GTA3	Transport	16:29:23	16:44:02	00:14:39
95,644	07/22/2022	P-2 F	29-Traffic/Transportation/Accidents	Acme	10 GTA3	Transport	12:37:02	12:39:14	00:02:12
95,764	07/22/2022	P-2 F	21-Hemorrhage/Lacerations	Whitewater	10 GTA3	Refusal	15:50:28	15:57:09	00:06:41
95,855	07/22/2022	P-2 F	17-Falls	Acme	10 GTA3	Refusal	19:24:26	19:31:42	00:07:16
95,928	07/22/2022	P-1 L	12-Convulsions/Seizures	Acme	10 GTA3	Refusal	21:56:00	22:09:09	00:13:09
95,986	07/23/2022	P-2 F	18-Headache	Whitewater	10 GTA3	Transport	1:29:39	1:39:55	00:10:16
96,014	07/23/2022	P-2 F	17-Falls	Acme	10 GTA3	Refusal	3:33:21	3:43:01	00:09:40
96,685	07/24/2022	P-2 F	26-Sick Person (Specific Diagnosis)	Acme	10 GTA3	Transport	14:31:04	14:35:13	00:04:09
96,780	07/24/2022	P-2 F	17-Falls	Acme	10 GTA3	Transport	19:40:59	19:56:39	00:15:40
97,305	07/25/2022	P-2 F	17-Falls	Whitewater	10 GTA3	Transport	22:57:19	23:05:00	00:07:41
97,499	07/26/2022	P-1 L	6-Breathing Problems	Whitewater	10 GTA3	Transport	4:57:29	5:03:56	00:06:27
97,707	07/26/2022	P-2 F	26-Sick Person (Specific Diagnosis)	Milton	10 GTA3	Canceled	14:53:43		
97,860	07/26/2022	P-2 F	10-Chest Pain (Non-Traumatic)	Elk Rapids Twp	10 GTA3	Refusal	22:08:35	22:19:39	00:11:04
97,878	07/26/2022	P-2 F	32-Unknown Problem (Man Down)	Acme	10 GTA3	Refusal	23:16:04	23:26:55	00:10:51
98,152	07/27/2022	P-2 F	29-Traffic/Transportation/Accidents	Acme	10 GTA3	Refusal	12:10:21	12:16:01	00:05:40
98,163	07/27/2022	P-2 F	29-Traffic/Transportation/Accidents	Acme	10 GTA3	Refusal	12:10:21	12:16:01	00:05:40
98,280	07/27/2022	P-2 F	26-Sick Person (Specific Diagnosis)	Acme	10 GTA3	Transport	16:00:58	16:05:20	00:04:22
98,326	07/27/2022	P-2 F	26-Sick Person (Specific Diagnosis)	Acme	10 GTA3	Transport	17:59:36	18:03:10	00:03:34
98,437	07/28/2022	P-2 F	17-Falls	Whitewater	10 GTA3	Transport	0:15:14	0:20:13	00:04:59
98,759	07/28/2022	P-2 F	29-Traffic/Transportation/Accidents	Acme	10 GTA3	Canceled	16:11:59		
98,829	07/28/2022	P-1 L	28-Stroke (CVA)	Whitewater	10 GTA3	Transport	19:52:08	19:58:28	00:06:20
98,886	07/28/2022	P-2 F	25-Psychiatric/ Abnormal Behavior	Elk Rapids Twp	10 GTA3	Canceled	22:53:41	23:09:42	00:16:01
99,188	07/29/2022	P-2 F	32-Unknown Problem (Man Down)	Acme	10 GTA3	Refusal	12:47:40	12:55:54	00:08:14
99,326	07/29/2022	P-1 L	6-Breathing Problems	Acme	10 GTA3	Transport	18:02:30	18:09:20	00:06:50
99,698	07/30/2022	P-2 F	26-Sick Person (Specific Diagnosis)	Elk Rapids	10 GTA3	Transport	14:31:29	14:43:22	00:11:53
99,742	07/30/2022	P-2 F	19-Heart Problems / A.I.C.D.	Acme	10 GTA3	Canceled	16:02:04		
100,045	07/31/2022	P-2 F	12-Convulsions/Seizures	Acme	10 GTA3	Refusal	11:10:58	11:19:18	00:08:20
100,138	07/31/2022	P-2 F	7-Burns (Scalds) /Explosion	Acme	10 GTA3	Transport	15:24:47	15:28:28	00:03:41
100,244	07/31/2022	P-2 F	26-Sick Person (Specific Diagnosis)	Acme	10 GTA3	Transport	21:00:22	21:09:23	00:09:01

A-3 Transports By Month (Billable Calls)

Dispatch Zone	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Total
Antrim-City of Elk Rapids	0	2	0	1	1	0	0	1	0	1	6
Antrim-Elk Rapids	0	0	1	0	0	0	0	0	0	3	4
Antrim-Milton	0	1	0	0	1	1	0	0	1	0	4
GT-Acme	1	9	31	26	26	22	26	33	41	50	265
GT-Blair	0	0	1	0	0	0	0	0	0	0	1
GT-East Bay	0	0	1	1	1	1	0	1	2	2	9
GT-Garfield	0	1	0	0	0	0	0	0	0	0	1
GT-Traverse City	0	0	0	0	1	0	0	1	0	1	3
GT-Whitewater	17	23	16	14	17	18	12	16	12	23	168
Kalkaska-Clearwater	1	0	0	0	0	1	0	0	0	0	2
Kalkaska-Excelsior	0	1	0	0	0	0	0	0	0	0	1
Total	19	37	50	42	47	43	38	52	56	80	464



WHITEWATER TOWNSHIP FIRE DEPARTMENT

8380 OLD M-72 ♦ PO BOX 9 ♦ WILLIAMSBURG, MICHIGAN 49690 ♦ 231.267.5969 ♦ FIRECHIEF@WHITEWATERTOWNSHIP.ORG

July 2022 Monthly Report Fire Chief Brandon Flynn

Alarms: The fire department responded to 10 emergency calls in July.

- 2 – Wildfires, one assist to Paradise Twp.
- Outdoor smoke investigation
- 4 – EMS assists
- 2 – Natural gas/propane leaks
- Vehicle crash

Training: 3 training sessions were held in July.

- Target Solutions, Lock-Out/Tag-Out
- Boat/Marine rescue with Elk Rapids Fire Dept.
- Fireground Operations with Elk Rapids Fire Department

Meetings/Other:

- Regional Training Center, July 7
- County Fire Chiefs, July 13
- LEPC, Cancelled
- 911 BOD, Cancelled

General:

Two fire inspections were completed this month.

The fire department's Air/Light truck was taken to South Haven to have the SCBA air compressor installed. As of August 1, 2022, the truck remains at Spencer Manufacturing.

Chief Flynn attended a two-day learning symposium hosted by the Northern Michigan Fire Chiefs Association located at the Great Wolf Lodge on July 28 & 29.



Committed to proudly serving the community with professionalism and integrity.

July 6th, 2022 PC Update

This July 6th the PC held three public hearing on proposed ZO amendments. Progress is as follows:

We completed deliberation on Article 1 Preamble, 12 Building Sizes and Yard Requirements, and 14 Waterfront Property and will have final text and a recommendation ready for your August meeting.

We will complete review of Article 25, Site Plan Review and Special Land Uses at our August meeting.

Article 25, Medical Marihuana returned from the attorney with significant alterations due to several changes in State Law. We will begin review of public hearing input and begin deliberation but it is impossible to determine how far we will get with this text.

We have begun a comparative review of the current online copy of the ZO and an uncertified copy in "Word" format. The online copy of our ordinance is a PDF scan of a paper document and is not usable due to the DRAFT watermark across the page. This has been a significant obstacle in reviewing and amending various text within the ordinance. Once all text has been reviewed, it will be readopted as needed. The PC is still waiting for a "Word" copy of several of the most current ZO amendments that were amended significantly over the last 5 years. Multiple written requests have been unsuccessful and a FOIA request for these files has been filed by the Chair on behalf of the PC.

Respectfully Submitted,

Kim Mangus
PC Chair

Historical Society Report for July 2022

To: Whitewater Township Board Members

From: Luann Snider, Historical Society Director

Date: July 30, 2022

Meetings: Because of not having Quorum no meetings were in July 2022

Public Inquiries: Mary Lou Baggs was inquiring information about a relative of hers.

Scan/Catalog Documents: A few hours were spent looking up information, and typing out papers.

New Documents/Items Received: The society received some advertisement fan paddles that were used for the Ice Cream Shop in Williamsburg around 1910, the name of the shop was called: The Rest Station.

Williamsburg School Reunion: No new information at this time regarding the reunion.

Other News: No other news at this time.



Ron Popp <supervisorwhitewater@gmail.com>

My comments from the special meeting

1 message

Vicki Beam

Tue, Jul 19, 2022 at 9:26 AM

To: Ron Popp <supervisorwhitewater@gmail.com>, "Cheryl A. Goss" <clerk@whitewatertownship.org>, Ardella M Benak <treasurer@whitewatertownship.org>, Heidi Vollmuth <heidivourtrustee@gmail.com>, Don Glenn <dglenn419@gmail.com>

Here is a copy so that you can review - I know it was a lot of information!

Here is the link from the MSU article

https://www.canr.msu.edu/news/difference_between_a_zoning_ordinance_and_a_master_plan

--

**public comment 7-19-22.docx**

16K



Ron Popp <supervisorwhitewater@gmail.com>

Meeting Room TV

1 message

Sue Mielnik

Sat, Jul 9, 2022 at 2:14 PM

To: supervisor@whitewatertownship.org

Hello Mr. Popp,

Thank you for serving as Whitewater Supervisor. I appreciate your efforts.

As a result of the pandemic, I understand that our township has been awarded a significant amount of funding. I'd like to propose we use a portion of this funding to purchase a 60 inch TV for the Board/Planning Commission meeting room. This would allow meeting attendees as well as those on Zoom to see parcels being discussed, e.g. zoning, setbacks, maps, proposed developments, etc. It is quite simple to connect from a laptop to TV, although we could have an elaborate system that, in my opinion, is not necessary. I'd like you and the Board to consider this request. Thank you.

Sue Mielnik
9304 Wheeler Oaks Dr
Williamsburg, MI



Ron Popp <supervisorwhitewater@gmail.com>

Re: Copy Right?

1 message

Traverse Ticker <info@traverseticker.com>
To: Ron Popp <supervisorwhitewater@gmail.com>

Wed, Jul 27, 2022 at 2:20 PM

Sure, just cite us in the meeting and minutes. Thanks

On Jul 27, 2022, at 2:07 PM, Ron Popp <supervisorwhitewater@gmail.com> wrote:

Good afternoon -

A resident forwarded an article about a 49 unit Planned Unit Development in your publication. I would like to share your article in our correspondence section of our agenda. Is that possible, and if so what kind of permission is needed.

Thank you
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com



Ron Popp <supervisorwhitewater@gmail.com>

Fwd: Wednesday Ticker: What Is PDR?

1 message

Vicki Beam

Wed, Jul 20, 2022 at 4:02 AM

To: Ron Popp <supervisorwhitewater@gmail.com>, Don Glenn <dglenn419@gmail.com>, Heidi Vollmuth <heidivourtrustee@gmail.com>

Other townships are being proactive!

----- Forwarded message -----

From: **Traverse Ticker** <info@traverseticker.com>

Date: Wed, Jul 20, 2022 at 3:57 AM

Subject: Wednesday Ticker: What Is PDR?

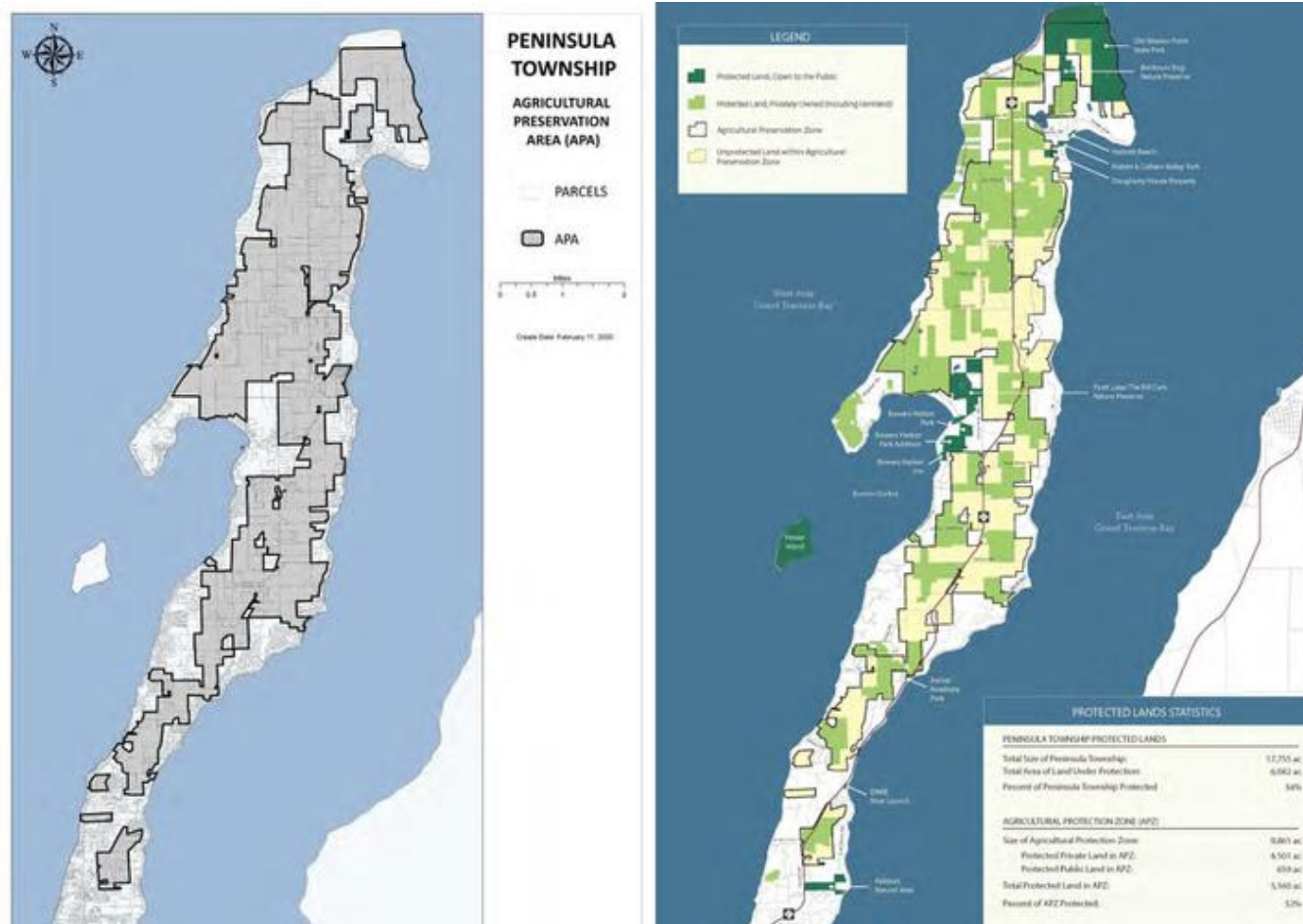
To: Vicki Beam

Welcome to Traverse City Ticker!



July 20, 2022

the



What Is PDR? A Closer Look At The Key Ballot Proposal Facing Peninsula Township Voters

By Craig Manning



If you've taken a drive out on Old Mission Peninsula lately, you've probably seen a few signs encouraging you to "Vote Yes on PDR," a matter that will appear on the August 2 election ballot for Peninsula Township. But what exactly is PDR, why is it on the ballot, and what implications could the forthcoming election have for Old Mission Peninsula if the PDR issue is supported or voted down? *The Ticker* takes a closer look.

PDR stands for "Purchase of Development Rights," and refers to an ordinance that has been active in Peninsula Township since 1994. Essentially, PDR is a millage-funded program that enables a unit of government – in this case, Peninsula Township – to "buy" the development rights for certain properties throughout its jurisdiction. In the Old Mission community, PDR is a voluntary program under which farmers and other eligible landowners can place an easement or deed restriction on their property that permanently prevent residential development on that land. Eligible property owners can have their properties appraised by the township to determine how much more value the property would hold for a developer than for a farmer, and the PDR program then pays the difference in those values to the landowner in exchange for a deed restriction that preserves that property as farmland or open space.

Since day one, the goal of PDR in Peninsula Township has been to maintain the rural and agricultural character of the peninsula by preventing the encroachment of development pressure. John DeSpelder, a Peninsula Township resident and longtime supporter of the program – and a booster for the current "Vote Yes on PDR" effort –

remembers when PDR first went into effect on the peninsula. In his view, the program has played a critical and oft-overlooked role in preventing a serious shift in the landscape of Old Mission Peninsula.

“I’ve been a resident of the area since the mid-70s, and I remember the concerns about future overdevelopment on the peninsula back then,” DeSpelder tells *The Ticker*. “My wife and I were living in the city – the peninsula was on our north lot line – at the time the PDR program was passed in the ‘90s. By then, it was clear that the attraction of rural life on the peninsula would likely destroy the very quality that brings people here. It was only due to the foresight of the residents of the township that the PDR program was conceived and became a reality.”

“A few days ago, I looked at a map that shows the properties that are now under PDR,” DeSpelder adds. “Wow. Without PDR the Peninsula would be thoroughly dotted with development. I’m so thankful for those people that cared enough to start PDR. Since PDR began, my wife and I have moved a short distance north, onto the peninsula. So, we became part of the developmental pressure that PDR works against. We need PDR to set boundaries, or we’ll all suffer because we can’t restrain ourselves.”

Just how much Old Mission land has the PDR program shielded from development over the past 28 years? According to Friends of Purchase of Development Rights, the citizens organization advocating for a “yes” vote on August 2, Peninsula Township’s PDR program has protected 3,291 acres of land since 1994. And according to the Grand Traverse Regional Land Conservancy – an active supporter of government PDR programs – there are currently 6,042 acres of land in Peninsula Township under some form of development protection, between PDR and several other preservation efforts. That figure equates to approximately 34 percent of the township’s total landmass, which spans 17,755 acres.



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The other big question: Why is PDR back in the public conversation after all these years? In short, the money for the program has run out. While township voters approved PDR in 1994, the program is like any other millage in

that it must occasionally be renewed. The most recent renewal vote occurred in 2002. Now, it's once again time for voters to decide the fate of the program.

Per the ballot language for the renewal proposal, Peninsula Township's PDR millage had been reduced over the years by required Headlee Amendment rollbacks, before ultimately expiring with the 2021 property tax levy. If township voters cast their ballots in favor of PDR on August 2, the millage will be restored "to its original 2 mills" – which equates to \$2 per \$1,000 of taxable property value – starting with the 2022 levy and running until 2041. In addition to refilling the coffers for future PDR agreements – ballot language says the millage would raise "an estimated \$1,797,600 in the first year of the levy" – the millage renewal would also fund the township's enforcement of its existing PDR protection agreements.

Most signs indicate that PDR will remain in place in Peninsula Township. In 2019, the township board launched a survey of Old Mission Peninsula residents to aid in the development of its new master plan. The survey consisted of random phone interviews with 200 township residents, as well as 3,800 postcards that were mailed out to residents to invite them to participate in an online version of the survey. Both survey groups identified "rural, quiet atmosphere" as their favorite characteristic of the township, and more than 80 percent of respondents said they wanted township officials to work toward preservation of the peninsula's character – even if it means sacrificing economic growth. That survey also indicated strong support for the PDR program, with 62 percent of telephone interviewees and 70 percent of online survey respondents saying they would likely vote "yes" on a PDR renewal millage.

DeSpelder is hopeful those numbers hold true and that township residents turn up in support of PDR on August 2. The program, he says, is a form of stewardship that will impact not just current Old Mission Peninsula residents, but also future generations.

"There is a great lesson that we need to learn from our Odawa and Chippewa neighbors, [about how] we need to make our decisions with regard and respect for the next seven generations," DeSpelder says. "Just as the residents of the peninsula did a generation ago [with the adoption of PDR], today, we need to continue that tradition because it will help to assure the sustainability of the wonderful place we call home."

Pictured: Left, a map outlining Peninsula Township's agricultural preservation area, which outlines all the land technically eligible to participate in the PDR program; right, a 2020 map of all Peninsula Township protected lands, courtesy of Grand Traverse Regional Land Conservancy.

A blue rectangular button with a white Facebook 'f' logo and the word 'Comment' in white text.



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City Clerk's Office Rejects Petitions For Building Height Rules Amendment

An effort to amend the City of Traverse City's tall buildings rules hit a snag on ... [Read More >>](#)

TCAPS Approves Significant Updates To Sexual Education Curriculum

At a regular board meeting on Monday evening, the Traverse City Area Public Schools (TCAPS) Board ... [Read More >>](#)

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Traverse City



The Big Salad Is Permanently Closing Its Doors

After less than eight months in business, The Big Salad in downtown Traverse City has permanently ...

[Read More >>](#)

Warehouse District Building Heights, Garfield Avenue Properties On Docket For City Commission Meeting

A pair of zoning amendments – one concerning building heights and one that would affect four ...

[Read More >>](#)

Calendar

Wednesday, July 20

6 PM

Evening on River Street

Listen to music, dance a bit, eat, visit with friends ...

[Read More >>](#)

6 PM

Live Music in Barr Park

Featuring Kanin Elizabeth.

[Read More >>](#)

6:30 PM

Wine, Wade, and (Mostly) Women

An Evening with Wade Rouse (writing as Viola Shipman).

[Read More >>](#)

7 PM

Jazz, Jokes & Jesus - 25th Year

Concert series featuring "The Backroom Gang" for five Weds. evenings. ...

[Read More >>](#)

7:30 PM

Buddy Guy and John Hiatt & The Goners featuring Sonny Landreth

Buddy Guy was praised by Eric Clapton as "the best ...

[Read More >>](#)

7:30 PM

Chris Barron (Spin Doctors), Shawn Mullins & Steve Poltz: Lyrics 'Round The Lake

The three artists will perform in a traditional writers round, ... [Read More >>](#)

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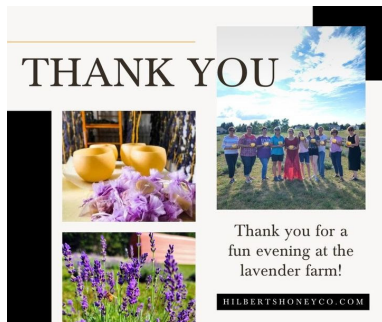
embrace. educate. empower.

Friends2Follow ▶

A real-time feed of posts from our friends, favorite accounts & hashtags.



HILBERT'S HONEY CO.



Thank you to all of the ladies that joined us for Luminaries at the Lavender Farm! We enjoyed our time with everyone and appreciate the support sh...

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BIOFUSE WELLNESS & PEAK PERFORMANCE

0 0



TRAVERSE CITY TICKER

ADDITIONAL LESSONS
@ THE OLD BATHING BEACH

Because of the demand for open water safety lessons, the Village of Elk Rapids will be offering additional lessons and seminars on Saturdays.

Session 4, Lesson G	SESSION 4, LESSON H	Session 4, Lesson I
Ages 2-5	Ages 6-12	Ages 6-12
Saturday, July 23rd	Saturday, July 23rd	Saturday, July 23rd
Saturday, July 30th	Saturday, July 30th	Saturday, July 30th
Saturday, August 13th	Saturday, August 13th	Saturday, August 13th
Saturday, August 20th	Saturday, August 20th	Saturday, August 20th
All lessons are from 9:15am - 9:45am	All lessons are from 9:50am - 10:35am	All lessons are from 10:40am - 10:25am
Max Class: 5 Students	Max Class: 5 Students	Max Class: 5 Students

SATURDAY SEMINARS

Saturday, July 30th: Family Safety at the Beach
8:00am - 9:00am at The Old Bathing Beach.
Max Class Size: 12.

Saturday, August 13th: Family Safety at the Beach
(Repeated Course from July 30th)
8:00am - 9:00am at The Old Bathing Beach.
Max Class Size: 12.

NOTES:
Lessons take place at the Old Bathing Beach and happen regardless of temperature, but will be cancelled in event of thunder or lightning. Classes are not guaranteed to be rescheduled. Please dress your child in a bathing suit and bring a towel. Remember, a designated adult is required for all session classes.

Registration is now open for additional open water safety lessons offered by the Village of Elk Rapids and will close when classes are full. There will be a \$50 fee for each student in lessons, or \$40 for a family to attend a seminar. Payment is due...

FYI <https://elkrapids.org/additional-2022-open-water-safety-lessons-opportunity/>

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TRAVERSE CITY TICKER



WILLIAMS PUMPING SERVICES



INLAND SEAS EDUCATION ASSOC.



TCAPS trustees voted unanimously Monday to adopt a new and significantly expanded sexual education curriculum for the district. The update, which r...
0 1



If you need Septic System Services, you need Williams & Bay Pumping! Don't wait to call, appointments fill up quickly. Call us today to schedule...
0 0



We will continue to accept clean, usable water-related items for our Nautical Barn Sale (being held 8/13) until August 11th. Here is a sampling of ...
0 0



MUSE BLOW DRY BAR

Look what's coming soon!



More details to follow...
0 0



TEAM ELMER'S



Are you following Team Elmer's on TikTok?! If not, today is the day to start! <https://www.tiktok.com/t/ZTRrY6MRg/?k=1>
0 0

SCHMELTZER & BOSTIC



Sometimes, even with the best of intentions, things just do not work out as planned. If you are ready to start the divorce process, there are options...
0 0



UP NORTH ORTHODONTICS



NORTHWOODS OFFICE EXPRESS



COMPASS ROSE SAILING COMPANY



Happy last day of the National Cherry Festival! We hope you've all gotten a chance to enjoy it as much as this little teacup ????

0 0

Sick of signing the dotted line all day? Perhaps you need a stamp to sign those deposit checks. Or maybe you just need a return address stamp for a...

0 0



We made the front page of the Record Eagle!

0 0

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Learn more at NorthwestEd.org/employment or call 231.922.6262

Classifieds ▶

Neumann Law Group - Hiring Attorneys (Traverse City Office)



Neumann Law Group's Traverse City office (www.neumannlawgroup.com) is looking to hire two experienced Attorneys who can work cases up from beginning to end. We are also interested in taking over solo practitioner firms and merging them with Neumann Law Group. The firm focuses on personal injury matters but also handles Criminal Defense, Family Law, and many other practice areas. Generous pay, bonus structure, and incentives. Please email your curriculum vitae and salary requirements to kelly@neumannlawgroup.com.

[Details](#)

Reynolds-Jonkhoff Funeral Home Administrative Assistant / Graphic Designer

Looking for a detail oriented multi-tasker with a positive attitude, computer proficient and ready to learn. Click link to view our open position(s) and descriptions.

[Details](#)

Medilodge of Leelanau is NOW HIRING RNs, LPNs & CNAs

Medilodge of Leelanau is NOW HIRING Full Time Team Members! RN=\$33-\$46/HR LPN=\$27-\$36/HR CNA=\$21-\$27/HR \$5,000 Sign on Bonus! Text "LEE" to (833) 383-6754 to Apply!

[Details](#)

NMC is Hiring!

NMC is seeking a Programmer Analyst (\$57,403.00/yr), a Voice Systems Administrator (\$43,013/yr), and a Construction Technology Coordinator (\$69,579.00/yr). Excellent benefits package, including 4 weeks paid vacation,



medical, dental, paid sick leave, and tuition benefits. More info at nmc.edu/jobs or call 231-995-2613. EOE nmc.edu/nondiscrimination

[Details](#)



Cash-Flowing Property In Prime Location!

Built in 2021 and already experiencing \$80,000+ annual gross rental revenue! 500' from the beach. Minutes from Downtown Traverse City and all of its fantastic offerings.

[Details](#)



Administrative Assistant

Traverse City Custom Homebuilder seeks part time Administrative Assistant. Duties include permitting, utility applications, data entry. Flexible part time 24-36 hours per week. \$26/hr.

[Contact](#)



Branch Manager Opening

Join us to serve the community and build trusted relationships! Position details: Coordinate and lead branch operations, ensure exceptional service to our members, support and coach the team, establish and attain sales and service goals, collaborate with leaders to execute the credit union strategic plan, and seek new opportunities to grow the credit union.

[Details](#)

Tasting Room Manager



Mari Vineyards is seeking a full-time Manager who has the ideas and drive to assist Tasting Room Management in the continual success of our Tasting Room on Old Mission Peninsula. Candidates must be professional, articulate, hard-working, strong leaders who can handle multi-tasking in a fast-paced environment. Minimum two years successful management experience in hospitality or wine preferred. \$50,000/year. Benefits include healthcare/vision/dental, Simple IRA with company matching program, and more. Visit our website for more details.

[Details](#)


GOODWILL
Northern Michigan

Goodwill Northern Michigan Chief Financial Officer

Goodwill Northern Michigan is seeking a Chief Financial Officer to continue our work as a trusted community-owned nonprofit working to support regional housing and food stability, as well as workforce development. We're one of Northern Michigan's largest nonprofits and employers, and our CFO is a thoughtful, forward-thinking, and skilled business leader.

[Details](#)

Real Estate Listings ▶

Traverse City - \$300,000
3039 Marmac

Grawn - \$849,000
3671 Peninsular Shores Drive

Traverse City - \$425,000
135 E Eighth Street

Traverse City - \$469,000
405 W Ninth

Death Notices ▶

Lois A. Stretlien
Doris K. Walter
Donna Vipond Haas
James Newland
Kathleen Dougherty
Kathryn Anne Omoto

[New Business Registrations ▶](#)
[Movie Times ▶](#)



[Forward this to another person here .](#)

The Ticker • PO Box 4020 Traverse City, MI 49684

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--



Ron Popp <supervisorwhitewater@gmail.com>

ARPA Applications

1 message

Darryl V Nelson <dnelson@gtcountymi.gov>

Wed, Jul 13, 2022 at 8:49 PM

To: Beth Friend <bfriend@eastbaytwp.org>, Ron Popp <supervisorwhitewater@gmail.com>, Doug White <dwhite@acmetownship.org>, Gerianne Street <fltsupervisor@gmail.com>

Hot off the presses:

Grand Traverse County is seeking information about potential ARPA projects. Organizations seeking ARPA funding that meet the criteria are encouraged to fill out the form. The form will close after August 8th.

Grand Traverse County Board of Commissioners will be using the information provided to assess overall funding demand and determine alignment with community priorities for purposes of allocating funding.

The RFI process will allow organizations that are considering applying for ARPA funding to begin to organize their thoughts about their project and prepare for the forthcoming application period," said County Administrator Nate Alger.

More information and the full press release here: <https://www.gtcountymi.gov/civicalerts.aspx?AID=532>

Fill out the form here: <https://publicsectorconsultants.com/america>

Darryl V Nelson

Grand Traverse County Commissioner

dnelson@gtcountymi.gov

PO Box #246

Acme, MI 49610

This email and all replies may, or may not, be subject to a freedom of information request. All contents of this email may become public information.

Posted on: July 13, 2022

GTC Seeks Information about Potential ARPA Projects

July 13, 2022

Grand Traverse County is requesting information to understand the range of potential projects that may be eligible for funding, as well as the likely amount of funding to be requested. The Grand Traverse County Board of Commissioners will be making decisions on how to allocate the American Rescue Plan Act (ARPA) Funds to support community projects. Through our consultants at Public Sector Consultants (PSC), organizations seeking ARPA funding that meet the criteria listed below are encouraged to fill out the following request for information form [here](#). Access to the form will close after August 8th. Grand Traverse County will use the information provided to assess overall funding demand and determine alignment with community priorities for purposes of allocating funding. The request for information (RFI) is not the official application for GT County ARPA funding, a more detailed application and evaluation process will be forthcoming later this summer. “The RFI process will allow organizations that are considering applying for ARPA funding to begin to organize their thoughts about their project and prepare for the forthcoming application period,” said County Administrator Nate Alger.



Tools

[RSS](#)

[Notify Me](#)

Categories

- [All Categories](#)
- [Grand Traverse County News](#)
- [Commission on Aging in the News](#)
- [Intranet](#)
- [Resource Recovery](#)

Organizational and Project Criteria:

- Your organization can receive federal grant funds.
- Your organization has capacity to administer financial resources, meet reporting requirements, and remain in compliance with other relevant regulations, particularly the federal reporting

Select Language ▼

compliance as detailed by the U.S. Department of Treasury
Compliance and Reporting Guidance.

- Your project/program is financially sustainable, i.e., your organization can replace these short-term grant funds with long-term, sustainable funding if needed.

County Administrator Nate Alger - “With the RFI we are hoping to start to identify the playing field we are on when it comes to potential projects that could come through the application process. We have had significant input on how the funds should be spent, but we have not had the opportunity to identify the range of potential specific projects that are being considered within our community.”

The form will be accessible via Grand Traverse County’s website on the homepage, or under the Government > Administration tab.

###

Media Contact:

Hannah Stachnik

Marketing/Communications Specialist

231-922-4797

hstachnik@gtcountymi.gov

Next ⇒

[\\$7 Million Allocation from the State of Michigan for the Senior Center](#)

Other News in Grand Traverse County News

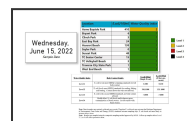
[\\$7 Million Allocation from the State of Michigan for the Senior Center](#)

Posted on: July 1, 2022



[Change to Beach Monitoring, Introducing Beach Monitoring Dashboard](#)

Posted on: June 20, 2022



[GRAND TRAVERSE COUNTY INVESTS IN HEALTH AND WELLNESS WITH PRIORITY HEALTH FITNESS COURT®](#)

Posted on: June 13, 2022



Select Language ▼

The BOC plan to adopt the 2023 budget in July.

Posted on: June 6, 2022

View the 2021 Annual Report for Grand Traverse County.

Posted on: May 16, 2022



Grand Traverse County Governmental Center 400 Boardman Avenue Traverse City, MI 49684
[County Phone & Email Directory.](#)

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 Government Websites by [CivicPlus®](#)

Select Language ▼

Request for Information: American Rescue Plan Act Funding for Grand Traverse County

1

Instructions

2

Basic Information

3

Project/Program Information

4

Budget Information

The Grand Traverse County Board of Commissioners will be making decisions on how to allocate American Rescue Plan Act (ARPA) funds to support community projects. This is one-time funding provided by the federal government to address COVID-19 pandemic-related health and economic impacts.

The purpose of this request for information is to understand the range of potential projects that may be eligible for funding, as well as the likely amount of funding to be requested. If your organization meets the criteria listed below and you are seeking ARPA funding, please fill out the following form. Grand Traverse County will use this information to assess overall funding demand and determine alignment with community priorities for purposes of allocating funding. See the community [ARPA survey](#) results for background on community priorities. A more detailed application and evaluation process will be forthcoming later this summer. **The deadline for submissions is August 8, 2022.**

ORGANIZATIONAL AND PROJECT CRITERIA

- Your organization can receive federal grant funds.
- Your organization has capacity to administer financial resources, meet reporting requirements, and remain in compliance with other relevant regulations, particularly the federal reporting compliance as detailed by the U.S. Department of Treasury [Compliance and Reporting Guidance](#).
- Your project/program is financially sustainable, i.e., your organization is able to replace these short-term grant funds with long-term, sustainable funding if needed.

[Next](#)[!\[\]\(e3f8612927870f2e0f9f5989e6dd3064_img.jpg\) Save and Continue Later](#)

Memo

To: Whitewater Township Board of Trustees

CC: None

Date: 7-28-2022

Re: Clerk's Business Items

Board Members –

The Clerk submitted a request for Unfinished Business agenda item on the August 9, 2022 Regular Township Board Meeting without any supporting documents or descriptions. Standard practice has been the item does not make onto the agenda without this supporting documentation. Below you will find the Clerk's emailed request without attachments and an email sent by the Clerk on July 7, 2021 reminding Board Members of the practice.

Respectfully submitted,



Supervisor, Whitewater Township



Ron Popp <supervisorwhitewater@gmail.com>

Clerk's 8/9 Agenda Items

1 message

Cheryl A. Goss <clerk@whitewatertownship.org>
To: "Cheryl A. Goss" <clerk@whitewatertownship.org>

Thu, Jul 28, 2022 at 4:29 PM

Unfinished Business:

1. Boat Launch/Entryway Improvement Project

Cheryl A. Goss, MiPMC

Whitewater Township Clerk

[5777 Vinton Road](#), P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

From: Cheryl A. Goss <clerk@whitewatertownship.org>
Sent: Wednesday, July 7, 2021 5:37 PM
To: Cheryl A. Goss
Subject: Agenda/Packet 07/13/2021 Twp Board Meeting at 9:00 a.m.

https://www.whitewatertownship.org/uploads/2/1/9/6/21966412/township_board_agenda_07.13.2021.pdf

https://www.whitewatertownship.org/uploads/2/1/9/6/21966412/township_board_agenda-packet_07.13.2021.pdf

The following documents were verified to have been received in e-mail by all board members or heard by all board members and were not repeated in the packet:

1. Networks Northwest Newsletter
2. Recycle Smart Newsletter
3. Cliff Pixler E-mail
4. Marty Cotanche E-mail
5. Linda Slopsema 6/8 public comments

A notation on Ron's proposed agenda entitled UB1 related to Cell Tower Lease Agreement was not included on the final agenda due to there being no supporting documents.

Cheryl A. Goss, MiPMC

Whitewater Township Clerk
5777 Vinton Road, P.O. Box 159
Williamsburg, Michigan 49690
Telephone: 231.267.5141 X 24
Fax: 231.267.9020

clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

MEMO

To: Whitewater Township Board

From: Cheryl A. Goss, Clerk

Date: 02/06/2019

Re: **Proposed Changes to Administrative Policies & Procedure Manual Section 2.0
Township Board Administration**

ACTION ITEM: Change Section 2.0 of the Administrative Policies & Procedure Manual to provide for one (1) regular township board meeting per month, effective 04/01/2019.

Two documents are attached:

1. An Excel document comparing all 13 townships in Grand Traverse County by the number of regular meetings they hold per month and their population.
2. Section 2.0 of the AP&P Manual, Township Board Administration, with proposed changes.

Only three townships in Grand Traverse County have two regular board meetings per month, i.e., Garfield, Peninsula, and Whitewater. Numerous townships much larger than Whitewater hold only one regular board meeting per month.

If the Whitewater Township Board will build some efficiencies into their agenda and packet production process, allowing more time for board members to be prepared for meetings, meeting time will be reduced and there will be no reason to have two regular meetings per month.

By efficiencies, I mean the following:

- For every item of Unfinished Business or New Business, **a memo from the person who placed the item on the agenda stating why the item is on the agenda and what action the board is being requested to take, along with a proposed motion.** Action items should be listed first under Unfinished Business or New Business in order to ensure that they are addressed.
- For items placed on the agenda simply for the board's review of documents, **a memo from the person who placed the item on the agenda stating why the item is on the agenda and further stating that no specific action is requested at that time.** Items which do not require specific action should be placed after action items under Unfinished Business or New Business. If non-actions items are not addressed due to lateness of the hour, they will be added to the next regular meeting agenda, again, after action items.
- Agendas finalized and provided to the Clerk **no later than 8 business days** before a regular meeting, i.e., two Thursdays prior to the meeting.
- Packets distributed by the Clerk **no later than 5 business days** before a regular meeting, i.e., the Tuesday prior to the meeting.

(continued)

Benefits of the above efficiencies include:

- No questioning by board members or the public as to why a certain item is on the agenda and what action is being proposed. This also improves transparency with the public.
- More time for board members and the public to read and digest the documents in the packet, resulting in everyone being more prepared to address agenda topics efficiently.
- More business transacted in less time, thereby eliminating the need for two regular meetings a month. If an occasional piece of business requires more time, a special meeting date can be set.

While it may seem that there is a lot on the township board's agenda and we need two meetings a month, the Excel document clearly shows that far more populated townships than Whitewater, who undoubtedly have even more business to transact, find that they can get it done in one regular meeting a month, with perhaps an occasional special meeting.

In fact, the township board already meets only once in November and December. With increased efficiency in the other 10 months, one meeting a month is do-able.

Section 2.0 of the AP&P Manual outlines the rules for meeting agendas. The changes proposed will bring the manual into alignment with one regular board meeting a month.

While reviewing this section, some other changes were made to conform to the agenda template that we have been using for a long time.

An appropriate motion would be: Motion to adopt the proposed changes to Section 2.0 of the Administrative Policies & Procedures Manual to provide for one (1) regular township board meeting per month, effective 04/01/2019.

###



Ron Popp <supervisorwhitewater@gmail.com>

Fwd: American Rescue Plan Act Funding for Grand Traverse County

1 message

Heidi Vollmuth <heidivourtrustee@gmail.com>
To: Ron Popp <supervisorwhitewater@gmail.com>
Cc: Brandon Flynn <firechief@whitewatertownship.org>

Wed, Jul 27, 2022 at 5:34 PM

----- Forwarded message -----

From: **Heidi Vollmuth** <heidivourtrustee@gmail.com>
Date: Wed, Jul 27, 2022 at 4:57 PM
Subject: American Rescue Plan Act Funding for Grand Traverse County
To: <heidivourtrustee@gmail.com>

Team,

This is a great opportunity to reach out to our partners and request a need of funds for our aging fire truck. I will be assisting the Fire Cheif and a concrned private citizen in writing this grant request. This request is for a RIF which is a request for information, as to why we as a township are asking for said amount for said project.

Sounds like an easy task, not likely as funds are usually distributed by population other then square miles. Where Whitewater ranks first in square miles we are near the botton of population. However, when you take the funds and divide by number of townships, asking for said amount to purchase a Fire Truck is right in line. The request will be between \$750,000.00 and 900,000.00, this amount can also vary.

At this time we are only at the starting gate and will give an update at the board meeting if there is more information. No motion needed as its an information request only.

More to follow,

Heidi
American Rescue Plan Act Funding for Grand Traverse County

<https://publicsectorconsultants.com/american-rescue-plan-act-funding-rfi-grand-traverse-county/>

Cheryl A. Goss

From: Heidi Vollmuth <heidivourtrustee@gmail.com>
Sent: Saturday, June 4, 2022 9:27 AM
To: Cheryl A. Goss
Subject: Re: Clerk's 6/14 Agenda Items

Cheryl,

If all of us have to submit our board packet items with supporting documents to the supervisor when requested, why do you not submit your supporting documents also?

Where does it say the Clerk gets extra time? So, how do we correct this? Your documents should be ready to go with your business items,

if one needs more time, it should be stated so where the items are submitted. The team needs to ALL be on the same page same rules.

When I did this you decided to not put my items on the agenda for this reason. Should we eliminate your items because you missed the deadline?

Why should you get extra days?

This week I was reminded by residents that our packet should be completed and out five business days before the board meeting.

Business days do not include the weekend. We should not continue

the practice of not giving everyone including board members time to research any concerns.

Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

July 2022

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	9	0	1	23	1	3	28
02 Blair	19	0	3	17	4	27	51
03 East Bay	21	0	5	29	1	11	46
04 Fife Lake	9	0	0	5	1	3	9
05 Garfield	50	0	13	74	10	60	157
06 Grant	2	0	1	5	0	2	8
07 Green Lake	12	0	2	4	1	6	13
08 Long Lake	19	1	2	6	2	1	12
09 Mayfield	8	0	1	4	1	1	7
10 Peninsula	14	0	0	3	0	3	6
11 Paradise	4	0	2	6	1	3	12
12 Union	0	0	0	2	0	0	2
13 Whitewater	3	0	1	11	0	0	12
29 Fife Lake Vlg	0	0	0	2	0	0	2
30 Kingsley Vlg	2	0	0	0	1	0	1
66 Traverse City	11	0	0	1	2	35	38
84 Out of County	0	0	0	0	0	9	9
Totals	183	1	31	192	25	164	413

Ticket stats are based on what District Court has entered as of 8/01/22.

Arrest stats are as of 8/01/22.

DRAFT MINUTES**Whitewater Township Board
Minutes of Regular Meeting held July 12, 2022****Call to Order/Pledge of Allegiance**

Supervisor Popp called the meeting to order at 9:01 a.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan, followed by the Pledge of Allegiance.

Roll Call of Board Members

Board Members present in person: Popp, Goss, Glenn, Vollmuth

Board Members absent: Benak

Others present in person: 10

Others present via Zoom: 9

Set/Adjust Meeting Agenda

Goss: Remove unfinished business #3 and new business #3, #4 and #5.

Popp: Move PC appointment to the report section.

There was consensus to agenda revisions.

Declaration of Conflict of Interest

None

Public Comment

Public comment began at 9:05 a.m.

Linda Slopsema, 9693 Miami Beach, commented on the boat launch project.

Vicky Beam, 6847 Baggs Road, commented on the moratorium and PC appointment.

No name given commented on a moratorium, expand industrial area.

Karin Boyd reminded the board to work with the people.

Public comment ended at 9:16 a.m.

Public Hearing

None

Reports/Presentations/Announcements/Comments (9:16 a.m.)**County Commissioner Report**

- Not available

Fire Department Report

Brandon Flynn gave the following report:

- Many calls, wild fires, very dry season. 70 calls right now; last year around 35 or 38
- Air truck ready to go in for compressor work.
- Working with two new applicants, one resident, one non-resident, one trained, one not.

DRAFT MINUTES**Planning Commission Appointment**

Question and answer with board members and Steelman regarding experience and interest.

Motion by Popp to confirm the recommendation of the supervisor appointing Rachel Steelman to a vacant partial 3-year term position on the Whitewater Township Planning Commission. The term shall end December 31, 2022; second by Goss.

Discussion: Goss recommends the appointment be extended past December 2022.

Roll call vote: Vollmuth-no; Benak-n/a; Popp-yes; Glenn-yes; Goss-yes. Motion carried.

Planning Commission Report

The township board representative to the planning commission position is currently vacant.

Mangus via Zoom: Public hearings were completed; the PC did not get through discussion and changes. Zoning ordinance adoption process presented to the PC and available for the board.

Parks & Recreation Advisory Committee Report

Cheryl Goss gave the following report:

- Committee met last night; 3 members present.
- HPP dugouts: sealed drawing and commercial plan review application received yesterday, will be submitted to Construction Code this week.
- WTP playground inspection was discussed.
- Regarding BCNA/Lossie Road tree removal, committee asked Goss to inquire about status of the project.
- Regarding Lossie Trail wetlands/bridge improvements, Melton is seeking a recommendation from Grand Traverse Conservation District about potential fixes.
- Hi Pray Park playground inspection requested.
- Re: BCNA/LRNT signage, Melton will ask Largent how their tree removal work might affect signage and trails if anything gets moved.
- Lot of discussion about grant opportunities, as well as a motion asking board to review Capital Improvement Schedule in relation to Parks & Recreation Survey 2020, with a request for the board to give the committee their top five priorities for the PRAC to work on.

Vollmuth questioned the lack of a packet for the PRAC meeting.

Goss indicated that the topic was discussed at the meeting and they will be including a packet that will be posted on the website.

Popp will bring the item up as an agenda item on a future board meeting.

ESLA – Boat Wash Information – Presentation

Bob Campbell, President of Elk/Skegemog Lake Association, introduced Samantha Ogle.

Ogle did a boat wash slideshow presentation.

Staffing the boat wash is a good idea. Most launches do not staff and still find most people do it.

DRAFT MINUTES

Hot water is the most effective way to decontaminate.

Invasive species are cyclical. “Not MI Species” is a webinar available online.

Consent Calendar (10:10 a.m.)

Receive and File

1. Supervisor’s Report for June 2022
2. Clerk/Parks & Recreation Administrator’s Report for June 2022 *(not available)*
3. Treasurer Report *(not available)*
4. Trustee Vollmuth’s June 2022 Report
5. Trustee Glenn’s June 2022 Report
6. Zoning Administrator’s Report for June 2022
7. Mobile Medical Response May 2022 Activity Report *(not available)*
8. Fire Department June 2022 Monthly Report
9. Planning Commission Report *(not available)*
10. Historical Society Report *(not available)*
11. Approved 05/09/2022 Parks & Recreation Advisory Committee Minutes

Correspondence

1. Supervisor Popp – Park & Recreation interviews
2. Beam – Town Hall Meeting
3. Recycle Smart – Household Hazardous Waste Sign Up
4. Supervisor Popp – Bills for Approval
5. Public Notice – Church Street
6. McElwee – Moratorium
7. Mangus – ZO Records
8. Supervisor Popp – Park & Recreation
9. Slopsema – ZO Amendment Error
10. Mangus – ZO Request to legal
11. Clerk Goss – Board Packets

Minutes

1. Review/Approve 06/14/2022 regular meeting minutes
2. Review/Approve 06/15/2022 special meeting minutes

Bills for Approval

1. Approval of Alden State Bank vouchers # 47887 through 47995

Budget Amendments (none)

Revenue & Expenditure Report (none)

Motion by Glenn to approve Consent Calendar items as presented; second by Vollmuth.

Discussion: Payroll information is available in the clerk’s office. Vollmuth requesting an end of year report. Glenn looking for an operating expense, revenue expenditure report and cash balances as of the March 2022 and quarterly April, May, June.

DRAFT MINUTES

Clerk will get the reports out as soon as possible.

Discussion ensued regarding PC requested zoning ordinance documents.

Clerk will provide the requested documents as soon as possible.

Goss noted the MMR report was not in packet.

Popp questioned May 9 PRAC minutes.

Popp questioned June 14 and June 15 minutes regarding PRAC.

Vollmuth presented Ordinance 48 and recommended rewriting the ordinance and reviewing by-laws in the future.

Roll call vote: Goss-yes; Vollmuth-yes; Glenn-yes; Popp-no; Benak-n/a. Motion carried.

Unfinished Business**ANNUAL FINANCIAL AUDIT PROPOSALS – BAIRD / TOBIN**

Motion by Popp to approve the expenditure of up to \$10,500.00 for the fiscal year ending March 31, 2022 audit and creation of the F-65 (MI 2) Report Form and to authorize the supervisor to sign Baird, Cotter, & Bishop, P.C. proposal dated June 22, 2022; second by Vollmuth.

Discussion ensued regarding selecting auditors. Goss notes that the auditor selection should be done through an RFP/open bidding process and not during the auditing season. Transparency and unbudgeted cost are issues.

Glenn is in favor of changing auditors.

Vollmuth is in favor of changing.

Roll call vote: Benak-n/a; Glenn-yes; Goss-no; Vollmuth-yes; Popp-yes. Motion carried.

Goss will contact the auditor to schedule the audit.

HI PRAY PARK – PROPOSED CLOSURE OF PLAYGROUND DUE TO SAFETY CONCERNS

Motion by Glenn instructing the Park and Recreation Administrator to immediately close the playground area to public use at the Hi Pray Park due to ongoing equipment safety deficiencies and install signage as to that effect; second by Vollmuth.

Discussion ensued regarding signage and method of closing.

Roll call vote: Popp-yes; Goss-no; Vollmuth-yes; Benak n/a; Glenn-yes. Motion carried.

BOAT LAUNCH / ENTRYWAY IMPROVEMENT PROJECT – FINAL PLANS & PROJECT MANUAL

Removed under Set/Adjust Agenda.

DRAFT MINUTES**New Business (11:10 a.m.)****ELECTION INSPECTOR WAGES**

Motion by Goss to approve election inspector wages of \$16/hour for new election inspectors as listed; second by Glenn.

Goss added an additional inspector name.

Glenn seconded the updated list.

Roll call vote: Glenn-yes; Popp-no; Benak-n/a; Goss-yes, Vollmuth-yes. Motion carried.

PLANNING COMMISSION APPOINTMENT

Moved to Reports/Presentations.

PLANNING COMMISSION PROPOSED ZONING ORDINANCE AMENDMENT #83

Removed under Set/Adjust Agenda.

PLANNING COMMISSION PROPOSED ZONING ORDINANCE AMENDMENT #84

Removed under Set/Adjust Agenda.

PLANNING COMMISSION PROPOSED ZONING ORDINANCE AMENDMENT #85

Removed under Set/Adjust Agenda.

PARK AND RECREATION SUCCESSION PLAN – JOB DESCRIPTION, ADVERTISE, REQUEST TO PRAC

Motion by Popp to place the Deputy Park and Recreation Administrator Job Description as amended on the website; second by Vollmuth.

Discussion and consensus regarding job description.

Roll call vote: Benak-n/a; Vollmuth-yes; Popp-yes; Glenn-yes; Goss-yes. Motion carried.

Motion by Popp to place advertisement for Deputy Park and Recreation Administrator job description in two local newspapers, over two consecutive weekends beginning June 17, 2022; second by Vollmuth.

The ad will be placed by July 22, 2022.

Roll call vote: Popp-yes; Benak-n/a; Vollmuth-yes; Goss-yes; Glenn-yes. Motion carried.

Motion by Popp to authorize supervisor to create a Whitewater Township account on the Pure Michigan Talent Connect Website and post this job opening to that site; second by Vollmuth.

Discussion ensued regarding needed information.

Roll call vote: Vollmuth-yes; Goss-yes; Glenn-yes; Benak-n/a; Popp-yes. Motion carried.

DRAFT MINUTES

Motion by Popp to approve supervisor memo dated 6.2.2022 to the Park and Recreation Advisory Committee asking the group to take an active advisory role in the Whitewater Township Camping Park; second by Vollmuth.

Discussion ensued regarding PRAC.

Popp will deliver the memo personally.

Roll call vote: Goss-no; Glenn-yes; Benak-n/a; Popp-yes; Vollmuth-yes. Motion carried.

At 12:12 p.m., the meeting recessed.

At 12:32 p.m., the meeting reconvened.

REVIEW / DISCUSS MARCH 11, 2022 PLANNING COMMISSION REPORT

Motion by Glenn to approve that recommendations as detailed in Supervisor Ron Popp's June 3, 2022, report and corrective action plan concluding the investigation of the March 11, 2022, Planning Commission meeting can be used to develop a corrective action plan implemented at the board's pleasure; second by Vollmuth.

Discussion ensued regarding timetable and access to records.

Popp will put the recommendations together and bring it back for prioritization.

Roll call: Glenn-yes; Popp-yes; Goss-yes; Vollmuth-yes; Benak-n/a. Motion carried.

WHITEWATER TOWNSHIP PARK PLAYGROUND INSPECTION

Motion by Popp to request that the Parks Administrator in collaboration with the Parks & Recreation Advisory Committee implement the solutions listed above in #1 through #5 no later than September 15, 2022, at a cost not to exceed \$2,000; second by Vollmuth.

Discussion followed.

Roll call vote: Vollmuth-yes; Benak-n/a; Popp-yes; Glenn-yes; Goss-yes. Motion carried.

BRINE APPLICATION

Discussion ensued regarding traffic counts and populations. Use this information for reference. Consensus is that it is not an affordable option.

ROLAND OOSTERHOUSE REQUEST – TREE REMOVAL LOSSIE ROAD TRAIL

Discussion regarding the easement. Board would like more information to make a decision.

REVIEW / MODIFY / APPROVE TOWNSHIP ROAD MAP

Discussion regarding the PASER rating map and the road commission funding allotments to the township.

DRAFT MINUTES

There was consensus to request a 24x36 color copy of the PASER map from the road commission.

Popp will send an e-mail to request the purchase of a frame.

LEGAL REVIEW PROCESS – DOCUMENTS

Discussion ensued. Point person at the attorney's office and at the township; timeline; file format. MSU checklist #4 is the process of amending and adoption of ordinances adopted by the board September 8, 2020. Need revision dates, redline documents, page numbers, document titles/file naming.

Board consensus to contact legal and get their input to incorporate.

PARK ROAD

Discussion ensued regarding road emulsion. Glenn will further investigate and connect with Eric Sanborn.

WEBSITE UPDATE MEETING CANCELLATIONS

Motion by Popp to have the clerk's office regularly update the website calendar for any posted meeting cancellation that occurs providing at least 18 hours of such cancellation to the public; second by Vollmuth.

Discussion ensued regarding posting notice on the door. ZBA meeting postings can be changed so they are posted only when there are meetings scheduled.

Popp amended the motion to replace "clerk's office" with "township board" and to replace "18 hours" with "24 hours"; second by Vollmuth.

Roll call vote: Goss-yes; Vollmuth-yes; Glenn-yes; Popp-yes; Benak n/a. Motion carried.

TOWN HALL MEETING

Discussion ensued regarding various town hall meeting style options. ARPA is a topic that can be addressed or any specific topic. Could be a variety of topics, let the public decide. Free flow just to get people to share, let the dialog ebb and flow with a moderator. A meeting for public involvement / input on the master plan review including the PC. Schedule something before mid-October, before the end of October.

Popp will check on the availability in September at the school, possibly at the Hi Pray pavilion or rent a tent; Thursday, September 22, tentative date.

CAPITAL EXPENDITURE – COMPUTER EQUIPMENT

Motion by Glenn authorizing the clerk to purchase one Epson WF7820 all in one printer scanner for the supervisor's office not to exceed \$350.00 from account 101-901-970 capital expense; second by Vollmuth.

DRAFT MINUTES

Per Glenn, “clerk” will be changed to “supervisor”; agreement by Vollmuth.

Roll call vote: Benak-n/a; Glenn-yes; Goss-yes; Vollmuth-yes; Popp-yes. Motion carried.

Motion by Glenn authorizing the supervisor to purchase one replacement ink cartridge set for above printer scanner not to exceed \$100.00 from account 101-171-727; second by Vollmuth.

Roll call vote: Popp-yes; Goss-yes; Vollmuth-yes; Benak-n/a; Glenn-yes. Motion carried.

Motion by Popp authorizing the supervisor to purchase three (3) new laptops, related software and device setup for the planning commission seat vacated by Dean, Trustee Don Glenn, and Trustee Heidi Vollmuth not to exceed \$6,000.00 from account 101-901-970 capital expense; second by Vollmuth

Discussion ensued regarding who wants computers.

Roll call vote: Glenn-yes; Popp-yes; Benak-n/a; Goss-yes; Vollmuth-yes. Motion carried.

JOB DESCRIPTION / DISCUSSION MATRIX – PLANNING CONSULTANT

Discussion regarding the job description for a planning consultant/independent contractor. Could be a checklist, put out an ad for the job.

Vollmuth and Glenn spoke with Randy Mielnik who appears to have an excellent process. Mielnik would first address the master plan. Conflict of interest and ethics. Glenn and Vollmuth feel Mielnik would handle any conflict of interest appropriately. Glenn and Vollmuth would like to move forward in hiring Mielnik, solicit an agreement to address the master plan. What is the scope of work he is being asked to do? At this point it would be the master plan review and possibly a future second proposal for ongoing assistance as requested.

Popp will give up on the job description/decision matrix and give up on creating an ad and reach out to Mielnik regarding a bid.

There was board consensus for Popp to proceed as stated.

MORATORIUM – SITE PLAN REVIEW ETC.

Motion by Popp to place a moratorium on all Site Plan Reviews, Site Condominium, Planned Unit Development, Special Use Permits, Plat Approvals, and Condominium Conversions in Whitewater Township until January 1, 2023; second by Vollmuth.

Discussion ensued indicating this is a motion to shut down this township for six months. Goss noted that a moratorium takes away people’s property rights. Where does the board get the authority to place a moratorium?

Popp notes that the zoning administrator and the legal team had previously requested the moratorium.

DRAFT MINUTES

Goss asks what problems need to be addressed? SPR and SUP would need to be the number one priority of the PC.

Glenn notes that this has been being discussed at least since December 2021. The process is necessary and it should be lifted sooner than six months.

Vollmuth asks how long does it take to schedule a special meeting (18 hours?). A moratorium can be lifted at any time.

Popp noted we have not been applying pressure on the PC and now we are. We have a deadline.

Popp restated the motion to place an immediate moratorium; Vollmuth agreed to the change.

Popp again amended the motion to say “. . . Whitewater Township, effective immediately, until . . .”; Vollmuth agreed to the change.

Roll call vote: Benak-n/a; Vollmuth-yes; Popp-yes; Glenn-yes; Goss-no. Motion carried.

Tabled Items (3:37 p.m.)

None

Board Comments/Discussion

July 19, 2022 at 6:00 p.m. is the date for the closed session with the planning commission and the township board with the attorneys regarding the status conference on litigation.

Announcements

Next regular meeting August 9, 2022 at 9:00 a.m.

Closed session special meeting July 19, 2022 at 6:00 p.m.

Public Comment

Public comment began at 3:40 p.m.

Kim Mangus, 5101 Brown Bear, commented that the PC has begun work to get a Word document of the zoning ordinance. Looking to get something from the clerk so it can be edited.

Brian commented on meeting cancellations, Acme Township zoning changes, audit costs and web posting.

Terese Hooper commented that she is tired of the hypocrisy of a board member.

Heidi Vollmuth commented on private citizen rights, farming products, farming benefits, stealing the vote.

Vicki Beam commented on the moratorium, development, playground closure, insurance

DRAFT MINUTES

agent, auditor, professional guidance, getting the house in order.

Connie Hymore commented on the disconnects in the boards and commissions, town hall meeting, ordinances being quoted, conflict of interest, public perception, PC chair conflict of interest.

Tom McElwee commented on the traffic of Lakeside Trail and Baggs Road, Lossie Road Trail, moratorium, town hall meeting before October 1.

Karin Boyd commented on misinformation, town hall meeting, moratorium, zoom recording, auditor, cost of pot, set and follow rules, lawsuits.

Lois MacLean commented on the moratorium, Grand Traverse Road Commission road assessment millage.

Public comment ended at 4:07 p.m.

Adjournment

Motion by Vollmuth to adjourn; second by Glenn. Roll call vote: Popp-yes; Benak-n/a; Vollmuth-yes; Goss-yes; Glenn-yes. Meeting adjourned at 4:08 p.m.

Respectfully submitted,
Lois MacLean
Recording Secretary

DRAFT MINUTES**Whitewater Township Board
Minutes of Special Meeting held July 19, 2022 at 9:00 a.m.****Call to Order**

Supervisor Popp called the meeting to order at 9:00 a.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan.

Roll Call of Board Members

Board Members present in person: Popp, Goss, Benak, Glenn, Vollmuth

Board Members absent: None

Others present in person: 4

Others present via Zoom: Up to 8

Set/Adjust Meeting Agenda

There were no adjustments.

Declaration of Conflict of Interest

None

Public Comment

Public comment began at 9:01 a.m.

Bob Hall, Zoning Administrator, commented that he wants to make it very clear that Whitewater Township has a zoning administrator. Zoning has checks and balances through the Zoning Board of Appeals. The zoning administrator is charged with enforcing the zoning ordinance. No individual board member or collective is charged with administering the zoning ordinance beyond the zoning administrator. Hall made it clear that the applicant on Baggs Road has not expressed interest in a Planned Unit Development (PUD). A PUD is different than a site condominium. Hall reads the zoning ordinance to be that a site condo development is not subject to PUD rules and regulations. Thinks it is great that the board is taking the opportunity to look at this. Wishes the board would have a liaison on the planning commission. Article 25 is very clear; site plan reviews and special uses are not the same thing, and they are not subject to the same standards.

Vern Gutknecht submitted a letter and read through the letter.

Karin Boyd, 6303 Baggs Road, commented on rural character, roads in the development, zoning ordinance, listen to the residents, shared a picture of the development plan and the need of having someone on the PC from the board.

Vicki Beam, 6847 Baggs Road, read a statement, commented regarding development, master plan, property rights, rural character, water concerns, Grobbel statement, Hall statement, moratorium, and zoning ordinance confusion.

Amy Haskell, 6699 Baggs Road, commented on the proposed Baggs Road development, building a home and local government.

DRAFT MINUTES

Connie Hymore, Baggs Road, disagrees with Bob Hall, commented on moratorium, zoning ordinance, passed out part of an email thread with Bob Hall, PUD, site condominiums, zoning ordinance, roads, special use permit and master plan.

Frank Hymore, Baggs Road, commented on the moratorium, planning commission work on zoning ordinance, flow charts, available resources and master plan.

Heidi Vollmuth, 8388 Winnie Lane, Trustee, recommended that the board should read documents that she handed out prior to the meeting.

Jhc3 commented on Baggs Road development, road use and traffic.

Popp read a comment from Mark Rickey regarding Baggs Road development, rural character and zoning.

Popp read a comment from Kim Elliott regarding direction of Whitewater Township, Baggs Road development, marihuana and surveys.

Public comment ended at 9:43 a.m.

Board discussion followed:

- Glenn and Popp noted there may be questions that need to be addressed outside of this meeting. Glenn would like to open it up like a public forum.
- Goss feels the ordinance is being followed by the zoning administrator. Does not have questions and is not in favor of an open forum meeting. Questions can be sent to the attorney.
- Benak feels that an open forum meeting should include the zoning administrator and planning commission chair.
- Popp would like to reach out to the public and noted that Ordinance #16 is a general ordinance.

REVIEW WHITEWATER TOWNSHIP ZONING ORDINANCE ARTICLES (9:44 a.m.)

Discussion ensued.

Glenn noted that Bob Hall and Kim Mangus noted deficiencies in Article 25.

Benak noted that the planning commission has addressed Article 25, made legal and zoning administrator recommended changes and should be coming from the PC for approval after their next meeting.

Specific zoning ordinance article information read, questioned and discussed.

Mangus, via Zoom, noted that recommended changes in Article 25 have been addressed and will be presented to the board for approval.

DRAFT MINUTES

Discussion continued on specific zoning ordinance article information.

At 11:04 a.m., Goss left the meeting.

REVIEW PUBLIC ACT 59 OF 1978 CONDOMINIUM ACT

Discussion ensued.

Benak recommended questions go to the attorney.

REVIEW OTHER PUBLIC ACTS/MICHIGAN COMPILED LAWS AS NEEDED

Not specifically addressed.

Board Comments/Discussion (11:20 a.m.)

Benak noted that the planning commission is working on the zoning ordinance. We hire professionals with expertise. Noted that the codification process was supposed to address many of today's discussed concerns.

Popp recommended that we follow the process and place questions of interpretation before the Zoning Board of Appeals who may go to legal for assistance. Site development, land division process needs to be addressed and feels that it all comes back around and references General Ordinance 16.

Vollmuth noted that it all seems circular.

Glenn noted that there is confusion and there may be things that were eliminated that we may need to have addressed. General Ordinance 16 needs to be addressed. The process needs to be addressed.

Popp would like to send a question to the attorney to find out if things should be sent through the Zoning Board of Appeals (ZBA). Who is responsible to interpret? Can the board go through the ZBA?

Benak suggested that we get information through the zoning administrator, get an opinion of the concerns brought up today, and then possibly take the questions to the attorney.

Vollmuth would like to address the interpretation question.

Public Comment

Public comment began at 11:49 a.m.

Vern Gutknecht commented on strategic plans, hire professional and issues need to be addressed.

Kim Mangus commented that comments from the audience were not heard on zoom, review what the planning commission is sending forward, place all ordinances online, special use permit rules, planning commission access to professionals, lack of planning commission

DRAFT MINUTES

members, board liaison to the PC, and using the current process, zoning ordinance changes timing is a minimum of six months.

Connie Hymore commented on appreciation of the meeting, referenced a planning guide and board and PC communication.

Vicki Beam commented on an appreciation of the meeting, site condo split, PC training, more PC meetings, private roads, additional resources, legal resources and zoning administrator.

Karin Boyd commented on an appreciation of the meeting.

Public comment ended at 12:03 p.m.

Adjournment

Motion by Vollmuth to adjourn; second by Popp. Roll call vote: Popp-yes; Goss-n/a; Benak-yes; Glenn-yes; Vollmuth-yes. Meeting adjourned at 12:04 p.m.

Respectfully submitted,
Lois MacLean
Recording Secretary

DRAFT MINUTES

**Whitewater Township Board
and
Whitewater Township Planning Commission
Minutes of Joint Meeting held July 19, 2022**

Call to Order

Supervisor Popp called the meeting to order at 6:00 p.m. at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan.

Roll Call of Township Board Members

Members present in person: Popp, Goss, Benak, Glenn, Vollmuth

Members absent: None

Roll Call of Planning Commission Members

Members present in person: Mangus, Jacobson, Keaton, Wroubel, Darrow, Steelman

Members absent: (Township Board Representative vacancy)

Others Present

Others present in person: None

Others present via Zoom: 1

Set/Adjust Meeting Agenda

Typo corrected on the agenda. No other adjustments.

Declaration of Conflict of Interest

Planning Commission: None

Township Board: None

Public Comment

Public comment began at 6:06 p.m.

Linda Slopsema commented on the lawsuit agenda item and delay of township projects.

Public comment ended at 6:09 p.m.

CLOSED SESSION – STATUS CONFERENCE RE: NORTHPOINT FARMS V WHITEWATER

Planning Commission motion to go into closed session:

Regarding the case of Northpoint Farms, LLC v Whitewater Township, now pending in the Grand Traverse County Circuit Court, Case No. 21-035830-AW, Jacobson moved to go into closed session to consult with the Township's attorney regarding trial or settlement strategy in connection with specific pending litigation because an open meeting would have a detrimental financial effect on the litigating or settlement position of the Township; second by Wroubel.

DRAFT MINUTES

Roll call vote: Wroubel-yes; Darrow-yes; Keaton-yes; Mangus-yes; Jacobson-yes; Steelman-yes. Motion carried.

Township Board motion to go into closed session:

Regarding the case of Northpoint Farms, LLC v Whitewater Township, now pending in the Grand Traverse County Circuit Court, Case No. 21-035830-AW, Goss moved to go into closed session to consult with the Township's attorney regarding trial or settlement strategy in connection with specific pending litigation because an open meeting would have a detrimental financial effect on the litigating or settlement position of the Township; second by Glenn.

Roll call vote: Vollmuth-yes; Benak-yes; Popp-yes; Glenn-yes; Goss-yes. Motion carried.

At 6:16 p.m., Recording Secretary MacLean exited the meeting room and the closed session began.

At 6:31 p.m., Recording Secretary MacLean returned to the meeting room. The open session resumed at 6:32 p.m.

Township Board/Planning Commission Comments/Discussion

There were brief comments from Darrow and Mangus.

Public Comment

None

Adjournment

Planning Commission

Motion by Jacobson to adjourn; second by Darrow. Roll call vote: Darrow-yes; Keaton-yes; Mangus-yes; Jacobson-yes; Steelman-yes; Wroubel-yes. Meeting adjourned at 6:35 p.m.

Township Board

Motion by Benak to adjourn; second by Vollmuth. Roll call vote: Goss-yes; Vollmuth-yes; Glenn-yes; Popp-yes; Benak-yes. Meeting adjourned at 6:36 p.m.

Respectfully submitted,

Lois MacLean
Recording Secretary

**Whitewater Township
Parks and Recreation Advisory Committee
Minutes for Regular Meeting
May 9, 2022**

Call to order 7:00 p.m.

Roll Call: Butler, Cosgrove, Hubbell, Slopesma

Absent: Melton available via Zoom

Set / Approve Agenda: Set

Declaration of Conflict of Interest: None

Public Comment:

Approval of minutes:

Motion by Cosgrove, second by Butler to approve March 14, 2022, meeting minutes. All in favor. Motion carried.

Motion by Butler, second by Cosgrove to approve April 11, 2022, meeting minutes. All in favor. Motion carried.

Reports/Presentations/Announcements/Comments/Correspondence:

American Trails fund application has been submitted for the 2022 award cycle – the inaugural year – of the [Trail Fund](#). They will be making their determination on the 15th. They received a total of 292 applications requesting \$3 million of funds with \$50,000 available.

Have we gotten any confirmation on funding of what seems to be “use it or lose it”? That is what happened this year. Clerk will supply a reference regarding the statement that Park funds can only be used at the Whitewater Township Park based on accounting rules and regulations. Possible deed restrictions were discussed.

Unfinished Business:

1. Hi Pray Park dug-outs: The Board packet for their meeting has the proposal for the wood dugouts as proposed by Lynn Bartosik. \$8542 for parts, fencing \$1000, plus labor and diamond dust, amounts to \$18,672. Shoreline Power services is donating materials and labor for the lights repair at the ball fields. That \$3000+ is being used toward the dugouts.

2. Park Playground: Approved at the Board meeting in April to get the equipment in and to get the concrete poured by the bathhouse. Dirt moving and grating has been done. The monkey bars are getting reinforced and reset. Merry-go-round will be put back in. Swing set is being moved.

May want to plant some trees.

3. BCNA & Lossie Trail tree removal RFP: The Board approved a hazardous tree removal agreement. 18 or 19 bid packages are being sent out.

4. Lossie Trail wetland, bridge improvements, Largent email: Culvert for the wet area. Hoping that not all of the funds for the tree removal will be used. That would leave some funds left for Rec. Discussion ensued.

Foot bridge updates.

The beach is going to continue to be a problem, utilize a dock/platform with stairs, control erosion measures. To help mediate, small pebbles would help slow down wave action. Ultimately, there is too much wave action in the other area. Incorporate an upper beach area and have a platform to a dock station.

Steve has no price for anything at this time.

Their group is a good value for the money. There is no charge for equipment use. They only charge for labor and materials and the labor is at a major cost savings. Looking to when we can get funds to use. Develop a game plan. If we can get the plan approved by the board we can get a DNR grant in. Have to have a project ready to go because they do matching funds.

5. Park beach site visit with Largent recommendations, in previous discussion. Water is still lapping up to the fabric. Pea gravel would be used to slow down the wave action. There is a plan to put more sand at the top of the hill. There has been caution tape. Some kind of sign, fence or barrier could be put up.
6. Appointment of new PRAC member The Supervisor is not bringing Amber Voice up for appointment.

New Business:

1. Hi Pray playground sand and general clean up on May 14, 9 a.m. to noon Sand has been ordered. South fence line is all falling off the posts. Must be reattached to posts. Brandon will pick up fasteners for the fence and zip ties for the batting cage net.

The removal of the burn pile has been approved. Gravel will be added and spread throughout the whole drive and parking area.

Tennis nets are going up next weekend.

Electronic locks will be done this spring / summer.

Tennis courts were cleaned a couple years ago. Needs to be done this year or next.

A lot of trees and brush on the back ballfield that need to be addressed.

Can the mower get right up close to the fence, especially on the back ballfield? Clear everything a mower width away from the fence and the mower could get up close.

A local Gleaner Arbor is donating and delivering sand for the Hi Pray Park playground area. This project worked nicely with their project and bringing lunch for all of the workers Young marines are volunteering hours. Perfect size project for them.

Get name and address to Cheryl on this person for a thank you.

Lynn is checking the two quotes on the dugout material bids.

Next regular meeting: Tuesday, June 13, 2022

Public Comment: None

Adjournment: 8:09 p.m.

Respectfully submitted,
Lois MacLean, Recording Secretary

Whitewater Township Bills for Approval

July 2022

None submitted as of August 3, 2022 at 10:15 AM

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Ron Popp", with a stylized, cursive script.

Ron Popp
Whitewater Township Supervisor.

Whitewater Township Revenue & Expenditure Report

July 2022

None submitted as of August 3, 2022 at 10:15 AM

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Ron Popp", with a stylized, cursive script.

Ron Popp
Whitewater Township Supervisor.

Memo

To: Whitewater Township Board of Trustees
CC: None
Date: 7-29-2022
Re: Hi Pray Park Playground Closure - Update

Board Members –

At our June 15, 2022 meeting, the Board discussed the closure of Hi Pray Park playground due to noted safety violations from its June 2019 overhaul. Thru discussion the Board ultimately instructed the Park and Recreation Administrator to close the playground area to public use at the Hi Pray Park due to ongoing renovations and install signage to that effect. This step was deemed necessary to protect the public from safety violations noted at the playground and is consistent with a history of park and recreation closures when hazards to public are discovered. The playground remained open to the public and as such the playground closure was addressed for the second time at the July 12, 2022 Township Board meeting. Additional emphasis was added to the June Board directive requiring the Park & Recreation Administrator to immediately close the Hi Pray playground due to ongoing equipment safety deficiencies and install signage as to that effect. Neither of the Board's directions have been followed to this date.

The Whitewater Township Board Trustees is requesting playground closure status update from the Park and Recreation Administrator.

Pending the outcome of that update:

Motion One: Motion authorizing the Supervisor to purchase do not enter tape and signs as presented below and to do so using the Township's Amazon account and credit card information on file using purchase order 5525 or any number the Board chooses. Charges to be assigned to account number 209.757.740 and are not to exceed \$100.00.

Motion Two: Motion authorizing any Board member to install the do not enter tape and signs on the Hi Pray Park playground equipment.

Respectfully submitted,



Supervisor, Whitewater Township

Caution/Barrier Tape

Rated 5/5 ★★★★★ stars - Based on 8 reviews.



On Sale

You save 16% regardless of quantity

\$13.70	\$13.70	\$13.70
\$16.40	\$14.95	
Quantity 1-14	Quantity 15-49	Quantity 50+

IN STOCK - SHIPS TODAY

Available Legend:

- CAUTION CAUTION - Yellow Only
- POLICE LINE DO NOT CROSS - Yellow Only
- DANGER DANGER - Red Only
- DANGER DO NOT ENTER - Yellow
- CAUTION DO NOT ENTER - Yellow Only
- FIRE LINE DO NOT CROSS - Yellow Only
- DANGER DO NOT ENTER - Red


Description ^

Three-inch wide caution/barrier tape is the most affordable way to keep pedestrians away from work zones and hazardous sites. A variety of standard warning messages available on bright yellow or red tape. Each roll measures 1,000 feet.

Item #:TAPEDDNE

Related Products ^

Checkout

Item	Quantity	Each	Price
 Caution/Barrier Tape TAPEDDNE Legend: DANGER DO NOT ENTER - Red	1	\$13.70	\$13.70

[Edit Cart \(/your-cart\)](#)

Email Information

Enter Email:*

☒ Sign up for occasional product updates, special offers, and no spam.

Your order confirmation will be sent immediately.

As soon as your order ships, your tracking number will be emailed.

Shipping Information

First Name: *

Last Name: *

Company:

Address Line 1: *

We cannot ship to PO boxes.

Address Line 2:

Zip: *

Shipping Summary

Shipping Weight: **2 lbs. / 1 box**Shipping Method: **UPS Ground**Shipping Cost: **\$17.14****Estimated Delivery Date: Wednesday, August 3, 2022****Need it faster? Other shipping options available:**[Click Here for Faster Shipping](#)

Order Information

Subtotal:	\$13.70
Shipping:	\$17.14
Sales Tax:	\$1.85

Search

SmartSign



- Home
- Custom Metal Signs
- Custom Plastic Signs
- Sidewalk Signs
- Popular Signs
- Numbers & Letters
- About

Alternative Checkout Options



Subtotal (1 item) : \$32.68

Go to Checkout

Email Cart

Shopping Cart

	Item Description	Unit Price	Qty.	Amount
	<p><u>Plastic Sign, 7" x 10" - 2 Color</u></p> <p>Size : 7" x 10"</p> <p>Material : HDPE Plastic Sign</p> <p>Part # : K-3750</p> <p>Expected ship date:  August 1</p> <p>Delete</p>	<p>\$8.17/Sign</p> <p>Package: 1 Sign</p>	<div>4</div> <p>Signs</p> <p>Update</p>	\$32.68

1 item in your cart.

Total : \$32.68

Continue Shopping

Estimate Shipping Cost

• For custom products, our expected ship date may change, if art approval is required.

Suggested Accessories

Here are some useful accessories for your order.



[8' Tall Standard Baked Enamel Post \(with bolts & nuts\)](#)

U-Channel Sign Post Kit - 8' tall, Standard (2-1/4" Wide)

Part# : K-153-8MK

Package : 1 Post

as low as \$58.21 /Post



[Pair of Wing Brackets](#)

2 Wing Brackets for Projection Mounting of Signs - Double

Part# : K-POST-WING-02PR

Package : 2 Bracket/Package

as low as \$18.76 /Package

Customers who bought items in your cart also bought



[Portable A-Frame](#)

QuickBoss Rolling Sidewalk Frame (Without Sign)

Part# : K-Frame-



[ANSI Notice Sign](#)

Shipping and Receiving Hours __ am - __ pm Monday - Friday (Write-On)



[Fire and Emergency Sign](#)

Exit Route Do Not Block

Part# : S-1515



4.8 Google Customer Reviews

0001
Package : 1 Frame
as low as \$164.37
/Frame

Part# : S2-1099
Package : 1 Sign
as low as \$13.74
/Sign

Package : 1 Sign
as low as \$13.74
/Sign

Similar products related to your cart items



[Custom Attention Sign](#)
Attention: Your Instructions and Other Text Here
Part# : K-3749



[Custom Attention Sign](#)
Add Your Instructions And Other Text Here
Part# : K2-3285

CATEGORIES

- Custom Metal Signs
- Custom Plastic Signs
- Sidewalk Signs
- Numbers & Letters
- Address Signs

SUPPORT

- Contact Us
- About Us
- Privacy
- Videos
- Blog
- CA Privacy Rights
- Reviews
- Terms
- Products
- Free Sign PDF's
- Accessibility

Shipping Cost Estimator - For US Destinations Only

This shipping cost estimator calculates the shipping costs for any US zip code. This is **just an estimate** and actual shipping costs may vary. The actual shipping costs will be shown during checkout.

For shipping estimates to non-US destinations, please contact our customer service department at 1 (718) 889 3700.

Enter Shipping Details





Country

United States

Shipping Zip Code

49690

Package Group: 1

Shipping method	Shipping speed	You pay
 Regular Ground Shipping	5-7 business days	\$0.00
 Three-Day Shipping	3-4 business days	\$22.21
 Two-Day Shipping	2-3 business days	\$24.50
 One-Day Shipping	1-2 business days	\$54.31



4 Signs

Total Estimate Shipping : \$0.00



Ron Popp <supervisorwhitewater@gmail.com>

Fwd: payment/minutes

1 message

Heidi Vollmuth <heidivourtrustee@gmail.com>
To: Ron Popp <supervisorwhitewater@gmail.com>

Thu, Jul 28, 2022 at 12:34 PM

----- Forwarded message -----

From: **Heidi Vollmuth** <heidivourtrustee@gmail.com>
Date: Thu, Jul 28, 2022 at 12:26 PM
Subject: Fwd: payment/minutes
To: Ron Popp <supervisorwhitewater@gmail.com>

Please add the following:

Motions will be bought to the table at time of discussion.

----- Forwarded message -----

From: **Heidi Vollmuth** <heidivourtrustee@gmail.com>
Date: Thu, Jul 28, 2022 at 12:23 PM
Subject: payment/minutes
To: Heidi Vollmuth <heidivourtrustee@gmail.com>

Team,

Regarding the issue of minute taking discussed in the past two meetings, our attorney has given this team the guidelines that need to be followed. It is the duty of the Clerk to handle the minutes. Moving forward, there are some housekeeping tasks that need to happen. Since I have not received the proper financials from the Clerk at this time, I will place a FOIA on the 31st of this month. The monies paid out for minute taking were not budgeted and now these expenses need to be properly looked at and handled appropriately. We would not be in this predicament if the board had voted on the decision of minute taking. The Clerk has options and tools that can be purchased to aid in minute taking. FireFlies comes to mind, however, I am sure there are better products out there and I urge the Clerk to immediately find a solution. The monies paid out for minutes needs to be adjusted and returned to proper line items or repaid to the people. There is a reason the state dictates a five party board, no one member person team should be able to spend the people's money.

**NB 6 - Who is the Recording Sec (1).pdf**
182K

Memo

To: Whitewater Township Board
From: Ron Popp, Supervisor
CC: None
Date: 6.03.2022
Re: Township Board Recording Secretary

Board Members -

Trustee Heidi Vollmuth submitted the following, I did not see a motion included in her writing so one is made on her behalf to facilitate Board Discussion on her topic.

Motion to discuss “who will record the minutes and how it will be paid for.”

Respectfully submitted,



Ron Popp

Supervisor, Whitewater Township



Ron Popp <supervisorwhitewater@gmail.com>

Budget issues*how is Lois being paid to take the minutes

1 message

Heidi Vollmuth <heidivourtrustee@gmail.com>
To: Ron Popp <supervisorwhitewater@gmail.com>

Thu, Jun 2, 2022 at 11:53 AM

Team,

The minutes and ordinance book are listed as the township clerk's statutory duties as well as maintaining the general ledger. The tax payers are still awaiting the posting (due in March) of the year end financial summary for 2121. The tax payers also await a quarterly summary that they would like to see posted on the website.

If this team is going to move line items for paying our employees properly, **we must** amend the budget by board action. If the Clerk no longer wants to take the minutes, **that is fine, but we need to approve other arrangements appropriately**. Lois does not work for the Clerk, therefore how are we paying for something that was not budgeted as an expense? One cannot decide this on their own **unless it is budgeted and in their department**. Tax payers could consider this padding someone's pay or **unfair favoritism as the position was not posted**. At this time Lois can not be paid under the Clerk without some budget amendments and a policy?? Paying an employee monies for something that is not approved by the board is inappropriate.

The clerk asked for extra hours for her staff, was it for elections?..In the past few weeks the clerk has moved her job functions to other people in the township, leaving lots of questions that need answers.

We as a team need to fix this now. The clerk has a deputy and it's not Lois. A discussion needs to take place on who will record the minutes and how it will be paid for. Maybe manpower would be cheaper or perhaps we should post the position as per policy? I have attached the clerks budget to see where the team needs to amend or adjust.

Thanks in advance

Heidi V your trustee



Clerks Budget 2022 2023.pdf

87K

Memo

To: Whitewater Township
From: Ron Popp, Supervisor
CC: None
Date: 7-27-2022
Re: Proposed Electronic Meeting Accommodation Policy (Equal Access Policy)

Board Members,

For some time, the Board has heard from the Planning Commission about the performance of the legal team and the products they return as being unusable. In June legal returned a zoning ordinance amendment as a privileged document making it difficult to use the attorney directions to further shape the ordinance. Kim made a request for a second document that could be shared with PC members and the public alike to promote transparency in the ordinance generation process. This process is very costly to the Township, however making sure the public can be involved in ordinance creation is important. The same thing has now happened to the Board with the Proposed Electronic Meeting Accommodation Policy, the attorney review has been returned as an attorney client privileged document.

We cannot discuss a privileged document in an open session meeting so each Board Member will have to read and interpret the attorney's writing individually forming their own opinion of her/his words. At the meeting we can then discuss "our own opinion" of what the attorney was attempting to communicate as long as we use "our" words and do not disclose any of the privileged verbiage. I apologize for the additional work required to complete this business item. If you choose to follow Kim's lead and have a rewrite of the privileged document to one that can be shared with the public I understand and would support a motion of that nature.

In the meantime, the attorney client privileged information has been provided under a separate email. Please protect the writing as required.

To open this business item the following motion is made: Motion to approve the Proposed Electronic Meeting Accommodation Policy as amended.

Thank you for your work.



Ron Popp

Supervisor, Whitewater Township

Memo

To: Whitewater Township Board of Trustees
CC: None
Date: 7-28-2022
Re: Deputy Park and Recreation Job Description

Board Members –

Due to an ongoing purchase order “standards” issue with the Clerk’ s Office and the cost information provided by the Traverse City Record Eagle; the Deputy Park & Recreation Job Description did not get posted in the Traverse City Record Eagle. Provided below is the information provided for both the Elk Rapids News and the Record Eagle and the ensuing waste of resources required to place a single newspaper ad. A purchase order was issued and the copy ran in the Elk Rapids News. According to the Clerk, she requires a special format of information when it comes from the Record Eagle. That copy has not run at this time.

These road blocks are similar to what the Clerk provides to the Planning Commission Chairwoman, Kim Mangus. We should not blame the Planning Commission for a delay in anything.

The original intent was to have the job description posted on June 17, 2022, then it was moved to July 22, 2022 with the copy running for two consecutive weekends. That time frame has now past too. I am hopeful the Board will provide flexibility on the copy run dates and duration to accommodate unwarranted obstructions to Board approved actions. The following motion is presented:

Motion:

Motion to place advertisement for Deputy Park and Recreation Administrator Job description in two local newspapers, over two consecutive weekends with a beginning date as determined by the Supervisor.

Respectfully submitted,



Supervisor, Whitewater Township



Ron Popp <supervisorwhitewater@gmail.com>

Deputy Park and Recreation Admin

1 message

Ron Popp <supervisorwhitewater@gmail.com>

Wed, Jul 20, 2022 at 8:11 AM

To: clerk@whitewatertownship.org

Bcc: heidivourtrustee@gmail.com, Don Glenn <dglenn419@gmail.com>

Cheryl -

I don't see a P.O. for placing the newspaper ads for the above opening. Did I miss it?

Where on the website is the job description?

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com



Ron Popp <supervisorwhitewater@gmail.com>

RE: Deputy Park and Recreation Admin

1 message

Cheryl A. Goss <clerk@whitewatertownship.org>

Fri, Jul 22, 2022 at 7:17 AM

To: Ron Popp <supervisorwhitewater@gmail.com>, Ron Popp <supervisor@whitewatertownship.org>

Once you provide the ad confirmations, I'll have enough details to issue a PO, i.e., vendor name, description of goods or services, and the amount to be expended.

Job description is under Information.

Cheryl A. Goss, MiPMC

Whitewater Township Clerk

5777 Vinton Road, P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

From: Ron Popp <supervisorwhitewater@gmail.com>**Sent:** Wednesday, July 20, 2022 8:11 AM**To:** clerk@whitewatertownship.org**Subject:** Deputy Park and Recreation Admin

Cheryl -

I don't see a P.O. for placing the newspaper ads for the above opening. Did I miss it?

Where on the website is the job description?

Ron Popp

Whitewater Township Supervisor

7/29/22, 1:44 PM

Gmail - RE: Deputy Park and Recreation Admin

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com



Ron Popp <supervisorwhitewater@gmail.com>

Re: Deputy Park and Recreation Admin

1 message

Ardella Benak <treasurerwhitewater@gmail.com>
To: Ron Popp <supervisorwhitewater@gmail.com>

Fri, Jul 22, 2022 at 12:28 PM

All good questions. Do you have an answer.

On Fri, Jul 22, 2022, 8:23 AM Ron Popp <supervisorwhitewater@gmail.com> wrote:

FYI - Board
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

----- Forwarded message -----

From: **Cheryl A. Goss** <clerk@whitewatertownship.org>
Date: Fri, Jul 22, 2022 at 7:17 AM
Subject: RE: Deputy Park and Recreation Admin
To: Ron Popp <supervisorwhitewater@gmail.com>, Ron Popp <supervisor@whitewatertownship.org>

Once you provide the ad confirmations, I'll have enough details to issue a PO, i.e., vendor name, description of goods or services, and the amount to be expended.

Job description is under Information.

Cheryl A. Goss, MPMC

Whitewater Township Clerk
[5777 Vinton Road](#), P.O. Box 159
Williamsburg, Michigan 49690
Telephone: 231.267.5141 X 24
Fax: 231.267.9020
clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

From: Ron Popp <supervisorwhitewater@gmail.com>
Sent: Wednesday, July 20, 2022 8:11 AM
To: clerk@whitewatertownship.org
Subject: Deputy Park and Recreation Admin

Cheryl -

I don't see a P.O. for placing the newspaper ads for the above opening. Did I miss it?

Where on the website is the job description?

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com



Ron Popp <supervisorwhitewater@gmail.com>

Ad

1 message

Ron Popp <supervisorwhitewater@gmail.com>
To: elkrapidsnewskw@sbcglobal.net

Fri, Jul 22, 2022 at 8:58 AM

Good morning Kathleen and crew - Please provide an estimate for the attached copy to run in your next publication July 29, 2022.

Thank you,
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

**Deputy Park and Recreation Ad 2022.pdf**
56K



Ron Popp <supervisorwhitewater@gmail.com>

Re: Ad

1 message

Kathleen Weitschat <elkrapidsnewskw@sbcglobal.net>
To: Ron Popp <supervisorwhitewater@gmail.com>

Fri, Jul 22, 2022 at 10:41 AM

On Jul 22, 2022, at 8:58 AM, Ron Popp <supervisorwhitewater@gmail.com> wrote:

Good morning Kathleen and crew - Please provide an estimate for the attached copy to run in your next publication July 29, 2022.

Thank you,
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com
<Deputy Park and Recreation Ad 2022.pdf>

Good morning

The cost for your classified is \$43.00

Thank you - Kathleen



Ron Popp <supervisorwhitewater@gmail.com>

ER News

1 message

Ron Popp <supervisorwhitewater@gmail.com>

Mon, Jul 25, 2022 at 12:56 PM

To: clerk@whitewatertownship.org

Cheryl - Please make the PO out to Elk Rapids News 212 River Street, P.O. Box 176, Elk Rapids, Michigan 49629 in the amount of \$43.00. from account 209.757.901 - Recreation for the attached copy.

Thank you,
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

**Deputy Park and Recreation Ad 2022.pdf**

56K



Ron Popp <supervisorwhitewater@gmail.com>

RE: ER News

1 message

Cheryl A. Goss <clerk@whitewatertownship.org>

Tue, Jul 26, 2022 at 11:47 AM

To: Ron Popp <supervisor@whitewatertownship.org>, Ron Popp Gmail <supervisorwhitewater@gmail.com>

PO 5510 issued.

Cheryl A. Goss, MiPMC

Whitewater Township Clerk

[5777 Vinton Road](#), P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

From: Ron Popp <supervisorwhitewater@gmail.com>

Sent: Monday, July 25, 2022 12:56 PM

To: clerk@whitewatertownship.org

Subject: ER News

Cheryl - Please make the PO out to Elk Rapids News 212 River Street, P.O. Box 176, Elk Rapids, Michigan 49629 in the amount of \$43.00. from account 209.757.901 - Recreation for the attached copy.

Thank you,

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com



Ron Popp <supervisorwhitewater@gmail.com>

Re: ER News

1 message

Ron Popp <supervisorwhitewater@gmail.com>
To: "Cheryl A. Goss" <clerk@whitewatertownship.org>

Tue, Jul 26, 2022 at 12:43 PM

Please provide an ecopy of the document
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

On Tue, Jul 26, 2022 at 11:48 AM Cheryl A. Goss <clerk@whitewatertownship.org> wrote:

PO 5510 issued.

Cheryl A. Goss, MiPMC

Whitewater Township Clerk
5777 Vinton Road, P.O. Box 159
Williamsburg, Michigan 49690
Telephone: 231.267.5141 X 24
Fax: 231.267.9020
clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

From: Ron Popp <supervisorwhitewater@gmail.com>
Sent: Monday, July 25, 2022 12:56 PM
To: clerk@whitewatertownship.org
Subject: ER News

Cheryl - Please make the PO out to Elk Rapids News 212 River Street, P.O. Box 176, Elk Rapids, Michigan 49629 in the amount of \$43.00. from account 209.757.901 - Recreation for the attached copy.

Thank you,

Ron Popp

Whitewater Township Supervisor
231.267.5141 Ext. 23

7/29/22, 1:58 PM

Gmail - Re: ER News

| supervisorwhitewater@gmail.com



Ron Popp <supervisorwhitewater@gmail.com>

Re: Ad

1 message

Ron Popp <supervisorwhitewater@gmail.com>
To: Kathleen Weitschat <elkrapidsnewskw@sbcglobal.net>

Tue, Jul 26, 2022 at 12:46 PM

Happy Tuesday! Please use Purchase Order 5510 for the classified copy.

Many thanks!
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

On Fri, Jul 22, 2022 at 10:40 AM Kathleen Weitschat <elkrapidsnewskw@sbcglobal.net> wrote:

On Jul 22, 2022, at 8:58 AM, Ron Popp <supervisorwhitewater@gmail.com> wrote:

Good morning Kathleen and crew - Please provide an estimate for the attached copy to run in your next publication July 29, 2022.

Thank you,
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com
<Deputy Park and Recreation Ad 2022.pdf>

Good morning

The cost for your classified is \$43.00

Thank you - Kathleen



Ron Popp <supervisorwhitewater@gmail.com>

(no subject)

1 message

Ron Popp <supervisorwhitewater@gmail.com>
To: classifieds@record-eagle.com

Fri, Jul 22, 2022 at 8:46 AM

To whom it may concern - Please provide an estimate for this ad. We would like it to appear beginning Friday 7.29.2022 thru Sunday 7.31.2022

Also please include payable address and email information.

Thank you,
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com



Ron Popp <supervisorwhitewater@gmail.com>

Fwd:

1 message

Ron Popp <supervisorwhitewater@gmail.com>
To: Record Eagle <classifieds@record-eagle.com>

Fri, Jul 22, 2022 at 8:51 AM

I might help to include the copy, sorry.
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

----- Forwarded message -----

From: **Ron Popp** <supervisorwhitewater@gmail.com>
Date: Fri, Jul 22, 2022 at 8:46 AM
Subject:
To: <classifieds@record-eagle.com>

To whom it may concern - Please provide an estimate for this ad. We would like it to appear beginning Friday 7.29.2022 thru Sunday 7.31.2022

Also please include payable address and email information.

Thank you,
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

**Deputy Park and Recreation Ad 2022.pdf**
56K



Ron Popp <supervisorwhitewater@gmail.com>

Re:

1 message

Susan Blessing <sbleasing@record-eagle.com>
To: Ron Popp <supervisorwhitewater@gmail.com>

Fri, Jul 22, 2022 at 10:08 AM

I will get that to you. Thanks Susan

On 7/22/2022 8:46 AM, Ron Popp wrote:

To whom it may concern - Please provide an estimate for this ad. We would like it to appear beginning Friday 7.29.2022 thru Sunday 7.31.2022

Also please include payable address and email information.

Thank you,
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

--

Susan Blessing
Classified Sales Representative
231-933-1438
sbleasing@record-eagle.com

Record Eagle
120 W. Front St.
Traverse City, MI 49684

 **sbleasing.vcf**
1K



Ron Popp <supervisorwhitewater@gmail.com>

Re: Fwd:

1 message

Susan Blessing <sblessing@record-eagle.com>
 To: Ron Popp <supervisorwhitewater@gmail.com>

Mon, Jul 25, 2022 at 1:54 PM

Hi Ron, Here is the ad for review.

Last time you ran a level 3. If you intend on running this or any other ads in the next year, Our 1 get 1 ad, for a premium ad is the way to go. It allows you a broader audience and can be used anytime in the next year. We also have Recruitology, which will put your ad on other high level recruiting sites for \$99. I need to know how many days you want to run in the paper also. Remember for the next month, you can run this ad anytime for \$25 per day. Susan

Thank you for your interest in placing a recruitment ad with the Record-Eagle. We are partnered with Monster and all of our recruitment ads are placed on [Monster.com](https://www.monster.com) for a minimum of 30 days. This partnership allows us to **behaviorally target** job seekers across the web and social media sites (Facebook and Instagram) even if they are not actively searching, with a Premium Job Ad.

A **Premium Job Ad (PJA)** includes 30 days on Monster w/7 day Auto Refresh, **behaviorally targeting** across the web, social media sites and the Military, Diversity and Veteran networks.

Behaviorally targeting is *STRONGLY* recommended to find your ideal candidate (s). As you know, more often than not, your ideal candidate is already employed with one of your competitors and may not be actively seeking new employment but would be open to exploring it if it was presented to them. That is what behaviorally targeting will do for you – it will target anyone on the web or social media sites whose profile information (Facebook, LinkedIn, etc.) or recent searches on the web indicate experience or interest with the type of position that you are seeking to fill and serve them a digital ad about your open position, wherever they may be online, even their own social media sites.

(79% of job seekers are likely using SOCIAL MEDIA in their job search. It works!!!)

One Premium Job Ad (PJA) is \$400, but Monster is offering a “Match” special on the purchase of multiple PJA’s and I have provided details on those rates below.

Buy 1 Get 1	\$550 (2 postings, \$275/posting) plus print.
Buy 2 Get 2	\$950 (4 postings, \$237.50/posting) plus print.
Buy 3 Get 3	\$1,350 (6 postings, \$225/posting) plus print.
Buy 5 Get 5	\$1,925 (10 postings, \$192.50/posting) plus print.
Buy 10 Get 10	\$3,350 (20 postings, \$167.50/posting) plus print.

**As you can see, the per posting price when purchasing the Buy 1 Get 1, for example, is only \$275 versus the regular rate of \$400 (plus print) and inventory is good for one year from date of purchase.*

In addition to the posting with Monster.com, your ad would also be placed in print for \$25/day and I recommend scheduling the print ad on Fridays, Sundays and Wednesday over a two week period for a total of 6 print days in the Record-Eagle. With placement in the publication on Wednesdays your ad will also be placed in the North Coast publication, which is the free weekly publication distributed on Saturdays to 34,000 of our non-subscribers, gaining an additional 2 days of print. I have attached a proof of the ad for your review. (*Print ads are \$25/day for a 1-column ad, up to 30 lines of text or \$10pci/day (per column inch) for larger display ads.*)

RECOMMENDATIONS:

◦ **LEVEL 1** (HIGHLY RECOMMENDED)

Buy 1, Get 1 Premium Job Ads (\$550) with 6 days in print @ \$25/day (\$150) = **\$700**

**Monster Inventory does not expire for a full calendar year so the next time you have a need to place a recruitment ad you would only be responsible for the print cost of \$25/day for a 1-column ad or \$10pci (per column inch) for larger display ads.*

◦ **LEVEL 2**

- 1 Premium Job Ad (\$400) with 6 days in print @ \$25/day (\$150) = **\$550** (*If you do not foresee the need to place another recruitment ad within the year.*)

◦ **LEVEL 3** (If you are **not** interested in behavioral targeting, although HIGHLY RECOMMENDED)

- 1 Basic Job Ad (\$216) with 6 days in print @ \$25/day (\$150) = **\$366**

**Level 3 quote does include a couple of enhancements for Monster:*

- *CAN (Career Ad Network) (7 days): *CAN - automatically transforms yours Job Posting into a digital ad, which is distributed across Monster's syndicated network to thousands of websites.*
- *Monster Diversity for 30 days: Monster Diversity automatically posts your job on Monsters participating sites in addition to Monster.com, reaching over 35 million diversity job seekers.*

I know that this can be a lot of information and I am here to help make sense of it for you and help find the perfect candidate! If you have any questions or would like to confirm please send me an e-mail or give me a call.

On 7/22/2022 8:51 AM, Ron Popp wrote:

I might help to include the copy, sorry.
 Ron Popp
 Whitewater Township Supervisor
 231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

----- Forwarded message -----

From: **Ron Popp** <supervisorwhitewater@gmail.com>

Date: Fri, Jul 22, 2022 at 8:46 AM

Subject:

To: <classifieds@record-eagle.com>

To whom it may concern - Please provide an estimate for this ad. We would like it to appear beginning Friday 7.29.2022 thru Sunday 7.31.2022

Also please include payable address and email information.

Thank you,
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

--

Susan Blessing
Classified Sales Representative
231-933-1438
sblessing@record-eagle.com

Record Eagle
120 W. Front St.
Traverse City, MI 49684

2 attachments



White Water TWP.jpg
39K



sblessing.vcf
1K



Ron Popp <supervisorwhitewater@gmail.com>

Record Eagle

1 message

Ron Popp <supervisorwhitewater@gmail.com>
To: clerk@whitewatertownship.org

Mon, Jul 25, 2022 at 2:51 PM

Cheryl - Please issue a PO to the Record Eagle, 120 West Front Street, Traverse City, Michigan 49684 in the amount of \$291.00 for the attached copy

Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com



White Water TWP.jpg
39K

WHITEWATER TOWNSHIP

Is seeking a fun, well
organized, energetic
recreational minded
individual, to serve as a
seasonal,
**Deputy Park and
Recreation
Administrator.**

Please visit the
Townships website for a
job description.

**[www.whitewater
township.org](http://www.whitewater
township.org)**

Email resume to:
**supervisorwhitewater
@gmail.com**

**Subject Line:
Deputy Park
Administrator by
August 12th.**



Ron Popp <supervisorwhitewater@gmail.com>

RE: Record Eagle

1 message

Cheryl A. Goss <clerk@whitewatertownship.org>

Tue, Jul 26, 2022 at 12:35 PM

To: Ron Popp <supervisor@whitewatertownship.org>, Ron Popp Gmail <supervisorwhitewater@gmail.com>

Please forward the e-mail confirmation from TCRE to support the PO. The "attached copy" is unreadable and unprintable.

Cheryl A. Goss, MiPMC

Whitewater Township Clerk

[5777 Vinton Road](#), P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

clerk@whitewatertownship.org**Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm****I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.**

From: Ron Popp <supervisorwhitewater@gmail.com>**Sent:** Monday, July 25, 2022 2:52 PM**To:** clerk@whitewatertownship.org**Subject:** Record Eagle

Cheryl - Please issue a PO to the Record Eagle, [120 West Front Street, Traverse City, Michigan 49684](#) in the amount of \$291.00 for the attached copy

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com



Ron Popp <supervisorwhitewater@gmail.com>

Fwd: Fwd:

1 message

Ron Popp <supervisorwhitewater@gmail.com>

Tue, Jul 26, 2022 at 12:42 PM

To: clerk@whitewatertownship.org

Bcc: Don Glenn <dglenn419@gmail.com>

As requested Cheryl here is the email from the Record Eagle. You will find the same attachment as sent to you for the PO request. I have no issue opening the file or printing it as you claim to have.

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com

----- Forwarded message -----

From: **Susan Blessing** <sblessing@record-eagle.com>

Date: Mon, Jul 25, 2022 at 1:54 PM

Subject: Re: Fwd:

To: Ron Popp <supervisorwhitewater@gmail.com>

Hi Ron, Here is the ad for review.

Last time you ran a level 3. If you intend on running this or any other ads in the next year, Our 1 get 1 ad, for a premium ad is the way to go. It allows you a broader audience and can be used anytime in the next year. We also have Recruitology, which will put your ad on other high level recruiting sites for \$99. I need to know how many days you want to run in the paper also. Remember for the next month, you can run this ad anytime for \$25 per day. Susan

Thank you for your interest in placing a recruitment ad with the Record-Eagle. We are partnered with Monster and all of our recruitment ads are placed on [Monster.com](https://www.monster.com) for a minimum of 30 days. This partnership allows us to **behaviorally target** job seekers across the web and social media sites (Facebook and Instagram) even if they are not actively searching, with a Premium Job Ad.

A Premium Job Ad (PJA) includes 30 days on Monster w/7 day Auto Refresh, **behaviorally targeting** across the web, social media sites and the Military, Diversity and Veteran networks.

Behaviorally targeting is **STRONGLY** recommended to find your ideal candidate (s). As you know, more often than not, your ideal candidate is already employed with one of your competitors and may not be actively seeking new employment but would be open to exploring it if it was presented to them. That is what behaviorally targeting will do for you – it will target anyone on the web or social media sites whose profile information (Facebook, LinkedIn, etc.) or recent searches on the web indicate experience or interest with the type of position that you are seeking to fill and serve them a digital ad about your open position, wherever they may be online, even their own social media sites.

(79% of job seekers are likely using SOCIAL MEDIA in their job search. It works!!!)

One Premium Job Ad (PJA) is \$400, but Monster is offering a “Match” special on the purchase of multiple PJA’s and I have provided details on those rates below.

Buy 1 Get 1 \$550 (2 postings, \$275/posting) plus print.

- Buy 2 Get 2 \$950 (4 postings, \$237.50/posting) plus print.
- Buy 3 Get 3 \$1,350 (6 postings, \$225/posting) plus print.
- Buy 5 Get 5 \$1,925 (10 postings, \$192.50/posting) plus print.
- Buy 10 Get 10 \$3,350 (20 postings, \$167.50/posting) plus print.

**As you can see, the per posting price when purchasing the Buy 1 Get 1, for example, is only \$275 versus the regular rate of \$400 (plus print) and inventory is good for one year from date of purchase.*

In addition to the posting with Monster.com, your ad would also be placed in print for \$25/day and I recommend scheduling the print ad on Fridays, Sundays and Wednesday over a two week period for a total of 6 print days in the Record-Eagle. With placement in the publication on Wednesdays your ad will also be placed in the North Coast publication, which is the free weekly publication distributed on Saturdays to 34,000 of our non-subscribers, gaining an additional 2 days of print. I have attached a proof of the ad for your review. (Print ads are \$25/day for a 1-column ad, up to 30 lines of text or \$10pci/day (per column inch) for larger display ads.)

RECOMMENDATIONS:

◦ **LEVEL 1** (HIGHLY RECOMMENDED)

Buy 1, Get 1 Premium Job Ads (\$550) with 6 days in print @ \$25/day (\$150) = **\$700**

**Monster Inventory does not expire for a full calendar year so the next time you have a need to place a recruitment ad you would only be responsible for the print cost of \$25/day for a 1-column ad or \$10pci (per column inch) for larger display ads.*

◦ **LEVEL 2**

- 1 Premium Job Ad (\$400) with 6 days in print @ \$25/day (\$150) = **\$550** (If you do not foresee the need to place another recruitment ad within the year.)

◦ **LEVEL 3** (If you are **not** interested in behavioral targeting, although HIGHLY RECOMMENDED)

- 1 Basic Job Ad (\$216) with 6 days in print @ \$25/day (\$150) = **\$366**

**Level 3 quote does include a couple of enhancements for Monster:*

- CAN (Career Ad Network) (7 days): *CAN - automatically transforms yours Job Posting into a digital ad, which is distributed across Monster's syndicated network to thousands of websites.
- Monster Diversity for 30 days: Monster Diversity automatically posts your job on Monsters participating sites in addition to Monster.com, reaching over 35 million diversity job seekers.

I know that this can be a lot of information and I am here to help make sense of it for you and help find the perfect candidate! If you have any questions or would like to confirm please send me an e-mail or give me a call.

On 7/22/2022 8:51 AM, Ron Popp wrote:

I might help to include the copy, sorry.
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

----- Forwarded message -----

From: **Ron Popp** <supervisorwhitewater@gmail.com>
Date: Fri, Jul 22, 2022 at 8:46 AM
Subject:
To: <classifieds@record-eagle.com>

To whom it may concern - Please provide an estimate for this ad. We would like it to appear beginning Friday 7.29.2022 thru Sunday 7.31.2022

Also please include payable address and email information.

Thank you,
Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

--

Susan Blessing
Classified Sales Representative
231-933-1438
sblessing@record-eagle.com

Record Eagle
120 W. Front St.
Traverse City, MI 49684

2 attachments



White Water TWP.jpg
39K



sblessing.vcf
1K

WHITEWATER TOWNSHIP

Is seeking a fun, well
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recreational minded
individual, to serve as a
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Recreation
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Please visit the
Townships website for a
job description.

**[www.whitewater
township.org](http://www.whitewater
township.org)**

Email resume to:
**supervisorwhitewater
@gmail.com**

**Subject Line:
Deputy Park
Administrator by
August 12th.**



Ron Popp <supervisorwhitewater@gmail.com>

FW: Confirmation: Ad 587601 for WHITEWATER TOWNSHIP CLERK

1 message

Cheryl A. Goss <clerk@whitewatertownship.org>

Tue, Jul 26, 2022 at 3:08 PM

To: Ron Popp <supervisor@whitewatertownship.org>, Ron Popp Gmail <supervisorwhitewater@gmail.com>

Here's what the e-mail confirmation looks like that is provided with every ad placed in the TCRE.

Cheryl A. Goss, MiPMC
Whitewater Township Clerk
5777 Vinton Road, P.O. Box 159
Williamsburg, Michigan 49690
Telephone: 231.267.5141 X 24
Fax: 231.267.9020

clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the
REPUBLIC for which it stands, one Nation, under God, Indivisible, with
Liberty and Justice for All.

-----Original Message-----

From: Denise Lingerfelt <dlingerfelt@record-eagle.com>


Sent: Wednesday, June 29, 2022 3:09 PM

To: 'Cheryl A. Goss' <clerk@whitewatertownship.org>

Subject: FW: Confirmation: Ad 587601 for WHITEWATER TOWNSHIP CLERK

Cheryl, here is the proof of your notice that will publish on July 3.

Thank you,
Miranda

 **AD587601_jnl.pdf**
17K

T. C. RECORD-EAGLE, INC.
120 WEST FRONT STREET
TRAVERSE CITY MI 49684
(231)946-2000
Fax (231)946-8273

ORDER CONFIRMATION

Salesperson: DENISE LINGERFELT

Printed at 06/29/22 15:07 by dling

Acct #: 2055

Ad #: 587601

Status: New WHOLD

WHITEWATER TOWNSHIP CLERK
CHERYL GOSS
P.O. BOX 159
WILLIAMSBURG MI 49690

Start: 07/03/2022 Stop: 07/03/2022
Times Ord: 1 Times Run: ***
STDAD 3.00 X 2.68 Words: 135
Total STDAD 8.04
Class: 147 LEGALS
Rate: LEGAL Cost: 92.60
Affidavits: 1

Contact:

Phone: (231)267-5141

Fax#:

Email: clerk@whitewatertownship.org

Agency:

Ad Descrpt: LEGAL NOTICE WHITEWATER T
Given by: EMAIL CHERYL GOSS

P.O. #:

Created: dling 06/29/22 15:03

Last Changed: dling 06/29/22 15:07

PUB	ZONE	EDT	TP	START	INS	STOP	SMTWTFS
RE	A	97	W	Sun 07/03/22	1	Sun 07/03/22	SMTWTFS
IN	AIN	97	W	Sun 07/03/22	1	Sun 07/03/22	SMTWTFS

AUTHORIZATION

Thank you for advertising in the Record-Eagle, our related publications and online properties. If you are advertising with the Record-Eagle classifieds, your ad will begin running on the start date noted above.

Please be sure to check your ad on the first day it appears. Although we are happy to make corrections at any time, the Record-Eagle is only responsible for the first day's incorrect insertions. Also, we reserve the right to edit or reclassify your ad to better serve buyers and sellers.

No refunds or rebates will be issued if you cancel your ad prior to the stop date.

We appreciate your business.

(CONTINUED ON NEXT PAGE)

T. C. RECORD-EAGLE, INC.
120 WEST FRONT STREET
TRAVERSE CITY MI 49684
(231)946-2000
Fax (231)946-8273

ORDER CONFIRMATION (CONTINUED)

Salesperson: DENISE LINGERFELT

Printed at 06/29/22 15:07 by dling

Acct #: 2055

Ad #: 587601

Status: New WHOLD WHOI

**LEGAL NOTICE
WHITEWATER TOWNSHIP
NOTICE OF PUBLIC ACCURACY TEST
FOR THE AUGUST 2, 2022 PRIMARY ELECTION**

Pursuant to MCL 168.798, notice is hereby given that the Public Accuracy Test for the August 2, 2022, Primary Election will take place on July 14, 2022, at 10:00 a.m., at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg Michigan.

The Public Accuracy Test is conducted to demonstrate that the electronic tabulating equipment used to tabulate the results of the election will accurately count the votes cast for all offices and on all questions.

Whitewater Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities who plan to attend. If you need assistance, contact the township clerk at 231-267-5141 x24 in advance of the test date.

Cheryl A. Goss
Whitewater Township Clerk

July 3, 2022-1T

587601



Ron Popp <supervisorwhitewater@gmail.com>

Re: FW: Confirmation: Ad 587601 for WHITEWATER TOWNSHIP CLERK

1 message

Ron Popp <supervisorwhitewater@gmail.com>
To: "Cheryl A. Goss" <clerk@whitewatertownship.org>
Bcc: Don Glenn <dglenn419@gmail.com>

Tue, Jul 26, 2022 at 3:34 PM

Understood Cheryl - AS you stated "Here's what the e-mail confirmation looks like that is provided with every ad "placed" in the TCRE.

How can there be an ad "placed" or a confirmation sent without a purchase order to "place" the ad?

Bottomline - The vendor's mailing address and a cost has been provided to generate a purchase order. This is the same information provided for the Elk Rapids News and you issued that purchase order. So issue the purchase order to the Record Eagle and I bet a confirmation email similar the sample you provided will be sent to confirm the publishing time and date.

Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

On Tue, Jul 26, 2022 at 3:08 PM Cheryl A. Goss <clerk@whitewatertownship.org> wrote:

Here's what the e-mail confirmation looks like that is provided with every ad placed in the TCRE.

Cheryl A. Goss, MiPMC
Whitewater Township Clerk
5777 Vinton Road, P.O. Box 159
Williamsburg, Michigan 49690
Telephone: 231.267.5141 X 24
Fax: 231.267.9020

clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the
REPUBLIC for which it stands, one Nation, under God, Indivisible, with
Liberty and Justice for All.

-----Original Message-----

From: Denise Lingerfelt <dlingerfelt@record-eagle.com>

Sent: Wednesday, June 29, 2022 3:09 PM

To: 'Cheryl A. Goss' <clerk@whitewatertownship.org>

Subject: FW: Confirmation: Ad 587601 for WHITEWATER TOWNSHIP CLERK

Cheryl, here is the proof of your notice that will publish on July 3.

Thank you,
Miranda



Ron Popp <supervisorwhitewater@gmail.com>

Record Eagle PO

1 message

Ron Popp <supervisorwhitewater@gmail.com>

Wed, Jul 27, 2022 at 5:32 PM

To: Don Glenn <dglenn419@gmail.com>, heidivourtrustee@gmail.com, clerk@whitewatertownship.org, Ardella Benak <treasurer@whitewatertownship.org>

All -

The deadline passed today at 3:00 PM to get our ad in the Record Eagle Newspaper for the deputy park and recreation administrator. I believe the original request was made during the July meeting. A purchase order was issued to the Elk Rapids News and that ad will run. Identical purchase order information detailing vendor information and service cost was provided to the Clerk.

Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com



Ron Popp <supervisorwhitewater@gmail.com>

RE: Record Eagle PO

1 message

Cheryl A. Goss <clerk@whitewatertownship.org>
To: "Cheryl A. Goss" <clerk@whitewatertownship.org>

Thu, Jul 28, 2022 at 10:32 AM

All –

The “rest of the story” is that the Record-Eagle always provides an e-mail confirmation when an ad is placed. I requested that Ron supply the confirmation e-mail to serve as supporting documentation for the purchase order and the eventual check for payment. As of this date and time, he has refused to do so.

Cheryl A. Goss, MiPMC

Whitewater Township Clerk

[5777 Vinton Road](#), P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

clerk@whitewatertownship.org**Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm****I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.**

From: Ron Popp <supervisorwhitewater@gmail.com>**Sent:** Wednesday, July 27, 2022 5:33 PM**To:** Don Glenn <dglenn419@gmail.com>; heidivourtrustee@gmail.com; clerk@whitewatertownship.org; Ardella Benak <treasurer@whitewatertownship.org>**Subject:** Record Eagle PO

All -

The deadline passed today at 3:00 PM to get our ad in the Record Eagle Newspaper for the deputy park and recreation administrator. I believe the original request was made during the July meeting. A purchase order was issued to the Elk Rapids News and that ad will run. Identical purchase order information detailing vendor information and service cost was provided to the Clerk.

Ron Popp

Whitewater Township Supervisor

7/29/22, 1:35 PM

Gmail - RE: Record Eagle PO

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com



Ron Popp <supervisorwhitewater@gmail.com>

Placing Ads in the TCRE

1 message

Cheryl A. Goss <clerk@whitewatertownship.org>
To: Ron Popp <supervisorwhitewater@gmail.com>

Fri, Jul 29, 2022 at 12:02 PM

When you send an ad to TCRE, it's subject to approval of the text. You get the e-mail with the price and proof once they have laid it out. It's the responsibility of the person placing the ad to make sure it is correct before it is actually published. Mistakes are sent back for correction, at which time a new e-mail confirmation with price and proof is sent. That's why you can provide the e-mail confirmation when you request a purchase order. The ad hasn't been published yet.

A PO has been issued. A copy is in your box. Please supply the e-mail confirmation for the PO.

Cheryl A. Goss, MiPMC

Whitewater Township Clerk

[5777 Vinton Road](#), P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

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I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

From: Ron Popp <supervisorwhitewater@gmail.com>
Sent: Tuesday, July 26, 2022 3:34 PM
To: Cheryl A. Goss <clerk@whitewatertownship.org>
Subject: Re: FW: Confirmation: Ad 587601 for WHITEWATER TOWNSHIP CLERK

Understood Cheryl - AS you stated "Here's what the e-mail confirmation looks like that is provided with every ad "placed" in the TCRE.

How can there be an ad "placed" or a confirmation sent without a purchase order to "place" the ad?

Bottomline - The vendor's mailing address and a cost has been provided to generate a purchase order. This is the same information provided for the Elk Rapids News and you issued that purchase order. So issue the purchase order to the Record Eagle and I bet a confirmation email similar the sample you provided will be sent to confirm the publishing time and date.

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com

On Tue, Jul 26, 2022 at 3:08 PM Cheryl A. Goss <clerk@whitewatertownship.org> wrote:

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I Pledge Allegiance to the Flag of the United States of America, and to the
REPUBLIC for which it stands, one Nation, under God, Indivisible, with
Liberty and Justice for All.

-----Original Message-----

From: Denise Lingerfelt <dlingerfelt@record-eagle.com>
Sent: Wednesday, June 29, 2022 3:09 PM
To: 'Cheryl A. Goss' <clerk@whitewatertownship.org>
Subject: FW: Confirmation: Ad 587601 for WHITEWATER TOWNSHIP CLERK

Cheryl, here is the proof of your notice that will publish on July 3.

Thank you,
Miranda



Ron Popp <supervisorwhitewater@gmail.com>

Your Ad

1 message

Susan Blessing <sblessing@record-eagle.com>
To: Ron Popp <supervisorwhitewater@gmail.com>

Fri, Jul 29, 2022 at 1:04 PM

Hi Ron, To get the ad in by Sunday, I would need the PO in the next hour. Thanks Susan

--

Susan Blessing
Classified Sales Representative
231-933-1438
sblessing@record-eagle.com

Record Eagle
120 W. Front St.
Traverse City, MI 49684

 **sblessing.vcf**
1K



Ron Popp <supervisorwhitewater@gmail.com>

Re: Your Ad

1 message

Ron Popp <supervisorwhitewater@gmail.com>

Fri, Jul 29, 2022 at 1:24 PM

To: Susan Blessing <sblessing@record-eagle.com>, Ardella Benak <treasurer@whitewatertownship.org>, heidivyourtrustee@gmail.com, Don Glenn <dglenn419@gmail.com>, Ron Popp <supervisorwhitewater@gmail.com>, clerk@whitewatertownship.org

Thanks Susan, for the reminder. For whatever reason, the Clerk who issues purchase orders, will not accept the cost information you provided because it does not follow the same format she is accustomed to getting from Denise Lingerfelt. Not sure what or why there is a difference. I have provided billing address, and ad cost information which is the same information I provided for the Elk Rapids News ad which she issued a purchase order for.

Maybe we can get it figured out for next week.

Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

On Fri, Jul 29, 2022 at 1:04 PM Susan Blessing <sblessing@record-eagle.com> wrote:

Hi Ron, To get the ad in by Sunday, I would need the PO in the next hour. Thanks Susan

--

Susan Blessing
Classified Sales Representative
231-933-1438
sblessing@record-eagle.com

Record Eagle
120 W. Front St.
Traverse City, MI 49684



Ron Popp <supervisorwhitewater@gmail.com>

Confirmation: Ad 588643 for WHITEWATER TOWNSHIP CLERK

1 message

T. C. RECORD-EAGLE INC. <sbleasing@record-eagle.com>
To: clerk@whitewatertownship.org, supervisorwhitewater@gmail.com
Cc: sbleasing@record-eagle.com

Fri, Jul 29, 2022 at 1:49 PM



AD588643_jnl.pdf
19K

T. C. RECORD-EAGLE, INC.
120 WEST FRONT STREET
TRAVERSE CITY MI 49684
(231)946-2000
Fax (231)946-8273

ORDER CONFIRMATION

Salesperson: SUSAN BLESSING

Printed at 07/29/22 13:49 by sbles

Acct #: 2055

Ad #: 588643

Status: New WHOLD

WHITEWATER TOWNSHIP CLERK
CHERYL GOSS
P.O. BOX 159
WILLIAMSBURG MI 49690

Start: 07/31/2022 Stop: 08/07/2022
Times Ord: 4 Times Run: ***
STDAD 1.00 X 25.00 Words: 43
Total STDAD 25.00
Class: 225 GENERAL HELP WANTED
Rate: CLEMO Cost: 291.00

Contact:

Ad Descrpt: IS SEEKING A FUN, WELL OR

Phone: (231)267-5141

Given by: *

Fax#:

P.O. #:

Email: clerk@whitewatertownship.org

Created: sbles 07/25/22 13:29

Agency:

Last Changed: sbles 07/29/22 13:48

URL: _____

Source: 072600205501

Section: _____ Page: ____

Camera Ready: N

Group: CLASSIFIED AdType: _____

Misc: _____

Color: _____

Proof: _____

Pickup Date: _____ Ad#: _____

Delivery Instr: _____

Pickup Src: _____

Changes: None ____ Copy ____ Art ____ Size ____ Copy Chg Every Run ____

Coupon: _____

Gang Ad #: _____

Ad Copy Method: _____

Special Instr: _____

COMMENTS:

COPIED from AD 577490

PUB ZONE EDT TP RUN DATES

RE A 97 S 07/31 08/03,05,07

IN MO 97 S 07/31 08/03,05,07

AUTHORIZATION

Thank you for advertising in the Record-Eagle, our related publications and online properties. If you are advertising with the Record-Eagle classifieds, your ad will begin running on the start date noted above.

Please be sure to check your ad on the first day it appears. Although we are happy to make corrections at any time, the Record-Eagle is only responsible for the first day's incorrect insertions. Also, we reserve the right to edit or reclassify your ad to better serve buyers and sellers.

No refunds or rebates will be issued if you cancel your ad prior to the stop date.

(CONTINUED ON NEXT PAGE)

T. C. RECORD-EAGLE, INC.
120 WEST FRONT STREET
TRAVERSE CITY MI 49684
(231)946-2000
Fax (231)946-8273

ORDER CONFIRMATION (CONTINUED)

Salesperson: SUSAN BLESSING

Printed at 07/29/22 13:49 by sbles

Acct #: 2055

Ad #: 588643

Status: New WHOLD WHOI

We appreciate your business.

.

**WHITEWATER
TOWNSHIP 1**

Is seeking a fun, well
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recreational minded
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seasonal,

**Deputy Park and
Recreation
Administrator.**

Please visit the
Townships website for a
job description.

[www.whitewater
township.org](http://www.whitewater
township.org)

Email resume to:
**supervisorwhitewater
@gmail.com**

Subject Line:
Deputy Park
Administrator by
August12th.



Ron Popp <supervisorwhitewater@gmail.com>

FW: Confirmation: Ad 588643 for WHITEWATER TOWNSHIP CLERK

1 message

Cheryl A. Goss <clerk@whitewatertownship.org>

Fri, Jul 29, 2022 at 2:25 PM

To: Ron Popp <supervisor@whitewatertownship.org>, Ron Popp Gmail <supervisorwhitewater@gmail.com>

Ron –

Why is there a “1” after Whitewater Township in the black part at the top?

The comma after “individual” is grammatically incorrect.

The comma after “seasonal” is grammatically incorrect.

The word “Townships” should have an apostrophe in it.

There should be a space between “August” and “12th”.

This is why ads are proofed. If you want it to run that way, that’s your decision.

Cheryl A. Goss, MEdPMC

Whitewater Township Clerk

5777 Vinton Road, P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

From: T. C. RECORD-EAGLE INC. <sblessing@record-eagle.com>

Sent: Friday, July 29, 2022 1:49 PM

To: clerk@whitewatertownship.org; supervisorwhitewater@gmail.com

7/29/22, 3:20 PM

Gmail - FW: Confirmation: Ad 588643 for WHITEWATER TOWNSHIP CLERK

Cc: sblessing@record-eagle.com

Subject: Confirmation: Ad 588643 for WHITEWATER TOWNSHIP CLERK



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Memo

To: Whitewater Township Board

From: Ron Popp, Supervisor

CC:

Date: 07-25-2022

Re: Ordinance Enforcement -

Board Members,

Ordinance enforcement is a conversation happening in many other local units today. What does the process look like in Whitewater Township? Who is responsible to complete it? What are the proper steps in documenting initial township outreach? What is the Board's role and responsibilities? are just a few points in that discussion. Bob Hall's July Zoning Report seemed to indicate short term rentals have generated a couple of complaints in the past two years. We also have structures that were built and uses in operation that did not have the required permits or plan review issued. These happenings are likely to increase too as development interest increase. To ensure a fair implementation of the township's ordinance, the Board may want to spend some time to better understand the ordinance enforcement process that has been set in place with the adoption of the Whitewater Township Code Enforcement Policy and Procedures Manual which took effect January 2, 2012, provided below for your review.

Some of our neighbors use a civil infraction ordinance and employ an ordinance enforcement officer to deal with issues that cannot be settled by voluntary compliance. Whitewater Township did issue civil infractions citation at one time but ceased the process amid citizen complaints involving board member misuse and lack of an ordinance authorizing the action. More recently, municipal civil infractions citations have become unenforceable in some jurisdictions due to no date of birth information contained on the citation. The Board's Education of the current available remedies to zoning ordinance violations as outlined in the policy is the primary focus of this discussion until such time an alternate process is further investigated. Bob has been asked to comment on where zoning administration ends and compliance/enforcement begins in regards to his services to Whitewater Township and may be part of his next report to the Board. The Board may want to take this time to determine if the shared "authority" the current policy contemplates is still of interest to the Board or we may want to hear from Mr. Patterson as to any recommend changes or updates to the decade old policy.

The handout following our policy was created by the township's legal team as an introduction for new board members and is used here with permission. The document supplies additional insight to matter of this discussion. A quick internet search of civil infraction will provide a plethora of reading materials if wanted.

How would the Board like to proceed with this matter? Make some changes to the existing policy, then solicit additional information from Chris Patterson, MTA?

Motion to have Whitewater Township's Code Enforcement Policy and Procedures Manual as amended, reviewed and commented on by the Legal Team.

Respectfully,

A handwritten signature in black ink, appearing to read "Ron Popp". The signature is stylized with a large, sweeping "R" and a cursive "Popp".

Ron Popp
Supervisor, Whitewater Township



Whitewater Township Zoning – Staff Report JUNE 2022 (update)

Planning and Zoning

Although I am not an ‘oath-sworn’ official of Whitewater Township, I do hold myself to some pretty strict moral and ethical standards as your zoning administrator. I am not one who will offer a report for the sole purpose of gratifying or indulging any individual or select group. If I think that you **need** to ‘hear it’, then I certainly have a responsibility to communicate with you on the subject matter.

First and foremost – I reported to the Planning Commission at their June meeting that (in my opinion) they have four urgent priorities at this point in time:

1) The Master Plan: Rational - I reported to the PC in December of 2019 that I believed that the current Whitewater Township Master Plan lacked many of the statutorily required elements under the Michigan Planning Enabling Act.¹


2) Marihuana Zoning Ordinance Amendments: Rational – Ordinance No’s. 59 and 60 became effective in Whitewater Township on January 19th, 2021; the Planning Commission has a duty to study and recommend relevant Marihuana ordinances to the Whitewater Township Board.

3) Article XXV [Site Plan / Special Use Standards]; Rational – **DUE PROCESS** – the Whitewater Township Zoning Ordinance currently does not fully comply with certain requirements (specifically separating the site plan review and special use review processes) of the Michigan Zoning Enabling Act.²

4) Applications requiring Planning Commission Review / Action: Rational – See #3 above – when the Township has an active application, we are required to act with due diligence – without unnecessary delay. This is ‘what’ a Planning Commission does – administer the provisions of the zoning ordinance when and where required for certain land uses.

Secondly, I continue to receive many calls and inquiries regarding Short-Term Rentals, and development opportunities (specifically related to the C1-Commercial zoning districts).

Short-Term Rentals: Although I have mention this before, it is worthwhile repeating. The Whitewater Township Zoning Ordinances (as are most zoning ordinances in Michigan) are written in a ‘permissive’ manner and further broken down into **Permitted Uses** and **Uses Permitted By Special Use Permit**.

- a. Permitted Uses: sometimes more commonly referred to as a ‘use-by-right’ subject only to the site plan review requirements of the zoning ordinance
- b. Uses Permitted By Special Use Permit: subject to “a” above, and generally certain notification and publication requirements that usually include a public hearing. 

Short-Term Rental is not listed as a Permitted Use or as a Use Permitted by Special Use Permit in ANY Zoning District in Whitewater Township. Therefore, they (short-term rentals) are NOT PERMITTED – do they exist? YES! Is Whitewater Township prepared to expend the resources pursuing enforcement of a land use activity that has not (thus far) yielded more than 2 or 3 concerns in my tenure? (Since August of 2019) The Township Board may find that there is (or is not) public support for going in this direction.

¹ [Michigan Planning Enabling Act – Act 33 of 2008](#)

² [Michigan Zoning Enabling Act – Act 110 of 2006](#)

A weekday seldom goes by that I do not receive an inquiry (primarily from real estate brokers and agents) asking whether Short-Term Rentals are permitted –

Development Opportunities is the next most popular inquiry.

Private property owners, real estate brokers and agents, and even potential ‘purchasers’ are asking the questions:

What can I do on this property?

Can I do ABC on this property?

Is it possible to do A and B and also C and D?

We’ve broached the above issues before. We all (hopefully) understand that the Master Plan is the ‘guide’ for the future of Whitewater Township. The Whitewater Township Zoning Ordinance is the ‘rule of law’ in effect at this time that regulates the land use activity. If our zoning ordinance lists a use, then we are obligated to address an application.

The Zoning Administrator administers the Zoning Ordinance (precisely as it is written) without the authority to interject personal decisions or opinions.

If applications are accepted and matters are presented to the Planning Commission and or the Township Board for consideration, it is because the Zoning Ordinance allows this.

Zoning Board of Appeals

There have been no variance requests, interpretation requests, or appeals to any administrative decisions recently. Any Land Use Permit application that fails to meet the required standards is discussed with the contractor / applicant. So far – all issues have been resolved to bring site plans into compliance so that permits may be issued as requested.

Training

Thank you to ALL who took time out of their busy schedules on April 20th and ventured down to the Wexford Joint Planning Commission offices to take part in Attorney Kaufman’s Site Plan Review and Special Land Use training

Respectfully submitted,



Robert (Bob) Hall

Attachment – see Land Use Permit Activity

Land Use Permit Activity - Permit activity from January 01, 2022 thru June 23, 2022 (first 6 months of the calendar year:

2022-01	28-13-133-018-31	V	Soper, Dan	Conversion to Dwelling	1/20/2022
SLUP-2022-01	28-13-004-001-20	C1	Send Bro's Feed - Mark Send	SLUP-Change of Use to Vet	1/20/2022
LD-2022-01	28-13-134-008-00	R1	Whiteford, Timothy	LAND DIVISION(S)	1/27/2022
2022-02	28-13-134-003-10	A1	Hooper, Theodore	Accessory Structure	1/27/2022
2022-03	28-13-150-008-60	R1	Knop, Stephen	Accessory Structure	2/3/2022
2022-04	28-13-001-014-05	A1	Rajala, Jon and Desi	New Dwelling	2/3/2022
2022-05-SPR-0	28-13-136-001-03	A1	Cianciolo, Vince and Eileen	AG Barn	2/17/2022
			VanSolkema	Site Condo	44602
2022-06	28-13-230-007-00	R1	Wolf, Brian	Accessory Structure	2/17/2022
LD-2022-02	28-13-136-002-00	A1	Foster, Jacob	LAND DIVISION(S)	2/17/2022
2022-07	28-13-017-004-31	RC	Weaver, Andrew	Interior Remodel-Structural	3/3/2022
SLUP-22-02	28-13-005-008-20	C1	Johnson-Classic Equine	SLUP-New Vet Clinic	2/17/2022
2022-08	28-13-630-029-00	R1	Gulick, Peter and Charlotte	New Deck	3/3/2022
2022-09	28-13-110-010-00	R1	Rettig, Maximilian and Kristine	Attached Garage	3/10/2022
LD-2022-03	28-13-128-011-00	A1	Stites, Randal and Jeanne	LAND DIVISION(S)	3/10/2022
2022-10	28-13-134-008-02	R1	Whiteford, Timothy and Dave	New Dwelling*	3/11/2022
2022-11	28-13-134-008-03	R1	Whiteford, Timothy and Dave	New Dwelling*	3/11/2022
2022-12	28-13-134-008-04	R1	Whiteford, Timothy and Dave	New Dwelling*	3/11/2022
SPR-2022-01	28-13-136-001-03	A1	Cianciolo, Vince and Eileen	Riding Stable-10.10.D	3/24/2022
2022-13	28-13-104-008-02	A1	Bratschi, Jennifer	New Dwelling*	4/7/2022
2022-14	28-13-104-001-04	R1	Peterman, Deanna and Ken	New Dwelling*	4/7/2022
LD-2022-04	28-13-125-025-00	A1	Korson, Leonard and Doris	LAND DIVISION(S)	04/07/2022
LD-2022-05	28-13-128-003-00	A1	Nowak, Joseph	LAND DIVISION(S)	4/7/2022
2022-15	28-13-05-018-30	A1	Hellman Family Trust / Draper	Basement Finish / Interior	4/7/2022
2022-16	28-13-009-015-01	RC	Patzer, Joshua	Accessory Structure	4/7/2022
2022-17	28-13-003-016-00	A1	Davey, Randy and Sara	Residential Addition	4/14/2022
2022-18	N/A	N/A	Williamsburg UMC	TEMPORARY SIGNS-EVENT	4/14/2022
2022-19	28-13-017-004-10	RC	Sperry, James	Accessory Structure	4/14/2022
2022-20	28-13-126-012-20	A1	Oosterhouse, Roland	AG - Accessory	4/14/2022
2022-21	28-13-128-003-01	A1	Nowak, Joseph	New Dwelling*	4/21/2022
2022-22	28-13-124-018-20	A1	Fries, Mark - Mapleridge Con.	Accessory Addition	4/21/2022
2022-23	28-13-109-017-30	A1	Hogarth, Ken	Residential Addition	4/21/2022
2022-24	28-13-109-017-30	A1	Hogarth, Holly	POOL	4/21/2022
2022-25	28-13-128-001-10	PUD	Pray, Steve	DECK	5/5/2022
2022-26	28-13-010-005-00	A1	Peters/Bidwell, Duncan/Lori	Accessory Building	5/12/2022
2022-27	28-13-016-008-03	RC	Salenski, Tony and Jennifer	New Dwelling* / Accessory	5/12/2022
2022-28	28-13-350-007-00	R1	Bank, Dave and Kathy	Residential Addition	5/12/2022
2022-29	28-13-023-002-01	RC	Sommerville, Stepen and Marc	New Dwelling + Garage	5/19/2022
2022-30	28-13-103-002-00	R1	Cole, Andrew and Christina	DEMOLITION-DWELLING	5/19/2022
2022-31	28-13-125-009-29	A1	Spencer, Douglas	In-Ground Pool Installation	5/19/2022
2022-32	28-13-031-005-02	RC	Altwood, Kyle	New Dwelling*	5/19/2022
2022-33	28-13-332-004-00	R1	Turnbull/Sauer, James and Rac	New Dwelling	5/19/2022
2022-34	28-13-004-063-10	A1	Melton, Joshua and Melissa	Front Porch Addition	5/19/2022
2022-35	28-13-340-042-00	R1	Farmer, Thomas and Christine	New Dwelling*	5/26/2022
2022-36	28-13-113-003-00	R1	Ellens, Don and Linda	2 Deck Additions	5/26/2022
2022-37	28-13-800-028-00	R1	Hayworth, Roger - LLC	New Dwelling	6/2/2022
2022-38	28-13-125-009-18	A1/R1	Archambo, Duane	New Dwelling*	6/2/2022
2022-39	28-13-003-024-20	A1	Zimmerman, John and Sharon	Accessory Building	6/9/2022
2022-40	28-13-116-010-00	A1	Gualtiere, Bruce	Accessory Building	6/16/2022
2022-41	28-13-103-015-02	R1	Mishler, Ron and Shelly	New Dwelling and Accessory	6/16/2022
2022-42	28-13-136-011-21	A1	Titus, Matt and Heather	Residential Addition	6/16/2022

Whitewater Township
Code Enforcement Policy and Procedures Manual
(Adopted on 12/13/2011 by the Whitewater Township Board)
Effective 01/02/2012

I. Mission

The mission of Code Enforcement is to enhance Whitewater Township's livability by protecting the health, safety and welfare of Township residents and visitors by assuring compliance with the Township's Zoning and General Ordinances. The Township will assure compliance both by encouraging voluntary compliance and by following progressive steps, including legal action for Ordinance violators.

II. Purpose

The purpose of Whitewater Township's Code Enforcement Policy and Procedures Manual (hereafter "manual") is to provide written guidelines for:

- The prioritization of code enforcement cases;
- Investigation of violation complaints;
- Enforcement of Township Ordinances through voluntary compliance;
- Prosecution of violators who do not comply.

These written guidelines are intended to assure consistency within the Township's Code Enforcement Program and to educate the Township's citizens and property owners about code enforcement.

III. Code Enforcement Philosophy

The Township's policy is to achieve compliance with ordinances in cases of reported and discovered violations. However, not all violations have the same degree of severity. As such, the Township has established, through this manual, priority ranking and procedures. The intent is to allow the level of enforcement that best fits the type and circumstances of the violations within clear and objective criteria consistent with the established priorities and maximize available resources. It is the Township's policy that code enforcement follows the priority rankings set forth in this manual.

IV. Priorities for Code Enforcement

It is the Township's policy to investigate and attempt to resolve all reported and discovered violations. There may be times when code violations cannot be given the same level of attention, when some violations may receive no attention at all, or when the Township may be unable to carry out the proactive code enforcement activities outlined in this manual. In such circumstances, the most serious violations, as determined through application of the priorities and criteria in this section, shall be addressed before the less serious violations are addressed.

Priority of Violations

1. Violations that present an imminent threat to public health and safety or welfare;
2. Violations affecting storm drainage, wetlands, and/or adjacent areas;
3. Construction of non-permitted structures;
4. Multiple complaints received on the same property;
5. Zoning and Junk violations;
6. All other violations.

V. Criteria for Establishing Priority

Violations listed lower in the priority list may be moved to a higher ranking if they have one or more of the following aggravating circumstances:

1. The actions leading to the violation (s) are deliberate;
2. The violation causes economic harm to individuals or the Township as a whole;
3. The alleged violator is receiving significant economic benefit from the continued violation;
4. The physical size or extent of the violation is significant;
5. The violation has existed uncorrected for a significant period of time;
6. There is a previous history of complaints and code enforcement on the subject property and/or with the alleged violator;
7. There is community interest in the violation expressed by the receipt of multiple complaints from separate individuals or by a complaint by a citizens group;
8. After reasonable efforts have been made, there is little likelihood of obtaining voluntary compliance;
9. The violation(s) is flagrant and visible to the public.

VI. Applicability

1. General Applicability. The manual applies to all code enforcement carried out by Township employees and/or officials.
2. Non-Applicability to Deeds, Covenants and Restrictions. Many subdivisions, site condominiums and planned unit developments are subject to private deeds, covenants and restrictions. These conditions are enforceable through private legal action and not the Township.

VII. Initiation of Code Enforcement

Code Enforcement will be initiated by the following methods:

1. Citizen Complaints. Any person can make a complaint to the Township alleging one or more code violations. The complaint must be filed on a Township complaint form. The form is available at Township Hall and on the Township website. Citizens may attach a supplemental information sheet to the form.
2. Anonymous Complaints. Anonymous complaints will be accepted, but may or may not be investigated at the discretion of the employees/officials depending on the following factors:
 - The reliability of the complaint;
 - Whether the complaint alleges an imminent threat to public health and safety or welfare;
 - The ease or difficulty with which the complaint can be verified.
3. Report by Township Staff or Official. Township staff or officials may report a potential violation. Such complaints shall be filed on the Township complaint form or reported at a Township Board meeting.

VIII. Recording and Files

1. To the extent possible, all complaints received shall be recorded in the Township Code Enforcement records. Recording the complaint shall consist of the following:
 - a. An assigned case number;
 - b. Complainant's name and telephone number;
 - c. The subject property address; and
 - d. Type of complaint.
2. Files shall be kept within the property files already maintained by the Township and shall consist of the following:

- a. The complaint form, which shall include the report of the field investigation as described within this manual;
- b. Any supporting documentation.

IX. Investigation

1. Before contact or notice of violation is sent, it must be determined whether the complaint, if valid, establishes a violation. If it does not, the case will be closed.
2. Field Investigation. The purpose of a field investigation is to:
 - a. Verify the existence and severity of a code violation;
 - b. Document code violations by means of written notes, photographs, witness interviews, etc. All investigations shall include pictures, if possible.
 - c. If possible, contact and discuss with the property owner, occupant or other responsible person:
 - The nature of the violation(s);
 - Methods for complying;
 - Timelines for compliance;
 - Enforcement procedures; and
 - Potential consequences for failure to comply.
3. Preparations and Precautions. Employees/officials shall take whatever actions are reasonable and necessary to minimize any potential risk of violent confrontation or injury to themselves when conducting their field investigation.
 - a. Law Enforcement Assistance. When appropriate, Township employees/officials may request law enforcement assistance in conducting the field investigation.
 - b. Entering upon Property or Premises. Township employees/officials shall not enter upon private property or premises to conduct a field investigation without permission to enter. Unless permission is granted, the investigation shall be conducted from the right-of-way or property where permission to enter has been granted.
4. Report of Field Investigation. Upon completion of the field investigation, employee/officials shall enter the information onto or attach to the Code Enforcement Complaint Form. The information shall include:
 - a. Name of the investigator;
 - b. Date, time and place of field visit;
 - c. Violation(s) observed;
 - d. If no violation(s) are observed, an explanation of conditions observed;
 - e. Witnesses, if any interviewed;
 - f. Evidence obtained, if any (photographs, measurements, etc.);
 - g. Discussions, if any, with owners, occupants or other responsible persons;
 - h. Action necessary to correct violation(s);
 - i. Recommended enforcement action and timeline;
 - j. Referrals, if any, to other agencies such as social services, environmental health, construction codes, etc.

X. Enforcement Levels

1. Obtaining voluntary compliance after initial contact.
2. Written Notice to Correct.
3. Second Written Notice to Correct.
4. Township Board directs the Grand Traverse County Sheriff's Department to issue a ticket or to file action with the Circuit Court.

XI. Enforcement Procedures

1. Initial Contact. When the employee/official determines that there are reasonable grounds to believe a violation did or does occur, based upon the information in the complaint and any field investigation, notice shall be given by the Township. The initial notice may be provided by means of personal contact with the violator, an informal "door hanger" or US mail.
2. Written Notice. If compliance is not met after the initial contact, a written notice shall be sent to the person who is or may be legally responsible for the alleged violation. Separate notice shall also be sent to the property owner(s). This notice shall be sent by certified mail to the best available address for the property owner(s) and other responsible person(s).
3. Followup. The date in the notice for corrective action shall be entered in the enforcement records. After the deadline, if the employee/official determines that the required corrections have not been made, a second written notice shall be sent in the matter consistent with the written notice as stated above.
4. Voluntary Compliance Agreement. Under special circumstances, deadlines may be extended. The responsible party shall enter into a Voluntary Compliance Agreement that will be signed by both the responsible party and the Township. The extended deadline shall be determined on a case-by-case basis contingent upon the effort already made to correct the violation, severity and extent of the violation, whether the violation is a repeat offense, weather, etc.
5. Compliance. If the employee/official determines that required corrections have been made, the date and method of compliance shall be noted in the file and the case shall be closed.
6. Permit Requirements. In some cases, corrective action may consist of applying for and obtaining necessary permits. Any violation not related to permitting shall be corrected prior to issuance of a permit.

XII. Resolution of Violations

It is the Township's policy to attempt to reach final, satisfactory resolutions of all violation complaints. However, the Township recognizes that not all complaints can be resolved successfully, due to factors outside the Township's control. These factors include the indigence of the violator, the lack of Township resources to assist the violators, and the number of complaints received. Where the Township determines that a violation may not be successfully resolved within the established reasonable timelines, the file will either be closed or alternative methods of enforcement pursued.

The Township Board shall review the list of unresolved violations and determine if the file(s) shall be turned over to the Grand Traverse County Sheriff's Department or legal counsel for further action through the Grand Traverse Circuit Court.

Fahey Schultz Burzych Rhodes

EXPERT COUNSEL



REAL SOLUTIONS

Newly Elected Township Officials Workshop December 9, 2020

Ordinance Adoption and Enforcement

Jacob N. Witte and Matthew J. Stokes
FAHEY SCHULTZ BURZYCH RHODES PLC

ORDINANCE ADOPTION

I. Basic Procedure for Ordinance Adoption

A. General Law Township

1. Adopt at a regular or special meeting by roll call vote
 - a. Unless a special statute requires differently, no prior hearing or notice is required
2. A summary of the ordinance must be published in a local newspaper that circulates in your township
 - a. Note: Although the entire ordinance need not be published in the newspaper, the summary must meet certain statutory requirements to be valid
3. The Clerk should record the ordinance in the township's book of ordinances within one week of publication. The Clerk should also include:
 - a. date of passage of the ordinance,
 - b. the names of the township board members voting, and
 - c. how each member voted
4. If your township is not open during regular hours of each business day, the Clerk must certify each ordinance and file a copy with the County Clerk
5. Effective date

- a. If the ordinance imposes a sanction for violation, the ordinance takes effect 30 days after the first publication of the ordinance.
- b. If the ordinance does not impose a sanction, it takes effect the day after publication.

6. Charter Township

- a. Introduce the proposed ordinance at a township board meeting before the meeting at which it is passed
 - i. If the ordinance is an emergency ordinance, you need not introduce the ordinance at a separate meeting
- b. Publish or post the entire ordinance before adoption
 - i. Notice of posting must be published in a local newspaper within 7 days of the posting
 - ii. Posting can be accomplished on a township website
- c. Adopt the ordinance at a regular or special meeting by roll call vote
- d. Publish or post the ordinance or a summary within 30 days of Adoption
- e. Authenticate the ordinance with signatures from the Supervisor and Clerk
- f. Record the ordinance in the township ordinance book
- g. Effective date
 - i. Immediately upon publication OR
 - ii. The date specifically identified in the ordinance
- h. Adoption of the State Law by Reference – A Special Note. Charter Townships are authorized to adopt a state law or a technical code by reference, provided that it meets certain notice and publication requirements (MCL 42.23). General Law Townships were not authorized to adopt state laws by reference until 1999, but even then, it is a very a limited authority. General Law Townships may adopt the Michigan vehicle code by reference or other state law with a minimum imprisonment date of 93 days. (MCL 41.181)
- i. *Tip: Provide copies of the new ordinance to appropriate township officials and staff, including your Code Enforcement Officer and township attorney*

ENFORCING ORDINANCE VIOLATIONS

I. Enforcement Authority

- A. Generally, specific enforcement authority must be set forth in the ordinance the Township wishes to enforce.
- B. Enforcement options include:
 - Misdemeanors
 - I. Default method of enforcement, commenced by filing a complaint in Circuit Court
 - Civil infractions
 - Injunctive relief
 - I. Requires court order, typically through Circuit Court (although courts can order injunctive relief following a civil infraction hearing as well)
 - Self-help provisions
 - I. Authorizes the Township to enter property and abate the violation without a court order. It is vital to ensure proper authorization. Self-help remedies can be efficient, but also problematic if exercised improperly

II. Enforcement of Zoning Regulations

- A. Statutory authorization: MCL 125.3407
 - *The legislative body shall in the zoning ordinance enacted under this act designate the proper official or officials who shall administer and enforce the zoning ordinance and do 1 of the following for each violation of the zoning ordinance: (a) Impose a penalty for the violation. (b) Designate the violation as a municipal civil infraction and impose a civil fine for the violation. (c) Designate the violation as a blight violation and impose a civil fine or other sanction authorized by law*
- B. The zoning ordinance should explicitly provide for sanctions for violations within the text of the ordinance
 - There is no authority to enforce the Township's zoning regulations in unzoned areas or in areas falling only under County zoning
- C. The zoning ordinance must be amended to specifically authorize enforcement via civil infractions before civil infractions can be issued for zoning violations
 - The Township's Zoning Ordinance currently only provides for enforcement of zoning violations as misdemeanors

III. Enforcement of Non-Zoning Ordinances (Police Power Ordinances)

- A. Statutory Authorization

B. MCL 41.181: “[A township] may adopt ordinances regulating the public health, safety, and general welfare of persons and property, including, but not limited to, ordinances concerning fire protection, licensing or use of bicycles, traffic, parking of vehicles, sidewalk maintenance and repairs, the licensing of business establishments, the licensing and regulating of public amusements, and the regulation or prohibition of public nudity, and may provide sanctions for the violation of the ordinances.”

- Other statutes explicitly confer the authority for townships to adopt and enforce provisions of state law, such as the State Construction Code Act

C. Enforcement of Non-Zoning Ordinances

- Non-zoning ordinances are adopted under the township’s general regulatory authority to protect the health, safety and general welfare of the public. Can be enforced through misdemeanors, civil infraction citations, and self-help provisions

D. Notable example of things non-zoning ordinances can target include:

- Abandoned or dangerous buildings
 1. Authorized by Michigan House Law, MCL 125.538, Townships can adopt provisions of this statute. Enables self-help remedy to remove dangerous structures.
 2. Procedure: Notice is given, a hearing officer issues a decision, and a hearing is conducted before the Township Board. Once a final decision is reached, the Township may demolish the building and collect the costs from the landowner or place a lien on the property
- Overgrown weeds or grass
 1. Authorized by MCL 247.61 (the Noxious Weeds Act)
 2. Authorizes the Township to enter property and bring it into compliance (often by trimming weeds or cutting grass) after providing notice
- Accumulation of junk, debris and garbage, as well as unlicensed, abandoned or junk vehicles
 1. Typically accomplished by anti-blight or public nuisance ordinances
- Noise

IV. Civil Infractions Overview

A. Enforcing township ordinances via civil infraction actions is faster and cheaper than alternatives

- Enforcement can be accomplished without the use of an attorney
- Streamlined proceedings will result in a quicker resolution of violations
- The overall cost of enforcement is significantly less than enforcement in Circuit Court or through misdemeanor proceedings

B. Enforcement of Key Ordinances

- Civil infraction proceedings can be used to enforce the following:
 1. Zoning ordinances
 2. Non-zoning and police power ordinances, such as:
 - a) Blight ordinances
 - b) Public nuisance ordinances
 - c) Noise ordinances
 3. Michigan Building Code/Property Maintenance Code
 4. Dangerous Buildings

V. Civil Infractions Ordinance

- A. Before issuing civil infractions, the Township must adopt a municipal civil infractions ordinance—the Township cannot adopt civil infractions by references
- B. The ordinance must name the official(s) authorized to issue notices of violation
 - Once a notice is issued proceedings can be held at the District Court, unless the Township establishes a Municipal Ordinance Violations Bureau (optional)
 - Remedies for civil infractions may include:
 - The imposition of a fine
 - A lien on property
 - Attorney fees and costs
 - Orders of compliance
 - Injunction for future activity in violation of order
 - Recovery of expenses to abate violation

VI. Municipal Ordinance Violations Bureau

- A. Established by adoption of ordinance
- B. Statutory Authority: MCL 600.8396
- C. Function:
 - Violators can admit responsibility to civil infractions
 - The Township Bureau collects and retains fines
 - Costs of operation and personnel of the Bureau borne by the Township
- D. Ordinance establishing Municipal Ordinance Violations Bureau

E. Include a purposes clause

- Locate the Bureau
 - I. Typically located within an existing Township office or department, such as the office of the Clerk or Zoning Administrator
- Establish procedures regarding issuing and serving citations
- Establish procedures regarding appearance and payment
 - I. Utilize SCAO citations forms:
<https://courts.michigan.gov/Administration/SCAO/Forms/Pages/Civil-Infractions.aspx>

VII. Enforcement via Civil Infractions

A. Overview of the Enforcement Process

- Step 1: Investigate
 1. Visit property to observe conditions alleged to be in violation of the Township's ordinances
 2. Obtain an administrative search warrant, if necessary (many violations can be observed from public places like the road, and will not require a search warrant to observe)
 3. Photograph the alleged violation
 4. Interview witnesses (if any)
- Step 2: Send Warning Letter(s)
 1. Provide the violator with a chance to voluntarily comply
 2. Not mandatory, but can be helpful in resolving issues without further effort, or showing that the Township was reasonable in its enforcement in later district court proceedings
- Step 3: Issue Ordinance Violation Notice
 1. Only if the Township has a Municipal Ordinance Violations Bureau
- Step 4: Issue Civil Infraction Citation
- Step 5: Attend Hearing
 1. Will either be an informal or a formal hearing
- Step 6: Obtain Post-Hearing Relief
 1. You may need to return to the Court to have a judgment enforced, or to collect the costs of abating the nuisance, or to prevent continued violations

B. Relief Available:

- There is no statutory limit on the fines that can be assessed for civil infraction violations
- If the violator prevails in court, the Township will not be liable for costs
- The Township's ability to recover attorney fees is limited to \$500, but this can be increased if attorney fees are incurred in compelling the appearance of a violator
- The Township has the burden of proof to show that a violation exists
- If the Township carries its burden of proof, the court is authorized to issue injunctive relief (i.e. an order that the violator remove items from the property)
- If the fine is not paid, the Township can go back to court for another formal or informal hearing to enforce the judgment

VIII. Tips for Effective Civil Infraction Enforcement

- A. General Guidelines
- B. Know the Township's ordinances
- C. Rely on your Zoning Administrator or Supervisor
- D. Make and follow a code enforcement plan
- E. Create form letters and checklists
- F. Pursue violations as early as possible
- G. Don't arbitrarily enforce the ordinance
- H. Document the violation with warning letters and photographs
- I. Know the desired result when issuing the citation (entertain settlement consistent with Township policy)
- J. Issuance of Municipal Civil Infraction notice
- K. If injunctive relief is desired, request it
- L. Pursue compliance with the order (through contempt proceedings or additional tickets)
- M. Know your magistrate or judge (and know that the judge's rules rule!)
- N. Report final results to Board (maintain consistency with the Board's message)
- O. Coordinate with other departments

IX. Strengthen Evidence with Administrative Search Warrants

- A. An administrative search warrant can provide access to property you would otherwise be unable to enter
- B. Process:
 - Submit a sworn affidavit to the court describing:
 - 1. The place to be searched;
 - 2. How the search will be conducted; and
 - 3. Facts to justify the search
 - Follow procedures for serving or posting the warrant
 - Do not seize any property during the search, the purpose of the search is solely to obtain proof of ordinance violations
 - Prepare a post-warrant statement after the search is complete

X. Issuing Civil Infractions

- A. The formal enforcement process begins by the issuance of a civil infraction citation
- B. The citation must include:
 - The property owner's name;
 - The address of the property;
 - Specific ordinances and sections that were violated;
 - An appearance date on or before 7 days from the date of issuance; and
 - The signature of the issuing official
- C. Utilize a citation form
- D. Serve the violator or the property personally
- E. After serving the citation, mail to the Court with a cover letter describing the relief sought (injunction, fines, etc.)

XI. Civil Infraction Hearings

- A. There are two types of civil infraction hearings, each generally following the same process: Formal and Informal
 - An informal hearing is conducted without any attorneys on either side

- A formal hearing may be requested by either party. This is recommended for more complex violations, as it allows the Township Attorney to appear on behalf of the Township and prosecute the violation. Civil Infraction Hearings:

1. Two types, each generally following the same process: Formal and Informal
2. An informal hearing is conducted without any attorneys on either side

B. Informal Hearings

- Scheduled by the District Court
- Prosecuted by the Zoning Administrator
- Bring at least three copies of the following to the informal hearing:
 1. Civil infraction citation;
 2. Warning letters (if any);
 3. Zoning ordinance (or excerpts) to show what section was violated;
 4. Civil infraction ordinance;
 5. Photographs of the violation; and
 6. The proposed order approved by the Township attorney

XII. Role of the Township Attorney

- A. Assist with the process and provide forms
- B. Help gather evidence
- C. Request a formal hearing and argue on behalf of the Township
- D. Seek a consent judgement
- E. Pursue compliance with court orders
 - Motions for civil contempt (disobeying court order)
 - File new civil infraction citations
- F. Use statute's lien authority



FAHEY SCHULTZ BURZYCH RHODES PLC
4151 Okemos Road, Okemos, Michigan 48864
(517) 381-0100 • www.fsbrlaw.com

Memo

To: Whitewater Township Board
From: Ron Popp, Supervisor
CC: None
Date: 7-28-2022
Re: Available Local Grants

Board Members –

This is an unprecedented period in time for the amount of grant money circulating in the economy today. Many of these opportunities are competitive in nature and are offered by government programs requiring significant knowledge just to navigate the application process. Most then require a plan or project design that is shovel ready. This really puts smaller township at a disadvantage because we don't have the resources to create the project design or the staff to locate and write the grants. Over the years we have had several volunteers attend grant writing classes and we are very appreciative of their efforts. The purpose of this business topic is to determine the level of interest the Board has in hiring a person or firm to help with the process of grant writing.

Most of the local grant opportunities we have applied to do not require any board action or approval to submit applications. Matching grants may need some kind of proof of funds but, even that is rare. Except for matching grant opportunities, consensus of the Board is sought to keep the grant application process as simple as possible involving the Board only when required by the grant process or pre-approving matching funds requirements. On a similar note, Whitewater Resident, Denise Peltenon has provided three local grant opportunities that appear to have a less demanding application process the Township could apply for now. The links in Denise's email are active and informative about the amount of local money available. Sorry, the links do not print well so, there is no way to provide a good hard copy of the information. Thank you, Denise, for the time and effort put forth on this topic!

What is the Board's direction on grant staff? What is the consensus on Board involvement in the grant application process?

In favor of additional Board direction on these matters, no motion is made at this time.

Respectfully submitted,



Supervisor, Whitewater Township



Ron Popp <supervisorwhitewater@gmail.com>

Grants info

1 message

M Lehnert <lquarters@gmail.com>

Wed, Jul 27, 2022 at 4:16 PM

To: Ron Popp <supervisorwhitewater@gmail.com>

Ron,

I'm sorry I took so long to reply. I am providing info by links because, for one, G T

Regional community foundation highly recommends you call first to discuss your proposal. In my opinion, that should be a board member.

<https://www.gtrcf.org/grants/community-foundation-focus-fund.html>

Above link is max \$2500 grant, application due 9/1/22. 1:1 matching dollars

This webpage link shows some of the projects in region on Northwest Mi community development Coalition website. I'm uncertain where the grants came from.

Note one was renovation of Twp hall.

<https://nwmicommunitydevelopment.org/project-dashboard/>

Reviewing the Rotary charities website, they do have seed money grants.

<https://www.rotarycharities.org/seed-grants>

These are reviewed on a monthly basis. There is a 25% match in cash or in kind up to \$10,000. I have no idea what it costs for a landscape architect or whomever it would be to design "Hi Pray" park. Do you have a bid or concept cost. I could check with Elk Rapids to find the name of firm that designed their playground. Believe their playground equipment cost \$20,000. Review their website and advise me on future pursuits towards this or to end it. Probably would need board approval as there is a 25% match.

Denise

Memo

To: Whitewater Township Board
From: Ron Popp
CC:
Date: 7.25.2022
Re: Park & Recreation Advisory Committee Appointment

Colleagues,

I am recommending:


Amber Voice, 5999 Skegemog Point Road, Williamsburg, Michigan 49690 to a position on the Whitewater Township Parks and Recreation Advisory Committee. The partial 3-year term will end on December 31, 2024.

An appropriate motion might be:

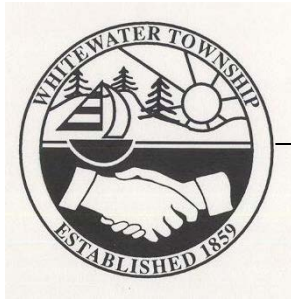
A motion to confirm the recommendation of the supervisor appointing Amber Voice to a partial 3-year position on the Whitewater Township Parks and Recreation Advisory Committee. The term will end on December 31, 2024

Roll Call Vote Please

Thank you in advance.



Ron Popp
Whitewater Township Supervisor



WHITEWATER TOWNSHIP

5777 Vinton Road • P.O. Box 159 • Williamsburg, MI 49690 (231)
267-5141 • FAX (231) 267-9020

APPLICATION FOR APPOINTMENT

Date of Application: 4/03/2022

Name: Voice Amber C
Last First Middle Initial

Address: 5999 Baggs Road **City:** Williamsburg **Zip:** 49690

Telephone: (Home) 231-642-7639 (Cell) 231-642-7639

E-Mail Address: amber.voice@mclaren.org

What Committees and/or Boards are you interested in?

(Select as many as you like)

Board of Review: _____ Park & Recreation Advisory Committee: X _____

Planning Commission: _____ Zoning Board of Appeals: _____

Are you a Whitewater Township Resident? Yes No

Are you a Land Owner in Whitewater Township? Yes No

Are you a Qualified Elector of the Township? Yes No

As defined by the 1963 Michigan Constitution, as amended by the 26th Amendment of the U.S. Constitution

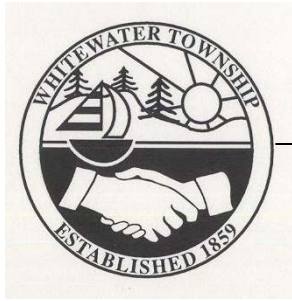
Please describe your interest in the selected committee/board and how you feel your expertise and contribution would benefit the group:

I am intersted in joining this committee to help make needed improvements to recreational areas in whitewater township.

I have lived in whitewater township since I was twelve years old and now I am raising my children in the area

because I love it so much. I am on the Elk Rapids Youth Baseball Board, volunteer in the Elk Rapids Youth Soccer
program when needed, and help with school needs. My family and I enjoy hiking in the area, snowmobiling, atv riding, boating,
etc. Having young children helps to know what kids are doing in the schools and what parents want to be able to do
with their families as well. This insight will help the board with school age children and their families wants in the area.

I believe living in the area most of my life, seeing how it has grown, and knowing many of the locals can bring another outlook
into the committee.



WHITEWATER TOWNSHIP

5777 Vinton Road • P.O. Box 159 • Williamsburg, MI 49690 (231)
267-5141 • FAX (231) 267-9020

Please provide any other information you wish to share.

I hope to join this committee to bring a positive impact on the parks and recreation area, by bringing a positive attitude on what our community has to offer and things we can do to help make it a more desired area.

Complete, sign, and return this application to:

Whitewater Township Supervisor
P.O. Box 159, 5777 Vinton Road,
Williamsburg MI 49690,
Fax 231-267-9020
Email: supervisor@whitewatertownship.org

Amber Voice

Applicant Signature

4/03/2022

Date

Memo

To: Whitewater Township Board
From: Ron Popp, Supervisor
CC: None
Date: 7-26-2022
Re: Planning Commission Ordinance Adoption Process

Board Members -


This business item is a rework of something we looked at in 2020 and is being proposed as an update or refinement of the process the PC wanted to adopt a couple of years ago.

As of recent the Township Board appears to be dealing with a number of policy and procedure house cleaning items similar to this one. I got the feeling during the July 2022 Township Board meeting when Kim made the request to review this document, that the "2020 Adoption Process" had been forgotten about. The important take away is it was never included in a convenient or easy to reference way such as a policy manual, handbook or bylaw. Given the word process is in the name of the document provides solid clues to its importance to the group. The decision as to where and how documents of this prominence get filed and tracked for future reference can be a discussion point for the Planning Commission. The Board could also think about developing a planning commission section within our Policy and Procedure Manual.

Currently, the task Chairwoman Kim Mangus is asking of the Board is to review and recommend any changes to the new proposed zoning ordinance amendment process and act upon it in a similar way as the Board did in 2020. A copy of the 2020 business item is included for reference.

A motion may look like: Motion to adopt Whitewater Township Process for ZO Amendment, dated ????? as amended.

Respectfully submitted



Supervisor, Whitewater Township

Memo

To: Whitewater Township Board of Review
From: Ron Popp, Supervisor
CC: None
Date: 8.31.2020
Re: Planning Commission Amendment Adoption Process -

Board Members,

Last Month Planning Commission Chairwoman Kim Mangus provided a letter from the Planning Commission recommending modification to the process they use when adopting a New Zoning Ordinance or amendment to an existing one. The letter cites “Guide to Township Planning and Zoning, Appendix lxiv” which according to Bob Hall, is a copyrighted MTA publication and the “Michigan Zoning Enabling Act P.A. 110” as a baseline for her process list.

To aid with any questions, Bob Hall recommended checklist number 4 from Michigan State University along with the Act found [here](#) be used to help answer any questions the Board may have.

A motion for consideration may look like: Motion to adopt Planning Commission’s Zoning Ordinance Amendment Process as noted in letter to the Whitewater Township Board dated July 1, 2020.

Respectfully submitted,



Ron Popp

Supervisor, Whitewater Township
Board of Review Secretary

From: Whitewater Township Planning Commission

To: Whitewater Township Board of Trustees

July 1, 2020

Dear Supervisor Popp and the Township Board,

Over the last few years the Township Board and Planning Commission have worked to develop a system of ordinance review and approval that takes into account a variety of factors, specifically, the board expressed a desire to be better informed about the topics under review by the PC and a preference for having all amendment reviewed by the township attorney. To this end, the Township Board requested that all proposed amendments come before them for review and referral to the attorney as an addition to the steps set forth by the State of Michigan.

It has recently been brought to our attention that the process in use currently is somewhat questionable. It put issues before the TB prior to completion of a Public Hearing which could be construed as circumventing the public's right to be heard on the matter. It also crosses the distinct line between the legislative and executive branches of our township government. This process has been in place for about two years; it is cumbersome and inefficient.

This letter is to inform the board that the Planning Commission would like to return to the State recommended system of review (as outlined below). Over the last few years, steps have been put in place to improve communication with the board and the board has adopted policies that would allow the PC to send ordinance amendments to the attorney for review and subsequent alteration by the PC through the Board liaison or ZA prior to Public Hearing. We feel that returning to Recommended Guidelines will save the township time, effort, and put our work and decisions on a better legal footing.

Thank You,

The Members of the Whitewater Township Planning Commission

Amendment Adoption Process:

Identify need for change – internally PC, Township Board, Article 19 request, public input or petition.

Review of Ordinance – Develop Text Amendment

Finalize Text – Present to ZA or Board liaison for attorney review

Review Attorney findings and adjust text as appropriate (additional step beyond requirements)

Schedule, publish, and hold Public Hearing, evaluate input, adjust as appropriate

Send to TB for review and adoption (or rejection)

Publish Change, change online, and issue amended pages for all ordinance copies.

Guide to Township Planning and Zoning, Appendix Ixiv and Michigan Zoning Enabling Act P.A. 110



Michigan State University Extension
Land Use Series

Check List # 4: For Adoption of a Zoning Ordinance Amendment (including some PUDs) in Michigan

Original version: (July 21, 2015)

Last revised: (July 21, 2015)

This is a step-by-step procedure for planning, land use and zoning. This particular checklist (#4) is for adoption of a zoning ordinance amendment in Michigan. Some planned unit developments (PUD) are also handled as zoning amendments. This checklist is for PUD zoning amendments also. This checklist is designed to provide a list of steps – in order – which leads to a well-planned and zoned community. This outline is based on Public Act 110 of 2006, as amended, (being the Michigan Zoning Enabling Act, M.C.L. 125.3101 *et. seq.*), and recommendations of Kurt H. Schindler, MSU Extension land use team member. This version of the checklists includes to the Michigan Zoning Enabling Act through February 12, 2008 (P.A. 12 of 2008).

There are also separate procedural checklists for performing other zoning and planning functions. They are listed in Appendix B.

The Michigan Zoning Enabling Act is a new statute that changes how various zoning procedures are done. The entire purpose of this act was to create a single set of procedures to follow regardless if zoning is being done in a city, village, township, or county. After July 1, 2006 (the effective date of the act) only the procedures in the Michigan Zoning Enabling Act should be used (and the following statutes must not be used any more). Even if local zoning has a different procedure, the procedures in the Michigan Zoning Enabling Act have to be used starting July 1, 2006.

Contents

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*“Thirty seven million acres is
all the Michigan we will ever have”*
William G. Milliken

This is a fact sheet developed by experts on the topic(s) covered within MSU Extension. Its intent and use is to assist Michigan communities making public policy decisions on these issues. This work refers to university-based peer reviewed research, when available and conclusive, and based on the parameters of the law as it relates to the topic(s) in Michigan. This document is written for use in Michigan and is based only on Michigan law and statute. One should not assume the concepts and rules for zoning or other regulation by Michigan municipalities and counties apply in other states. In most cases they do not. This is not original research or a study proposing new findings or conclusions.

Within a year (July 1, 2007) local zoning has to be amended to reflect the procedures in the Michigan Zoning Enabling Act. This act replaces the following statutes. Only for matters that took place before July 1, 2006 should the old statutes be referenced:

1. P.A. 183 of 1943, as amended, (being the County Zoning Act, M.C.L. 125.201 *et seq.*) See *Land Use Series* “Checklist # C2; For Adoption of a County Zoning Ordinance in Michigan”.
2. P.A. 184 of 1943, as amended, (being the Township Zoning Act, M.C.L. 125.271 *et seq.*) See *Land Use Series* “Checklist # T2; For Adoption of a Township Zoning Ordinance in Michigan”.
3. P.A. 207 of 1921, as amended, (being the City and Village Zoning Act, M.C.L. 125.581 *et seq.*) See *Land Use Series* “Checklist # M2; For Adoption of a City and Village Zoning Ordinance in Michigan”

For any step of this process, the Michigan State University Extension members of the MSU Land Use Team can assist with sample materials; coordinating efforts between the township, county, and the state; and providing guidelines.

This outline is not designed as a substitute for reading and understanding the Michigan Zoning Enabling Act. This outline is not a substitute for legal advice. There is no substitute for hiring an attorney. **Do not** attempt to adopt or amend an ordinance without an attorney.

It is **important** to document each step of the process in planning and zoning a community. Keep detailed minutes, affidavits of publication and mailing, open meeting notices, letters of transmittal, and communications all on file, so years from now they are still available.

This checklist is divided into three columns. The first column has a place to check when the task is done, and a place to check when the documentation has been placed in a permanent file. The second column is the step, or task, to complete in order to adopt a proper plan/zoning ordinance, or amendment to either. The third column is what should be included in a permanent file to document the work that has been done. Sometimes the middle column is further divided into two columns. The heading will indicate which one should be followed in your community’s case. It is always a matter of doing one or the other, never both.

This check list is intended to be linear, with each step being done in order, and most requiring the previous step to be done before starting the next.

Checklist #4;

This is the step-by-step process for adoption of a Zoning Ordinance Amendment (including PUD) in Michigan.

Check when task is done	Step, or Task	Copy in the permanent file
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	Step 1. The proposal to amend the zoning ordinance (text, or map) is initiated. Such action can be taken by: The planning commission, The legislative body, Any person with interest in property in the zoning jurisdiction.	Copy of the request for the zoning amendment.
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	Step 2. The planning commission should cause preparation of a draft of (1) the text of a zoning amendment and (2) prepare an amendment to the zoning map including revised boundaries to zoning districts (rezoning), if applicable. In doing so the planning commission may use information, experts and assistance as is available.	Copies of the proposed zoning amendment.
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	Step 3. The planning commission should review existing procedure, policy for the administration and enforcement of the zoning ordinance to determine if the proposed amendments require any modification to those procedures and policies These should be contained in a zoning administrator's manual including: <ul style="list-style-type: none"> ▪ sample zoning permit applications; ▪ special use permit applications; ▪ occupancy permits; ▪ form letters for handling violations and other situations; ▪ policy for handling violation/enforcement problems and at what point an attorney becomes involved and prosecution is started; ▪ where records are kept; ▪ expectations for patrol and inspections in the township; and ▪ permit fees, appeals fees, special meeting fees. Also, the planning commission should review its bylaws (or rules of procedure) for the same purpose.	Copy of office manual, application forms, etc.
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	Step 4. (Optional) Submit the proposed ordinance for an informal review to a third party, such as a County Planning Office (if they provide such service), MSU Extension Land Use Area of Expertise team member (if they provide such service), or a professional planner; and review by an attorney is strongly recommended.	Copy of the review (letters, minutes, other) by county planning, MSUE, or professional planner; and attorney.

Michigan State University Extension Land Use Series

Check when task is done	Step, or Task	Copy in the permanent file
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file (notices, etc.) <input type="checkbox"/> In the file (minutes)	<p>Step 5. The planning commission shall hold at least one public hearing on the zoning ordinance (§306(1), M.C.L. 125.3306(1)). Notices for the public hearing are required. The notice shall include the following information:</p> <ul style="list-style-type: none"> Describe the nature of the request, e.g., that this is a hearing on a proposed new zoning ordinance (§103(4)(a), M.C.L. 125.3103(4)(a)). Indicate the property(ies) which is(are) subject of the proposed new zoning ordinance (§103(4)(b), M.C.L. 125.3103(4)(b)). If the zoning amendment involves less than 11 adjacent properties (§202(3), M.C.L. 125.3202(3)), then a listing of all existing street addresses within the property(ies) which is(are) subject of the zoning amendment. (Street addresses do not need to be created and listed if no such addresses currently exist. If there are no street addresses another means of identification may be used (§103(4)(b), M.C.L. 125.3103(4)(b)). A statement of when and where the issue will be considered (§103(4)(c), M.C.L. 125.3103(4)(c)). An indication of when and where written comments will be received concerning the issue (§103(4)(d), M.C.L. 125.3103(4)(d)). <p>The notices shall be given not less than 15 days before the date of consideration for approval (§103(3), M.C.L. 125.3103(3)). Notices shall be:</p> <ul style="list-style-type: none"> Published in a newspaper of general circulation in the local unit of government (§103(1), M.C.L. 125.3103(1)). (Note: "General circulation" means a newspaper which has a paid subscription, and does not mean a free-distribution advertiser or similar type publication.) If the zoning amendment involves less than 11 adjacent properties (§202(3), M.C.L. 125.3202(3)) then the notice by mail or personal delivery to owners of property(ies) for the land which is the subject of the notice/hearing/amendment (§103(2), M.C.L. 125.3103(2) and §202(3), M.C.L. 125.3202(3)). RECOMMENDATION: Even if there are 11 or more parcels involved send notice to the owners and occupants of those parcels; but at a very minimum send the notice to the person/parcel owner initiating the request for the amendment. If the zoning amendment involves less than 11 adjacent properties (§202(3), M.C.L. 125.3202(3)), then send the notice by mail or personal delivery to all persons to whom real property is assessed within 300 feet of the property(ies) which is the subject of the notice/hearing/amendment regardless of whether the owner and property are located in the zoning jurisdiction or not. (§103(2), M.C.L. 125.3103(2)) If the zoning amendment involves less than 11 adjacent properties (§202(3), M.C.L. 125.3202(3)), then send the notice by mail or personal delivery to one person occupying each structure, unit or spatial area within 300 feet of the property(ies) which is the subject of the notice/hearing/amendment regardless of whether the structure and occupant are located in the zoning jurisdiction or not. If a structure contains more than four dwelling units, notice shall only be sent to the manager to be posted near the main entrance. (§103(2), M.C.L. 125.3103(2)) Send the notice by mail to each electric, gas, and pipeline public utility company, each telecommunication service provider, each railroad operating within the district or zone affected. (§306(2), M.C.L. 125.3306(2)) <p>See also §202(2) and 202(3), M.C.L. 125.3202(2) and 125.3202(3).</p>	<p>Copy of notices of hearing,</p> <p>affidavit notices were delivered,</p> <p>affidavit of publication,</p> <p>list of who notices were sent to.</p> <p>Minutes of public hearing</p>

Michigan State University Extension Land Use Series

Check when task is done	Step, or Task	Copy in the permanent file
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	<p>Step 6. After the hearing, the planning commission should consider adoption of the zoning amendment. Action may be to recommend to the legislative body adoption, or not. Regardless of the recommendation, the process does not end until all steps in this checklist are completed.</p> <p>The determination as to if the zoning amendment should be recommended for adoption, or not, is based mainly on if the amendment complies with, or furthers, the plan upon which the zoning ordinance is based. There are additional factors which should also be considered, found in part II “Adoption/Amendment/Rezoning” of <i>Michigan Zoning Guidebook: for Citizens and Local Officials</i>.</p>	Minutes of the commission meeting which contains this motion.
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	<p>Step 7. For cities, villages, and counties. Go to step 8.</p> <p>Step 7. For Townships</p> <p>After the hearing, the planning commission shall submit the proposed zoning amendment, with its tentative recommendation, to the County Planning Commission (§307, M.C.L. 125.3307). (One should check with the County Planning Department to find out the deadline prior to the County Planning Commission meeting for submittal.) The planning commission has 30 days for this review. The review is waived if not received by the township within the 30 days.</p> <p>It is recommended the following be provided with the submittal to the county: A letter from the township's lawyer stating:</p> <ul style="list-style-type: none"> ▪ He or she reviewed the proposed ordinance. ▪ It is written properly. ▪ It has been adopted properly to date. ▪ In his or her opinion he or she can uphold its provisions in court. 	<p>For townships:</p> <p>Letter of transmittal to the County Planning Commission</p> <p>Copy of attorney's letter to County Planning Commission.</p>
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	<p>Step 8. The planning commission should adopt a resolution recommending to the legislative body to adopt the zoning amendment, or to not adopt the zoning amendment, and file with the legislative body (§305, M.C.L. 125.3305):</p> <ul style="list-style-type: none"> ▪ The text of a zoning amendment, with the necessary maps and zoning regulations to be adopted. ▪ The manner of administering and enforcing the proposed zoning ordinance or a statement that this does not change. ▪ A written summary of each comment made at the public hearing(s). (§308(1), M.C.L. 125.3308(1)) ▪ If a township, a copy of County Planning Commission's recommendations on the proposed zoning. 	<p>Copy of zoning ordinance, zoning map, zoning manual and forms.</p> <p>Copy of County Planning Commission recommendation on zoning ordinance.</p>
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	<p>Step 9. The legislative body shall review the proposed zoning amendment.</p>	Minutes of the legislative body meeting.

Michigan State University Extension Land Use Series

<div style="display: flex; flex-direction: column; gap: 10px;"> <div><input type="checkbox"/> Task is done</div> <div><input type="checkbox"/> In the file (notices, etc.)</div> <div><input type="checkbox"/> In the file (minutes)</div> </div>	<p>Step 10. (Optional, which may or may not happen) The legislative body may hold an additional hearing on the proposed ordinance/amendment if it considers it necessary (or as may be required by city or village charter) (§401(1), M.C.L. 125.3401(1)). Notices for the public hearing are required (§401(2), M.C.L. 125.3401(2)). The notice shall include the following information:</p> <ul style="list-style-type: none"> ▪ Describe the nature of the request (§103(4)(a), M.C.L. 125.3103(4)(a)). ▪ Indicate the property(ies) which is(are) subject of the hearing (§103(4)(b), M.C.L. 125.3103(4)(b)). ▪ A statement of when and where the issue will be considered (§103(4)(c), M.C.L. 125.3103(4)(c)). ▪ An indication of when and where written comments will be received concerning the issue (§103(4)(d), M.C.L. 125.3103(4)(d)). ▪ If the zoning amendment involves less than 11 adjacent properties (§202(3), M.C.L. 125.3202(3)), then a listing of all existing street addresses within the property(ies) which is(are) subject of the hearing. (Street addresses do not need to be created and listed if no such addresses currently exist. If there are no street addresses another means of identification may be used (§103(3)(b), M.C.L. 125.3103(3)(b)). <p>If a hearing is held the notices shall be given not less than 15 days before the date of consideration for approval (§103(3), M.C.L. 125.3103(3)). Notices shall be:</p> <ul style="list-style-type: none"> ▪ Published in a newspaper of general circulation in the local unit of government (§103(1), M.C.L. 125.3103(1)). (Note: “General circulation” means a newspaper which has a paid subscription, and does not mean a free-distribution advertiser or similar type publication.) ▪ If the zoning amendment involves less than 11 adjacent properties (§202(3), M.C.L. 125.3202(3)), then send the notice by mail or personal delivery to owners of property(ies) for the land which is the subject of the notice/hearing/amendment (§103(2), M.C.L. 125.3103(2)). ▪ If the zoning amendment involves less than 11 adjacent properties (§202(3), M.C.L. 125.3202(3)), then send the notice by mail or personal delivery to all persons to whom real property is assessed within 300 feet of the property(ies) which is the subject of the notice/hearing/amendment regardless of whether the owner and property is located in the zoning jurisdiction or not. (§103(2), M.C.L. 125.3103(2)) ▪ If the zoning amendment involves less than 11 adjacent properties (§202(3), M.C.L. 125.3202(3)), then send the notice by mail or personal delivery to one person occupying each structure, unit or spatial area within 300 feet of the property(ies) which is the subject of the notice/hearing/amendment regardless of whether the structure and occupant are located in the zoning jurisdiction or not. If a structure contains more than four dwelling units, notice shall only be sent to the manager to be posted near the main entrance. (§103(2), M.C.L. 125.3103(2)) ▪ Send the notice by mail to each electric, gas, and pipeline public utility company, each telecommunication service provider, each railroad operating within the district or zone affected. (§306(2), M.C.L. 125.3306(2)) <p>See also §202(2) and 202(3), M.C.L. 125.3202(2) and 125.3202(3).</p> <p>The legislative body shall hold a hearing on a zoning ordinance if a interested property owner requests a hearing by certified mail, addressed to the clerk of the legislative body. A hearing under this subsection is not subject to the above requirements. The notice for this requested hearing shall include the following information:</p> <ul style="list-style-type: none"> ▪ Description the nature of the request. ▪ Indicate the property(ies) which is(are) subject of the request. ▪ A statement of when and where the request will be considered. ▪ An indication of when and where written comments will be received concerning the request <p>If a requested hearing is held, the notices shall be given not less than 15 days before the date of the requested hearing (§401(4)), M.C.L. 125.3401(4)). Notices shall be:</p> <ul style="list-style-type: none"> ▪ Sent to the interested property owner. 	<p>Copy of notices of hearing,</p> <p>affidavit notices were delivered,</p> <p>affidavit of publication,</p> <p>list of who notices were sent to,</p> <p>Copy of landowner’s request,</p> <p>Minutes of public hearing.</p>
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Michigan State University Extension Land Use Series

Check when task is done	Step, or Task	Copy in the permanent file
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	Step 11. If the legislative body considers changes, additions or amendments to the proposed zoning amendment; the changes, etc., may be referred back to the planning commission for consideration and comment within the legislative body's specified period of time. (§401(3), M.C.L. 125.3401(3))	Copy of legislative body's request.
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	Step 11a. For Townships and counties. Go to step 12. Step 11a. (Which may, or may not happen). For cities and villages. Protest petition (abutter's challenge) concerning the proposed zoning amendment may be filed with the city or village. The protest petition shall be signed by one or more of the following: <ul style="list-style-type: none"> ▪ Be signed by owners of at least 20% of the area of land included in the proposed zoning amendment. ▪ Be signed by owners of at least 20% of the area of land included within an area extending outward 100 feet from any point on the boundary of the land included in the proposed change (not including publicly owned land). (§202(4), M.C.L. 125.3202(4) and §403, M.C.L. 125.3403).	Copy of the protest petition. Copy of the clerk's finding the petition has enough/not enough signatures.
<input type="checkbox"/> Task is done	Step 11b. For Townships and counties. Go to step 12. Step 11b. (Which may, or may not happen). For cities and villages. If a protest petition is received and found valid, the legislative body shall require $\frac{2}{3}$ vote of the legislative body to adopt the zoning amendment (step 12). Some villages and cities may have a charter requirement, or an ordinance requirement which requires an even larger super-majority (but not more than $\frac{3}{4}$ vote of the legislative body to adopt the zoning amendment (step 12). (§202(4), M.C.L. 125.3202(4) and §403, M.C.L. 125.3403).	
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	Step 12. The legislative body shall vote on the adoption of the proposed zoning amendment, with or without amendments. The vote to adopt is done with a majority vote of the members of the legislative body (unless subject to a protest petition in a village or city, see step 11b) (§401(5), M.C.L. 125.3401(5)).	Copy of minutes (including motion and vote) to adopt the zoning ordinance. Most recent copy of the appeals board appointments.

Michigan State University Extension Land Use Series

Check when task is done	Step, or Task	Copy in the permanent file
	<p>Step 12a. For a city or village. The zoning amendment shall take effect (§401(6), M.C.L. 125.3401(6)):</p> <ul style="list-style-type: none"> seven days after a "notice of adoption" has been published, step 14, or a later date specified by the legislative body. <p>Step 12a. For a township or county. The zoning amendment shall take effect:</p> <ul style="list-style-type: none"> seven days after a "notice of adoption" has been published, step 14, (§401(6), M.C.L. 125.3401(6)), or If a petition was not filed: expiration of the 30 days after a "notice of adoption" was published, step 16. (§402(3)(a), M.C.L. 125.3402(3)(a)), or If a petition was filed: when the legislative body's clerk has determined the petition is inadequate (e.g. not enough qualified signatures, drafted improperly) (§402(3)(b), M.C.L. 125.3402(3)(b)), or If an adequate petition was filed: after the results of an election (step 15c) have been certified to have adopted the zoning ordinance/amendment (§402(3)(c), M.C.L. 125.3402(3)(c)), or a later date specified by the legislative body (§401(6), M.C.L. 125.3401(6)). 	
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	<p>Step 13. A copy of the zoning amendment, amendments, supplements, and maps shall be filed with the local unit of government's clerk (§401(7), M.C.L. 125.3401(7)) and if a township, also the county clerk.</p> <p>A copy of the notice of adoption, step 14, shall be mailed to an airport(s) manager (see §306, M.C.L. 125.3306).</p> <p>If the county planning commission had requested to be provided with a copy of the zoning ordinance, then a copy of the zoning amendment shall also be provided to the county planning commission. The copy may be sent electronically (M.C.L. 125.3869).</p>	<p>Copy of the adopted ordinance</p> <p>Copy of mailing to airport(s) manager.</p> <p>If a township, a copy of filing with the county clerk</p> <p>Copy of mailing to county planning commission.</p>
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	<p>Step 14. One notice of "ordinance adoption", within 15 days of adoption (step 12), shall be published in a local newspaper (§401(7), M.C.L. 125.3401(7)). (Note: "General circulation" means a newspaper which has a paid subscription, and does not mean a free-distribution advertiser or similar type publication.)</p> <p>The notice shall include (§401(9), M.C.L. 125.3401(9)):</p> <ul style="list-style-type: none"> Either: <ul style="list-style-type: none"> a summary of the regulatory effect of the amendment, including the geographic area affected, or the text of the amendment. The effective date of the ordinance or amendment. The place where and the time when a copy of the ordinance or amendment may be purchased or inspected. 	<p>Copy of the "notice of ordinance adoption" and affidavit of publication.</p> <p>Statement of effective date of the ordinance</p>

Michigan State University Extension Land Use Series

Check when task is done	Step, or Task	Copy in the permanent file
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	Step 15. (Optional) A copy of the zoning amendment can be placed on file with the _____. The original ordinance should be updated, by incorporating the amendment into it. A copy of the updated zoning ordinance can be placed on file with _____.	The zoning amendment. The updated ordinance.
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	Step 15a. For villages and cities (with no charter referendum options). Go to step 16. Step 15a. (Which may, or may not happen). For townships and counties. (And a city or village where a charter provides for referendums, but according to the procedure specified in charter, not the procedure found here.) Within seven days after the “notice of adoption” has been published (step 12a) a registered elector in the zoning jurisdiction may file with the clerk of the legislative body a “notice of intent” to file a petition to bring all, or part of, the zoning amendment to a vote. (§402(1), M.C.L. 125.3402(1))	Copy of the “notice of intent.”
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	Step 15b. For villages and cities (with no charter referendum options). Go to step 16. Step 15b. (Which may, or may not happen). For townships and counties. (And a city or village where a charter provides for referendums, but according to the procedure specified in charter, not the procedure found here.) Within 30 days of the ordinance adoption (step 12a) that elector can file the petition with the clerk of the legislative body to have the zoning amendment adoption (or a specified portion of the zoning amendment) placed on the ballot. The petition needs to be signed by 15 percent of the qualified and registered voters in the zoning jurisdiction of the total vote cast for all candidates for governor at the last preceding general election. (§402(2), M.C.L. 125.3402(2))	Copy of petition, or documentation by the clerk saying the petition was not received within the 30 day period.
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	Step 15c. For villages and cities (with no charter referendum options). Go to step 16. Step 15c. (Which may, or may not happen). For townships and counties. (And a city or village where a charter provides for referendums, but according to the procedure specified in charter, not the procedure found here.) The clerk of the legislative body reviews the petition and determines that the petition is inadequate or is adequate (e.g. is/isn’t enough qualified signatures, drafted properly/improperly). If the petition is adequate, the legislative body sets the date for that election. (§402(3), M.C.L. 125.3402(3))	A copy of clerk’s determination on the petition. Copy of election results.

Check when task is done	Step, or Task	Copy in the permanent file
<input type="checkbox"/> Task is done <input type="checkbox"/> In the file	<p>Step 16. Once the ordinance has taken effect, the legislative body should act to do the following things:</p> <ul style="list-style-type: none"> Modify the policy or procedure for administration and enforcement of the ordinance, if required for the amendment (step 8). <p>(The zoning administrator should update the inventory of existing buildings which are now nonconforming uses as a result of the zoning amendment (easiest way is through use of tax roll, or tax map air photos, to establish uses at the start of a new ordinance or amendment).</p>	<p>Copy of the minutes for the meeting where action was taken.</p> <p>Copy of the updated policy or procedure.</p>

Court Orders

A zoning amendment for the purpose of conforming to a court order may be adopted by the legislative body and the notice of the adopted amendment published without referring the amendment to any other board or agency.

Authors

This publication was developed in collaboration by:

- Kurt H. Schindler, AICP, Distinguished Senior Educator Emeritus, Government and Public Policy, Michigan State University

Reviewed by:

- Mark A. Wyckoff, Director, Planning and Zoning Center at MSU
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<http://msue.anr.msu.edu/experts>.

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Appendix A - Glossary

The following terms are used in this publication, and have the following specific meanings.

§ means the section number of Public Act 110 of 2006, as amended, (being the Michigan Zoning Enabling Act, M.C.L. 125.3101 *et. seq.*),

Chief administrative official means the manager or other highest nonelected administrative official of a city or village.

Chief elected official means the mayor of a city, president of a village, supervisor of a township, or chair of a county board of commissioners.

Ex officio member means a member of a planning commission, with full voting rights unless otherwise specified by city or village charter, by virtue of holding another office.

Legislative Body means the county board of commissioners of a county, the board of trustees of a township, the council of a city or village, or other similar duly elected representative body of a county, township, city, or village.

Local Unit of Government means a county, township, city, or village.

Municipality means a city, village or township.

Plan means any plan adopted under the Michigan Planning Enabling Act or one of the three former planning acts, regardless of what it is titled.

Planning Commission means the local unit of government planning commission created under the Michigan Planning Enabling Act or one of the three former planning acts, regardless of what it is titled. In a few communities it may still be a “zoning board” (townships) or “zoning commission” (city and villages). Has used here, the use of the term “planning commission” includes all of these terms.

Zoning jurisdiction means the area encompassed by one of the following:

- legal boundaries of a city or village for a city or village respectively;
- legal boundaries of a township outside the limits of a city(ies) and village(s) for a township;
- legal boundaries of a county outside the limits of a city(ies) and village(s); or the county including any city(ies) and village(s) which has adopted the county plan (See §209, M.C.L. 125.3209).

Appendix B – Related Publications

There are also separate procedural checklists for performing other planning and zoning functions. They are:

- *Land Use Series*: “Check List #1A; To Create a Planning Commission or Amend an Existing Planning Commission Ordinance.”
- *Land Use Series*: “#1B; Sample Ordinance to create a planning commission”
- *Land Use Series*: “#1C; Summary of changes between new Michigan Planning Enabling Act and the three old planning acts: Municipal Planning Act, County Planning Act, and Township Planning Act.”
- *Land Use Series*: “Checklist #1D; Steps to Transition an Existing Planning Commission to Comply with the Michigan Planning Enabling Act”

Michigan State University Extension Land Use Series

- Land Use Series: “#1E; Sample Bylaws for a planning commission.”
- Land Use Series: “Checklist #1F; What Should be in a Master Plan”
- Land Use Series: “Checklist #1G; For Adoption of a Plan in Michigan”
- Land Use Series: “Checklist #1H; The Five Year Plan Review.”
- Land Use Series: “Checklist #1I; For Adoption of an Amendment to a Plan”
- Land Use Series: “Checklist #1J; Adopting and Updating a Capital Improvement Program”
- Land Use Series: “Checklist #1K; Review of Infrastructure and Public Capital Expenditure”
- Land Use Series: “Checklist #1L; Adoption or Amendment of Subdivision Rules”
- Land Use Series: “#1M; How Governments Make Submissions on a Neighbor’s or County’s Proposed Plan”
- Land Use Series: “#1N; How a Planning Commission Should Respond to Submissions”
- Land Use Series: #1O; Sample joint Planning Commission Ordinance and Agreement”
- Land Use Series, “Checklist #2; for Adoption of a Zoning Ordinance in Michigan.”
- Land Use Series, “Checklist #3; for Adoption of an Interim Zoning Ordinance in Michigan.”
- Land Use Series, “Checklist #4; for Adoption of a Zoning Ordinance Amendment (Including PUD) in Michigan”
- Land Use Series, “Checklist #5: for Processing a Special Use Permit (Including PUD) Application in Michigan.”
- Land Use Series, “Checklist #6: for Processing a Zoning Appeal and Variance in Michigan.”
- Land Use Series, “#7: Sample Zoning Board of Appeals Rules of Procedure”
- Land Use Series, “#8: Sample Planning Commission and Zoning Board of Appeals Code of Conduct”

All of these are available at www.msue.msu.edu/lu/.



Ron Popp <supervisorwhitewater@gmail.com>

Re: Whitewater Township - Process for ZO Amendment

1 message

Kim Mangus <manguspc@yahoo.com>

Fri, Jul 22, 2022 at 2:43 PM

To: Ron Popp <supervisorwhitewater@gmail.com>

Cc: Heidi Vollmuth <heidivourtrustee@gmail.com>

Ron,

This MSU checklist is a good generic reference, but it does not lay out the exact steps that have been implemented in our township. It also applies to diverse types of governance and can thus become confusing. In some places it lays out multiple steps in the same checkbox and does not call out the legally responsible party. The PC checklist states "who" updates the ordinance copy, "who" posts notice, and "who" reviews ordinance at each step. I am trying to implement something that can track and streamline "OUR" process, not just what is required because that is not the process that we have been asked to follow.

I really want to get things moving and missed notices and missing or scrambled files do not serve the PC or public. Please let me know if there is anything that you feel should be added to the PC checklist.

Kim

On Friday, July 22, 2022 at 11:43:11 AM EDT, Ron Popp <supervisorwhitewater@gmail.com> wrote:

Kim -

Here is the information from the September 8, 2020 Whitewater Township Board Meeting regarding the ZO Amendment Process. As stated above the meeting results were likely never recorded in a meaningful way and therefore you felt the need to repeat the process. Because the 2020 action could be read as a directive from the Board we may want to reconsider the process. At the minimum we should incorporate "the process" into by laws or policy which could pertain to the Board and PC alike. For easy file reference your 2022 recommendation is included. One spot, all the information, too easy.

Let me know your thoughts, I will make a follow up note for a TB agenda item in September 2022.

Have a great weekend.

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com

----- Forwarded message -----

From: **Ron Popp** <supervisorwhitewater@gmail.com>

Date: Thu, Jul 14, 2022 at 9:53 AM

Subject: Re: Whitewater Township - Process for ZO Amendment

To: Kim Mangus <manguspc@yahoo.com>

Thank you Kim -

During the Township Board meeting Clerk Goss reminded us about a prior effort and acceptance of the MSU checklist at our September 8, 2020 TB Meeting. I trust because the results of that meeting were never recorded as policy and never provided to Board Members or Planning Commission Members the effort was waste. I will try to access the material and minutes but that will require assistance from the Clerk's Office. I expect we can anticipate a response from her next year.....

Ron Popp
Whitewater Township Supervisor
231.267.5141 Ext. 23
supervisorwhitewater@gmail.com

On Tue, Jul 12, 2022 at 2:36 PM Kim Mangus <manguspc@yahoo.com> wrote:

To the Township Board,

Per the PC report during your meeting. Here is the link to the ZO Amendment worksheet. It has been reviewed and adjusted to accommodate Bob's input specifically regarding legality and best practices. If anyone has any questions, please give me a call.

[pc_agenda_packet_regular_7.6..22.pdf \(whitewatertownship.org\)](#)

Whitewater Township - Process for ZO Amendment
Packet Pages 80-82

Kim Mangus

4 attachments



20200908_township_board_minutes.pdf
73K



Board Action on Zoning Ordinance Amendment Process 2020.09.08.pdf
819K



Gmail - Re_ Whitewater Township - Process for ZO Amendment.pdf
69K



ZO Amendment Process From the PC 7.6.2022.pdf
76K

Whitewater Township - Process for ZO Amendment

Draft

Identify and prioritize needed amendment. Identify items that require revision. Items may be proposed by any member of the PC, ZA, ZBA, Planning Consultant, or Township Board. Amendment proposed by: _____ Date: _____
Draft shall be prepared for PC review by PC Chair, ZA, township attorney, or Planning Consultant.

PC Review

PC review of draft. Revision to the draft may be made by consensus or with a voice vote at the discretion of the chair. Input from ZA, consultants, and the general public should be provide and considered throughout the process.

Dates of review: _____ - _____ - _____ - _____

Completed Draft

Revised document shall be reviewed by the PC. Date: _____

When initial draft shall be sent to the township attorney for initial review and formatting.

Date sent: _____ Return date requested: _____ Date Returned: _____

Note: This is not a legal requirement but rather the preference of the WWTS Board.

Final PC Review

PC shall review input from legal counsel and make determinations necessary to complete final draft of amendment. PC shall determine if second legal review is warranted based upon changes made to the document. Amendment shall be returned to attorney or scheduled for PH. Amendment text and related documents shall be prepared in a Word format for distribution and Public Hearing.

Adoption Process and checklist

Date	Completed by	Completed Task
Public Hearing Preparation		
		Final draft of the proposed ordinance amendment should be reviewed by the attorney, compiled in Word format, and ready for publication prior to Public Hearing. In the event that attorney review is not appropriate, reason should be documents by the PC at the time that the PH is scheduled. (Examples: minor correction or change, readoption or movement of existing text)
		Within one week of PC meeting, the chair shall send notice to township supervisor, clerk, and ZA that Public Hearing has been scheduled.

		ZA or his designee shall prepare Public Hearing notice for publication in the “paper of general circulation”, The Record Eagle.
		Clerk shall arrange for notice to be published no later than 15 days prior to the Public Hearing (MCL 125.3203) with preference given to weekend dates when possible.
NA	NA	Notice shall be mailed to each utility requesting amendment notification. (MCL 125.3306) (There are none on file, as of June 2022)
		PC Chair or ZA shall present to the township clerk a Word copy of the proposed ZO amendment no later than 17 days prior to the Public Hearing date.
		Amendment documents shall be published on the Township Website by the Clerk or designee by the date notice is published. A copy shall also be available for review in person during office hours at townhall.
PC Review		
		Public Hearing shall be held as part of a regular or special meeting held in compliance with the OMA. Discussion shall be held as part of Old Business as part of the same meeting or the next.
		Date of Public Hearing: _____ PC recommendation: _____ Vote: _____ Date of vote: _____
		Following the hearing, PC shall either forward to the TB with recommendation to adopt or reject the proposed amendment or they shall immediately begin revisions based on public input and PC deliberations. When forwarded, the PC shall submit a summary of comments received at public hearing and proposed zoning text to the Township Board. (MCL 125.3308)
NA	NA	Following hearing PC must inform County zoning unless waved. (MCL 125.3307) Grand Traverse County has waved this provision.
Township Board Review		
		Prior to Township Board deliberation, any member of the public can request by certified mail in writing that the board hold an additional Public Hearing. (MCL 125.3401) This may also be held at the board's discretion. Township Board Public Hearing shall be noticed in accordance with MCL 125.3103 (3-4).
		Township Board shall consider proposed ZO amendment at their next opportunity. They may either approve, approve with minor adjustment, reject amendment, or request that PC reevaluate proposal. Majority vote is required to adopt. (MCL 125.3401) Date of Township deliberation: _____

		Results of deliberation: _____
		<p>Approved Amendments shall be published in the Record Eagle and on the Township Website within 15 days of adoption. (MCL125.3401(7))</p> <p>Notice of new ordinance must include the ordinance in its entirety or a legally proper summary. (MCLs 41.184 and 125.3401 (9)) A summary of the amendments regulatory effect and geographic area may also be acceptable (MCL 125.3401 (9)(a-b))</p>
		Adopted zoning ordinance or amendments take effect eight days after publication, unless notice of intent to file a petition of referendum is filed. (MCL 125.3402)
		<p>Adopted zoning ordinance or amendment must be recorded by township clerk in township ordinance book within one week after publication (MCL 41.185)</p> <p>Clerk or designee shall also update the township website copy of the ordinance within one week. Updated copies shall be provided to all Commissioners at the next PC meeting.</p>

Right to Referendum

Any member of the public can file a notice of referendum prior to the effective date of an Ordinance Amendment. This notice informs the township of the filer's intent to prepare a suitable petition and gather signatures to have the question presented to the voters regarding the proposed amendment. Any amendment shall be suspended until referendum is dropped, disqualified, or a vote of the electorate takes place.

Notes:

- This document prepared in consultation with "The Township Guide to Planning and Zoning", Published by the Michigan Township Association, Revised - January 2012.
- Every attempt was made to include all statutory requirements however many of the steps above represent Whitewater Township policies that go above and beyond the requirements of law.
- Worksheet compiled by Mangus, 6.11.22

Memo

To: Whitewater Township Board
From: Ron Popp, Supervisor
CC: None
Date: 7-26-2022
Re: Roadside Parking Ordinance – Baggs Road

Board Members -

Parking on the shoulders of Baggs Road near the boat launch has generated a few complaints in the last couple of years. Last month we learned through public comment at certain times parking takes place along both shoulders of the road constricting the remaining travel way enough to possibly stop emergency vehicle travel.

In follow up, the Grand Traverse County Sheriff's Department and Local DNR Field Office were contacted seeking input. Thank you to Captain Chris Clark for recommending the Prosecuting Attorney's Office should be consulted for further advice. Assistant Prosecuting Attorney Christopher Tholen was assigned the task and his response is copied below.

From Mr. Tholen's response it appears the Township has the authority to regulate things like parking even if it is along the roadway where a county road easement already exists. Wayne Schoonover, County Highway Engineer, Grand Traverse County Road Commission, suggests the installed no parking signs must reference the township name and ordinance number to be valid.

A parking ordinance seems like it should be simple, however I have come to expect the opposite. For example, what side of the street can someone park on, east or west, north or south? Will the ordinance affect all public streets? Does the public have input as to what side? Hours of parking? Garbage day? Who determines clear spaces to private driveways? The list goes on.

Motion: Authorize Chris Patterson of Fahey Schultz to provide a draft parking ordinance for Whitewater Township Board to review.

Respectfully submitted



Supervisor, Whitewater Township



Ron Popp <supervisorwhitewater@gmail.com>

(no subject)

1 message

Kit Tholen <ktholen@gtcountymi.gov>

Fri, Jul 22, 2022 at 12:22 PM

To: "supervisorwhitewater@gmail.com" <supervisorwhitewater@gmail.com>

Cc: Noelle Moeggenberg <nmoeggen@gtcountymi.gov>

Hi Ron-

Your email about Baggs Road parking was passed along to me. What I would suggest doing is taking an ordinance to your township board which regulates parking along Baggs Road and provides for enforcement of violations. You would then have the authority to inform the public of the regulations through signage and to enforce any violations through ticketing or towing.

The statute which provides you the authority to enact such an ordinance is below with some highlights on the relevant language.

I hope this answers your question.

Respectfully,

Kit

41.181. Adoption of ordinances by township board; subject matter; enforcement

Except as otherwise provided in this subsection, the township board of a township, at a regular or special meeting by a majority of the members elect of the township board, may adopt ordinances regulating the public health, safety, and general welfare of persons and property, including, but not limited to, ordinances concerning fire protection, licensing or use of bicycles, traffic, parking of vehicles, sidewalk maintenance and repairs, the licensing of business establishments, the licensing and regulating of public amusements, and the regulation or prohibition of public nudity, and may provide sanctions for the violation of the ordinances. The township shall enforce the ordinances and may employ and establish a police department with full power to enforce township ordinances and state laws. If state laws are to be enforced, a township shall have a law enforcement unit or may by resolution appropriate funds and call upon the sheriff of the county in which the township is located, the department of state police, or another law enforcement agency to provide special police protection for the township. The sheriff, department of state police, or other local law enforcement agency shall, if called upon, provide special police protection for the township and enforce local township ordinances to the extent that township funds are appropriated for the enforcement. Special township deputies appointed by the sheriff shall be under the jurisdiction of and solely responsible to the sheriff. Ordinances regulating traffic and parking of vehicles and bicycles must not contravene the Michigan vehicle code, 1949 PA 300, MCL 257.1 to 257.923.

Christopher D. Tholen
Assistant Prosecuting Attorney
Deputy Civil Counsel
Grand Traverse County
(231) 922-4600

Memo

To: Whitewater Township Board
From: Ron Popp, Supervisor
CC: None
Date: 7-27-2022
Re: Website Access

Board Members -

In working through the YouTube channel process with Jim Sundberg of Brickhouse Interactive I communicated the fact the Clerk had resigned her duties of creating and posting the board packet to the website and that I would be taking over those duties at least temporarily. Mr. Sundberg provided a link where I could enter login credentials for “administrative level” access to the website just as others have who work for the Township. Jim was very helpful and the process worked perfectly. Then a few minutes later I get an email from the Clerk which seems to indicate I don’t have that kind of clearance and need special permission to be granted the same access level as everyone else. Mr. Sundberg has revoked the “administrator level” access and limited my interaction to the supervisor and board packet pages only.

The Clerk’s allegations are very interesting because on April 7, 2022 without prior notice she resigned as the Township FOIA Coordinator and made unauthorized changes to the Supervisor’s webpage, the very action she is opposes in her June 28, 2022 email. It appears rules, common courtesy, and reasonable behavior apply to everyone except the Clerk. I have no interest in access to the clerk’s or the treasurer’s website pages just as they should not have access to the supervisor’s or the assessor’s page. I am opposed to the concept a single elected official has assumed authority to make decision of this kind without board input. Case in point, the Supervisor is the Assessor of the Township and remains responsible for those duties even though Whitewater Township uses a subcontractor for that purpose. More recently, the Board approved posting the job description for the Deputy Park & Recreation Administrator to the website, which could not be completed because permission to access the information page of the website had been revoked. The Board has heard from the public about lack of current information on the website and calendar widgets and have been asked to correct the oversights. To accomplish these goals a team approach is offered for your consideration.

For the above reasons the following motion is submitted. Motion authorizing Brickhouse Interactive to create a website page level permissions protocol protecting each elected official’s page from unauthorized changes while granting access to all other pages of the website. Administration level access shall be reserved to Brickhouse Interactive use only ensuring the Board has ultimate control over the communication method.

Roll Call Vote -

Additionally, I ask the Board for consensus to develop a policy and procedures provision to be included in the Whitewater Township Administrative Policy and Procedures Manual detailing directions contemplated by the above motion. More specifically, to create a written document outlining the process which regulates who has and what type of access to the township's website reserving ultimate decision authority and access permission modification onto the Whitewater Township Board of Trustees.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ron Popp", with a stylized, flowing script.

Ron Popp

Supervisor, Whitewater Township



Ron Popp <supervisorwhitewater@gmail.com>

Fwd: Website login -

1 message

Ron Popp <supervisorwhitewater@gmail.com>
To: heidivourtrustee@gmail.com, Don Glenn <dglenn419@gmail.com>

Wed, Jun 29, 2022 at 11:27 AM

FYI -

The Clerk still wants to send out board packets to her group?

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com

----- Forwarded message -----

From: **Cheryl A. Goss** <clerk@whitewatertownship.org>

Date: Tue, Jun 28, 2022 at 2:36 PM

Subject: RE: Website login -

To: Ron Popp <supervisorwhitewater@gmail.com>

Cc: Ron Popp <supervisor@whitewatertownship.org>

I have asked Jim Sundberg to supply you with a login for the website.

I will continue to send the agenda-packets to my Board Packets Group.

Cheryl A. Goss, MiPMC

Whitewater Township Clerk

5777 Vinton Road, P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

From: Ron Popp <supervisorwhitewater@gmail.com>

Sent: Tuesday, June 28, 2022 11:06 AM

To: clerk@whitewatertownship.org

Subject: Website login -



Ron Popp <supervisorwhitewater@gmail.com>

Access to Website

1 message

Cheryl A. Goss <clerk@whitewatertownship.org>

Tue, Jun 28, 2022 at 3:54 PM

To: Ron Popp <supervisor@whitewatertownship.org>, Ron Popp Gmail <supervisorwhitewater@gmail.com>

Cc: Brick House Interactive <brickhouseinteractive@gmail.com>

Ron –

You apparently asked Jim Sundberg earlier today to give you “admin access” to the website. That allows you to edit any page of the website. However, you do not have permission from anyone else, such as myself, the treasurer, the assessor, etc., to access our pages or other pages that we routinely edit. The only two places you need access to are the supervisor page and the township board agenda-packet page.

Also, keep in mind that when you upload a document, the phrase or wording that you intend to link the document to must be at least two blank lines above or below any other linked document. Otherwise, the new document will upload to the new link you are creating AND will change the document on the line directly above or below it to the same document.

FYI –

Cheryl A. Goss, MiPMC

Whitewater Township Clerk

[5777 Vinton Road](#), P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

clerk@whitewatertownship.org**Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm****I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.**

Cheryl - To upload agendas and packets I will need current login information to the website. This task is new to the Supervisor's Office and due to lack of back end use of the site, any credentials that may have been assigned to the Supervisor's Office in the past are not available to me today.

I will also need your email list of people who want the packet sent directly to them.

Because of the holiday I would like to post the agenda and packet July 1, 2022 before noon.

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com



Ron Popp <supervisorwhitewater@gmail.com>

Re: Clerk's Resignation as FOIA Coordinator

1 message

Ron Popp <supervisorwhitewater@gmail.com>

Thu, Apr 7, 2022 at 4:51 PM

To: "Cheryl A. Goss" <clerk@whitewatertownship.org>

Cc: Robert Hall ZA <zoning@whitewatertownship.org>, "Brandon Flynn, Fire Chief" <firechief@whitewatertownship.org>, Lois MacLean <loismaclean@sbcglobal.net>, Terese Hooper <depclerk@whitewatertownship.org>, Ardella Benak <treasurer@whitewatertownship.org>, Heidi Vollmuth <trustee01@whitewatertownship.org>, Heidi Vollmuth Gmail <heidivyourtrustee@gmail.com>, Ron Popp <supervisor@whitewatertownship.org>, Township Trustee - Vacant <Trustee02@whitewatertownship.org>, Christopher Patterson <cpatterson@fsbrlaw.com>

Cheryl -

Please provide all of the approved FOIA forms and their electronic versions.

My claim of intentional disregard for the FOIA process by the previous FOIA Coordinator of Whitewater Township will continue to the fullest extent.

Regards

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com

On Thu, Apr 7, 2022 at 9:41 AM Cheryl A. Goss <clerk@whitewatertownship.org> wrote:

Board Members and Others –

This e-mail will serve as my resignation as Whitewater Township FOIA Coordinator, effective the date and time this e-mail is sent, to-wit: April 7, 2022, at 9:41 a.m.

As many of you know, or should know, the duties of FOIA Coordinator are NOT statutory duties of the clerk. I do not remember now whether I was ever formally appointed as the Whitewater Township FOIA Coordinator or I simply inherited these duties from the former clerk upon taking office in November 2012. In any case, I have performed the time-consuming, non-compensated, and thankless duties of FOIA Coordinator now for 9+ years, and I am no longer willing to serve in that role.

For your convenience, I provide the following link to the Freedom of Information Act, <https://www.legislature.mi.gov/documents/mcl/pdf/mcl-act-442-of-1976.pdf>, and call your attention specifically to Section 15.236, which states the following:

15.236 FOIA coordinator.

Sec. 6. (1) A public body that is a city, village, township, county, or state department, or under the control

of a city, village, township, county, or state department, shall designate an individual as the public body's

FOIA coordinator. The FOIA coordinator shall be responsible for accepting and processing requests for the

public body's public records under this act and shall be responsible for approving a denial under section 5(4)

and (5). In a county not having an executive form of government, the chairperson of the county board of

commissioners is designated the FOIA coordinator for that county.

(2) For all other public bodies, the chief administrative officer of the respective public body is designated

the public body's FOIA coordinator.

(3) An FOIA coordinator may designate another individual to act on his or her behalf in accepting and processing requests for the public body's public records, and in approving a denial under section 5(4) and (5).

Lest this communication be misinterpreted, allow me to explicitly state what the practical effect of my resignation is. Upon notification by the new FOIA Coordinator that records are being requested which reside in the clerk's office, my office will produce those records to the FOIA Coordinator within the allowable time frames, who, as indicated above, is responsible for "processing" the requests. I will just not be performing the "processing" duties, i.e., responding to the FOIA requestor, preparing the necessary FOIA forms, estimating total FOIA fees (including estimates of redaction time in the case of documents with information that is non-disclosable under FOIA), billing and collecting FOIA fees, actually providing responsive documents to the FOIA requestor, among others.

Accordingly, until a new FOIA Coordinator can be appointed, the Whitewater Township website has been updated to move the title of FOIA Coordinator, as well as all FOIA forms, to the supervisor's page.

Further, in response to an e-mail yesterday from township attorney Chris Patterson regarding a "FOIA request" from Ron Popp (one of many, I might add), I do not consider internal requests for documents to be FOIA requests and will not treat them as such.

As for legitimate FOIA requests that are currently pending, I will take care of completing those. However, as stated earlier, my resignation is effective with the sending of this e-mail, which is occurring at 9:41 a.m. on April 7, 2022.

Thank you.

Cheryl A. Goss, MiPMC

Whitewater Township Clerk

5777 Vinton Road, P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

I Pledge Allegiance to the Flag of the United States of America, and to the REPUBLIC for which it stands, one Nation, under God, Indivisible, with Liberty and Justice for All.

Memo

To: Whitewater Township Board of Trustees
CC: None
Date: 7-28-2022
Re: Park & Recreation Advisory Committee Reports

Board Members –

The Clerk provides a verbal monthly Park & Recreation Advisory Committee (PRAC) report to the Board and public during our regular board meetings. This report has become so rapid fire in delivery it is difficult to follow and take notes of. In light of this fact, the Board has asked the Clerk to supply her notes used during the board meetings which she reads her PRAC report from. This request has gone unanswered for two months. The following motions would make the Park and Recreation Administrator responsible for a written monthly report instead of the Clerk's verbal report. This request could be accommodated under the current Job Description for the post or at the Board's pleasure added to eliminate any future questions on the matter. For convenience this modification and the July 12, 2022 Board requested modifications to Park & Recreation Administrator Job Description have been incorporated in the following document.

Motion One:

Motion to modify the Whitewater Township Board of Trustee's Regular Meeting Agenda to incorporate a written monthly report from the Park & Recreation Administrator and place such report in the consent calendar under receive and file below the Historical Society Report at Item number 11.

Motion Two:

Motion making the Park & Recreation Administrator responsible to supply a monthly written report of each PRAC meeting and to submit such report to the Board for inclusion in its next Regular Meeting Agenda.

Motion Three:

Motion modifying the Park and Recreation Administrator Job Description Duties Section to include a monthly written report of each Park & Recreation Advisory Meeting for inclusion in its next Regular Meeting Agenda and requested modifications from July 12, 2022 discussion as written.

Respectfully submitted,



Supervisor, Whitewater Township

To: Whitewater Township Board
From: Ron Popp, Township Supervisor
Date: 08.02.2022
Re: Consent Calendar August 9, 2022 Whitewater Township Board Meeting

Receive & File –

1. Supervisor's Report for July 2022
2. Clerk's Report for June 2022 (none this month)
3. Treasurer Report (none this month)
4. Trustee Vollmuth's July 2022 Report
5. Trustee Glenn's July 2022 Report
6. Zoning Administrator's Report for July 2022
7. Mobile Medical Response's June and July 2022 Activity Reports
8. Fire Department July 2022 Report
9. Planning Commission July 2022 Report
10. Historical Society July 2022 Report
11. **Park & Recreation Advisory Committee Report**
12. Minutes for approvals

Correspondence

1. Supervisor Popp – Park & Recreation Interviews
2. Beam – Town Hall Meeting
3. Recycle Smart – Household Hazardous Waste Sign Up
4. Supervisor Popp – Bills for Approval
5. Public Notice – Church Street
6. McElwee - Moratorium
7. Mangus – ZO Records
8. Supervisor Popp – Park & Recreation
9. Slopsma – ZO Amendment Error
10. Mangus – ZO Request to Legal
11. Clerk Goss – Board Packets

Minutes

1. Review/approve Whitewater Township June 14, 2022 Regular Meeting Minutes
2. Review/approve Whitewater Township June 15, 2022 Special Meeting Minutes.

Bills for Approval

1. Alden State Bank Payment voucher #47887 thru 47995

Budget Amendments (none this month)

Revenue & Expenditure Report (none this month)

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Whitewater Township Job Description Parks and Recreation Administrator

General Description

The Whitewater Township parks and recreation program is operated as a service to the township residents as well as the general public. The Parks and Recreation Administrator serves at the pleasure of and under the general authority of the Whitewater Township Board.

Qualifications

1. Ability to communicate effectively with the Township Board, parks and recreation personnel, and Parks & Recreation Advisory Committee.
2. Ability to community effectively with vendors and contractors supplying goods and/or services to township parks.
3. Ability to coordinate the operation and maintenance of township park facilities in a fiscally responsible manner, including parks and recreation personnel.
4. Possess a valid driver's license to meet travel requirements of the job.

Physical Demands

The physical demands of this position are those customarily associated with an office manager.

Work Environment

The employee performing the duties of this job will spend the majority of their working hours in an office setting, with occasional visits to the various township parks.

Wage

Hourly wage shall be set by the Whitewater Township Board.

Hours of Work

The Parks and Recreation Administrator will work as needed **November thru March then fulltime April thru October or as directed by the Board. during the months of January-through-October.(July 12, 2022)**

Duties and Responsibilities Include, But Are Not Limited To:

1. Be familiar with Whitewater Township's parks and recreation facilities, programs and rules.
2. Respond to inquiries concerning township parks and recreation facilities.
3. Research and make recommendations to the Township Board concerning township park and recreation facilities.
4. Respond to inquiries about and book seasonal sites at Whitewater Township Park.
5. Book pavilion, **ballfield, and batting cage** rentals at Whitewater Township Park and Hi Pray Park. **(July 12, 2022)**
6. Recommend dates, rates, and fees to the Township Board for Whitewater Township Park and Hi Pray Park.
7. Provide annual dates/rates/fees information to the campground online reservation system programmer and assist with testing and launch of system.
8. Monitor and troubleshoot campground online reservation system.
9. Review/approve camping refund requests
10. Interview and recommend parks/recreation employees to Township Board.

11. Conduct pre-season parks/recreation employee orientation and training.
12. Schedule completion of tasks listed on the opening and closing checklists for Whitewater Township Park and Hi Pray Park.
13. Develop and/or assist with development of parks/recreation employee work schedules.
14. Oversee parks/recreation employee duties and performance.
15. Implement basic operating procedures per park procedure manual.
16. Monitor (or delegate responsibility to monitor) park cell phone.
17. Resolve camper/boater/pavilion use issues not able to be resolved by park rangers.
18. Schedule minor repairs and maintenance at all township parks, **and report them to the Township Board. (July 12, 2022)**
19. Review parks and recreation operations with **Park & Recreation Advisory Committee, supervisor and/or Township Board. (July 12, 2022)**
20. Maintain a professional demeanor while representing the parks and the township.
21. ~~Record hours worked on time sheet. (July 12, 2022)~~
22. **Create a written monthly report of each Park & Recreation Advisory Committee Meeting and submit such report to the Board for its inclusion on the next regular meeting agenda. (Currently Proposed)**
23. Perform other duties as assigned by the Township Board.

I have read the above job description and fully understand the conditions set forth therein. I will perform these duties to the best of my knowledge and ability.

Date: _____

Signature: _____

Memo

To: Whitewater Township Board
From: Ron Popp, Supervisor
CC: None
Date: 7-28-2022
Re: ARPA Survey Tabulation

Board Members –

I have been asked to place a business item before the Board regarding the tabulation of ARPA Fund Survey results.

In regards to: The board will decide who can tabulate the ARPA survey results by the end of August.

Motion One:

Motion authorizing any member of ARPA Fund Survey writing team to begin tabulation of the returned surveys at any convenient time coinciding with the Treasurer's weekly office hours. No survey forms are to leave the Township Hall. All tabulated survey forms are to be clearly marked as such and by who to minimize errors.

Motion Two:

Any Board Member may execute a recount of the surveys at any time.

Motion Three:

Any ARPA Fund Survey writing team member in collaboration with any Board Member may volunteer to generate a written report of the results for Board final approval.

Once again, thank you to the ARPA Fund Survey writing team!

Respectfully submitted,



Supervisor, Whitewater Township



Ron Popp <supervisorwhitewater@gmail.com>

Another agenda item for board packet

1 message

M Lehnert <lquarters@gmail.com>

Thu, Jul 28, 2022 at 2:34 PM

To: Ron Popp <supervisorwhitewater@gmail.com>

Ron,

Need to have this in the board packet. Apparently because no one decided how to handle the ARPA survey forms when they went out, it is a board decision.

From Lois today by phone:

I have volunteered to tabulate and was told no, it should be a board decision. I asked if I could take the names of any volunteers for grant writing only off the form and was told no. Lois said she doesn't have the authority to make these decisions.

Ardella has not returned my calls or email so I am assuming she will not. I have asked Lois to call Ardella Benak and give her my phone number to return my call around 2:15 PM today.

Formal request for packet:

The board will decide who can tabulate the ARPA survey results by the end of August.

Any forms received in September can be added to the August report. The forms are not to leave the township hall. Two individuals or more will work together or one person can tabulate results and have it later reviewed by a board member for accuracy.

One person must be from the original survey committee reviewing returned forms for checks and balances.

Final report can be written by any designated board member or volunteer.

Sincerely,
Denise Peltonen

Memo

To: Whitewater Township Board
From: Ron Popp, Supervisor
CC: None
Date: 7-29-2022
Re: Repeal Resolution #21-14

Board Members –

Our knowledge about ARPA Funding and rules regarding the expenditure of those funds has changed dramatically since we adopted resolution #21-14 in September of 2021.

As discussed during our February 8, 2022 meeting, we did not know about the interim spending rules and until the release of the final rules in mid-January of 2022 we did not know the extent of the rules we will be audited by. The recommend repeal of Resolution 21-14 is not a recommendation to change the intent of our original decision but, to clearly document any expenditures made in this area.

We have also learned more about the audit procedure its self. The broadband questions raised in February, especially those restrictions about mixing federal dollars and ARPA dollars could be very labor intensive to figure out. Ardella and I likely agree the next round of reporting will be more complicated. The bottom-line, we may need to hire some of this work out.

Lastly, the ARPA Funds survey results will be ready in a couple of months and with that community input we can fulfil some of the process requirements of the final rules.

The following resolution is provided for consideration. Additional documents include February 2022's agenda item and an image of the original September 2021 resolution.

Respectfully submitted,



Supervisor, Whitewater Township

WHITEWATER TOWNSHIP

Resolution to Repeal Resolution #21-14 American Rescue Plan Act Funding for Broadband

Resolution No. 22-16

At a regular meeting of the Township Board of the Whitewater Township, Grand Traverse County, Michigan, ("Township"), held at the Whitewater Township Hall, 5777 Vinton Rd., Williamsburg, Michigan, on the 9th day of August, 2022, at 9:00 a.m.

PRESENT:

NONE:

The following resolution was offered by _____ and supported by _____.

WHEREAS, The Whitewater Township Board of Trustees properly adopted Resolution #21-14 at its regular meeting September 14, 2021 at 9:00 am.

WHEREAS, The Whitewater Township Board of Trustees were unaware of interim rules regarding use of ARPA Funds on Broadband Investment.

WHEREAS, US Department of Treasury has released final rules on the use of ARPA Funds in Mid-January 2022 which regulate ARPA Funds use for Broadband.

WHEREAS, The Whitewater Township Board of Trustees were made aware of specific concerns regarding Resolution #21-14 and compliance with US Treasury Final Rules at their regular meeting February 8, 2022.

WHEREAS, Whitewater Township as created and circulated a public community survey seeking public input regarding proposed uses of ARPA Funds.

Pursuant to the above, Whitewater Township resolves to repeal Resolution #22-14 and work to confirm compliance with US Treasury Final Rules and results of the community public survey.

NOW, THEREFORE, BE IT RESOLVED the Township Board of Trustees for Whitewater Township, Grand Traverse County, Michigan, Repeals Resolution #21-14 Using ARPA Funds in support of Broadband Infrastructure.

This Resolution shall take effect and be in force immediately upon its adoption. All prior resolutions and/or parts of prior resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

ROLL CALL VOTE

Yeas:

Nays:

Absent/Abstain:

RESOLUTION DECLARED (ADOPTED or DENIED), circle one.

Ron Popp, Supervisor
Whitewater Township

STATE OF MICHIGAN

)

) ss COUNTY OF GRAND TRAVERSE

)

I, Cheryl Goss, the duly qualified and acting Clerk for Whitewater Township, Grand Traverse County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Whitewater Township Board at a meeting held on the 9th day of August, 2022, and further certify that the above Resolution was adopted at said meeting.

Cheryl A. Goss, Clerk Whitewater Township

Dated: _____, 2022

Memo

To: Whitewater Township Board

From: Ron Popp, Supervisor

CC: None

Date: 1-25-2022

Re: ARPA Funds and Broadband

Board Members –

U.S. Department of Treasury provided a final ruling on the use of ARPA funding mid January 2022. Since that release, the MTA and others have provided summary documents and webinars on the subject. One such summary on broadband authored by U.S. Treasury created enough wonder to warrant further research. In doing so, I realized the Whitewater Township Board of Trustees may have proceeded hastily in granting some of its ARPA funds to Broadband.


The additional research, revealed an interim rule set that the Township should have been following when determining if the proposed project was an eligible candidate. It is unclear what Board Members, if any had prior knowledge of these interim rules during early funding request deliberations. The email to Catherine Malhaupt of the Michigan Township Association (MTA) below summarizes a few of the concerns we should address before our required audit period with Treasury. A close review of our decision may reveal additional concerns that will need to be addressed. Because the project we chose to support already has multiple funding avenues, and more are being announced weekly as the parts of the “Build Back Better Plan. The recipients (that’s the Township) **must** ensure that these funds are designed to address an **identified need** for additional broadband investment that is **not** met by existing **federal or state funding**. There are more requirements too we did not know about and therefore did not address when adopting Resolution #21-14.

I believe the Township should address the discrepancies now before a U.S. Treasury audit has an opportunity to question the Board’s decision. A second look may alter Resolution #21-14 or it may not but, at least we will have good documentation on our side. Clearly, the U.S. Treasury has made the ARPA funds recipient responsible for making sure certain technical milestones don’t currently exist and that the funding will correct the **documented** deficiency. Optionally, the Board may want to look for technical assistance to determine the current level and location of internet service existing in the Township. We may find, any portion of the Township that is covered by Charter/Spectrum do not qualify for ARPA funds.

We have some homework to do, in regards to the process the Township Board of Trustees follow when expensing ARPA funds. The following motion is made to allow for time to complete that work.

Motion to suspend Resolution #21-14 until such time compliance with U.S. Treasury rules can be determined.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ron Popp". The signature is stylized with a large, looping "R" and a trailing flourish.

Ron Popp
Supervisor, Whitewater Township



Broadband Infrastructure

The Coronavirus State and Local Fiscal Recovery Funds may be used to make necessary investments in broadband infrastructure, which has been shown to be critical for work, education, healthcare, and civic participation during the public health emergency. The final rule broadens the set of eligible broadband infrastructure investments that recipients may undertake.

Recipients may pursue investments in broadband infrastructure meeting technical standards detailed below, as well as an expanded set of cybersecurity investments.

BROADBAND INFRASTRUCTURE INVESTMENTS

Recipients should adhere to the following requirements when designing a broadband infrastructure project:

1. **Identify an eligible area for investment.** Recipients are encouraged to prioritize projects that are designed to serve locations without access to reliable wireline 100/20 Mbps broadband service (meaning service that reliably provides 100 Mbps download speed and 20 Mbps upload speed through a wireline connection), but are broadly able to invest in projects designed to provide service to locations with an identified need for additional broadband investment. Recipients have broad flexibility to define need in their community. Examples of need could include:

- ✓ Lack of access to a reliable high-speed broadband connection
- ✓ Lack of affordable broadband
- ✓ Lack of reliable service

If recipients are considering deploying broadband to locations where there are existing and enforceable federal or state funding commitments for reliable service of at least 100/20 Mbps, recipients must ensure that SLFRF funds are designed to address an identified need for additional broadband investment that is not met by existing federal or state funding commitments. Recipients must also ensure that SLFRF funds will not be used for costs that will be reimbursed by the other federal or state funding streams.

2. **Design project to meet high-speed technical standards.** Recipients are required to design projects to, upon completion, reliably meet or exceed symmetrical 100 Mbps download and upload speeds. In cases where it is not practicable, because of the excessive cost of the project or geography or topography of the area to be served by the project, eligible projects may be designed to reliably meet or exceed 100/20 Mbps and be scalable to a minimum of symmetrical 100 Mbps download and upload speeds.

Treasury encourages recipients to prioritize investments in fiber-optic infrastructure wherever feasible and to focus on projects that will achieve last-mile connections. Further, Treasury encourages recipients to prioritize support for broadband networks owned, operated by, or affiliated with local governments, nonprofits, and co-operatives.



3. **Require enrollment in a low-income subsidy program.** Recipients must require the service provider for a broadband project that provides service to households to either:

- ✓ Participate in the FCC's Affordable Connectivity Program (ACP)
- ✓ Provide access to a broad-based affordability program to low-income consumers that provides benefits commensurate to ACP

Treasury encourages broadband services to also include at least one low-cost option offered without data usage caps at speeds sufficient for a household with multiple users to simultaneously telework and engage in remote learning. Recipients are also encouraged to consult with the community on affordability needs.

CYBERSECURITY INVESTMENTS

SLFRF may be used for modernization of cybersecurity for existing and new broadband infrastructure, regardless of their speed delivery standards. This includes modernization of hardware and software.

APPLICABLE STANDARDS & REQUIREMENTS

Treasury encourages recipients to adhere to strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions. Treasury also encourages recipients to prioritize in their procurements employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws.



Ron Popp <supervisorwhitewater@gmail.com>

RE: Broadband and ARPA

1 message

Catherine Mullhaupt <catherine@michigantownships.org>

Tue, Jan 18, 2022 at 7:52 AM

To: Ron Popp <supervisorwhitewater@gmail.com>

Cc: Cindy Dodge <cindy@michigantownships.org>, Michael Selden <michael@michigantownships.org>

Ron:

If you are asking whether a township would have to pay U.S. Treasury back any of its ARPA payment if it is used in a way that does not comply with the ARPA or Treasury rules, yes, that is possible. We are not in a position to say whether what the township has done violates the ARPA or Treasury's rules.

Because the township has apparently entered into a contract, the township board needs to talk to its attorney right away if the township believes it has done anything improper with its ARPA funds. We cannot provide legal guidance—only general information—and this is a specific existing situation.

I have also attached the MTA fact sheet on Townships and Broadband—because regardless of what the ARPA provides for regarding broadband infrastructure, there are Michigan laws that do limit how a township can provide broadband.

Catherine A. Mullhaupt, Staff Attorney
Member Information Services
Michigan Townships Association
(517) 321-6467
catherine@michigantownships.org

MTA Member Information Services staff are regularly available Monday through Friday, 8 a.m. to 5 p.m., to answer your questions.

The information contained in this email is provided solely for a general informational purpose and should not be interpreted as legal advice. MTA encourages township officials to consult with their legal counsel on questions of law. MTA reserves the right to distribute this information.

From: Ron Popp <supervisorwhitewater@gmail.com>

Sent: Friday, January 14, 2022 1:39 PM

To: Catherine Mullhaupt <catherine@michigantownships.org>; Ron Popp <supervisorwhitewater@gmail.com>

Subject: Broadband and ARPA

Good afternoon Cathrine -

Thanks to you and Micheal for presenting your recent webinar regarding ARPA final rules, I enjoyed the program! Thankfully, we are a Township receiving less than 10 million dollars and can take full advantage of these updated "allowable" expenses.....

I apologize for the length of this email -

I have read a couple of Final Rule - Broadband Summary documents that left me wondering what else we as recipients should be considering as we invest our ARPA funds. That provided a great excuse to read the 430 plus pages of the final rules, which I have not taken advantage of yet. However, when looking at section D, Investments in Water, Sewer, and Broadband, beginning about page 260, and more specifically, Paragraph 2 Broadband Infrastructure, beginning at page 294, I get the feeling we have made some missteps, with an early request for ARPA funds from a local fiber contractor.

The scenario is: Local fiber provider approached the Township requesting ARPA funds to expand services to unserved and underserved areas of a rural township. About 1/3 of our ARPA funds were committed to the request. Two months later, a second local competing fiber provider made a similar request for ARPA funds for expansion in the same general area of the township. Each is planning to service roughly about the same number of homes. Provider two (second requester) appears to already hold a fixed wireless internet customer base in the area of expansion that approaches 50% of the proposed customers in the expansion area.

My concern is the Township committed ARPA funds to Company One, while Company Two currently provides 25/3 WISP to an existing customer base in the area of expansion. Additionally, Company Two has plans to "update" their WISP customers to a fiber connection before the 2024 date noted, which will comply with the 100/100 speeds.

Question #1: Will the township(s) have to pay portions of this money back? The Treasury is very good at clawing money back post audits and because of some of our missteps this is a concern.

None of our Board Members are internet construction contractors.

Question #2: Should townships use contracts/agreements from the service provider that "certifies" their proposal conforms to ARPA's final rule? Thinking I don't know a Mb/s from a Gb/s many "recipients" may find projects we fund do not meet some of the final rules, or that the project never gets completed. Scams are everywhere.

Some of our missteps according to my reading of the broadband final rule are:

1) The final rule maintains the interim final rule's requirement that eligible projects be designed to, upon completion, reliably meet or exceed symmetrical 100 Mbps download and upload speeds. From page 296.

Note: The township did not confirm this before spending the money.

2) The final rule requires recipients to address the affordability needs of low-income consumers in accessing broadband networks funded by SLFRF, given that such a project cannot be considered a necessary investment in broadband infrastructure if it is not affordable to the population the project would serve. From page 297.

Note: The township did not confirm this.

3) As part of their project selection process, recipients are encouraged to consult with the community on the general affordability needs of the target markets in the proposed service area. Additionally, recipients are encouraged to require that services provided by a broadband infrastructure project include at least one low-cost option offered without data usage caps and at speeds that are sufficient for a household with multiple. From Page 297

Note: The township did not hold any public input sessions.

4) Recipients will be required to report speed, pricing, and any data allowance information as part of mandatory reporting to the Treasury. From page 298.

Note: It is unclear if this information will be needed on our initial report due in early spring 2022.

5) Treasury continues to encourage recipients to prioritize support for broadband networks owned, operated by, or affiliated with local governments, nonprofits, and cooperatives. In addition, to the extent recipients are considering deploying broadband to locations where there are existing enforceable federal or state funding commitments for reliable service at speeds of at least 100 Mbps download speed and 20 Mbps upload speed, recipients must ensure that SLFRF funds are designed to address an identified need for additional broadband investment that is not met by existing federal or state funding commitments. Recipients must also ensure that SLFRF funds will not be used for costs that will be reimbursed by the other federal or state funding streams. From page 298.

Note: The Township did the opposite. Company One, has federal awards for this expansion however, it is unknown if those federal dollars pay for last mile construction.

6) The interim final rule limited eligible broadband investments to projects focused on delivering service to unserved or underserved locations, defined as households or businesses that lack access to a wireline connection capable of reliably delivering at least minimum speeds of 25 Mbps download and 3 Mbps upload. From page 299.

Note: Some of the proposed project scopes from both Company One and Company Two include areas served by wireline. The final rules appear to recognize that "new infrastructure" may "pass thru" an area already served and that fact does not affect project eligibility.

7) Consistent with further guidance issued by Treasury in determining areas for investment, recipients may choose to consider any available data, including but not limited to documentation of existing broadband internet service performance, federal and/or state collected broadband data, user speed test results, interviews with community members and business owners, reports from community organizations, and any other information they deem relevant. From page 303.

Note: The Township did none of this.

8) The final rule maintains the interim final rule's requirement that eligible projects be designed to, upon completion, reliably meet or exceed symmetrical 100 Mbps download and upload speeds. From page 306.

Note: The township did not do this.

9) Recipients must require the service provider for a completed broadband infrastructure investment project that provides service to households to participate in the Federal Communications Commission's (FCC) Affordable Connectivity Program (ACP); or Otherwise provide access to a broad-based affordability program to low-income. From page 308.

Note: Yep missed this one, affordability of the end product was not a talking point of the Board. It would be a shame to spend this money and have most people not feel a \$150.00 per month fee for the service is a value. Additionally, I believe the last mile connection fee is around \$1,700.00

10) Recipients must also ensure that SLFRF funds will not be used for costs that will be reimbursed by the other federal or state funding streams. From page 311.

Note: The Township did the opposite. I believe the project we committed funds to also has RDOF funding.

Realizing documentation, documentation, documentation should be the norm, we may have been "excited" when considering our first request for ARPA funds. A future webinar detailing some of the items recipients should be including in their decision making process (similar to the functions of a ZBA Board) could be very helpful in assisting the recipient "keeping" its ARPA funds. Continuing the message of " don't be in a hurry" is also very important.

For us, we may have to redo our first grant request making sure to detail some of the above.

Thank you,

Ron Popp

Whitewater Township Supervisor

231.267.5141 Ext. 23

supervisorwhitewater@gmail.com

2 attachments



MTA ARPA FAQs_Using Funds_Revised Jan 14 2022.pdf
283K



Townships and Broadband Internet Options_2021.pdf
184K



How Can Michigan Townships Use the American Rescue Plan Act Funds?

As of January 14, 2022, with issuance of Final Rule

Almost all Michigan townships have chosen to accept their American Rescue Plan Act (ARPA) payments from the federal government. Although the first “tranche” (payment) of half of each township’s full amount has been paid out, many townships have been considering—and wrestling—with questions on how they may or may not spend those funds.

The “good news” is that townships are not required to decide or know how they will spend those funds for some time to come. Although the federal reporting requirements will kick in in April (unless extended further by the U.S. Treasury), you do not have to have used or obligated any funds to fulfill those reporting requirements. Funds can be spent upon receipt and must be obligated by December 31, 2024, but funds are not required to be used or obligated before then. Funds must be expended by December 31, 2026.

Funds can be used for costs incurred from March 3, 2021, through December 31, 2024 (except premium pay for essential employees can be retroactive to January 27, 2020).

The “great”—and we are happy to say we really mean GREAT—news is that as of January 6, 2022, the Final Rule (replacing the previous versions of the Interim Final Rule), which will take effect April 1, 2022, now offers a **“standard allowance” for revenue loss of \$10 million**, allowing recipients to select either a standard amount of revenue loss OR complete a full revenue loss calculation. Recipients that select the standard allowance may use that amount for government services. **Because all but one Michigan township ARPA recipient received a total payment of less than \$10 million, all those townships may choose to use the revenue loss formula OR instead use any or all of their ARPA payment up to a maximum of \$10 million without having to make the revenue loss calculation.**

This is an enormous change from previous guidance and the “interim final rule” for the funds. Previously the “revenue loss” category of allowable uses would allow townships to use their ARPA funds for various sorts of general governmental services BUT only if a township could demonstrate or project a “revenue loss” as defined by a very complicated formula, which still might limit the township to using only part of its total payment. We know that most townships really only want to use—or only have realistic options for using—their ARPA funds for “normal” Michigan township need, such as facility improvements, road projects, improving or adding township programs or services that may or may not have any connection with

the COVID pandemic. The new \$10 million “standard allowance” gives much more flexibility, which is incredibly welcome news, allows townships to do just that.

As of January 7, 2022, the actual Final Rule has not yet been published in the Federal Register, so references to the “Final Rule” are to the [Final Rule Summary](#) provided by U.S. Treasury.

Although the Final Rule does not take effect until April 1, 2022, the [Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule, January 2022](#), issued along with the Final Rule, states the following:

“The final rule takes effect on April 1, 2022. Until that time, the interim final rule remains in effect; funds used consistently with the IFR while it is in effect are in compliance with the SLFRF program. **However, recipients can choose to take advantage of the final rule’s flexibilities and simplifications now, even ahead of the effective date. Treasury will not take action to enforce the interim final rule to the extent that a use of funds is consistent with the terms of the final rule, regardless of when the SLFRF funds were used.” [Emphasis added]**

Note on Qualified Census Tracts:

Some townships may also include [Qualified Census Tracts](#) (listing of townships with QCTs; view a [QCT map here](#)), which are “those in which 50% or more of the households are income eligible and the population of all census tracts that satisfy this criterion does not exceed 20% of the total population of the respective area.” ([HUD](#)) Some uses may be available because a township includes a QCT.

Disclaimer:

This resource was developed with information and excerpts from the [U.S. Treasury’s Coronavirus State and Local Fiscal Recovery Funds Frequently Asked Questions](#) (as of July 14, 2021), and [Michigan Department of Treasury resources](#) and staff input, along with the federal [Interim Final Rule](#) and [NATaT FAQs](#), and updated with the January 2022 [Final Rule Summary](#) and the [Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule, January 2022](#).

This information is provided as a general overview, with some potential uses listed in the federal information edited out by MTA staff because they are not allowable expenditures for Michigan townships under Michigan law. This was done to make it easier for township boards to sort through the information and see uses and needs that are familiar to Michigan townships. It is not, however, a legal opinion on the specific lawfulness or appropriateness of any use listed or not listed for individual townships. Township boards should work with your consultants (auditor, attorney) to determine how your township’s Coronavirus Local Fiscal Recovery Fund allocation (CLFRF) through the American Rescue Plan Act (ARPA) can be put to use in your community.

1. COVID-19 Eligible Expenditures / Negative Economic Impact

Allowable Use #1: COVID-19 Eligible Expenditures

Eligible Uses	Details
<p>Containing/Mitigating COVID-19</p> <p>Retained in Final Rule, summary page 22: “Assessing whether a program or service “responds to” the COVID-19 public health emergency requires the recipient to, first, identify a need or negative impact of the COVID-19 public health emergency and, second, identify how the program, service, or other intervention addresses the identified need or impact. ... <i>eligible uses under this category must be in response to the disease itself or the harmful consequences of the economic disruptions resulting from or exacerbated by the COVID-19 public health emergency.</i>”</p>	<p>1. Personal protective equipment (for township EMS, fire, police and others while working)</p> <p>2. Capital investments in public facilities to meet pandemic operational needs. Consider the following examples:</p> <ul style="list-style-type: none"> • Install or upgrade building ventilation/filtration system • Expand or reconfigure building space to provide social distancing or improved sanitation • NATaT FAQs: Expand cemetery? If you require more space at the cemetery due to COVID-related deaths, there is an argument to be made, but if not, you may want clarification from Treasury. (If not, see also 3. Revenue Loss) • NATaT FAQs: Expand transfer station? Sanitation equipment is an eligible use. But expanding the transfer station because more people may be staying at home would require clarification from Treasury. (See instead 3. Revenue Loss) • NATaT FAQs: Our town rents space for our equipment with other tenants. May town purchase land and build a building so our employees do not have to share space with other people? If you can show that the reason for building the new space is to ensure adequate social distancing. (If you cannot, see 3. Revenue Loss)
<p>Payroll/Benefits to:</p> <p>Public health/safety</p> <p>Human services</p> <p>Similar employees</p> <p>Public Employees who are sick or quarantining due to COVID-19:</p>	<ul style="list-style-type: none"> • Eligible to the extent that the work completed was for COVID-19 response/mitigation. • Use funds to cover the full payroll and covered benefits costs for employees or operating units or divisions primarily dedicated to the COVID-19 response. • Payroll and covered benefits payments can also be used by an employee as part of their payroll contribution to their pensions. BUT township CANNOT use ARPA funds for deposit into any pension fund. (MI Treasury ARPA presentation) <p>Final Rule Summary, starting page 414: § 35.6 Eligible Uses. ... (b)(1)(xiv) “Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID–19 public health precautions” (Added Dec. 2021)</p>

Allowable Use #1: Negative Economic Impact

Eligible Uses	Details
<p>Rebuilding Public Sector Capacity to Pre-Pandemic Levels</p>	<ul style="list-style-type: none"> • Rehiring public-sector staff: The IFR includes as an eligible use payroll, covered benefits, and other costs associated with rehiring public sector staff, up to the pre-pandemic staffing level of the government. FR Summary, starting page 171 • Replenishing Unemployment Trust funds: <i>Note that only a few townships are contributing employers. Most townships are reimbursing employers and pay the full amount assessed.</i>
<p>Hardest-Hit Communities</p> <p>Final Rule Summary starting page 416: The Final Rule provides that Treasury will presume that certain types of services, outlined here, are eligible uses when provided in a Qualified Census Tract or to families and individuals living in QCTs. (View a map of QCTs here.)</p> <p>Recipients may also provide these services to other populations, households, or geographic areas disproportionately impacted by the pandemic. See Final Rule Summary starting page 30. Recipients should be able to support their determination that the pandemic resulted in disproportionate public health or economic outcomes to the specific populations, households, or geographic areas to be served.</p>	<ul style="list-style-type: none"> • Building Stronger Communities through Investments in Housing and Neighborhoods. For example, if a township provides housing under the Housing Facilities Act, Public Act 18 of 1933, MCL 125.651, et seq.) • NATaT FAQs: Expanded law enforcement presence to handle the overwhelming amount of people moving into our area from the cities due to pandemic? This would be eligible if you are in an area disproportionately impacted by the pandemic or if you are in a Qualified Census Tract. (If not, see also 3. Revenue Loss) • NATaT FAQs: Park/trail and park/trail improvements? This would be eligible if you are in an area disproportionately impacted by the pandemic or if you are in a Qualified Census Tract. (If not, see also 3. Revenue Loss)

2. Premium Payments

Allowable Use #2: Premium Payments

Eligible Uses	Details
<p>Workers Performing Essential Work During COVID</p> <p>Townships may provide premium pay retrospectively for work performed at any time since the start of the COVID-19 public health emergency.</p> <p>Such premium pay must be “in addition to” wages and remuneration already received and the obligation to provide such pay must not have been incurred by the recipient prior to March 3, 2021.</p> <p>Treasury encourages recipients to consider providing premium pay retroactively for work performed during the pandemic, recognizing that many essential workers have not yet received additional compensation for their service during the pandemic.</p>	<p>Eligible workers are those:</p> <p>“...needed to maintain continuity of operations of essential critical infrastructure sectors and additional sectors.”</p> <p>Examples include:</p> <ul style="list-style-type: none"> • Janitors and sanitation workers • Truck drivers, transit staff and warehouse workers • Public health and safety staff • Social service and human services staff • Other sectors can be added, as long as they are deemed critical to protect the health and well-being of residents • ADDED IN FINAL RULE: ‘Eligible workers’ means workers needed to maintain continuity of operations of essential critical infrastructure sectors, including ... elections work...” Final Rule (FR Summary, pages 406-407) <p>Eligible workers:</p> <p>The Final Rule (FR Summary starting page 229) provides that premium pay is responsive to eligible workers performing essential work during the public health emergency if each eligible worker who receives premium pay falls into one of three categories: (1) the worker’s pay is below the wage threshold, (2) the worker is not exempt from the FLSA overtime provisions, or (3) the recipient has submitted a written justification to Treasury.</p> <p>Allowable Payment:</p> <ul style="list-style-type: none"> • Additional pay up to \$13/hour for all work (including overtime pay already received) • Cannot reduce or substitute normal earnings • May not exceed \$25,000/person (for entire period of performance, not annual cap) • Justification required if worker’s pay will be above 150% state or county average annual wage • Retroactive pay allowed

3. Revenue Loss

Allowable Use #3: Revenue Loss

Eligible Uses	Details
<p>Per the Final Rule, townships may determine their revenue loss by choosing between two options:</p> <ul style="list-style-type: none"> • A standard allowance of up to \$10 million in aggregate, not to exceed your township’s award amount, during the ARPA fund period <p>OR</p> <ul style="list-style-type: none"> • Calculating the township’s specific revenue loss each year using federal Treasury’s formula, which compares actual revenue to a counterfactual trend. <p>The calculation of lost revenue begins with the township’s revenue in the last full fiscal year prior to the COVID-19 public health emergency and includes the 12-month period ending December 31, 2020. Revenue loss can be calculated at four points in time: December 31, 2020, December 31, 2021, December 31, 2022, and December 31, 2023. The calculation assumes at least a 4.1% growth adjustment for each year.</p> <p>NATaT Revenue Loss Calculator GFOA Revenue Loss Calculator</p> <p>“Revenue” that you <u>can</u> count toward loss:</p> <ul style="list-style-type: none"> • Taxes, current charges, rentals, miscellaneous revenues • All revenue streams (i.e., entity-wide) • Other government transfers (i.e., revenue sharing) <p>Excludes (you <u>cannot</u> count toward loss):</p> <ul style="list-style-type: none"> • Federal Transfers (including CRF) • Refunds and other correcting transactions • Proceeds issuance of debt • Sale of investments • Revenue generated by utilities (water supply, electric power, gas supply, and public mass transit systems) 	<p><i>With the issuance of the Final Rule, most townships will choose to use the “standard allowance” of up to \$10 million dollars of its total ARPA payment INSTEAD of calculating lost revenue.</i></p> <p>Use of funds for government services must be forward-looking for costs incurred by the township after March 3, 2021.</p> <p>Government Services includes (not limited to):</p> <ul style="list-style-type: none"> • Providing police, fire, or other public safety services • Maintenance of infrastructure OR pay-as-you-go spending for building new infrastructure, including: <ul style="list-style-type: none"> ○ Roads, bridges ○ Township hall, fire station or other building construction, including new or expansion ○ Parks or outdoor recreation facilities ○ Installation/maintenance of utilities ○ Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure ○ Election equipment ○ GIS mapping system and programs ○ Environmental remediation <p>“Pay-as-you-go” means paying directly for new infrastructure you just built or are building, including paying current contractors without financing.</p> <p>Does NOT include:</p> <ul style="list-style-type: none"> • Issuance of new debt or payment of outstanding debt (you cannot spend the funds on the issuance cost of new debt or on debt that you issued for the new infrastructure) • Reserves • Paying settlements/judgements

4. Investment in Water, Sewer and Broadband Infrastructure

Allowable Use #4: Investment in Infrastructure

Eligible Uses	Details
<p>Recipients may use funds to make “necessary investments” in water/sewer or broadband infrastructure.</p> <p>Funds may be used to cover costs incurred for eligible projects planned or started prior to March 3, 2021, provided that the project costs were incurred after March 3, 2021.</p> <p>Water and Sewer Infrastructure</p> <p>“Treasury considers a necessary investment in infrastructure to be one that is (1) responsive to an identified need to achieve or maintain an adequate minimum level of service, which may include a reasonable projection of increased need, whether due to population growth or otherwise and (2) a cost-effective means for meeting that need, taking into account available alternatives. ...</p> <p>In the case of investments in infrastructure that supply drinking water in order to meet projected population growth, the project must be projected to be sustainable over its estimated useful life.” (Final Rule Summary starting page 261)</p> <p>The Final Rule eliminates requirement in the interim final rule that the project be unlikely to be made using private sources of funds. Treasury has eliminated this standard from the meaning of necessary but still encourages recipients to prioritize projects that would provide the greatest public benefit in their respective jurisdictions.</p> <p>[Continued on next page]</p>	<p>NATaT FAQs: May include drinking water/sanitary facilities for township hall, park, etc.</p> <p>Clean Water State Revolving Fund (CWSRF)</p> <ul style="list-style-type: none">• Construct, improve and repair wastewater treatment plants• Control non-point sources of pollution• Improve resilience of infrastructure to severe weather events• Create green infrastructure• Protect waterbodies from pollution• Includes stormwater, cybersecurity, physical security, green infrastructure and climate change <p>Drinking Water State Revolving Fund (DWSRF)</p> <ul style="list-style-type: none">• Building or upgrading facilities and transmission, distribution, and storage systems, including replacement of lead service lines• Includes consolidation, cybersecurity and climate change <p>Additional Reporting (<i>additional guidance at later date</i>)</p> <ul style="list-style-type: none">• Workforce plans and practices related to water, sewer and broadband projects undertaken with Fiscal Recovery Funds

<p>DWSRF and CWSRF eligible projects continue to be presumed to be necessary investments under the final rule, with the exception of projects for the rehabilitation of dams and reservoirs (Per Final Rule Summary, page 266)</p>	
<p>Broadband Infrastructure</p> <p>“Necessary investments” in broadband infrastructure that increase access over the long term, as well as the necessary supports to purchase internet access or gain digital literacy skills needed to complete activities of daily living during the pandemic. (Final Rule Summary, page 86)</p> <p>“The final rule (FR Summary, page 308) provides additional requirements to address the affordability needs of low-income consumers in accessing broadband networks funded by SLFRF. Recipients must require the service provider for a completed broadband infrastructure investment project that provides service to households to:</p> <ul style="list-style-type: none"> • Participate in the Federal Communications Commission’s (FCC) Affordable Connectivity Program (ACP); or • Otherwise provide access to a broad-based affordability program to low-income consumers in the proposed service area of the broadband infrastructure that provides benefits to households commensurate with those provided under the ACP.” 	<p>Unserved or Underserved</p> <ul style="list-style-type: none"> • Less than 25 Mbps download and 3 Mbps upload • Prioritize provision of at least 100 Mbps download/20 Mbps upload <p>Required level</p> <ul style="list-style-type: none"> • 100 Mbps symmetrical upload/download • Exception for lower speed due to geography or excessive costs

General FAQs

Excerpted from [U.S. Treasury's Coronavirus State and Local Fiscal Recovery Funds Frequently Asked Questions](#) (as of November 15, 2021). See the [complete FAQs](#) for additional information.

Note that those FAQs currently have the following disclaimer as of January 2022:

Update (January 2022): The FAQs in this document pertain to the Interim Final Rule (IFR), which is in effect until April 1, 2022. In addition to this document, recipients are encouraged to consult the Statement Regarding Compliance with the Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule and Final Rule, which provides guidance on use of funds until the Final Rule takes effect. Treasury anticipates issuing FAQs for the Final Rule at a later date. Recipients may find helpful the Overview of the Final Rule, which provides a summary of major provision of the Final Rule for informational purposes.

2. Eligible Uses – Responding to the Public Health Emergency / Negative Economic Impacts

2.3. If a use of funds is not explicitly permitted in the Interim Final Rule as a response to the public health emergency and its negative economic impacts, does that mean it is prohibited?

The Interim Final Rule contains a non-exclusive list of programs or services that may be funded as responding to COVID-19 or the negative economic impacts of the COVID-19 public health emergency, along with considerations for evaluating other potential uses of Fiscal Recovery Funds not explicitly listed. The Interim Final Rule also provides flexibility for recipients to use Fiscal Recovery Funds for programs or services that are not identified on these non-exclusive lists but which meet the objectives of section 602(c)(1)(A) or 603(c)(1)(A) by responding to the COVID-19 public health emergency with respect to COVID-19 or its negative economic impacts.

2.4. May recipients use funds to respond to the public health emergency and its negative economic impacts by replenishing state unemployment funds?

Consistent with the approach taken in the Coronavirus Relief Fund, recipients may make deposits into the state account of the Unemployment Trust Fund up to the level needed to restore the prepandemic balances of such account as of January 27, 2020, or to pay back advances received for the payment of benefits between January 27, 2020, and the date when the Interim Final Rule is published in the Federal Register.

2.7. May funds be used to reimburse recipients for costs incurred by state and local governments in responding to the public health emergency and its negative economic impacts prior to passage of the American Rescue Plan?

Use of Fiscal Recovery Funds is generally forward looking. The Interim Final Rule permits funds to be used to cover costs incurred beginning on March 3, 2021.

2.14. The Coronavirus Relief Fund (CRF) included as an eligible use: "Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency." What has changed in CLFRF, and what type of documentation is required under CLFRF? [5/27]

Many of the expenses authorized under the Coronavirus Relief Fund are also eligible uses under the Coronavirus Local Fiscal Recovery Fund. However, in the case of payroll expenses for public safety, public

health, health care, human services, and similar employees (hereafter, public health and safety staff), the CLFRF does differ from the CRF. This change reflects the differences between the ARPA and CARES Act and recognizes that the response to the COVID-19 public health emergency has changed and will continue to change over time.

In particular, funds may be used for payroll and covered benefits expenses for public safety, public health, health care, human services, and similar employees, including first responders, to the extent that the employee's time that is dedicated to responding to the COVID-19 public health emergency. For administrative convenience, the recipient may consider a public health and safety employee to be entirely devoted to mitigating or responding to the COVID-19 public health emergency, and therefore fully covered, if the employee, or his or her operating unit or division, is primarily dedicated (e.g., more than half of the employee's time is dedicated) to responding to the COVID-19 public health emergency. Recipients may use presumptions for assessing whether an employee, division or operating unit is primarily dedicated to COVID-19 response. The recipient should maintain records to support its assessment, such as payroll records, attestations from supervisors or staff, or regular work product or correspondence demonstrating work on the COVID-19 response. Recipients need not routinely track staff hours. Recipients should periodically reassess their determinations.

2.15. What staff are included in “public safety, public health, health care, human services, and similar employees”? Would this include, for example, 911 operators, morgue staff, medical examiner staff, or EMS staff? [5/27]

As discussed in the Interim Final Rule, funds may be used for payroll and covered benefits expenses for public safety, public health, health care, human services, and similar employees, for the portion of the employee's time that is dedicated to responding to the COVID-19 public health emergency. Public safety employees would include police officers (including state police officers), sheriffs and deputy sheriffs, firefighters, emergency medical responders, correctional and detention officers, and those who directly support such employees such as dispatchers and supervisory personnel. Public health employees would include employees involved in providing medical and other health services to patients and supervisory personnel, including medical staff assigned to schools, prisons and other such institutions, and other support services essential for patient care (e.g., laboratory technicians, medical examiner or morgue staff) as well as employees of public health departments directly engaged in matters related to public health and related supervisory personnel. Human services staff include employees providing or administering social services; public benefits; child welfare services; and child, elder or family care, as well as others.

2.18. Would investments in improving outdoor spaces (e.g., parks) be an eligible use of funds as a response to the public health emergency and/or its negative economic impacts? [6/23]

There are multiple ways that investments in improving outdoor spaces could qualify as eligible uses; several are highlighted below, though there may be other ways that a specific investment in outdoor spaces would meet eligible use criteria.

First, in recognition of the disproportionate negative economic impacts on certain communities and populations, the Interim Final Rule identifies certain types of services that are eligible uses when provided in a Qualified Census Tract (QCT), to families and individuals living in QCTs, or when these services are provided by Tribal governments. Recipients may also provide these services to other populations, households or geographic areas disproportionately impacted by the pandemic. These programs and services include services designed to build stronger neighborhoods and communities and to address health

disparities and the social determinants of health. The Interim Final Rule provides a non-exhaustive list of eligible services to respond to the needs of communities disproportionately impacted by the pandemic, and recipients may identify other uses of funds that do so, consistent with the Rule's framework. For example, investments in parks, public plazas and other public outdoor recreation spaces may be responsive to the needs of disproportionately impacted communities by promoting healthier living environments and outdoor recreation and socialization to mitigate the spread of COVID-19. ...

Third, many governments saw significantly increased use of parks during the pandemic that resulted in damage or increased maintenance needs. The Interim Final Rule recognizes that "decrease[s to] a state or local government's ability to effectively administer services" can constitute a negative economic impact of the pandemic.

3. Eligible Uses – Revenue Loss

3.8. Once a recipient has identified a reduction in revenue, are there any restrictions on how recipients use funds up to the amount of the reduction?

The Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. Government services can include, but are not limited to, maintenance of infrastructure or pay-go spending for building new infrastructure, including roads; modernization of cybersecurity, including hardware, software and protection of critical infrastructure; health services; environmental remediation; school or educational services; and the provision of police, fire and other public safety services.

However, paying interest or principal on outstanding debt, replenishing rainy day or other reserve funds, or paying settlements or judgments would not be considered provision of a government service, since these uses of funds do not entail direct provision of services to citizens. This restriction on paying interest or principal on any outstanding debt instrument, includes, for example, short-term revenue or tax anticipation notes, or paying fees or issuance costs associated with the issuance of new debt. In addition, the overarching restrictions on all program funds (e.g., restriction on pension deposits, restriction on using funds for non-federal match where barred by regulation or statute) would apply.

4. Eligible Uses – General

4.1. May recipients use funds to replenish a budget stabilization fund, rainy day fund or similar reserve account?

No. Funds made available to respond to the public health emergency and its negative economic impacts are intended to help meet pandemic response needs and provide immediate stabilization for households and businesses. Contributions to rainy day funds and similar reserves funds would not address these needs or respond to the COVID-19 public health emergency, but would rather be savings for future spending needs. Similarly, funds made available for the provision of governmental services (to the extent of reduction in revenue) are intended to support direct provision of services to citizens. Contributions to rainy day funds are not considered provision of government services, since such expenses do not directly relate to the provision of government services.

4.2. May recipients use funds to invest in infrastructure other than water, sewer and broadband projects (e.g., roads, public facilities)?

Under 602(c)(1)(C) or 603(c)(1)(C), recipients may use funds for maintenance of infrastructure or pay-go spending for building of new infrastructure as part of the general provision of government services, to the extent of the estimated reduction in revenue due to the public health emergency.

Under 602(c)(1)(A) or 603(c)(1)(A), a general infrastructure project typically would not be considered a response to the public health emergency and its negative economic impacts unless the project responds to a specific pandemic-related public health need (e.g., investments in facilities for the delivery of vaccines) or a specific negative economic impact of the pandemic (e.g., affordable housing in a Qualified Census Tract).

4.3. May recipients use funds to pay interest or principal on outstanding debt?

No. Expenses related to financing, including servicing or redeeming notes, would not address the needs of pandemic response or its negative economic impacts. Such expenses would also not be considered provision of government services, as these financing expenses do not directly provide services or aid to citizens. This applies to paying interest or principal on any outstanding debt instrument, including, for example, short-term revenue or tax anticipation notes, or paying fees or issuance costs associated with the issuance of new debt.

4.4. May recipients use funds to satisfy nonfederal matching requirements under the Stafford Act? May recipients use funds to satisfy nonfederal matching requirements generally?

Fiscal Recovery Funds are subject to pre-existing limitations in other federal statutes and regulations and may not be used as non-federal match for other federal programs whose statute or regulations bar the use of federal funds to meet matching requirements. For example, expenses for the state share of Medicaid are not an eligible use. For information on FEMA programs, please [see here](#).

4.5. Are governments required to submit proposed expenditures to Treasury for approval? [5/27]

No. Recipients are not required to submit planned expenditures for prior approval by Treasury. Recipients are subject to the requirements and guidelines for eligible uses contained in the Interim Final Rule.

4.6. How do I know if a specific use is eligible? [5/27]

Fiscal Recovery Funds must be used in one of the four eligible use categories specified in the American Rescue Plan Act and implemented in the Interim Final Rule:

a) To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses and nonprofits, or aid to impacted industries such as tourism, travel and hospitality

For recipients evaluating potential uses under (a), the Interim Final Rule contains a non-exclusive list of programs or services that may be funded as responding to COVID-19 or the negative economic impacts of the COVID-19 public health emergency, along with considerations for evaluating other potential uses of Fiscal Recovery Funds not explicitly listed. See Section II of the Interim Final Rule for additional discussion.

b) To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers

For recipients evaluating potential uses under (a), the Interim Final Rule contains a non-exclusive list of programs or services that may be funded as responding to COVID-19 or the negative economic impacts of the COVID-19 public health emergency, along with considerations for evaluating other potential uses of Fiscal Recovery Funds not explicitly listed. See Section II of the Interim Final Rule for additional discussion. See Sections 5 and 6.

c) For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency

For recipients evaluating potential uses under (c), the Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. See FAQ #3.8 for additional discussion.

d) To make necessary investments in water, sewer or broadband infrastructure.

For recipients evaluating potential uses under (d), see Sections 5 and 6.

Recipients should consult Section II of the Interim Final Rule for additional information on eligible uses.

4.8. How can I use CLFRF funds to prevent and respond to crime, and support public safety in my community? [6/23]

[Excerpt] Under Treasury’s Interim Final Rule, there are many ways in which the State and Local Fiscal Recovery Funds (“Funds”) under the American Rescue Plan Act can support communities working to reduce and respond to increased violence due to the pandemic. Among the eligible uses of the Funds are restoring of public sector staff to their pre-pandemic levels and responses to the public health crisis and negative economic impacts resulting from the pandemic. The Interim Final Rule provides several ways for recipients to “respond to” this pandemic-related gun violence, ranging from community violence intervention programs to mental health services to hiring of public safety personnel.

Below are some examples of how Fiscal Recovery Funds can be used to address public safety:

- In all communities, recipients may use resources to rehire police officers and other public servants to restore law enforcement and courts to their pre-pandemic levels. Additionally, Funds can be used for expenses to address COVID-related court backlogs, including hiring above pre-pandemic levels, as a response to the public health emergency. See FAQ 2.19.
- In communities where an increase in violence or increased difficulty in accessing or providing services to respond to or mitigate the effects of violence is a result of the pandemic, they may use funds to address that harm. This spending may include:
 - Hiring law enforcement officials – even above pre-pandemic levels – or paying overtime where the funds are directly focused on advancing community policing strategies in those communities experiencing an increase in gun violence associated with the pandemic
 - Community Violence Intervention (CVI) programs, including capacity building efforts at CVI programs like funding and training additional intervention workers
 - Additional enforcement efforts to reduce gun violence exacerbated by the pandemic, including prosecuting gun traffickers, dealers, and other parties contributing to the supply

of crime guns, as well as collaborative federal, state and local efforts to identify and address gun trafficking channels

- Investing in technology and equipment to allow law enforcement to more efficiently and effectively respond to the rise in gun violence resulting from the pandemic

As discussed in the Interim Final Rule, uses of CLFRF funds that respond to an identified harm must be related and reasonably proportional to the extent and type of harm experienced; uses that bear no relation or are grossly disproportionate to the type or extent of harm experienced would not be eligible uses.

- Recipients may also use funds up to the level of revenue loss for government services, including those outlined above. *[Excerpt]*

4.9. May recipients pool funds for regional projects? [7/14]

Yes, provided that the project is itself an eligible use of funds and that recipients can track the use of funds in line with the reporting and compliance requirements of the CSFRF/CLFRF. In general, when pooling funds for regional projects, recipients may expend funds directly on the project or transfer funds to another government that is undertaking the project on behalf of multiple recipients. To the extent recipients undertake regional projects via transfer to another government, recipients would need to comply with the rules on transfers specified in the Interim Final Rule, Section V. A recipient may transfer funds to a government outside its boundaries (e.g., county transfers to a neighboring county), provided that the recipient can document that its jurisdiction receives a benefit proportionate to the amount contributed.

5. Eligible Uses – Premium Pay

5.1. What criteria should recipients use in identifying essential workers to receive premium pay?

Essential workers are those in critical infrastructure sectors who regularly perform inperson work, interact with others at work, or physically handle items handled by others. Critical infrastructure sectors include healthcare, education and childcare, transportation, sanitation, grocery and food production, and public health and safety, among others, as provided in the Interim Final Rule. Governments receiving Fiscal Recovery Funds have the discretion to add additional sectors to this list, so long as the sectors are considered critical to protect the health and well-being of residents. The Interim Final Rule emphasizes the need for recipients to prioritize premium pay for lower income workers. Premium pay that would increase a worker's total pay above 150% of the greater of the state or county average annual wage requires specific justification for how it responds to the needs of these workers.

5.2. What criteria should recipients use in identifying third-party employers to receive grants for the purpose of providing premium pay to essential workers?

Any third-party employers of essential workers are eligible. Third-party contractors who employ essential workers in eligible sectors are also eligible for grants to provide premium pay. Selection of third-party employers and contractors who receive grants is at the discretion of recipients. To ensure any grants respond to the needs of essential workers and are made in a fair and transparent manner, the rule imposes some additional reporting requirements for grants to third-party employers, including the public disclosure of grants provided.

5.3. May recipients provide premium pay retroactively for work already performed?

Yes. Treasury encourages recipients to consider providing premium pay retroactively for work performed during the pandemic, recognizing that many essential workers have not yet received additional compensation for their service during the pandemic

6. Eligible Uses – Water, Sewer, and Broadband Infrastructure

6.1. What types of water and sewer projects are eligible uses of funds?

The Interim Final Rule generally aligns eligible uses of the Funds with the wide range of types or categories of projects that would be eligible to receive financial assistance through the Environmental Protection Agency's Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF). Under the DWSRF, categories of eligible projects include: treatment, transmission and distribution (including lead service line replacement), source rehabilitation and decontamination, storage, consolidation and new systems development. Under the CWSRF, categories of eligible projects include: construction of publicly owned treatment works, nonpoint source pollution management, national estuary program projects, decentralized wastewater treatment systems, stormwater systems, water conservation, efficiency and reuse measures, watershed pilot projects, energy efficiency measures for publicly owned treatment works, water reuse projects, security measures at publicly owned treatment works, and technical assistance to ensure compliance with the Clean Water Act. As mentioned in the Interim Final Rule, eligible projects under the DWSRF and CWSRF support efforts to address climate change, as well as to meet cybersecurity needs to protect water and sewer infrastructure. Given the lifelong impacts of lead exposure for children, and the widespread nature of lead service lines, Treasury also encourages recipients to consider projects to replace lead service lines.

6.2. May construction on eligible water, sewer or broadband infrastructure projects continue past December 31, 2024, assuming funds have been obligated prior to that date?

Yes. Treasury is interpreting the requirement that costs be incurred by December 31, 2024, to only require that recipients have obligated the funds by such date. The period of performance will run until December 31, 2026, which will provide recipients a reasonable amount of time to complete projects funded with Fiscal Recovery Funds.

[See FAQs 6.5. through 6.12. for more information on broadband projects.](#)

10. Miscellaneous

10.3. Are recipients required to remit interest earned on CSFRF/CLFRF payments made by Treasury?

[5/27, updated 7/14]

No. CSFRF/CLFRF payments made by Treasury to states, territories, and the District of Columbia are not subject to the requirement of the Cash Management Improvement Act and Treasury's implementing regulations at 31 CFR part 205 to remit interest to Treasury. CSFRF/CLFRF payments made by Treasury to local governments and Tribes are not subject to the requirement of 2 CFR 200.305(b)(8)–(9) to maintain balances in an interest-bearing account and remit payments to Treasury. Moreover, interest earned on CSFRF/CLFRF payments is not subject to program restrictions. Finally, States may retain interest on payments made by Treasury to the State for distribution to NEUs that is earned before funds are distributed to NEUs, provided that the State adheres to the statutory requirements and Treasury's guidance

regarding the distribution of funds to NEUs. Such interest is also not subject to program restrictions. Among other things, States and other recipients may use earned income to defray the administrative expenses of the program, including with respect to NEUs.



Townships and Broadband Internet

There is no general prohibition in the law on a township spending public money on broadband infrastructure. But there are state laws that limit the authority for the state to finance a local government broadband infrastructure project, and for the most part, a local government cannot provide broadband/telecommunications services to residential or commercial customers unless it is in partnership with the private sector.

Resources:

Broadband USA (*National Telecommunications and Information Administration, U.S. Dept. of Commerce*)—Serves state, local, and tribal governments, industry, and nonprofits that need to enhance broadband connectivity and promote digital inclusion.

Merit Network/Michigan Moonshot (*Broadband Internet Access*)—Informing policy makers, fostering public-private partnerships and convening collaboration between citizens and organizations in Michigan.

1) What current Michigan laws authorize:

Broadband internet is one form of **telecommunications service**.

The Michigan Telecommunications Act, PA 179 of 1991, MCL 484.2101, et seq., authorizes a township to provide telecommunications services within its boundaries (services offered to customers for the transmission of two-way interactive communication and associated usage). However, MCL 484.2252 does limit the situations in which that may be done, including a requirement to start with a competitive bid process involving private providers:

484.2252 Telecommunication services offered by public entity.

Sec. 252.

(1) A public entity may provide telecommunication services within its boundaries if the public entity has complied with the requirements of section 14 of the metropolitan extension telecommunications right-of-way oversight act, 2002 PA 48, MCL 484.3114, and all of the following apply:

(a) The public entity has issued a request for competitive sealed bids to provide telecommunication services.

(b) The public entity has received less than 3 qualified bids from private providers.

(c) It is more than 60 days from the date the request for bids was issued.

(d) The public entity is providing the telecommunication services under the same terms and conditions as required under the request for bids issued pursuant to subdivision (a).

(2) Except as provided under subsection (3), a public entity shall not provide telecommunication services outside its boundaries.

(3) Two or more public entities may jointly request bids under subsection (1) and provide telecommunication services if all participating public entities meet the requirements of this section. **If a public entity does not receive a qualified bid as required under subsection (1), the public entity may contract with another public entity to receive telecommunication services.**

(4) A public entity shall not establish a board or other entity for the purpose of providing regulation of a private provider of services under this section.

(5) This section does not apply to all of the following:

(a) Public safety systems.

(b) Systems used only for the internal use of the public entity or for the sharing of information between the public entity and another public entity.

(c) A public entity that is currently providing telecommunication services or that has held a public hearing by November 1, 2005 on a proposal to provide telecommunication services, or has issued a request for bids by November 1, 2005 to provide telecommunication services, or has an enforceable contract to begin construction of a telecommunication system by November 1, 2005.

(d) A public entity that is currently providing service in another public entity's boundaries.

(e) Services offered by a public entity to the public within a facility owned and operated by the public entity.

(f) Systems or services used or offered by 1 or more public entities or consortiums to advance or promote the public health, safety, and provision of e-government services.

(6) This section may not be construed to prevent a municipally-owned utility from providing to its energy customers, either directly or indirectly, any energy related service involving the transfer or receipt of information or data concerning the use, measurement, monitoring, or management of energy services provided by the municipally-owned utility, including services such as load management or automated meter reading.

(7) As used in this section, "public entity" means a county, city, village, township, or any agency or subdivision of the public entity.

History: Add. 2005, Act 235, Imd. Eff. Nov. 22, 2005

Compliance with Section 14 of the Metropolitan Extension Telecommunications Rights-of-Way Oversight (METRO) Act, PA 48 of 2002, MCL 484.3101, et seq., including a public hearing with notice, is also required.

MCL 484.3114 provides authority under limited circumstances for a township to construct telecommunication facilities or provide cable modem service through a broadband internet access transport service:

484.3114 Telecommunication or cable modem service through broadband internet access transport service; requirements; exceptions; violation; complaint.

Sec. 14.

(1) Except as otherwise provided by subsection (2), a county, municipality, or an affiliate, shall comply with all of the following requirements:

(a) Before the passage of any ordinance or resolution authorizing a county or municipality to either construct telecommunication facilities or provide a telecommunication or cable modem service provided through a broadband internet access transport service, **a county or municipality shall conduct at least 1 public hearing.** A notice of the public hearing shall be provided as required by law.

(b) Not less than 30 days before the hearing required under subdivision (a), the county or municipality shall **prepare reasonable projections of at least a 3-year cost-benefit analysis.** This analysis shall identify and disclose the total projected direct costs of and the revenues to be derived from constructing the telecommunication facilities and providing the telecommunication or cable modem service through a broadband internet access transport service. The costs shall be determined by using accounting standards developed under the uniform budgeting and accounting act, 1968 PA 2, MCL 141.421 to 141.440a.

(c) A county or municipality shall prepare and maintain accounting records in accordance with accounting standards developed under the uniform budgeting and accounting act, 1968 PA 2, MCL 141.421 to 141.440a. The accounting records required under this subdivision are subject to the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

(d) **Charges for telecommunication service and cable modem services provided through a broadband internet access transport service shall include all of the following:**

(i) All capital costs attributable to the provision of the service.

(ii) All costs attributable to the provision of the service that would be eliminated if the service was discontinued.

(iii) The proportionate share of costs identified with the provision of 2 or more county or municipal services including telecommunication services.

(e) **A county or municipality that provides a telecommunication service or cable modem service provided through a broadband internet access transport service shall not adopt an ordinance or a policy that unduly discriminates against another person providing the same service.** Subject to other requirements of this section, this subsection shall not be construed as precluding a county or municipality from establishing rates different from those of another person providing the same service.

(f) In providing a telecommunication or cable modem service provided through a broadband internet access transport service, **a municipality shall not employ terms more favorable or less burdensome than those imposed by the municipality upon other providers of the same service within its jurisdiction concerning access to public rights-of-ways.**

(g) **A municipality shall not impose or enforce against a provider any local regulation with respect to public rights-of-way that is not also applicable to the municipality** in its provision of a telecommunication or cable modem service provided through a broadband internet access transport service.

(h) **In providing a telecommunication or a cable modem service provided through a broadband internet access transport service, a municipality shall not employ terms more favorable or less burdensome than those imposed by the municipality upon other providers of the same service within its jurisdiction concerning access to and rates for pole attachments.**

(2) **Subsection (1) does not apply to either of the following:**

(a) **Telecommunication facilities constructed and operated by a county, municipality, or an affiliate, to provide telecommunication service or a cable modem service provided through a broadband internet access transport service that is not provided to any residential or commercial premises.**

[continued]

(b) Telecommunication facilities that are owned or operated by a county, municipality, or an affiliate for compensation, and that are located within the territory served by the county, municipality or its affiliate that provided a telecommunications service or a cable modem service provided through broadband internet access transport service before December 31, 2001 or that allowed any third party to use the county's or municipality's telecommunication facilities for compensation before December 31, 2001, to provide such a service.

(3) If a complaint is filed under section 18 alleging a violation of this section, the commission shall allow a county or municipality to take reasonable steps to correct a violation found by the commission before the commission imposes any penalties.

(4) The commission, in reviewing a complaint under subsection (3), shall consider, in determining whether charges imposed by a county or municipality are in compliance with subsection (1), the applicable federal, state, county, and local taxes and fees paid by the complainant or providers serving that county or municipality.

History: 2002, Act 48, Eff. Nov. 1, 2002

2) Funding broadband:

A township may finance broadband/wireless communications using:

- General operating or other unrestricted funds (including revenue sharing),
- Extra-voted millage for the specific purpose, or
- User fees.

There is no current statutory authorization for a special assessment, but [House Bill 5673](#) proposes to authorize townships to create special assessment districts for the construction, improvement and maintenance of communications infrastructure, including broadband and high-speed internet.

ARPA: Without changes in state or federal law, it is unlikely that guidance on the use of federal ARPA funds would provide statutory authorization to a township to use such funds in any way counter to the existing state laws. But to the extent that Michigan law allows a township to provide broadband, it is one of the areas that townships may find the ARPA funds helpful.

[MCL 21.604](#) places limitations on what government-owned broadband projects the state's **Michigan Infrastructure Council** may fund:

“(2) The multiyear programs, work plans, budgets, and funding recommendations required in subsection (1)(a), the annual reports required by subsection (1)(c), the 3-year strategy for establishing a statewide integrated asset management system required by subsection (1)(e), and the second phase of the statewide system for asset management implementation required in subsection (1)(f) **shall comply with both of the following:**

[continued]

(a) Not propose, recommend, or fund any government-owned broadband or telecommunications network to provide service to residential or commercial premises, except that this prohibition does not apply to state expenditures for a transportation purpose, connected vehicle communication technologies, or other transportation-related activities.

(b) To the extent government funding is proposed or recommended to subsidize non-government-owned broadband networks to expand service to residential or commercial premises, require that the proposals and recommendations must be limited to areas unserved by broadband, must be technology neutral, and include a competitive bid process that results in the award of the subsidy based on objective and efficient procedures.

The Michigan Broadband Development Authority Act, PA 49 of 2002, puts limits on how the Authority may finance any broadband infrastructure for a governmental entity:

484.3207 Powers of authority.

Sec. 7.

(2) Notwithstanding any other provision of this act, the authority **shall not** make loans to, or enter into any joint venture and partnership arrangements or participation with, any governmental entity or nonprofit organization except in connection with the financing or refinancing of development costs for that allocable portion of the broadband infrastructure used or to be used exclusively by governmental entities or nonprofit organizations, including, but not limited to, universities, colleges, hospitals, school districts, public safety agencies, judicial organizations, libraries, cities, townships, and counties. **No allocable portion of the broadband infrastructure financed by a loan to a governmental entity or a nonprofit organization shall be used to serve residential, business, or other commercial customers.**

(3) Notwithstanding any other provision of this act, except in connection with financing or refinancing under subsection (2) or enforcement procedures authorized under subsection (1)(m), the authority shall acquire real or personal property constituting portions of the broadband infrastructure **only in connection with the participation of persons other than governmental entities or nonprofit organizations** through joint ventures and partnership arrangements, or other co-ownership arrangements and only if the participation is necessary to assure availability of financing or refinancing derived from the issuance by the authority of bonds or notes, the interest on which is exempt from taxation under the United States internal revenue code, and the financing derived from the tax-exempt bonds or notes is allocated only to those development costs relating to that portion of the broadband infrastructure that is to be used by governmental bodies or nonprofit organizations.

MEMO

To: Whitewater Township Board

From: Cheryl A. Goss, Clerk

Date: 09/08/2021

Re: Resolution #21-14 American Rescue Plan Act Funding for Broadband

Tim Maylone of Cherry Capital Connection gave a presentation at the August 10, 2021 township board meeting describing his company's efforts and ability to provide gig level internet service to households in Whitewater Township. He sought a resolution to have Whitewater Township continue working with Cherry Capital to define the routes and the needs, and proposed receiving a third of the ARPA funds allocated to Whitewater Township. The topic ended with my agreement to bring a resolution to the September meeting, while Supervisor Popp agreed to provide GIS information to Mr. Maylone.

A proposed resolution is attached, along with other information supplied today by Mr. Maylone, including a map. Most of the text in the body of the resolution was supplied through a resolution utilized by another township.

The treasurer's office has confirmed on this date that the ARPA funds have not been received yet. The resolution is crafted so as not to obligate the township to pay any monies to Cherry Capital until after the funds are received.

An eventual contract between the township and Cherry Capital Connection would have to be reviewed by the township's legal counsel before finalization.

In the meantime, in order to demonstrate the township's intent to support Cherry Capital Connection's efforts to provide gig level internet service in Whitewater Township, Resolution #21-14 could be adopted.

An appropriate motion would be: Motion to adopt Resolution #21-14.

###



RESOLUTION #21-14

**American Rescue Plan Act Allocation in Support of Expanding Broadband
to Unserved and Underserved Areas of Whitewater Township**

Whitewater Township
Grand Traverse County, Michigan

At a regular meeting of the Whitewater Township Board of Trustees, held at the
Whitewater Township Hall, 5777 Vinton Rd., Williamsburg, Michigan, on the 14th day of
September, 2021, at 9:00 a.m. Eastern Daylight Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and
supported by _____.

WHEREAS, reliable, high speed, affordable access to the internet is imperative for
Whitewater Township residents, businesses, non-profit organizations, schools, and visitors; and

WHEREAS, the internet is changing how humans interact with each other and with the
world at large, as well as being a driving force for the current and future economy; and

WHEREAS, the internet creates opportunity for increased innovation for consumers,
businesses, and government; and

WHEREAS, countries, states, counties, and municipalities that prioritize and provide
access to advanced internet infrastructure such as fiber are surpassing those that do not in terms
of social, economic and knowledge development; and

WHEREAS, Whitewater Township must plan and prioritize for the deployment and
adoption of this infrastructure, including, but not limited to, pursuing collaborations and
partnerships in an effort to effectively achieve greater access to affordable high-speed internet
throughout Whitewater Township.

NOW, THEREFORE, BE IT RESOLVED, that the Whitewater Township Board of
Trustees acknowledges that access to the internet is a crucial part of the Whitewater Township
mission to provide leadership, cooperation with all units of government, sound fiscal
management, and planning, thereby promoting public safety, health, well-being, and prosperity
in order to improve the quality of life for present and future generations.

BE IT FURTHER RESOLVED that the Whitewater Township Board of Trustees, in partnership with Cherry Capital Connection, LLC., to assist with the expansion of broadband throughout Whitewater Township, allocates one-third (1/3) of the total funds received by the township through the American Rescue Plan Act. The one-third (1/3) share of the ARPA funds will be made payable to Cherry Capital Connection within _____ days of receipt of the funds.

ROLL CALL VOTE

Yeas: _____

Nays: _____

Absent/Abstain: _____

RESOLUTION DECLARED ADOPTED.

Ron Popp, Supervisor
Whitewater Township

STATE OF MICHIGAN)

) ss

COUNTY OF GRAND TRAVERSE)

I, Cheryl A. Goss, the duly qualified and acting Clerk for Whitewater Township, Grand Traverse County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Whitewater Township Board at a meeting held on the 14th day of September, 2021, and further certify that the above Resolution was adopted at said meeting.

Cheryl A. Goss, Clerk
Whitewater Township

Dated: _____, 2021

Cheryl A. Goss

From: tim@cherrycapitalconnection.com
Sent: Wednesday, September 8, 2021 3:06 PM
To: 'Cheryl A. Goss'
Subject: RE: Suggested Resolution
Attachments: Whitewater-township_20210908_145737_000002.pdf

Attached is our working map.

We plotted the locations of the petitions received.

Yellow from the north is our main line route to connect the Elk Rapids data center with the Whitewater township data center

This will provide connectivity via Elk Lake road

A connection with Reach-3MC along M-72 will provide connectivity with our Charlevoix Data center and Roscommon data center.



Dark Blue are the areas where we received petitions

These areas will be connected to the mainline fiber

Teal Blue (light blue) is our RDOF route

The faded orange represents lateral based on proper funding.

We are working on Island View area and a new development just west of Island view.

Additionally we are looking into extending our US31 fiber to interconnect the east – west routes north of M-72

We are still plotting the petition data.

Let me know if there is anything else we can provide to you and the board.

Tim

From: Cheryl A. Goss <clerk@whitewatertownship.org>
Sent: Wednesday, September 8, 2021 12:22 PM
To: tim@cherrycapitalconnection.com
Subject: RE: Suggested Resolution

Thank you!

Cheryl A. Goss, MIPMC

Whitewater Township Clerk

5777 Vinton Road, P.O. Box 159

Williamsburg, Michigan 49690

Telephone: 231.267.5141 X 24

Fax: 231.267.9020

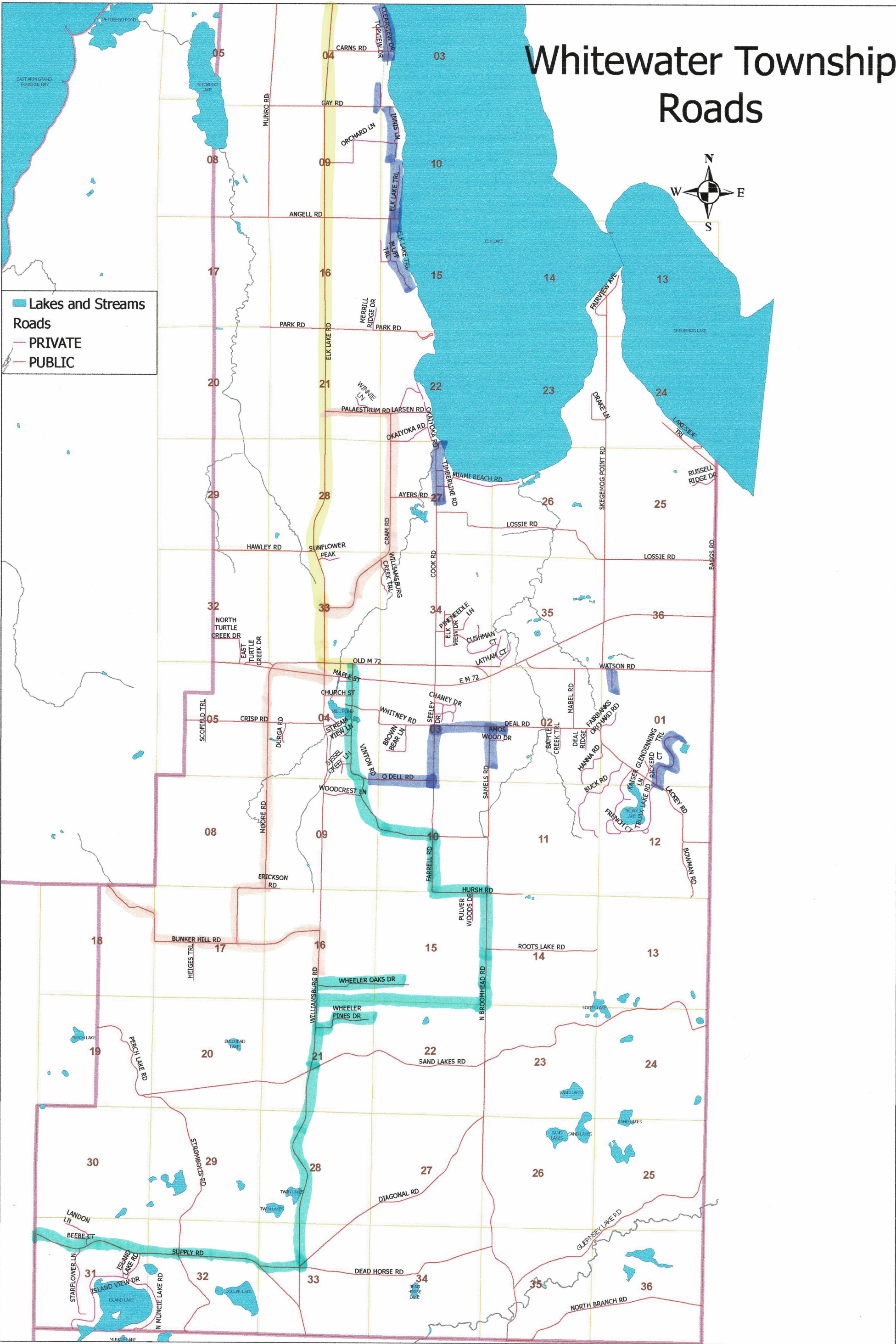
clerk@whitewatertownship.org

Office Hours: Mon/Tue/Wed/Thurs 9:00 am to 5:00 pm

Whitewater Township Roads



- Lakes and Streams
- Roads
 - PRIVATE
 - PUBLIC



0 0.5 1 2 Miles