

BIG RAPIDS CHARTER TOWNSHIP BOARD REGULAR MEETING TUESDAY, APRIL 2, 2024

BIG RAPIDS TOWNSHIP OFFICES, 14230 NORTHLAND DR.
BIG RAPIDS, MI 49307
7:00 PM

AGENDA

PLEDGE OF ALLEGIANCE.

CALL TO ORDER: 7:00 p.m. ROLL CALL: __Bean, __Bechaz, __Currie, __Everett, __Geib, __Saez, __Teceno

PUBLIC COMMENT:

ADDITIONS TO AGENDA:

CORRESPONDENCE: Cypress Creek Renewables
Application to Appeal ZBA

CONSENT AGENDA

1. March 3, 2024, Meeting Minutes:
2. March 14, 2024 Special Meeting Minutes:
3. Building Department Report:
4. Cemetery and Grounds Report:
5. Fire Department Report:
6. Sewer Department Report:
7. Water Department Report:
8. Board of Review Minutes:
9. Planning Commission Minutes:
10. Roads Committee Minutes:

UNFINISHED BUSINESS:

1. Wastewater Agreement:
2. Update on Ordinance Review:
3. Property Tax Exemption App – Attorney Update:

NEW BUSINESS:

1. Mecosta Conservation District:
2. Fire Department Hazard Survey Report
3. New Firewall Quote:
4. Principles of Governance:
5. Starlink:
6. Supervisor Request:
7. Grounds Manager Wage:
8. Roads:
9. Move May Meeting (April 6th?)

Financial

1. Payroll:
2. Accounts Payable:

PUBLIC COMMENT:

ADJOURNMENT:

Big Rapids Charter Township will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed material, if individuals with disabilities, upon five business days notice to the township. Individuals requiring auxiliary aids or services should contact Hannah Saez, Big Rapids Charter Township Clerk, 14212 Northland Drive, Big Rapids, MI 49307- call 231 796 3603 or fax request to 231 796 2533.

Cypress Creek Renewables
3402 Pico Blvd
Santa Monica, CA 90405



March 22, 2024



3 - 686

003***003*****AUTO**ALL FOR AADC 493
Big Rapids Charter Township
14212 Northland Dr
Big Rapids MI 49307-2319

Dear Big Rapids Charter Township,

I hope this letter finds you well. I am writing to ask you to consider an opportunity to partner with Cypress Creek Renewables to develop a solar energy facility on your property located in Mecosta County. Given the characteristics of your property and availability of nearby electrical infrastructure, we believe there is an opportunity to develop a community solar project on this land.

A solar lease is a great source of passive income – once the solar farm is built, you can sit back and collect rent for at least twenty-five years. An operational solar farm is quiet and safe, with maintenance visits every other month. We are making offers, at or above market value, to lease or purchase up to 50 acres. Additionally, property taxes for the leased acreage will be covered by the project owner. After the useful life of the project, all equipment is removed.

Cypress Creek is a leading national developer and operator of community and utility-scale solar in the United States. Cypress Creek has a proven track record of developing, financing, and operating projects that benefit communities, landowners, and local businesses while protecting the environment. For information about Cypress Creek please see the attached brochure and visit our website at www.ccrenew.com. We are excited to develop and produce local clean energy for Michigan.

Willing landowners are essential partners in the development of our projects. If you are interested, I would like to schedule a time in the next week or two to speak with you to discuss this opportunity further. Please give me a call at (360) 561-2172 or email me at eric.smith@ccrenew.com. We hope to have the opportunity to work with you and thank you for your consideration.

Regards,

Eric Smith
Project Developer
Cypress Creek Renewables
(360 561-2172 | eric.smith@ccrenew.com)

March 14, 2024

APPLICATION TO APPEAL TO BIG RAPIDS CHARTER TOWNSHIP (BRCT) ZONING BOARD OF APPEALS (ZBA)

My name is Bill Schoenlein. I am a property owner in the City of Big Rapids directly across the Muskegon River and within 300 feet from the parcel in Big Rapids Charter Township (BRCT) identified with the address of 19100 15 Mile Rd and Tax ID Parcel Number 54 05 014 002 000.

I am filing this Application of Appeal as an aggrieved party under BRCT Ordinance 153.130(F)(4) for actions by the BRCT Zoning Administrator and BRCT Planning Commission regarding acceptance of an Application for Commercial Special Use Permit without a complete Class B Site Plan and other subsequent due process violations against affected property owners resulting from actions taken by the above mentioned BRCT representatives. The BRCT Zoning Administrator accepted an incomplete Application for Commercial Special Use Permit (SUP) submitted by the Animal Rescue Coalition (ARC) for the above-mentioned parcel, with further action taken by the Planning Commission on the Application in violation of ordinance requirements as noted below. **For clarity, I am not appealing the denial by the BRCT Planning Commission of the application by ARC for a Commercial Special Use Permit (SUP23-008), but am respectfully requesting denial of an Appeal by ARC on the existing incomplete SUP Application.**

First, the Township posted for a Public Hearing on or about October 26, 2023 with the hearing scheduled on November 14, 2023 on the SUP application without the applicant having submitted any Class B site plan materials available for public inspection, and for use by the Zoning Administrator and Planning Commission members to determine the appropriateness of the special use. The SUP application (Attachment 1), signed by the applicant, was submitted on October 24, 2023, with the application document clearly stating under the section at the bottom "DATA REQUIRED FOR THIS APPLICATION" under item 1:

- 1. Site plan of the property involved, drawn to a readable scale and including all information required in a Class "B" Site Plan as specified in Section 153.262(B)(2). (All Industrial and Commercial Uses, Planned Unit Developments, and Multi-family Uses require a Class "B" Site Plan).*

The BRCT Ordinance 153.262 subsections (A) and (B) requirements are attached for site plan review (Attachment 2) and for what is required in a Class B site plan 153.262(B)(2) (Attachment 3).

Ordinance 153.262(B) specifically states that "*The site plan shall be required prior to receiving zoning review...*"

In my comments to the BRCT Board of Trustees on November 8, 2023, I requested cancelling the originally scheduled public hearing on November 14, 2023 "...so that all required notifications can be made once a complete site plan is available for review by affected property owners..."

Limited and incomplete site plan materials were not submitted by the applicant until November 10, 2023, seventeen (17) days after the SUP application was filed (Attachment 4).

The Public Hearing for the application was re-posted on November 28, 2023 for the scheduled hearing date of December 12, 2023. The Public Hearing should not have been scheduled, or rescheduled until a complete Class B site plan was submitted and reviewed by the BRCT Zoning Administrator to determine the site plan met BRCT Ordinance requirements before proceeding to a Public Hearing with incomplete information, in violation of BRCT Ordinance and Application requirements, including the Application for Commercial Use Permit document and BRCT Ordinances 153.262 subsections (A), (B), (B)(2), and (C)(2) as shown in Attachments 1, 2, 3 and 8.

I requested and obtained from the BRCT Zoning Administrator on November 28, 2023 the incomplete site plan documents for this permit application and confirmed they were **not complete and did not** meet the requirements of the BRCT Zoning Ordinance Section 153.262(B)(2) for a Class B site plan required for this Commercial Use. The applicant had also not provided any additional site plan information for the December 12, 2023 Public Hearing, and still has not (as of the date of this submittal), other than those original incomplete documents in Attachment 4 submitted to the Zoning Administrator on November 10, 2023. The limited site plan materials submitted by the applicant **do not** meet the requirements for a Class B site plan as required by the Township Zoning Ordinance 153.262(B)(2) for the following reasons:

1. As required in 153.262(B)(2)(b) (see Attachment 3) as a *"shall"*, 2 of the 3 site plan documents **do not** meet the requirement for a drawing scale of *"...not smaller than 40 feet to the inch..."* or do not have a legible scale at all; and **none** of the documents are *"...certified by a licensed architect, a registered land surveyor, or professional engineer."* as also required.
2. As required in 153.262(B)(2)(c) (see Attachment 3) specifically *"Class B site plan shall show the following:"*, the areas where the items are not shown for each subsection under (c) are described for each numbered item from the ordinance below:
 - (1) The parcel drawing provided as part of the site plan documents **does not match** the parcel description and diagram in the Notice of Public Hearing document, and there are also discrepancies to the parcel that was listed for sale that is subject to this permit request. Consistency in the parcel assures all affected property owners within 300' of the parcel that is subject to the permit request received proper notice of this hearing in accordance with the Michigan Zoning Enabling Act of 2006.
 - (2) **None** of the *"Existing and proposed grades and drainage systems and structures with topographic contours not exceeding five feet"* are shown on any site plan drawings as required for this subsection.

(3) The building drawing provided appears to be for the existing ARC structure on 220th Avenue in Green Township and is dated 04/12/12. It does not include any drawing information as required for the **height** of the building. Information on materials of construction or outdoor areas for animals is also not provided in order to meet the requirements for "other information or supporting evidence" of Item 3 on the Application for BRCT Zoning Ordinance 153.130(C)(5) (Attachment 2) specifically Standard (5): "*Uses by special permit shall not be significantly more objectional to nearby properties by reason of traffic, noise, vibrations, dust, fumes, odor, smoke, glare, lights or disposal of waste...*"

(4) and (5) None of the "*Natural features such as wood-lots, streams and lakes or ponds and human-made features such as existing roads and structures, with indications as to which are to be retained and which are to be removed or altered. Future landscaping designs should also be indicated*" are included beyond the location of the new building, sidewalks to the building, the access road and parking spaces. The parcel document references the Muskegon River, but there is no indication of wetlands on any drawings, but public wetland databases indicate wetlands exist on this parcel. Similar to item (3) above, elements proposed for screening and noise control are important to evaluation of this permit request.

(6) **None** of the "*The size and location of all existing and proposed public and private utilities, including private sewage systems, wells or water sources*" are shown on any site plan drawings as required for this subsection.

(7) The requirement the site plan "shall show" "*A vicinity sketch showing the location of the site in relation to the surrounding street system*" is **incomplete** as the distances to 190th Ave. and Old Millpond Road are not included.

(8) Information required on the site plan under this subsection is **incomplete**, as "*...address and telephone number of the owner, developer and designer*" are only included on the permit application.

(9) This subsection requires "*Any other information necessary to establish compliance with this and other ordinances or the utility of the site.*" The lack of necessary and required information **does not** allow the Planning Commission to evaluate this permit application and site plan against their governing ordinance requirements and determine whether the permit request satisfies the seven specific standards of BRCT Ordinance 153.130(C) prior to approval of a special use permit.

The BRCT Zoning Administrator advised and appropriately recommended to the Planning Commission that the SUP application, quoting from his December 7, 2023 dated Staff Analysis document (Attachment 5) provided to the Planning Commission members for the December 12,

2023 Public Hearing ***“...does not meet many requirements of sections 153.018 Agricultural Zoning District and 153.130(C) Special Use Standards”*** as he determined from his independent evaluation. Since no other documents have been submitted since the Staff Analysis was completed and the Planning Commission denied the SUP Application during the February 13, 2024 meeting, I respectfully request the Zoning Board of Appeals (ZBA) members to uphold the decision to deny the application by the Planning Commission and to deny an Appeal by ARC.

From the meeting minutes (Attachment 6, Page 2) from the December 12, 2023 Planning Commission meeting and Public Hearing, it was noted in Section VI. that: ***“After discussion, Mr. Oosterhouse made a motion to table SUP23-008 request for Special Use Permit pending receipt of a complete Class B site plan from ARC.”*** The Planning Commission members at that time recognized the ordinance requirement for the information that a Class B site plan would provide, as they unanimously voted to table the SUP application request as noted in the motion until they received a complete Class B site plan from ARC. Contrary to his previous motion and in violation of Township Ordinance and the SUP Application document provided to the applicant by the Township, Mr. Oosterhouse made a motion during the February 13, 2024 meeting as noted in the meeting minutes (Attachment 7, Page 2) in Section VI.: ***“After discussion, Mr. Oosterhouse made a motion to approve special use permit 23-008.”*** without ARC having submitted a complete Class B site plan (or any additional information since November 10, 2023) called for in the previous motion from the December 12, 2023 meeting. The Planning Commissions action on February 13, 2024 to ultimately deny the SUP application by a vote of 3 to 1 was appropriate given the lack of complete or new Class B site plan information from the applicant ARC and the blatant inconsistency between Mr. Oosterhouse’s two motions. For this reason, I again respectfully request the ZBA members to uphold the decision to deny the application by the Planning Commission and to deny an Appeal by ARC.

The Zoning Administrator and Planning Commission ultimately made the correct decision to deny the SUP Application based on the Zoning Administrator’s recommendation given the incomplete information they all had at the time from the applicant ARC. If ARC should at this late date now provide new information to the ZBA that was required for these other parties to make an informed decision earlier in the zoning review process in ARC’s effort to be approved “on appeal” by the ZBA, it’s important that the ZBA deny the Appeal. This would allow proper due process to be served for affected property owners by requiring the applicant to re-apply for the Commercial Special Use Permit with all Class B site plan information required by Ordinance publicly available prior to a Public Hearing, which did not occur during the previous zoning review process.

In summary, I respectfully request the Big Rapids Charter Township ZBA uphold the February 13, 2024 denial by the Planning Commission on SUP application SUP23-008 and to deny an Appeal by ARC. The denial by the Planning Commission has as its basis the violation of BRCT Ordinance and a lack of supporting Class B site plan documents and other information, as required by Ordinance, for the Zoning Administrator and Planning Commission to make an informed decision on the appropriateness of the special use. I additionally request the ZBA recommend

in their Appeal denial that the Zoning Administrator and the Planning Commission require that any future SUP application submittals by this applicant for this parcel include submittal of a complete Class B site plan that meets all of their Township Ordinance requirements before scheduling a Public Hearing, and to return an incomplete application and site plan to the applicant, so the applicant is required to provide complete information before proceeding with the zoning review process in accordance with Ordinance 153.262(C)(2) (Attachment 8), the required review procedure for Class B site plans.

Thank you for the opportunity to provide this information in support of my Application of Appeal.

Attachment 1

Rec'd 11-28-23 16:15
From Big Rapids Township

10-24-23
Li

BIG RAPIDS CHARTER TOWNSHIP
APPLICATION FOR COMMERCIAL SPECIAL USE PERMIT

FEE: \$350.00

Application No.: SUP 23-008

Applicant: ANIMAL RESCUE COALITION

Address: 18400 220TH AVE
BIG RAPIDS MI 49307

Phone: 231 296-2683

Owner of property: _____

Address: _____

Phone: _____

I (We), the undersigned, do hereby make application to the Big Rapids Township Planning Commission for a **SPECIAL USE PERMIT/PLANNED UNIT DEVELOPMENT**, as provided in Section 153.130 / 153.145 of the Big Rapids Township Zoning Ordinance for the following proposed use:

ANIMAL SHELTER

Location and description of property: 19100 15 MILE RD
BIG RAPIDS MI

DATA REQUIRED WITH THIS APPLICATION

1. Site plan of the property involved, drawn to a readable scale and including all information required in a Class "B" Site Plan as specified in Section 153.262(B)(2). (All Industrial and Commercial Uses, Planned Unit Developments, and Multi-family Uses require a Class "B" Site Plan).
2. Preliminary plans and outline specifications for proposed development of the land and for all construction.
3. Such other information or supporting evidence that shows the requested **SPECIAL USE PERMIT** meets the requirements set forth in Section 153.130(C) of the Big Rapids Township Zoning Ordinance.

I hereby certify and agree that all use for which this application is made will conform to the data and information submitted with this application, and with all ordinances affecting Big Rapids Township. It is further agreed that any deviation from the data submitted, or the breach of any additional safeguards, conditions or requirements the Big Rapids Township Planning Commission may impose in granting this **SPECIAL USE PERMIT** shall constitute a violation of the Ordinance and invalidate the **SPECIAL USE PERMIT** granted.

Date: OCT 2, 23

Signed: 

Attachment 2

Zoning

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ADMINISTRATION AND ENFORCEMENT

153.260 ZONING ADMINISTRATOR.

The provisions of this chapter shall be administered and enforced by a Township Zoning Administrator, appointed by the Township Board for such term and subject to such conditions and at a rate of compensation as said Board shall determine as reasonable.

(Ord. 2, passed 8-12-1971; Ord. 3, passed 8-8-1974)

153.261 PERMITS.

No building, sign or other structure shall hereafter be erected, altered or relocated until a permit authorizing the same shall have been issued by the Zoning Administrator. Permits shall be issued only when such structure or use conforms to this chapter.

(Ord. 2, passed 8-12-1971; Ord. 3, passed 8-8-1974)

153.262 SITE PLAN REVIEW.

(A) An approved site plan, which includes those documents and drawings specified in this section are necessary to ensure that the proposed land use or activity is in compliance with this chapter.

(B) The site plan shall be required prior to receiving zoning review and other authority to use, erect or enlarge any structure or facility. Further, no use shall be undertaken or carried on and no structure or facility shall be constructed, enlarged or improved except as shown upon an approved site plan.

(1) *Class A site plan requirements.*

(a) A Class A site plan shall be required for all single-family, two-family, mobile home, agricultural building and any customary accessory use; and other similar structures, which are similar in the intensity of use when considering floor area, solid waste loads, water use, traffic congestion, noise, smoke, odor and construction costs.

(b) This site plan shall include a sketch plan with accurate dimensions showing:

1. The lot, with a legal description;
2. Existing or proposed buildings and structures;
3. Existing or proposed public or private roads and rights-of-way, parking areas and walkways;
4. Location of existing or proposed public utility systems and/or private sewage systems and wells or water supply source;
5. Existing natural or human-made features such as wood-lots, streams, lakes and ponds;
6. A description of any changes in grade or drainage systems, except those changes to accommodate basement and driveway grading. When development occurs within 500 feet of a watercourse, all grade changes shall be in conformance with County Drain Commission requirements;
7. A description of adjacent uses; and
8. Any other information necessary to establish compliance with township and county ordinances.

Attachment 3

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Big Rapids Charter Township - Land Usage

(2) Class B site plan requirement.

(a) A Class B site plan shall be required for all other uses, structures or facilities, including all industrial and commercial uses, planned unit developments, and all multi-family uses.

(b) This site plan shall be drawn to a scale not smaller than 40 feet to the inch, certified by a licensed architect, a registered land surveyor or professional engineer.

(c) Class B site plan shall show the following:

1. The boundary lines of the area included in the site plan including angles, dimensions and references to a section corner, quarter corner, or point on a recorded plat, an arrow pointing north, and the lot area of the land included in the site plan;

2. Existing and proposed grades and drainage systems and structures with topographic contours at intervals not exceeding five feet;

3. The shape, size, location, height and floor area for the finished ground and basement floor grades;

4. Natural features such as wood-lots, streams and lakes or ponds and human-made features such as existing roads and structures, with indications as to which are to be retained and which are to be removed or altered. Future landscaping designs should also be indicated;

5. Proposed streets, driveways, parking spaces, loading spaces and sidewalks and the total number of parking spaces shall be shown;

6. The size and location of all existing and proposed public and private utilities, including private sewage systems, wells or water sources;

7. A vicinity sketch showing the location of the site in relation to the surrounding street system;

8. A legal description of the lot; the name, address and telephone number of the owner, developer and designer; and

9. Any other information necessary to establish compliance with this and other ordinances or the utility of the site.

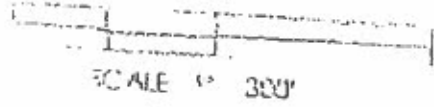
(d) Alterations or structural changes to existing Class B structures which do not exceed 25% of total existing ground floor area or 50% of aggregate cost or original structure may be permitted a Class A site plan, but shall comply with Class B site plan review procedures.

115W 210W

JUP 23-008

Attachment 4 Page 1

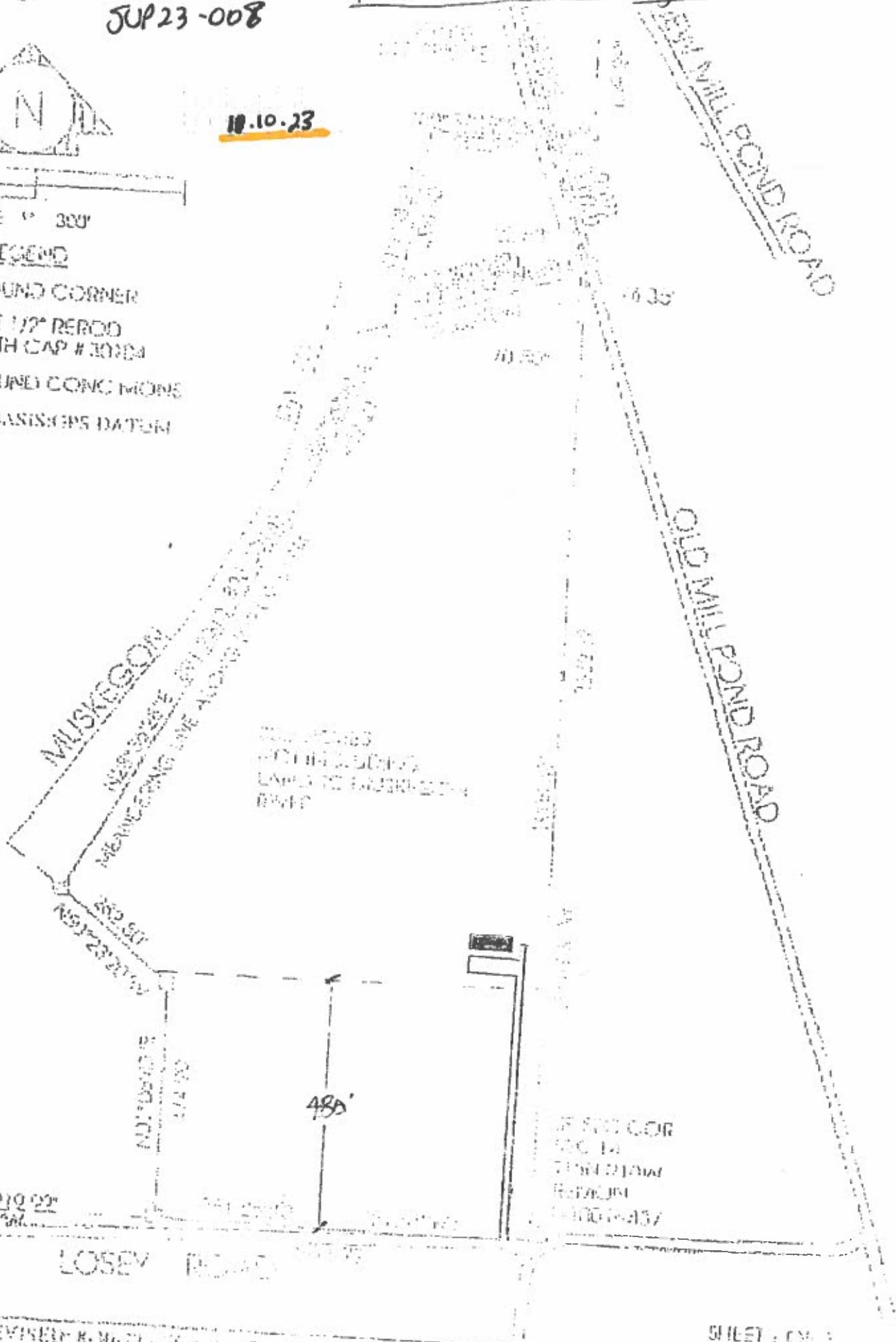
10.10.23



SCALE 1" = 200'

LEGEND

- FOUND CORNER
- SET 1/2" REBOD WITH CAP # 10104
- FOUND CONC MONS
- BEARING BASIS: GPS DATUM



C 14 C 14
15N 210W
15N 210W
100 P-362

C 14 C 14
15N 210W
15N 210W
100 P-362

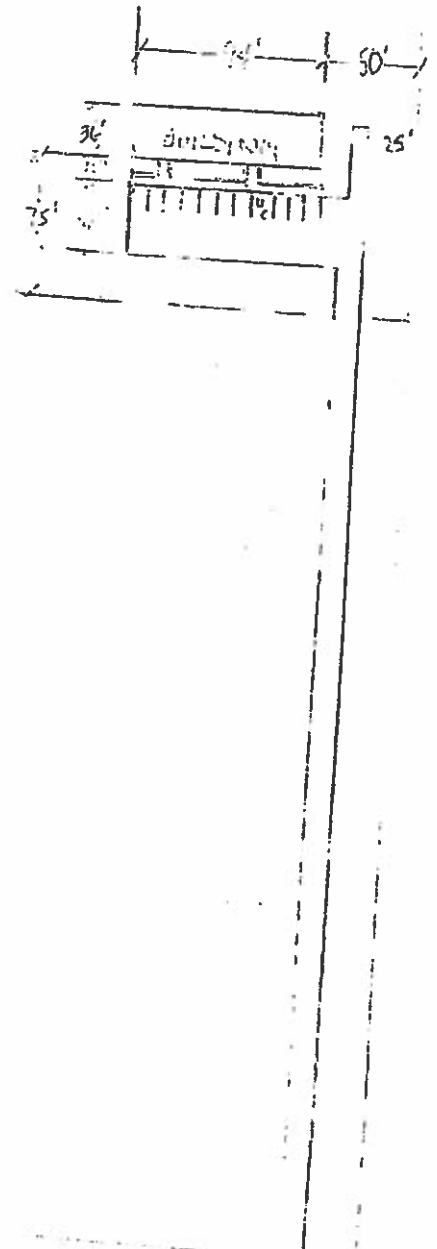
LOSEY ROAD

SHEET : 01 OF 2

Attachment 4 Page 2

SUP 23-008

11-10-23



75'

Animal Rescue Coalition
Dog Rescues MI



1217

A1.0

SUP13-008

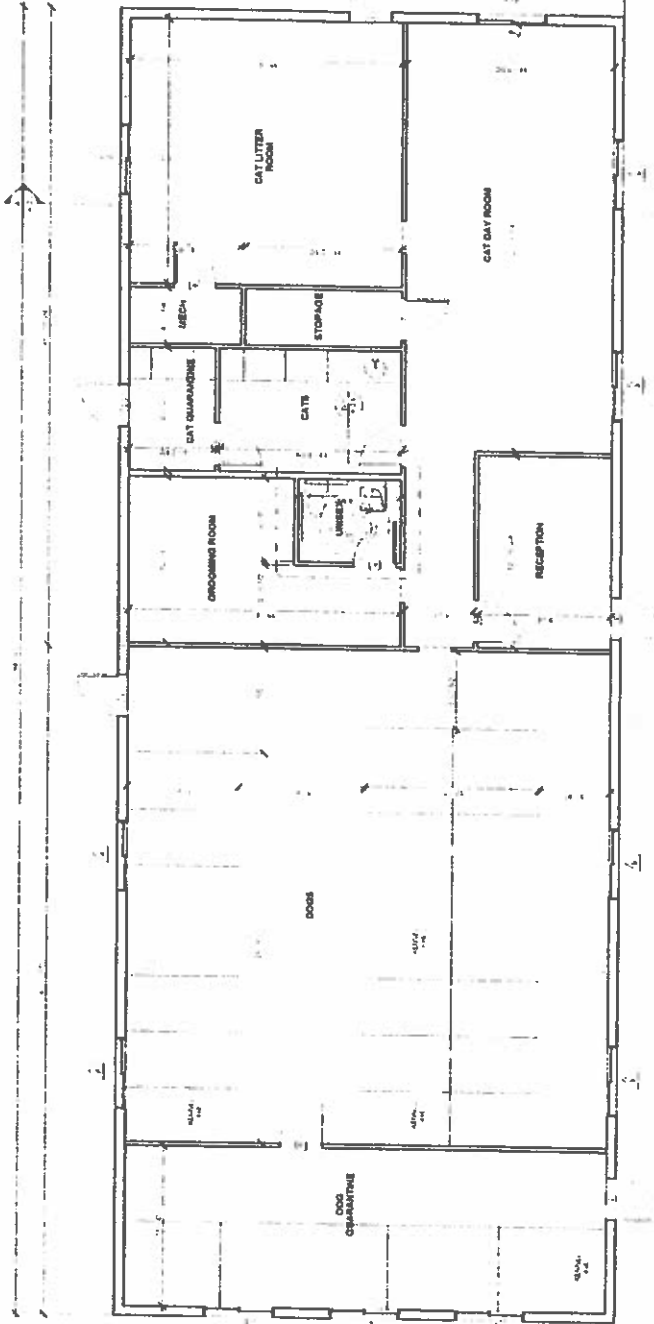
11-10-23

Drawing List

Sheet	Description	Sheet Name
A1.0	Final Plan, Schedule Items	
A1.0	Revisions	
A1.0	Revisions	

Door No.	Description	Width	Height	Count	Comments
1	SINGLE FLUSH w/ VISION SLOT	3'-0"	6'-6"	3	
2	SINGLE FLUSH w/ VISION SLOT	3'-0"	6'-6"	3	
3	SINGLE FLUSH w/ VISION SLOT	3'-0"	6'-6"	3	
4	SINGLE FLUSH	3'-0"	6'-6"	1	
5	SINGLE FLUSH w/ VISION SLOT	3'-0"	6'-6"	1	
6	SINGLE FLUSH w/ VISION SLOT	3'-0"	6'-6"	1	
7	SINGLE FLUSH	3'-0"	6'-6"	1	
8	SINGLE FLUSH	3'-0"	6'-6"	1	
9	SINGLE FLUSH w/ VISION SLOT	3'-0"	6'-6"	1	
10	SINGLE FLUSH w/ VISION SLOT	3'-0"	6'-6"	1	

Window No.	Type	Width	Height	Count	Comments
1	A	3'-0"	7'-10"	1	
2	B	3'-0"	7'-10"	1	
3	C	3'-0"	7'-10"	1	



Floor Plan

Applicant: ARC
Permit Number: SUP23-008
December 7, 2023

This is an application for a Special Use permit to operate an animal shelter at 19100 15 Mile Road, Big Rapids, MI. The property, parcel number 5405 014 002 000, is a 31.4-acre parcel located in the A-Residential (A-Res) and Agricultural (AG) Zoning District. The surrounding uses are residential and commercial with concrete plant to the East and residences to the West and South, bordered by the river on the West side. The applicant is planning to build on the agricultural portion of the property with a driveway from 15 mile road.

Analysis for Agricultural (AG) District requirements Sec. 153.018:

1. The proposed project would meet the (B) use by special permit under (9)(d) Veterinarian practice and veterinary hospitals.
2. Setbacks are met with minimum 50 feet from the front of the structure, 15 feet from the sides and 50 feet from the rear.

Staff Analysis of Criteria for Granting Special Use Approval per Section 153.130(C):

Prior to approval of a special use permit, the Planning Commission shall ensure that the standards specified in this section, as well as standards established elsewhere in this chapter shall be satisfied. All uses by special permit shall comply with each of the following standards and requirements as listed in this division:

- (1) The nature, location, and size of the special use shall not change the essential character of the surrounding area, nor disrupt the orderly and proper development of the district as a whole. The use shall not be in conflict with or discourage the adjacent or neighboring lands or buildings.

Staff Analysis: Residential area in question, commercial concrete plant next door.

- (2) The special use shall not diminish the value of the land, buildings or structures in the neighborhood.

Staff Analysis: Nearby residents believe property values would be adversely affected.

- (3) The special use shall not increase traffic hazards or cause congestion on the public highways or streets of the area. Adequate access to the parcel shall be furnished.

Staff Analysis: Minimum traffic increase.

- (4) The water supply and sewage disposal system shall be adequate for the proposed special use by conforming to State and County Health Department requirements, and the special use shall not over-burden any existing services or facilities.

Big Rapids Charter Township
 Building and Zoning Department
 14212 Northland Drive, Big Rapids, MI

Attachment 5 Page 2

Applicant: ARC
 Permit Number: SUP23-008
 December 7, 2023

Staff Analysis: Permits would be needed from District Health department .

- (5) Uses by special permit shall not be significantly more objectionable to nearby properties by reason of traffic, noise, vibrations, dust, fumes, odor, smoke, glare, lights, or disposal of waste than the operation of any principal permitted use, nor shall the special use increase hazards from fire or other dangers to either the property or adjacent property.

Staff Analysis: Nearby residents believe noise would be objectionable.

- (6) The Planning Commission may require that the premises be permanently screened from adjoining or contiguous properties by a wall, fence, plant screen and/or other approved enclosure when deemed necessary to buffer the surrounding uses from objectionable noise, light, etc., created by the special use.

Staff Analysis: Plan does not indicate screening or buffers.

- (7) The special use shall be consistent with the intent and purpose of this Ordinance and with the intent of the Land Use Plan for the Township. The special use shall be compatible with the natural environment and shall not be inimical to the public health, safety and general welfare.

Staff Analysis: Uncertain regarding intent and purpose.

I have reviewed Commercial Special Use Permit application SUP23-007 and have determined that it does not meet many requirements of Sections 153.018 Agricultural Zoning District and 153.130(C) Special Use Standards.

Timothy Kleinheksel

Date: December 7, 2023

Timothy Kleinheksel
 Building and Zoning Administrator
 Big Rapids Charter Township

**MINUTES
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION**

Tuesday, December 12, 2023 --- 7:00 p.m.

Big Rapids Township Hall, 14230 Northland Drive, Big Rapids, MI 49307

I. CALL TO ORDER: 7:00 P.M.

Chairperson Amanda Wethington called the regular meeting of the Big Rapids Charter Township Planning Commission to order at the township hall on Tuesday, December 12, 2023, at 7:00 p.m.

II. ROLL CALL:

Present: Zach Cook, Mary Davis, Jerry Everett, Gordon Oliver, Jeff Oosterhouse, Mark Sweppenheiser and Amanda Wethington. The record shows there is a quorum. Also present: Timothy Kleinheksel, Zoning Administrator and Recording Secretary.

III. CONFLICTS OF INTEREST:

Mrs. Wethington asked if any of the Commission members had known conflicts of interest with any of the items on the agenda for this meeting. Mr. Sweppenheiser and Mr. Everett indicated that a conflict of interest existed with the ARC special use permit.

IV. MINUTES:

Mrs. Wethington asked the Commission members to review the minutes of the October 10, 2023 meeting. Mr. Oliver made a motion to approve the October 10, 2023 minutes as submitted. Mrs. Davis supported the motion. There was no further discussion. The motion passed unanimously with seven ayes.

V. PUBLIC HEARING SUP23-008 ARC:

Mr. Sweppenheiser and Mr. Everett recluded themselves from the meeting. SUP23-008 is an application by Animal Rescue Coalition to operate an animal shelter in the Agricultural and A-Residential zoning districts at the existing property at 19100 15 Mile Road, Big Rapids Township Parcel # 5405-014-002-000. Mrs. Wethington opened the public hearing at 7:04 p.m. Ms. Cate Arroe, director of the Animal Rescue Coalition of Mecosta County, introduced the request for special use by saying a lot of residents in the area do not know what to expect. There will not be wild animals making a lot of noise, at the current location a close neighbor said they were never bothered by noise. The ARC is looking to locate the facility close to the concrete plant, not by the river. Sounds from the facility would be no more than a typical neighborhood with pets. The building will face south with dog kennels on the north side of the building. They are planning to walk the dogs on the property and not on the road.

The following residents sent correspondence to the Township regarding this application: Tim Burns, Rosemary Kailing, Gregory and Diane Jones, Brian and Kathy Walch, David White, Bill Schoenlein, John McLane, Ormand and Teri Hook, Jerome and Rita Conrad, John Losey, Wayne Bailey, Ronald and Michelle Welch, Jon and Barbara Wiseman, Elizabeth Solis, Art and Peg Tetzlaff, David Chipman, James and Jan Fortino, William Bloomfield. Discussion during the public hearing focused on the same concerns written by residents including: noise of barking dogs, increased traffic, decreased property values, possibility people abandoning animals near the shelter, etc. It was also pointed out that there are many other locations within the county that would be better suited for the operation of an animal shelter. After discussion and questions regarding these concerns, Mr. Bill Schoenlein brought to light the fact that the permit application was not complete due to the fact that a Class B site plan required for commercial use was not provided and requested that the Planning Commission return or table action on the application. The public hearing was closed at 7:53 p.m.

VI. ACTION ON SUP23-008 ARC:

The Commission members reviewed SUP23-008 and the public discussion and recommendations. After discussion, Mr. Oosterhouse made a motion to table SUP23-008 request for Special Use Permit pending receipt of a complete Class B site plan from the ARC. Mrs. Davis supported the motion. The motion passed unanimously via roll call vote.

VIII. PUBLIC COMMENT:

Public comments included question regarding action on a special use application – does the Planning Commission forward the application to the Township Board of Trustees? Answer: No. Question: will a subsequent meeting of this application include a public hearing? Answer: No. Question: Does the Township have a noise ordinance? Answer: No. Also reiterated was that ARC has many other re-location properties within the county. Question regarding property taxes – Answer: ARC is non-profit and does not pay property taxes.

IX. ADJOURNMENT:

Mrs. Wethington adjourned the meeting at 8:10 p.m.

APPROVAL: Action taken at the regular meeting of January 23, 2024: Motion to approve the Planning Commission minutes of December 12, 2023 by: Mr. Oliver. Supported by: Mr. Sweppenheiser. Motion carried with five ayes.

Timothy Kleinheksel
Timothy Kleinheksel, Recording Secretary
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION

January 23, 2024
Date Approved

**MINUTES
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION**

Tuesday, February 13, 2024 --- 7:00 p.m.

Big Rapids Township Hall, 14230 Northland Drive, Big Rapids, MI 49307

I. CALL TO ORDER: 7:00 P.M.

Chairperson Amanda Wethington called the regular meeting of the Big Rapids Charter Township Planning Commission to order at the township hall on Tuesday, February 13, 2024 at 7:00 p.m.

II. ROLL CALL:

Present: Zach Cook, Jerry Everett, Gordon Oliver, Jeff Oosterhouse and Amanda Wethington. Mark Sweppenheiser and Mary Davis were absent. The record shows there is a quorum. Also present: Timothy Kleinheksel, Zoning Administrator and Recording Secretary.

III. CONFLICTS OF INTEREST:

Mrs. Wethington asked if any of the Commission members had known conflicts of interest with any of the items on the agenda for this meeting. Mr. Everett indicated that a conflict of interest existed with the ARC special use permit.

IV. MINUTES:

Mrs. Wethington asked the Commission members to review the minutes of the January 23, 2024 meeting. Mr. Cook made a motion to approve the January 23, 2024 minutes as submitted. Mr. Oliver supported the motion. There was no further discussion. The motion passed unanimously with five ayes.

V. PUBLIC COMMENT:

Greg Jones, resides across the river from ARC property, cited the following negative factors: excessive noise, property values, adjacent zoning, safety, access, loss of tax revenue. Bill Schoenlein, property owner across river from the property pointed out several negative issues of the ARC application, asking the Planning Commission to deny the Special Use Permit. A spokesperson for the Indian Village association stated that they spend \$20-40k annually for road maintenance and repair and is concerned with the impact of additional traffic. ARC volunteer stated that she walks dogs regularly and they are not bothered by noisy vehicles or other loud noises and asked what would it be like if the ARC closed down. Jeff Mehl, nearby resident, said that everyone agrees the shelter is needed, but this is the wrong location in the Township. David Chipman, also a nearby resident, said he is concerned with protecting the value of his property.

VI. ACTION ON SUP23-008 ARC:

The Commission members reviewed the following standards and requirements:

- (1) The nature, location, and size of the special use shall not change the essential character of the surrounding area, nor disrupt the orderly and proper development of the district as a whole. The use shall not be in conflict with or discourage the adjacent or neighboring lands or buildings. *PC response: disruption is possible*
- (2) The special use shall not diminish the value of the land, buildings or structures in the neighborhood. *PC response: could diminish land value*
- (3) The special use shall not increase traffic hazards or cause congestion on the public highways or streets of the area. Adequate access to the parcel shall be furnished. *PC response: minimal traffic increase*
- (4) The water supply and sewage disposal system shall be adequate for the proposed special use by conforming to State and County Health Department requirements, and the special use shall not over-burden any existing services or facilities. *PC response: no public water or sewer facilities available*
- (5) Uses by special permit shall not be significantly more objectionable to nearby properties by reason of traffic, noise, vibrations, dust, fumes, odor, smoke, glare, lights, or disposal of waste than the operation of any principal permitted use, nor shall the special use increase hazards from fire or other dangers to either the property or adjacent property. *PC response: noise may be objectionable*
- (6) The Planning Commission may require that the premises be permanently screened from adjoining or contiguous properties by a wall, fence, plant screen and/or other approved enclosure when deemed necessary to buffer the surrounding uses from objectionable noise, light, etc., created by the special use. *PC response: submitted plans did not include screening*
- (7) The special use shall be consistent with the intent and purpose of this Ordinance and with the intent of the Land Use Plan for the Township. The special use shall be compatible with the natural environment and shall not be inimical to the public health, safety and general welfare. *PC response: unsure of intent and purpose*

After discussion, Mr. Oosterhouse made a motion to approve special use permit SUP23-008. Mr. Cook supported the motion. The motion failed with a three to one roll call vote with Mr. Cook, Mr. Oliver and Mrs. Wethington voting no and Mr. Oosterhouse voting yes.

VII. PUBLIC COMMENT:

Various nearby residents stated noise and disruption from the shelter's dogs as their main complaints. Cate Arroe asked how barking dogs could be louder than the concrete plant. Another resident opposed the application due to the loss of tax revenue due to a non-profit. Bill Schoenlein thanked the commission members for their due diligence in this matter.

VIII. ADJOURNMENT:

Mrs. Wethington adjourned the meeting at 7:35pm.

Attachment 8

Zoning

93

(C) Review procedure:

(1) Upon receipt of a Class A site plan, the Zoning Administrator shall review it to determine whether it is in proper form, contains all of the required information, and shows compliance with this and all other governing ordinances. Upon demand of the proprietor of the site plan, the Zoning Administrator shall, within ten days, approve the plan or deny approval in writing; and

(2) Upon receipt of a Class B site plan, the Zoning Administrator shall review the plan for proper form, required information, compliance with this and all other governing ordinances, and shall forward the plan with his or her comments to the Township Planning Commission for final review and approval. The Planning Commission shall take action on each application within 30 days of the filing of the application. (Time extensions for approval must be mutual agreement of proprietor and Planning Commission.) All actions of the Planning Commission shall be in writing. A denial of any site plan shall set forth in detail the reasons, which shall be limited to any defect in form or required information, any violation of any provision of this or any other governing ordinance or authority, or the inadequacy an any utility, facility or structure. The denial shall include any changes which would make the site plan acceptable. The proprietor may appeal any denial to the Zoning Board of Appeals.

(Ord. 3.11, passed 12-5-1978)



STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY

LANSING



PHILLIP D. ROOS
DIRECTOR

GRETCHEN WHITMER
GOVERNOR

March 25, 2024

VIA EMAIL

Steve Fenstermacher
Fenstermacher Asphalt
18573 Northland Drive
Big Rapids, Michigan 49307

Dear Steve Fenstermacher:

SUBJECT: Department of Environment, Great Lakes, and Energy (EGLE)
Site-Specific Review (SSR) 9366-20243-31

This letter is in response to your request for an SSR for a proposed large quantity water withdrawal located in Section 33 of Green Township, T16N, R10W, Mecosta County. Under Part 327, Great Lakes Preservation, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA), all new large quantity withdrawals are prohibited from causing an adverse resource impact (ARI) to the surface waters of the state.

EGLE examined all reasonably available information and determined that the withdrawal is **not likely** to cause an ARI, and you are hereby authorized to proceed with making the withdrawal. However, the withdrawal has been verified a Zone B withdrawal in Dalziel Creek watershed (6305), which is classified as a cold-transitional stream. Please be advised that this determination is a presumption contingent upon the withdrawal conditions specified below and may be rebutted by a preponderance of evidence that the withdrawal has caused or is causing an ARI.

Based on the information provided through the Water Withdrawal Assessment Tool and discussions with your representative, the proposed withdrawal is registered with the following parameters:

Source:	Groundwater
<u>Location</u>	
Latitude:	43.735896°
Longitude:	-85.504872°
Capacity:	400 gallons per minute (gpm)
Pumping Frequency:	Intermittent
Months:	January - December
Days per Week:	1
Hours per Day:	1
Depth to the Top of the Screen Interval:	160 feet

The registration number is Reg 9366-20243-31; a copy of the registration receipt is enclosed. Please be aware that you, or your well installer, should obtain all permits and authorizations required by other federal, state, and local regulations in addition to contacting your local environmental health department to obtain all necessary authorizations or permits prior to installing the irrigation well. You are advised to require your well driller to inform you of any potential alterations to the construction of your withdrawal (e.g., well depth, screened interval, pump installation, or location). If the actual construction or operation characteristics for this

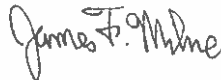
withdrawal vary from what is registered, please contact Austen York, Permits Section, Water Resources Division (WRD), at 517-245-2852; YorkA4@Michigan.gov or EGLE-WRD, P.O. Box 30458, Lansing, Michigan 48909-7958, to obtain approval to proceed pursuant to Subsection 32706b(5) of Part 327.

Within 60 days after completion of the well, your drilling contractor should provide you a copy of the well record and file copies with EGLE or local environmental health department in accordance with MCL 333.12707 of Part 127, Water Supply and Sewer Systems, of the Public Health Code, 1978 PA 368. This well must be constructed, and the withdrawal made operational by installing the pump in the well within 18 months of the date on the registration receipt.

Per Section 32725(2) of Part 327, EGLE is required to notify all registrants, permit holders, and local government officials within the watershed about the registration of the withdrawal and their authority to establish a water users committee. By copy of this letter, EGLE is providing notification. Any questions regarding the establishment of a water users committee should be directed to Andy LeBaron, Permits Section, WRD, at 517-599-3792 or LeBaronA@Michigan.gov.

If you have any questions or comments, please contact me. If you need to contact Austen York or me by mail, we can be reached at EGLE-WRD, P.O. Box 30458, Lansing, Michigan, 48909.

Sincerely,



James F. Milne, Supervisor
Water Use Assessment Unit
Water Resources Division
517-285-3253

Enclosures

cc/enc: William Fredrick

cc: District Health Department #10, Mecosta and Newaygo Counties
Mecosta County Drain Commissioner
Mecosta County Conservation District
Mecosta County Clerk
Newaygo County Drain Commissioner
Newaygo County Conservation District
Newaygo County Clerk
Barton Township Clerk, Newaygo County
Big Rapids Township Clerk, Mecosta County [via United States Postal Service (USPS)]
Green Township Clerk, Mecosta County
Norwich Township Clerk, Newaygo County
John Berscheit
William Jernstadt, Jernstadt Dairy
Country Manor (via USPS)
Haven View Mobile Court (via USPS)
Abigail Eaton, Department of Agriculture and Rural Development
Jay Wesley, Department of Natural Resources
Audrie Kirk, EGLE
Mike Worm, EGLE
Andrew LeBaron, EGLE
Austen York, EGLE

RIETH-RILEY CONSTRUCTION Co., INC.

100% Quality • 100% Employee Owned • Over 100 Years

March 11, 2024

Dear Valued Customers and Vendors:

In an effort to further enhance Rieth-Riley's cyber defenses, we want to highlight an increasingly common cyber-attack: *whaling*. Whaling is the solicitation of money or sensitive information by a bad actor posing as a trusted source. Whaling schemes can be simple but very effective, and can result in significant financial losses.

Please do your due diligence to spot whaling attempts. Whaling attempts rely on email addresses which imitate legitimate accounts. Bad actors will rely on their target not noticing a misspelling or derivation of a company's domain name. Whaling attempts may request payment via email and avoid speaking with you over the telephone for payment verification. Whaling attempts may be in a hurried or rushed tone. Whaling is low-cost, low-effort, and therefore increasingly common. **For example, Rieth-Riley has recently discovered a newly registered domain (www.rieth-riley.us) and email address (accounting@rieth-riley.us) which could be used to mimic Rieth-Riley's legitimate domain (www.rieth-riley.com) and email (accounting-group@rieth-riley.com).** We encourage you to consider having your IT Department or servicer block such imitator domains.

Finally, please be reminded to *never* remit payment to a new account without contacting Rieth-Riley to verify this change first, via a known telephone number.

Thank you for your attention to this issue.

Sincerely,
RIETH-RILEY CONSTRUCTION CO., INC.

Dru Buck, Controller





0000071

REFERENCE ID#: MECO-0213-21262

Big Township Rapids
14212 Northland Dr
Big Rapids, MI 49307-2319



Dear Michigan property owner,

My name is Helen Smith. My team and I work hard to provide a solution for land owners to turn their hard-to-sell assets (raw land) into cash and create a peace of mind. We want to present a cash offer for your 27ac land in Mecosta County, Michigan.

**“THEY GAVE ME THE CERTAINTY TO GET MY PROPERTY SOLD.
THEIR LETTER CAME AT THE RIGHT TIME.”**

– Rick C. 70ac Landowner from Alabama.

If you want a fast and reliable cash buyer, we do all the work and cover 100% of the closing costs. We use First American Title or a local title company where you can meet in-person to sign, or if you prefer, we can have a mobile notary come to you and have all paperwork done from the convenience of your home.

To accept this offer, please complete the attached ‘Sale Agreement’ and mail or email it to the address below. Due to changing market conditions, this offer is only open until 5/2/2024.

Please give us a call today at 513-647-4541 to discuss the details of your property or the sale of any other properties you may own.

Sincerely,

Helen Smith



Whitestoneintake.com
10810 N Tatum Blvd
Ste102804 Phoenix, AZ 85028

Whitestone Land Offer

Call or Text: 513-647-4541

offer@whitestoneintake.com



Helen Smith
 offer@whitestoneintake.com
 513-647-4541
 10810 N Tatum Blvd
 Ste102804 Phoenix, AZ 85028

SALE AGREEMENT

<u>APN</u> 05 004 100 003	<u>Est. Acreage</u> 27	<u>County</u> Mecosta, Michigan	<u>Property Description</u> 18 Mile Rd Big Rapids, Michigan
------------------------------	---------------------------	---------------------------------------	--

The purchase offer of **\$26,287.76**, for the real estate described above, will be paid in full to the seller at the time of closing. **Buyer will pay all closing costs. Buyer will pay cash.** This offer is contingent upon the following terms:

1. Said property is to be sold free and clear of all encumbrances, with marketable title and with full possession to said property available to Buyer at date of closing.
2. Buyer's confirmation of parcel size and inspection.
3. Closing Date: ASAP (or as soon as the closing paperwork is ready) – within 30 days.
4. Buyer retains the right to terminate this agreement by delivering Seller written notice of cancellation.
5. Offer Expiration Date: 5/2/2024 at 11:59 PM PST. If Buyer has not received the executed agreement by then, the offer shall be rescinded, unless otherwise discussed.

BUYER:
 Whitestone Land Offer or designated entity

SELLER: Big Township Rapids
 14212 Northland Dr
 Big Rapids, MI 49307-2319

Seller (Signature) _____ *

Seller (Print) _____ *

Seller Email _____ *

Seller Phone _____ *

**BIG RAPIDS CHARTER TOWNSHIP BOARD
REGULAR MEETING TUESDAY, MARCH 5, 2024
BIG RAPIDS TOWNSHIP HALL, 14230 NORTHLAND DR.
BIG RAPIDS, MI 49307 7:00 PM
UNAPPROVED**

PLEDGE OF ALLEGIANCE.

CALL TO ORDER: 7:00 p.m. **ROLL CALL:** Bechaz, Currie, Everett, Geib, Saez, Teceno, Bean present.

PUBLIC COMMENT: None.

ADDITIONS TO AGENDA:

1. Tax Exemption Applications from Corewell and WISE to be added to April's meeting.
2. Resolution for mutual aid also to go to the April meeting.

CORRESPONDENCE: John Montross – ZBA position- A motion was made by Bechaz to add John Montross to the open ZBA position. Supported by Currie. Motion passed unanimously.

Update from Bean on ARC: The special use permit was denied by the zoning commission. ARC has said they will be appealing the decision.

CONSENT AGENDA:

1. February 6, 2024, Meeting Minutes:
2. December Treasurer's Report:
3. Building Department Report
4. Cemetery and Grounds Report:
5. Fire Department Report:
6. Sewer Department Report:
7. Water Department Report:
8. Road Committee Minutes:
9. Planning Commission Minutes:

A motion was made by Currie to approve of the consent agenda. Supported by Teceno. Motion passed unanimously.

UNFINISHED BUSINESS:

1. **Ordinance Revision:** Update from Bean: Discussed ordinance review with Amanda, the board will make a recommendation to the board for approval and there will be a public hearing on it .
2. **Wastewater Agreement:** Bean: Needed rescheduled - discussions about language not in best interests of the Township, Bean to email to the board.
3. **Fire & First Responder Services:** Bean: Want input from the City, will have the FD join us and see if we can get a meeting scheduled for next week.
4. Other:

NEW BUSINESS:

1. **2024 Poverty Exemption Guidelines:** A motion was made by Everett to approve of Resolution 2024-01. Supported by Currie. Motion passed unanimously on a roll call vote.
2. **Insurance Renewal:** A motion was made by Currie to approve of the Insurance renewal for Priority Health. Supported by Bechaz. Motion passed unanimously on a roll call vote.
3. **Recommendation to hire Lonny Lanway for Part time Grounds Position:** Bean: Tim will be done at the end of the year, Marc has expressed interest and will go through the training. Currie asked when the board would consider replacing Marc, Bean noted that this gentleman may be a candidate for replacement but would like to see. Mainly want continuity in planning/zoning. Bechaz asked if Marc had interviewed him, and

Bean told him that he had. A motion was made by Currie to approve the hiring of Lonny Lanway for the part time grounds position. Supported by Teceno. Motion passed unanimously on a roll call vote.

4. **Assessor Contract:** Bean: nothing but positive comments regarding Chris Elder, super responsive. A motion was made by Currie to approve of the Assessor contract with Chris Elder through April 2025. Supported by Everett. Motion passed unanimously on a roll call vote.
5. **Consumers Energy Easement:** Bean: Motion wanted an Easement in the Industrial park to get electricity to their facility, offer was \$1. Board had decided without the complete CFIUS review we would not entertain, looked at this as an extension of that response. Attorney sent a letter. Currie asked if looking for board approval on the letter or if it was already sent and Bean noted that it was already sent.
6. **Roads:** Bean: There were two road committee meetings, total of \$483,000 in recommended improvements for 2024. They will make the final recommendations and the board will approve. Teceno noted that the county got a grant for Perry street to 15 Mile. Currie asked if we could wait on some of them, Teceno said yes but recommended sticking with two years which is what most of the recommendations were at for Chip/Fog overlays to extend the new road life. All estimates are high and hopefully will come in lower, must go in high due to material costs.
7. **Supervisor Updates:** Bean: Letter from State of MI asking for board members, asked anyone from board if they would be interested in joining. Put together a chart of expenses from 2019-2023 on grounds expenses, could save in some areas. Currie asked why so high, Geib pointed out that we purchased a new truck last year. Currie mentioned CIP for next 6 years due by 4//26, noted that she's submitting roads that need to be redone in the cemetery. Teceno asked about parks/wifi/security cameras, Currie noted large expense to get wifi, Bean noted no issues he's heard of yet. Saez noted Starlink is an option.

Financial

1. Payroll: A motion was made by Currie to approve of Payroll in the amount of \$36,065.50. Supported by Teceno. Motion passed unanimously on a roll call vote.

2. Accounts Payable: A motion was made by Currie to approve of Accounts Payables in the amount of \$71,422.50. Supported by Everett. Motion passed unanimously on a roll call vote.

PUBLIC COMMENT: Dylan Berens, Firefighter submitted resignation.

ADJOURNMENT: 7:43pm.

Big Rapids Charter Township will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed material, if individuals with disabilities, upon five business days notice to the township. Individuals requiring auxiliary aids or services should contact Hannah Saez, Big Rapids Charter Township Clerk, 14212 Northland Drive, Big Rapids, Mi 49307- call 231 796 3603 or fax request to 231 796 2533.

**BIG RAPIDS CHARTER TOWNSHIP BOARD
SPECIAL MEETING THURSDAY, MARCH 14, 2024
BIG RAPIDS CHARTER TOWNSHIP OFFICES
14212 NORTHLAND DRIVE, BIG RAPIDS MI 49307
6:00PM
UNAPPROVED**

PLEDGE OF ALLEGIANCE.

CALL TO ORDER: 6:00PM ROLL CALL: Bean, Saez, Teceno, Everett, Geib, present. Bechaz, Currie absent.

PUBLIC COMMENT:

ADDITIONS TO AGENDA:

Items of Business:

- 1. Ordinance Book Update** – Update from Bean: Township had been using 2-3 different versions of Ordinances unfortunately. Any changes the planning commission will have to hold a public hearing. Incidents have happened without proper documentation. Will look into seeing if there is a position where someone can streamline process of procedures so we can serve public as we should.
- 2. Communication from Gotion** – Update from Bean: first communication from Chuck Thelen, unsure if it's really him. Everett asked about closed session with them. General consensus of no; that's against what we've been fighting for; transparency. Consensus agreed that no response necessary to communication.
- 3. Property Tax Exemption Application:** A motion was made by Saez to approve of the Property Tax Exemption Application revised by our attorney effective 3/14/24. Supported by Geib. Motion passed unanimously on a roll call vote.
- 4. Corewell and WISE Applications:** A motion was made by Saez to approve of WISE's application for tax exemption. Supported by Teceno. Motion passed unanimously.
A motion was made by Saez to approve of Corewell's application for tax exemption. Supported by Teceno. Motion passed 3-1, Geib, no.
- 5. Tables for hall:** Discussion on people renting hall and renting additional tables/chairs, need of purchasing more.
A motion was made by Geib to allow Hannah to purchase tables/chairs as needed for the hall up to \$7,000. Supported by Everett. Motion passed unanimously on a roll call vote.

PUBLIC COMMENT: Bill Schoenlein: Applauds the board for implementing document control. Job title for that called a procedure writer.

ADJOURNMENT: 6:42pm.

Big Rapids Charter Township will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed material, if individuals with disabilities, upon five business days notice to the township. Individuals requiring auxiliary aids or services should contact Hannah Saez, Big Rapids Charter Township Clerk, 14212 Northland Drive, Big Rapids, MI 49307- call 231 796 3603 or fax request to 231 796 2533.

Big Rapids Charter Township

Cemetery and Grounds Monthly Report *March. 2024*

Activity:

- 1- Grounds at cemetery.
- 2- Grounds at parks/township/FD.
- 3- Training for zoning.
- 4- Full Burials =2. Cremains. =0.
- 5- Foundation completed =0.

Month summary:

Moved back to cemetery due to nice weather and burials Feb.20th. Lonny started on March 11th. Been training and cleaning up Cemetery and park. Chain sawing (cutting up trees) at cemetery and park. Put up mailboxes at BRT office and new key box. Got internet and wifi put into new building, also installed two security cams on township hall. Assembled new chairs and tables at hall. Covered for Tims Vacation from 3\20\24 to 4/1/24.

Marc Veldman
Grounds Manager

FIRE DEPARTMENT REPORT

April 2, 2024

General:

The department continues to run well. We had an above average call volume for the month of March. Our transition to First Due is nearing completion.

Call Volume:

Total calls for the month of March 2024: 38

28 Medical, 2 Structure Fire, 1 Grass Fire/Controlled Burn, 0 Auto Accident, 0 Power Line Down, 2 Vehicle Fire, 0 Smoke/Odor, 0 Dumpster Fire, 1 Cover/Service/Standby, 0 Collapse, 0 Gas Leak, 0 Inspection, 0 Airport Emergency, 2 Fire Alarm, 0 Water Rescues, 0 Fire Investigation, 0 Haz-Mat, 0 Elevator/Technical Rescue and 1 Drone Activations.

Year to Date Call volume 2024: 99

Year to Date Call Locations:

BR TWP	86
Barton TWP	
Big Prairie TWP	
City of Big Rapids	5
Colfax TWP	
Grant TWP	
Green TWP	1
Osceola County	
Mecosta TWP	
Morley	6
Norwich TWP	1

Personnel:

We are currently at a roster of 17.

Our command staff are Chief Tubbs, Deputy Chief Douglass, Captain Nick Wyma, Lieutenant Jarred Jones and Lieutenant Adam Perez.

Training:

Training this month consisted of Truck Checks, Pump operations, medical equipment and report writing.

Repairs Completed:

None to report

Station Maintenance:

None to report

Budget/Purchasing over \$2,500.00:

None at this time.



Northwest Kent Mechanical Co.

Commercial • Industrial • Institutional

P.O. Box 216K • 4095 16 Mile Road

Cedar Springs, MI 49319

(616) 696-9026 • Fax (616) 696-9327

www.nwkentmech.com

March 28, 2024

Mr. Carman Bean
Big Rapids Township
14212 Northland Drive
Big Rapids, MI 49307

RE: Monthly Lift Station Report

Dear Carman:

It's that time again for our monthly report for the Lift Stations and I'm pleased to say that we had no real issues this month with any of the stations. We had Gilbert Street, Menards, Hills of Mitchell Creek, Sheridan, and Venlo Lift Stations high pressure washed and vacuumed out on 3-6-2024 so all good with those. We had a couple minor alarms which took care of itself when monitored. We do have an issue with pulling pumps at University Park and Hills of Mitchell Creek. For some reason there was no Davit Sockets installed at either location and would like to propose installing a concrete Socket Pylon for those two locations. Cost would be approximately \$2,000.00 each which would facilitate the use of the Township Davit. All stations are in good general condition and functioning as designed at this time.

Always a pleasure to serve the Township! Please let us know if you have any questions.

Sincerely,

Mark Ducat
Northwest Kent Mechanical Co.
616-885-6050



Northwest Kent Mechanical Co.

Commercial • Industrial • Institutional

P.O. Box 216K • 4095 16 Mile Road

Cedar Springs, MI 49319

(616) 696-9026 • Fax (616) 696-9327

www.nwkentmech.com

BIG RAPIDS CHARTER TOWNSHIP SEWAGE LIFT STATION REPORT

Date: 3/28/2024

Completion by Service Technician: Branden

MONTHLY SERVICE REPORT

#1 SHERIDAN STREET LIFT STATION

Station Generally:	in operating order		
Pump 1:	HOURS: N/A	AMPS: L1: 5.60	L2: 5.50 L3: 5.21
Pump 2:	HOURS: N/A	AMPS: L1: 5.50	L2: 5.53 L3: 5.25
Pump Operations	Good		
Pump 1 PSIG:	Good		
Pump 2 PSIG:	Good		
Electrical:	Good		
Controls:	Good		
Wet Well:	Good		
Notes & Recommendations	Pumps in auto		

#2 05-978 VENLO LIFT STATION

Station Generally:	in operating order		
Pump 1:	HOURS: N/A	AMPS: L1: 4.96	L2: 5.08 L3: 5.12
Pump 2:	HOURS: N/A	AMPS: L1: 4.60	L2: 4.40 L3: 4.40
Pump Operations	Good		
Pump 1 PSIG:	Good		
Pump 2 PSIG:	Good		
Electrical:	Good		
Controls:	Good		
Wet Well:	Good		
Notes & Recommendations	Pumps in auto		

#3 01-694 PERRY STREET LIFT STATION

Station Generally:	in operating order		
Pump 1:	HOURS: 10275.23	AMPS: L1: 31.50	L2: 30.00 L3: 30.75
Pump 2:	HOURS: 11599.25	AMPS: L1: 39.00	L2: 38.00 L3: 40.00
Pump Operations	Good		
Pump 1 PSIG:	Good		
Pump 2 PSIG:	Good		
Electrical:	Good		
Controls:	Good		
Wet Well:	Good		
Notes & Recommendations	Pumps in auto		

#4 96-284 BIG RAPIDS HIGH SCHOOL LIFT STATION

Station Generally:	in operating order		
Pump 1:	HOURS: 2196.47	AMPS: L1: 8.80	L2: 8.60 L3: 9.62
Pump 2:	HOURS: 2423.31	AMPS: L1: 8.58	L2: 8.98 L3: 8.87
Pump Operations	Good		
Pump 1 PSIG:	Good		
Pump 2 PSIG:	Good		
Electrical:	Good		
Controls:	Good		
Wet Well:	Good		
Notes & Recommendations	Pumps in auto		

#8 05-1004 HILLS AT MITCHELL CREEK LIFT STATION

Station Generally:	in operating order		
Pump 1:	HOURS: 483.62	AMPS: L1: 8.03	L2: 7.93 L3: 8.13
Pump 2:	HOURS: 684.18	AMPS: L1: 6.25	L2: 6.06 L3: 6.20
Pump Operations	Good		
Pump 1 PSIG:	Good		
Pump 2 PSIG:	Good		
Electrical:	Good		
Controls:	Good		
Wet Well:	Good		
Notes & Recommendations	Pumps in auto		

#9 05-983 BIG RAPIDS TOWNSHIP INDUSTRIAL PARK (NORTHLAND DRIVE)

Station Generally:	in operating order		
Pump 1:	HOURS: 401.12	AMPS: L1: 21.50	L2: 20.99 L3: 21.43
Pump 2:	HOURS: 407.92	AMPS: L1: 21.66	L2: 22.24 L3: 23.30
Pump Operations	Good		
Pump 1 PSIG:	Good		
Pump 2 PSIG:	Good		
Electrical:	Good		
Controls:	Good		
Wet Well:	Good		
Notes & Recommendations	Pumps in auto		

#10 06-1552 UNIVERSITY PARK SUITS LIFT STATION

Station Generally:	in operating order		
Pump 1:	HOURS: 2248.58	AMPS: L1: 22.11	L2: 21.96 L3: 22.45
Pump 2:	HOURS: 2508.11	AMPS: L1: 18.75	L2: 18.95 L3: 19.75
Pump Operations	Good		
Pump 1 PSIG:	Good		
Pump 2 PSIG:	Good		
Electrical:	Good		
Controls:	Good		
Wet Well:	Good		
Notes & Recommendations	Pumps in auto		

#11 06-1215 MENARDS LIFT STATION

Station Generally:	in operating order		
Pump 1:	HOURS: 2172.27	AMPS: L1: 6.30	L2: 5.80 L3: 6.08
Pump 2:	HOURS: 1178.19	AMPS: L1: 11.05	L2: 10.50 L3: 10.85
Pump Operations	Good		
Pump 1 PSIG:	Good		
Pump 2 PSIG:	Good		
Electrical:	Good		
Controls:	Good		
Wet Well:	Good		
Notes & Recommendations	Pumps in auto some pumps and on right side of wet well.		

#12 10-1374 GILBERT DRIVE LIFT STATION

Station Generally:	in operating order		
Pump 1:	HOURS: 7124.91	AMPS: L1: 33.00	L2: 32.95 L3: 33.54
Pump 2:	HOURS: 6545.48	AMPS: L1: 40.80	L2: 40.75 L3: 41.00
Pump Operations	Good		
Pump 1 PSIG:	Good		
Pump 2 PSIG:	Good		
Electrical:	Good		
Controls:	Good		
Wet Well:			
Notes & Recommendations	Pumps in auto		

#13 NORTH STATE LIFT STATION

Station Generally:	in operating order		
Pump 1:	HOURS: N/A	AMPS: L1: 10.25	L2: 11.00 L3: 10.45
Pump 2:	HOURS: N/A	AMPS: L1: 9.95	L2: 11.08 L3: 10.05
Pump Operations	Good		
Pump 1 PSIG:	Good		
Pump 2 PSIG:	Good		
Electrical:	Good		
Controls:	Good		
Wet Well:	Good		
Notes & Recommendations	Pumps in auto		

Big Rapids Township Industrial Park Water Plant Monthly Report

March 2024

All operations are normal at the plant. Well number 2 has been working great and producing ample water for the distribution system, the chlorine residual has been maintaining at 0.5 to 0.6 mg/L or parts per million. I heard back from EGLE that they received the annual water use report and everything was good there.

The diesel fuel is still at full for the generator. I swept out the pump room at the plant as bugs were trying to take over. There were no alarms with Sensaphone which was good. The distribution pumps and motors are all working well.

Big Rapids Charter Township
March 11th, 2024, BOARD OF REVIEW MEETING
9:00am @ Township Hall 14212 Northland Drive, Big Rapids MI 49307

Madden called meeting to order at 9:00 AM.

Present: Board — Sue Bean (Chair), John Montross (Regular Member)

Absent: - Leonard Schebil (Regular Member)

Assessor – Chris Elder/David Kirwin

Secretary of Board – Bruce Borkovich

Brief Public Comment: None

Moved by Montross to recess at 3:00 pm until 3 p.m. March 12, 2024.

Big Rapids Charter Township
March 12th, 2024, BOARD OF REVIEW MEETING
3:00pm @ Township Hall 14212 Northland Drive, Big Rapids MI 49307

Bean called meeting to order at 3:00 pm.

Present: Board — Board – Sue Bean (Chair), John Montross (Regular Member)

Absent: - Leonard Schebil (Regular Member)

Assessor – Chris Elder/David Kirwin

Secretary of Board – Bruce Borkovich

Petition M2024-01: 05 034 008 800 – Monroe Thomas & Irene - Protested Assessed Value

Board Denied – affirmed assessed value as market value.

Moved by Montross - Passed unanimously

Setting of JBOR and DBOR

JBOR 2024: July 16, 2024, at 8:00AM

DBOR 2024: December 10, 2024, at 8:00AM

Brief Public Comment: None

Moved by Montross to recess at 9:00 pm until 9 am. March 13, 2024.

Big Rapids Charter Township
March 13th, 2024, BOARD OF REVIEW MEETING
9:00am @ Township Hall 14212 Northland Drive, Big Rapids MI 49307

Madden called meeting to order at 9:00 AM.

Present: Board — Sue Bean (Chair), John Montross (Regular Member)

Absent: - Leonard Schebil (Regular Member)

Assessor – Chris Elder/David Kirwin

Secretary of Board – Bruce Borkovich

Petition M2024-02: 05 021 300 003 – Mecosta County Medical Center – Change to exempt.
Board Approved

Moved by Montross - Passed unanimously

Petition M2024-03: 05 026 001 004 – Women's Information Service Inc – Change to exempt.

Moved by Montross - Passed unanimously

A summary of all Board of Review actions will also be attached to these minutes.

Moved by Montross to adjourn at 9:15 am. Passed unanimously.

Respectfully submitted by David Kirwin – Big Rapids Township Assessor

Signature

Date

**MINUTES
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION**

Tuesday, March 12, 2024 --- 7:00 p.m.

Big Rapids Township Hall, 14230 Northland Drive, Big Rapids, MI 49307

I. CALL TO ORDER: 7:00 P.M.

Chairperson Amanda Wethington called the regular meeting of the Big Rapids Charter Township Planning Commission to order at the township hall on Tuesday, March 12, 2024 at 7:00 p.m.

II. ROLL CALL:

Present: Zach Cook, Jerry Everett, Gordon Oliver, Jeff Oosterhouse, Mark Sweppenheiser and Amanda Wethington. Mary Davis was absent. The record shows there is a quorum. Also present: Timothy Kleinheksel, Zoning Administrator and Recording Secretary.

III. CONFLICTS OF INTEREST:

Mrs. Wethington asked if any of the Commission members had known conflicts of interest with any of the items on the agenda for this meeting. No one indicated that a conflict of interest existed.

IV. MINUTES:

Mrs. Wethington asked the Commission members to review the minutes of the February 13, 2024 meeting. Mr. Oliver made a motion to approve the February 13, 2024 minutes as submitted. Mr. Everett supported the motion. There was no further discussion. The motion passed unanimously with six ayes.

V. PUBLIC HEARING SUP24-001 RIETH-RILEY:

Mr. Gary Schenk, attorney for Rieth-Riley, introduced the mining project stating the 20 acre parcel is directly North of the existing Taft pit. Highlights of the project: excavation planned for 12 acres of the parcel, no additional truck traffic, entrance will be off the existing drive on the Southeast corner of the parcel, the entrance off 16 Mile Road will be gated and will not be used for truck traffic. Mr. Chad Waldo, manager for Rieth-Riley and Dean Geers, Associate Director for Atwell Engineering presented further details of the project from the site plan drawings. Two options of the site plan were displayed and detailed – Plan A having barrier berms on three sides of the property while Plan B has berms on the East and West sides with natural barrier of forest and vegetation on the North boarder of the property. Other features and details of the project were highlighted during the presentation.

Mr. Leland Carlson, homeowner on 16 Mile Road, stated he purchased the house in 2009 and has improved the property including a swimming pool. Mr.

Carlson concerns include noise, dust and decreased property value. Mr. Timothy Conley, homeowner on 16 Mile Road, stated his concern was answered by the fact that the North entrance would be gated and will not be used for truck traffic.

After discussion between the Planning Commission members and those present, it was pointed out that a report from the Township Engineer was not presented and Mr. Sweppenheiser made a motion to table the public hearing for SUP24-001 Rieth-Riley mining application. Mr. Oosterhouse supported the motion. The motion passed unanimously. Mr. Kleinheksel will contact the engineer for the needed report. Mr. Waldo requested that he be contacted by the engineering firm.

VI. ACTION ON SUP24-001 RIETH-RILEY:

No action was taken at this meeting.

VII. PUBLIC COMMENT:

There was no additional public comment.

VIII. ADJOURNMENT:

Mrs. Wethington adjourned the meeting at 7:47pm.



Household Hazardous Waste Disposal Program
Mecosta Conservation District
18260 Northland Drive
Big Rapids, MI 49307
(989) 309-9229
brook.baumann@macd.org
www.mecostacd.org



March 7, 2024

Dear Big Rapids Township Board,

The Mecosta Conservation District, representing the Household Hazardous Waste (HHW) Committee, wishes to thank you for your financial support of our 2023 Collection Day. The collection was a great success, resulting in the safe disposal of 39,337 pounds of hazardous material from 415 households. For the first year in history, every single township in Mecosta County provided funding for this program. The direct cost to dispose of the waste was \$43,025. This total does not include any advertising fees, supplies, or staff time. It is the cost of the invoice we paid to the disposal company to get rid of these toxic materials. Thanks to the support from you and our community, we were able to offset the costs of disposal and provide this valuable service to our landowners.

The planning of the 2024 annual Household Hazardous Waste Collection is underway. The HHW Collection will be taking place on Thursday, August 1st, 2024 from 2 p.m. – 6 p.m. at the Chippewa Hills Intermediate School. I will include more information about the specifics of the 2024 collection in this packet.

These collections provide residents with a safe and effective means for the disposal of toxic and hazardous waste. We contract with companies who are certified and trained in safe and proper recycling and disposal methods. Any other form of disposal (sewer, drain, landfill, dumping on ground) can potentially contaminate our surface and groundwater. Many of these hazardous materials are NOT accepted by local waste haulers. We most commonly collect pesticides, fertilizers, oils and other chemicals. Pesticides can acutely impact human health when they spill and leach through the soil and into the groundwater aquifers that many people drink from. In addition to these more immediate threats, pesticides and fertilizers can impact our local watersheds, causing harmful algae blooms and/or fish and invertebrate die-offs. The health and safety of our natural resources and future generations depend on proper disposal of these substances.

For those who were on township boards last year, you may remember we were forced to find a new hazardous waste disposal company. There was only one other collection company in the state that could handle a collection the size of ours. With that change, we were at the mercy of their pricing. As a result, the Hazardous Waste Committee had to make some tough calls in order to sustain the program. Economically, it made more sense to have it on a weekday evening rather than a weekend, so the hazardous waste committee changed the date. To our surprise, Mecosta County actually serviced more households in 2023 than we did in 2022. In addition, we had to drop down to two collection sites instead of three. The plan is to always have a collection site in Mecosta County and rotate the second site between Osceola and Lake Counties.

On a new exciting note, the Mecosta Conservation District received funding to hold a tire collection event. The event will likely be in August of 2024. We are developing the details, but want you to be aware. We will not be requesting funds from the townships for the tire recycling event. However, we do need assistance with the Hazardous Waste Event.

Included with this letter, is an allocation request packet with relevant information which may guide your board to make an informed decision on your level of support. Again, please accept our heartfelt appreciation for your continued support of our program and protection of our precious natural resources. We are proud to be partnering with the community on this event.

Sincerely,
Brook Baumann
On Behalf of the Household Hazardous Waste Committee



**2024 Household Hazardous Waste Program
Mecosta, Osceola & Lake Counties**

18260 Northland Drive
Big Rapids, MI 49307
(989) 309-9229
brook.baumann@macd.org
www.mecostacd.org



Big Rapids Township

**Past level of support:
2023- \$3,000**

**Number of Households that participated: 45
Average cost per household: \$103 (used 2023 collection data)
Cost we anticipate your township spending: \$4,635**

Amount requested: \$3,000

If possible to pay more than the requested amount, we would greatly appreciate any additional support! Every \$1.30 helps dispose of one pound of hazardous material.

Enclosed you will find information regarding this program. A contract agreement has been included; please complete and return with a check following the information below:

**Mecosta Conservation District
18260 Northland Drive
Big Rapids, MI 49307**

For further information contact Brook Baumann at (989) 309-9229 or brook.baumann@macd.org

Thank you for your support!

AGREEMENT FOR SERVICES
BIG RAPIDS CHARTER TOWNSHIP
AND
MECOSTA AND OSCEOLA-LAKE CONSERVATION
DISTRICTS

Big Rapids Charter Township and the Mecosta and Osceola-Lake Conservation Districts desire to act cooperatively to provide the proper disposal of household hazardous waste for residents of Big Rapids Charter Township and Mecosta County. Therefore, Big Rapids Charter Township contracts with Mecosta and Osceola-Lake Conservation Districts for collection and disposal of household hazardous waste in the amount of \$ 3,000. This service agreement will promote the public health, safety, and welfare of Township and County residents.

Date: 4-2-24

by: 
Big Rapids Charter Township Representative

Date: 3-7-24

by: 
Mecosta Conservation District Representative

Date: 3-7-2024

by: 
Osceola-Lake Conservation District Representative

Unacceptable Items:

Tires & Electronics -Call the Osceola-Lake Conservation District for scheduled collections (231) 465-8012

Medication -Call the Ten 16 Recovery Network for locations of Medical Disposal Boxes (231) 527-1499

Latex Paint - Can be put in trash if completely dry. (To dry, leave lids off, add kitty litter or sawdust for speedier drying). Paint hardener products are also available at various businesses.

Ammunition or Explosives -
Call Sheriff - Lake Co. (745-2712)
Mecosta Co. (592-0150)
Osceola Co. (832-2288)

Radioactive Materials - Call NRC Hotline at 1-800-233-3497 (Nuclear Regulatory Commission)

Construction/Remodeling Waste
(Ex. Drywall, tiles, shingles, insulation, wood/metal scraps, etc.) Call local waste hauler for disposal.

Appliances and Furniture -
The INC Spot (no large appliances) (231) 832-9495

Community Thrift Center - (231) 745-2551
Mecosta Co. Habitat for Humanity ReStore - (231) 972-2100

M&J New & Used Furniture - must be in working condition (231) 357-9861
Al Leopard-non-working appliances-Osceola Co (231) 734-5287

Batteries (see below)
Rechargeable Batteries- Accepted at Lowes in Big Rapids

Household Batteries (alkaline, carbon zinc, manganese) can be disposed of with your normal household trash

Automotive Batteries - Area auto parts stores or Recycle of Mecosta County.

Above items will NOT be accepted at the collection sites.

Clean Sweep is a simple and easy pesticide and mercury recovery program.

Who can use the program?

Any Michigan homeowner, farm, green-house, nursery, golf course or other end user of pesticides can use this service, but not dealers or persons who apply pesticides for hire.

What can I bring and how much?

Old, unwanted, out-of-date or unusable pesticides can be dropped off for safe disposal. Pre-registration required for anything over 200 lbs.

Tips for safe transport of hazardous materials:

- > Keep items in their original and labeled containers.
- > Do not mix contents of unknown/unlabeled containers.
- > Make sure that containers are not leaking prior to bringing them to a collection facility.
 - Inspect steel containers for rust, pinholes or deficient seams.
 - Place any leaking container in a clear plastic bag or leak proof container.
- > Do not transport containers with open tops.
- > Place chemicals in vehicle away from passengers.
- > Secure all containers so they cannot slide tip or spill contents.

This collection is a service to the community and it takes many volunteers on the day of the event. We are looking for dedicated participants!

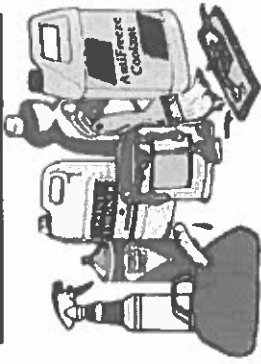
Volunteers are needed to collect surveys, direct traffic, and unload vehicles. If you would like to be involved, please contact us.

Brook Baumann (989) 309-9229
Osceola/Lake

Mark Sweppenheiser (231) 465-8012

Clean Sweep and Household Hazardous Waste Disposal in Lake, Mecosta & Osceola Counties

August 1st, 2024
2 p.m. - 6 p.m.



This project is supported by the Mecosta and Osceola-Lake Conservation Districts, MAEAP "Clean Sweep" Program, local units of government, municipalities, businesses, organizations, foundations and individual donations.

The community's continued support and donations are extremely important for the continued success of the HHW event.

Suggested minimum donation of \$15 per vehicle is appreciated to help offset the cost of disposal.

NOTE: Last year we collected 39,337 pounds of household hazardous waste in the three counties, from 415 households. We appreciate everyone who participated. Thank You! If you would like to volunteer, call (989) 309-9229

Household Hazardous Waste
Household Hazardous Waste (HHW) are materials that, if disposed incorrectly, can cause environmental damage by contaminating ground and surface waters, threatening human health and wildlife.

Disposing of these products in storm drains allows these materials to enter surface waters untreated. Pouring on the ground leads to potential ground water (drinking water) contamination. These wastes should not be thrown in the trash. Liquid wastes are not allowed in Michigan landfills.

The dangers of such disposal methods may not be immediately obvious, but certain types of household hazardous waste have the potential to cause physical injury to sanitation workers; contaminate septic tanks or wastewater treatment systems if poured down drains or toilets; and present hazards to children and pets if left around the house.

Please use a product completely, give the remainder to neighbors, or take it to the Household Hazardous Waste Collection Site. Empty containers can be disposed of with trash.

Watch for the following signal words:

- TOXIC**
- DANGER**
- FLAMMABLE**
- WARNING**
- CORROSIVE**
- CAUTION**
- REACTIVE**
- BIOHAZARD**
- POISON**

Please drop off hazardous waste at collection sites only during scheduled hours. We have no means of disposal at any other time. Thank you.

2024 Collection
Thursday, August 1st, 2024
2 p.m. to 6 p.m.

Collection locations:
Residents of Osceola, Lake or Mecosta Counties can bring hazardous waste to either collection site

Mecosta County- Chippewa Hills Intermediate School, 3226 Arthur Rd., Remus

Lake County – Wenger Pavilion, downtown Baldwin (behind Jones Ice Cream Parlor)

Pre-registration is required if you have over 200 lbs. of waste for disposal. To obtain a registration form or for more information contact:

Mecosta Conservation District
18260 Northland Dr., Big Rapids
Phone: 989-309-9229 M-F 8 - 3 p.m.
Email: brook.baumann@macd.org
Web Site: www.mecostacd.org

Osceola-Lake Conservation District
138 W. Upton Ave., Suite #2, Reed City
Phone: 231-465-8012 M-F 8 to 4
Email: mark.sweppenheiser@macd.org
Web Site: www.osceolalakecd.org

A pre-registration form is required if bringing over 200 lbs. to the collection site and must be submitted to any contact above two weeks prior to the collection date.

All Conservation District programs and services are offered on a nondiscriminatory basis without regard to race, color, national origin, religion, sex, age, marital status, or disability.

Acceptable materials
(not all inclusive):

Automotive Products & Fuels
Antifreeze
Brake Fluid
Car Wax
Contaminated Oil
Diesel Fuel
Fuel Oil (no tanks)
Gasoline /Kerosene
*Motor Oil - containers must be 5 gallons or less in size - **NO DRUMS**
Oil/Gas Mixtures
Oil Filters
Transmission Fluid

Paint Products
Artists' Paints
Deck Stain
Preservatives
Epoxies
Glue/Adhesives
Lead Based Paint
Oil Based Paint
Paint Strippers
Thinners & Solvents
Turpentine
Varnish & Sealers

Yard & Garden Products
Insect Repellents
Insect Foggers
Insect Killers
Pesticides
Fungicides
Chemical Fertilizers
Mouse/Rat Poison
Herbicides

Cleaners
Cleaning Solvents
Dry Cleaning Solutions
Floor/Furniture Polish
Muriatic Acid
Rust Removers
Naval Jelly
Oven Cleaners
Silver Polish
Metal Polish

Miscellaneous
Lithium Batteries
Fluorescent -
Light Bulbs
Lighter Fluids
Mercury (elemental)
Moth Balls
Nail Polish/Remover
Pool Chemicals
Mercury -
Thermometers
& Thermostats

***Used motor oil - No 55 gallon drums - containers must be 5 gallons or less**



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION
BARTON G. PICKELMAN, DIRECTOR

SUSAN CORBIN
DIRECTOR

CONSULTATION EDUCATION AND TRAINING DIVISION HAZARD SURVEY REPORT

Company: Big Rapids Charter Township Fire Department
Contact: Carman Bean
Company Address: 14212 Northland Dr Big Rapids, MI 49307
Phone: (231) 796-3603 Ext:
Email: supervisor@bigrapidstowship.net
Date of Site Visit: 2/22/2024
RCA Number: 3203
Site Address: 14212 Northland Dr Big Rapids, MI 49307
Submitted to Employer:
Scope of Survey: Partial Scope
Consultant: Deb Ziel

Thank you for utilizing the MIOSHA's Consultation Education and Training Division and helping to promote workplace safety and health with employees in the State of Michigan. These hazard surveys help to reinforce a message of continuous safety and health improvement to everyone involved. If you have any questions about the visit, or if you would like help to improve programs, please contact your consultant directly.

Following are the results of the walkthrough hazard survey which you should find helpful in continuing to provide employee protection in your workplace. This hazard survey should not be construed as a complete listing of all unsafe acts or unsafe conditions which might be present. This is a listing of acts or conditions observed during the visit that could cause personal injury or illness. Items observed may be non-compliant are so noted. Photos taken by the consultant may be found in Appendix C and may be helpful in identifying additional information about the location and conditions of hazards.

To use our services, employers must agree to abide by certain obligations. Consultants do not issue citations or propose penalties. The employer must correct all serious hazards in accordance with set correction due dates and provide documentation of the action taken to eliminate or control the hazards. Failure to do so may result in referral to enforcement. Employers should correct other-than-serious and regulatory hazards in a timely manner but need not send verification of correction.

Hazards noted from the consultation may be in any of the following hazard types:

- Imminent dangers hazards are those that can reasonably be expected to cause death or serious physical harm immediately or before this written report is received. Any such

CONSULTATION EDUCATION AND TRAINING DIVISION
530 W. ALLEGAN • P.O. BOX 30643 • LANSING, MICHIGAN 48909-8143
OVERNIGHT MAIL ADDRESS: 2407 N. GRAND RIVER AVENUE • LANSING, MI 48906
www.michigan.gov/miosha • Phone: (517) 284-7720 • Fax: (517) 284-7725

hazards would have been corrected immediately and would not appear in this report. Also, no correction dates or space for correction method would appear in Appendix A Abatement Response.

- Serious hazards are those identified where death or serious physical harm could result from the violation or from a practice, means, method, operation, or process that is in use.
- Other-than-serious hazards are those where the most serious injury or illness that would be likely to result from the hazardous condition cannot reasonably be predicted to cause death or serious physical harm.
- Regulatory hazards reflect violations of MIOSHA posting requirements, recordkeeping requirements, and reporting requirements as found in MIOSHA ADM Part 11 and Public Act 154 of 1974.

We look forward to hearing from you about actions you have taken, or plan to take, in response to this report and its recommendations. The consultant will follow up with you within 30 days to discuss the status of the observations noted in this report. The follow up contact may be done by site visit, phone, or e-mail. You are urged to correct all deficiencies as soon as possible. The action taken to correct the identified hazards can be reported to the consultant by using the Abatement Response (Appendix A) sheet, included in this document. Alternately, employers can note below each Potential Violation what corrective action was taken and the date corrected.

Effective Safety and Health Program (SHP) management is a decisive factor in reducing the extent and the severity of work-related injuries and illnesses. The MIOSHA Form 512 is used to assess the SHP. If your consultant completed an assessment, you will see their completed evaluation in Appendix B. Please use their evaluation as a tool to help identify strengths and opportunities for improvement. If a SHP review was not completed, you are encouraged to use the form for your own evaluation of the management system at your organization. We encourage you to inform your employees of the actions you take. This knowledge will help them to participate in maintaining a safe and healthy workplace.

In the event of a MIOSHA inspection, it is important to remember that the Compliance Officer is not legally bound by the consultant's advice or by the consultant's failure to point out a specific hazard. You may, but are not required to, furnish a copy of this report to the Compliance Officer. If we conducted exposure monitoring at your establishment, you will be required to furnish to a Compliance Officer, any exposure data from this report as required by MIOSHA OH Part 470.

Again, thank you for the opportunity to provide consultative assistance and should you have any questions about this report please contact your consultant.

HAZARD SURVEY RESULTS

Item 1

Potential Violation: 1

Classification: Serious

Standard/Rule: Part 74 FireFighting-408.17411(1)-An employer shall comply with all of the following requirements:

- (a) Ensure that prospective firefighters receive a pre-employment physical conducted by a PLHCP to ensure they have the ability to perform assigned emergency operations.
- (b) Ensure that job-required equipment and tools are maintained free of recognized defects that could cause an injury.
- (c) Develop a written procedure that covers the treatment and transport of injured employees from the emergency scene to a medical facility.
- (d) Comply with the requirements of this part, review with, and make available a copy of this part for employees.

Condition: FD states they have all the necessary paperwork, but is currently not organized in a fashion that is accessible.

Recommended Action: Recommend creating a book that will cover items (b)-(d) of Rule 498.17411. Links to examples of SOG manuals below. Recommend all equipment and apparatus inspections are either in the same book or closely found next to the SOG book. Training logs can be centrally located or in each Fire Fighters personal file. Assure training is conducted and documented.

Standard: [GI 74 \(michigan.gov\)](http://michigan.gov)

Enforcement Instruction: [MIOSHA-STD-22-1.pdf \(michigan.gov\)](http://michigan.gov)

Example SOGs: [Standard Operating Procedures \(a2gov.org\)](http://a2gov.org); [guidelines_v4_12.pdf \(revize.com\)](http://guidelines_v4_12.pdf) More are easily found thru a google search.

Abatement Response, Including Date and Signature in Appendix A

Item 2

Potential Violation: 1

Classification: Serious

Standard/Rule: Part 39 Design Safety Standards for Electrical Systems-1910.303(b)(1)-Electrical equipment shall be free from recognized hazards that are likely to cause death or serious physical harm to employees. Safety of equipment shall be determined using the following considerations:

- (i) Suitability for installation and use in conformity with the provisions of this subpart;
- (ii) Mechanical strength and durability, including, for parts designed to enclose and protect other equipment, the adequacy of the protection thus provided;
- (iii) Wire-bending and connection space;
- (iv) Electrical insulation;
- (v) Heating effects under all conditions of use;
- (vi) Arcing effects;

- (vii) Classification by type, size, voltage, current capacity, and specific use; and
- (viii) Other factors that contribute to the practical safeguarding of persons using or likely to come in contact with the equipment.

Condition: Damaged conductor cable exposing wiring greater than 50 Volts in basement (potentially wet location)

Recommended Action: Identify and correct all damaged electrical cable/conduit or damaged outlet boxes.

Photo:



Standard: [GI 39 \(michigan.gov\)](http://michigan.gov)

Abatement Response, Including Date and Signature in Appendix A

Item 3

Potential Violation: 1

Classification: Other than Serious (OTS)

Standard/Rule: Part 2 Walking-Working Surfaces-1910.28(b)(11)(ii)-The employer must ensure each flight of stairs having at least 3 treads and at least 4 risers is equipped with stair rail systems and handrails as found in Table D-2, Stairway Handrail Requirements.

Condition: 1) Stairs to basement missing mid-rail on open side. 2) Missing handrail on bay stairs.

Recommended Action: 1) Provide mid-rail on open area of basement stairs. 2) Provide handrail on bay stairs to storage area. Comply with Table D-2:

TABLE D-2 STAIRWAY HANDRAIL REQUIREMENTS				
Stair Width	Enclosed	One Open Side	Two Open Sides	With Earth Built Up on Both Sides
Less than 44 inches (1.1 m)	At least one handrail	One stair rail system with handrail on open side	One stair rail system with handrail on each open side	
44 inches (1.1 m) to 88 inches (2.2 m)	One handrail on each enclosed side	One stair rail system with handrail on open side and one handrail on enclosed side	One stair rail system with handrail on each open side	
Greater than 88 inches (2.2 m)	One handrail on each enclosed side and one intermediate handrail located in the middle of the stair	One stair rail system with handrail on open side, one handrail on enclosed side, and one intermediate handrail located in the middle of the stair	One side rail system with handrail on each open side and one intermediate handrail located in the middle of the stair	
Exterior stairs less than 44 inches (1.1 m)				One handrail on at least one side

Note to Table: The width of the stair must be clear of all obstructions except handrails.

Photo:



Standard: [GI 2 \(michigan.gov\)](http://www.michigan.gov)

Abatement Response, Including Date and Signature in Appendix A

Item 4

Potential Violation: 1

Safety Recommendation

Recommendation Summary-Assure that all outlets located near water exposure have GFCI capability.

Condition: Outlet boxes in shower and basement area that could not be traced back to a GFCI breaker or device.

Recommended Action: Assure GFCI is part of all wet area circuits.

Photo:



Item 5

Potential Violation: 1

Classification: Serious

Standard/Rule: Part 39 Design Safety Standards for Electrical Systems-1910.303(b)(2)-Listed or labeled equipment shall be installed and used in accordance with any instructions included in the listing or labeling.

Condition: Extension cords hard wired into electrical boxes.

Recommended Action: Assure all wiring and drops are used in accordance with the manufacturer's instructions.

Photo:



Standard: [GI 39 \(michigan.gov\)](http://michigan.gov)

Abatement Response, Including Date and Signature in Appendix A

Item 6

Potential Violation: 1

Safety Recommendation: Check the emergency relief valve on the air compressor at least twice a year.



Item 7

Potential Violation: 1

Classification: Serious

Standard/Rule: Part 1A Abrasive Wheels-408.10114(1)-An off hand grinder shall be equipped with either a work rest so located that the point of grinding is on a horizontal plane with the wheel spindle, or a device which shall prevent the work piece from jamming between the abrasive wheel and the wheel guard. Where a work rest or device is used at a height other than the horizontal plane with the spindle, a warning sign shall be installed to prohibit use of the grinder for other than the job for which the work rest or device was set.

Potential Violation: 2

Classification: Serious

Standard/Rule: Part 1A Abrasive Wheels-408.10121(1)-An abrasive wheel shall be provided with a guard, except as noted in this subrule, which shall cover the spindle end, nut, and flange projections, as well as the periphery, other than where work is to be performed. (See figures)

Exceptions are as follows:

- (a) Wheels used for internal grinding while advancing or retracting the work or while within the work.
- (b) Mounted wheels that are not more than 2 inches in diameter.
- (c) Plug and cones that are not more than 3 inches in diameter or 5 inches in length.
- (d) A type 1 reinforced wheel which is not more than 3 inches in diameter and 1/4 inch thick and with which safety glasses and face shield protection are provided and used as prescribed in Part 33. Personal Protective Equipment, being R 408.13301 et seq. of the Michigan Administrative Code.
- (e) Lapidary grinding. A metal diamond lapidary blade which is notched, segmented, or continuous rim which is used within a coolant deflector does not require guards for speeds of not more than 3,500 sfpm.
- (f) Tuck point wheel, masonry, or concrete saws may have the spindle end, nut, and flange exposed as per figures 1 and 2 of R 408.10198.

Potential Violation: 3

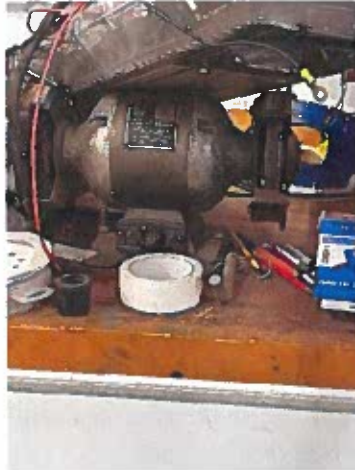
Classification: Serious

Standard/Rule: Part 1A Abrasive Wheels-408.10125-A guard for an abrasive wheel on a bench, floor or cylindrical grinder shall be constructed so that the peripheral protecting member can be adjusted to the decreasing diameter of the abrasive wheel. The distance between the abrasive wheel and the end of the peripheral member at the top shall not exceed 1/4 inch. An adjustable tongue may be used to achieve this dimension.

Condition: Bench grinder missing spindle guard on one end, and no tongue guards found. Only one work rest seen.

Recommended Action: Either find all missing guards, replace and adjust properly or replace grinder with one that has all of the required guards.

Photo:



Standard: [GI 6 \(michigan.gov\)](http://michigan.gov)

Abatement Response, Including Date and Signature in Appendix A

Item 8

Potential Violation: 1

Classification: Serious

Standard/Rule: Part 12 Welding and Cutting-408.11222(3)-A cylinder, including an empty cylinder, which is in storage, being shipped, or has the regulator removed shall have the cap secured in place, if a cap is provided in the design, or shall be otherwise protected.

Condition: Welding tanks on cart without regulator or caps.

Recommended Action: When welding tanks are not in use, they should be removed from the cart and separated by 20 feet of distance with caps on, or if in use the tanks should be attached to regulators that have been depressurized.

Photo:



Standard: [GI 12 \(michigan.gov\)](http://michigan.gov)
Abatement Response, Including Date and Signature in Appendix A

Appendix A

**ABATEMENT RESPONSE
Follow Up**

For each serious hazard, please provide written verification that the hazard has been corrected. The written verification must include a narrative description of the corrective action taken.

Please email this completed "Abatement Response" form to your safety or industrial hygiene consultant, or it can be faxed to (517) 284-7725.

RCA Number: _____
Company Name: _____
Company Phone: _____

List the specific method of correction for each of the items in this hazard survey report, including those that were corrected while the consultant was at the work site.

EXAMPLE:

Item Number: 1 and Potential Violation Number: 1 was corrected on: 6/3/22

By (Method of Correction): Item was corrected by installing the proper fall protection. Our employees have been retrained and the job is completed.

Item Number: _____ and Potential Violation Number: _____ was corrected on: _____
By (Method of Correction): _____

Item Number: _____ and Potential Violation Number: _____ was corrected on: _____
By (Method of Correction): _____

Item Number: _____ and Potential Violation Number: _____ was corrected on: _____
By (Method of Correction): _____

Item Number: _____ and Potential Violation Number: _____ was corrected on: _____
By (Method of Correction): _____

Item Number: _____ and Potential Violation Number: _____ was corrected on: _____
By (Method of Correction): _____

Item Number: _____ and Potential Violation Number: _____ was corrected on: _____
By (Method of Correction): _____

Item Number: _____ and Potential Violation Number: _____ was corrected on: _____
By (Method of Correction): _____

Item Number: _____ and Potential Violation Number: _____ was corrected on: _____
By (Method of Correction): _____

Item Number: _____ and Potential Violation Number: _____ was corrected on: _____
By (Method of Correction): _____

Item Number: _____ and Potential Violation Number: _____ was corrected on: _____
By (Method of Correction): _____

I certify that the information contained in this document is accurate.

Signature: _____ Date: _____

Printed Name: _____ Title: _____



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION
BARTON G. PICKELMAN, DIRECTOR

SUSAN CORBIN
DIRECTOR

Appendix B
512 – Safety and Health Program Review

Company: Big Rapids Charter Township Fire Department
Contact: Carman Bean
Company Address: 14212 Northland Dr Big Rapids, MI 49307
Phone: (231) 796-3603 Ext:
Email: supervisor@bigrapidstownship.net
Date of Site Visit: 2/22/2024
RCA Number: 3203
Site Address: 14212 Northland Dr Big Rapids, MI 49307
Submitted to Employer:
Scope of Survey: Partial Scope
Consultant: Deb Ziel
NAICS:

Hours Worked:	Total Incidents:	Total Dart Incidents:
Incident Rate:	Michigan TCIR:	OSHA TCIR Rate:
DART Rate:	Michigan DART Rate:	OSHA DART Rate:

1. Management Leadership	Score 0 - 3	Comments
Top management demonstrates its commitment to continuous improvement in safety and health, communicates that commitment to workers, and sets program expectations and responsibilities.		
Managers at all levels make safety and health a core organizational value, establish safety and health goals and objectives, provide adequate resources and support for the program, and set a good example. Management participates in safety activities (e.g. safety committee).		
2. Worker Participation	Score 0 - 3	Comments
Workers and their representatives are involved in all aspects of the program - including setting goals, identifying and reporting hazards, investigating incidents, decision making, selecting controls, and tracking progress.		

All workers, including contractors and temporary workers, understand their roles and responsibilities under the program and what they need to do to effectively carry them out.		
Workers are encouraged and have means to communicate openly with management and to report safety and health concerns without fear of retaliation.		
Any potential barriers or obstacles to worker participation in the program (for example, language, lack of information, or disincentives) are removed or addressed.		
3. Hazard Identification & Assessment	Score 0 - 3	Comments
Procedures are put in place to continually identify workplace hazards and evaluate risks. Analysis of incident trends (near miss, first aid, recordable).		
Safety and health hazards from routine, nonroutine, and emergency situations are identified and assessed.		
An initial assessment of existing hazards, exposures, and control measures is followed by periodic inspections and reassessments, to identify new hazards.		
Any incidents are investigated with the goal of identifying the root causes.		
Identified hazards are prioritized for control.		
4. Hazard Prevention & Control	Score 0 - 3	Comments
Employers and workers cooperate to identify and select methods for eliminating, preventing, or controlling workplace hazards.		
Controls are selected according to a hierarchy that uses engineering solutions first, followed by safe work practices, administrative controls, and finally personal protective equipment (PPE).		
A plan is developed to ensure that controls are implemented, interim protection is provided, progress is tracked, and the effectiveness of controls is verified.		
5. Education & Training	Score 0 - 3	Comments
All workers are trained to understand how the program works and how to carry out the responsibilities assigned to them under the program.		
Employers, managers, and supervisors receive training on safety concepts and their responsibility for protecting workers' rights and responding to workers' reports and concerns.		
All workers are trained to recognize workplace hazards and to understand the control measures that have been implemented.		
6. Program Evaluation & Improvement	Score 0 - 3	Comments

Control measures are periodically evaluated for effectiveness.		
Processes are established to monitor program performance, verify program implementation, and identify program shortcomings and opportunities for improvement.		
Necessary actions are taken to improve the program and overall safety and health performance.		
7. Communication & Coordination for Host Employers, Contractors, and Staffing Agencies - Actions	Score 0 - 3	Comments
Host employers, contractors, and staffing agencies commit to providing the same level of safety and health protection to all employees.		
Host employers, contractors, and staffing agencies communicate the hazards present at the worksite and the hazards that work or contract workers may create on site.		
Host employers establish specifications and qualifications for contractors and staffing agencies.		
Before beginning work, host employers, contractors, and staffing agencies coordinate on work planning and scheduling to identify and resolve any conflicts that could affect safety or health.		
Total Score		(24 items) (72 points possible)

Scoring: 0 = not implemented, 1 = partial, 2 = implemented, minor issues, 3 = fully implemented (enter whole numbers only)



Ticket #1560765 - 2024.03 - TFF - New firewall

Quote #HP000371 v1

Prepared For:
Township of Big Rapids, MI
 Hannah Saez
 14212 Northland Dr.
 Big Rapids, MI 49307

Prepared By:
VC3
 Hillary Pennell
 1301 Gervais St. Ste. 1800
 Columbia, SC

Date Issued:
03.26.2024
 Expires:
04.23.2024

P: +12317963603
 E: clerk@bigrapidstownship.net

P:
 E: quotes.hillary.pennell@vc3.com

- Hardware/Software	Price	Qty	Ext. Price
SonicWall TZ270 Network Security/Firewall Appliance - 8 Port - 10/100/1000Base-T - Gigabit Ethernet - DES, 3DES, MD5, SHA-1, AES (128-bit), AES (192-bit), AES (256-bit) - 8 x RJ-45 - 3 Year Secure Upgrade Plus Advanced Edition - Desktop, Rack-mountable -	\$1,574.87	1	\$1,574.87
Subtotal			\$1,574.87

Professional Services	Price	Qty	Ext. Price
Professional Services	\$960.00	1	\$960.00
Subtotal			\$960.00

Shipping	Price	Qty	Ext. Price
Shipping and Handling	\$14.00	1	\$14.00
Subtotal			\$14.00

Quote Summary	Amount
- Hardware/Software	\$1,574.87
Professional Services	\$960.00
Subtotal:	\$2,534.87
Shipping:	\$14.00
Total:	\$2,548.87

- Pricing & Availability of product is subject to change without notice and may require pricing adjustments.
- All product transfer of ownership and invoicing occurs upon VC3's receipt of the product.
- Sales Taxes will be calculated and added to the final invoice
- No returns will be accepted unless first approved by VC3 Inc. Approved returns are subject to a 15% restocking fee. Special order items are not returnable
- Labor not itemized in this document will be invoiced in accordance with the terms of the current Work Order and Master Services Agreement.
- This quote is part of, and incorporated into the Master Services Agreement between Customer and VC3, Inc., and is subject to the terms and conditions of the Agreement and any definitions contained in the Agreement. If any provision of this quote conflicts with the Agreement, the terms and conditions of this quote shall control.
- In accordance with the Master Services Agreement, VC3 makes NO WARRANTY either expressed or implied, regarding the performance or suitability for any purpose of the above products. VC3 will assist with manufacture warranties. Customer assumes the responsibility for understanding the warranty, if any, of the manufacturer.

Big Rapids Charter Township

Principles of Governance

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

We pledge to:

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

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

Carman Bean

Carman Bean, Supervisor

Hannah Saez

Hannah Saez, Clerk

Penny Currie

Penny Currie, Treasurer

Joe Bechaz

Joe Bechaz, Trustee

Jerald Everett

Jerald Everett, Trustee

Anthony Geib

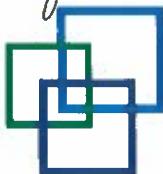
Anthony Geib, Trustee

Chris Teceno

Chris Teceno, Trustee

04/02/2024

Date



**MICHIGAN
TOWNSHIPS
ASSOCIATION**

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49307, USA**

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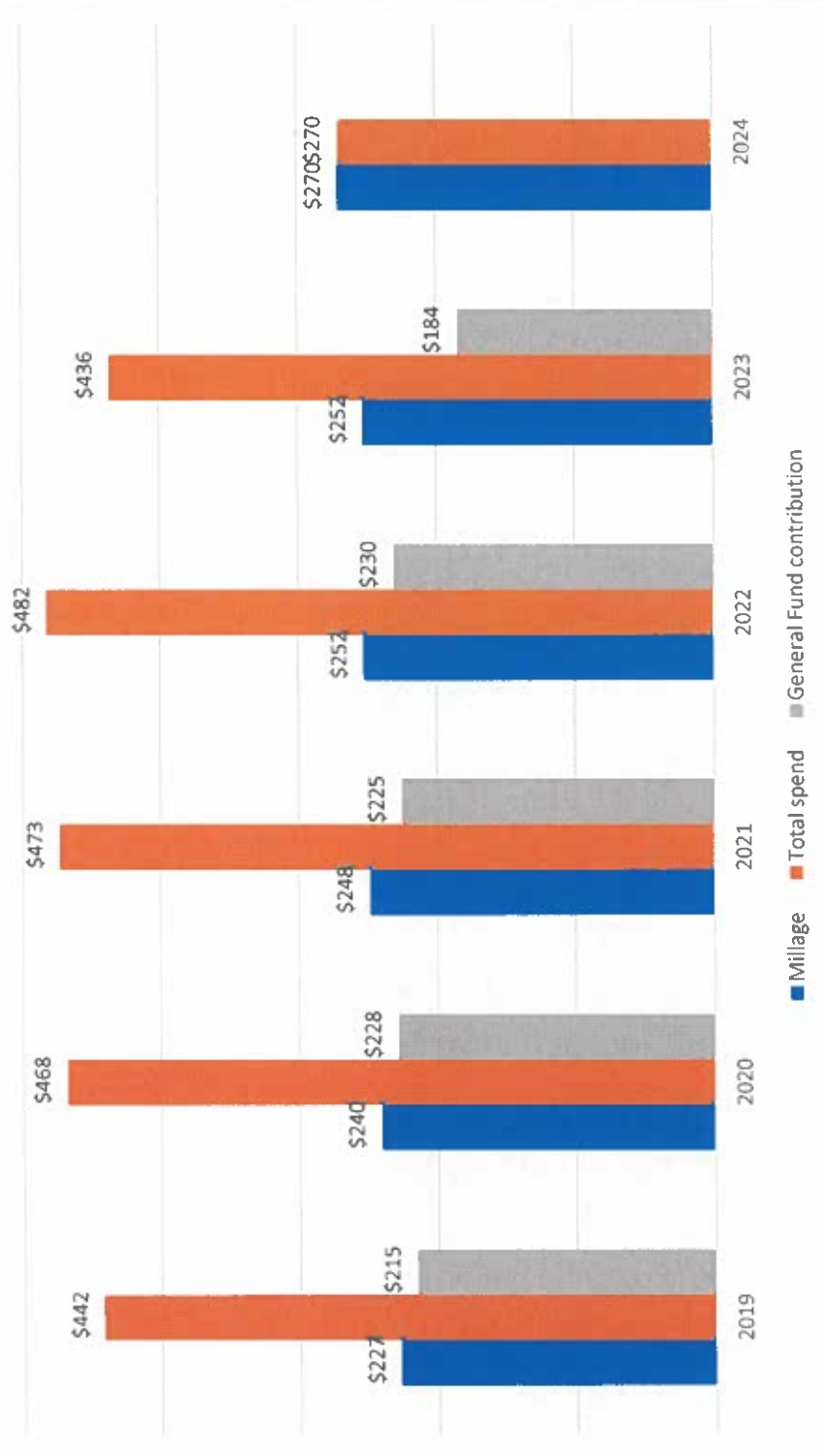
Contact Information



Road Expenditures 2019 through current

	2019	2020	2021	2022	2023	2024	Total	Average
Millage	\$ 227	\$ 240	\$ 248	\$ 252	\$ 252	\$ 270	\$ 1,489	\$ 248
Total spend	\$ 442	\$ 468	\$ 473	\$ 482	\$ 436	\$ 270	\$ 2,571	\$ 429
General Fund contribution	\$ 215	\$ 228	\$ 225	\$ 230	\$ 184		\$ 1,082	\$ 216

Road Revenue and Expenditures (000)



Chip and Fog Seal:	Project Cost	
Woodward 230th to US 131	\$ 36,503.29	
Arnold - West of Highland	\$ 12,350.64	
183rd - North of Garfield	\$ 12,685.76	
205th - NLD to 18 Mile	\$ 8,361.68	
215th - 13 to 14 Mile	\$ 39,267.36	
Total		\$ 109,168.73
Pave (Wedge & Overlay)		
Woodward - City limits to US 131	\$ 198,809.77	
Total		\$ 198,809.77
Milling and Paving		
215th - 14 Mile to 15 Mile	\$ 175,313.30	
Total		\$ 175,313.30
Total all projects		\$ 483,291.80
Road allocation		\$ 270,000.00
Shortfall		\$ 213,291.80

**MECOSTA COUNTY ROAD COMMISSION
CONTRACT
With
BIG RAPIDS TOWNSHIP**

General Description of Project:

Big Rapids Chip and Fog seal: Multiple Locations

General Terms & Conditions:

- Each party to this agreement acknowledges that costs for these projects are estimates and are subject to increase or decrease based on final project quantities.
- The Mecosta County Road Commission shall have oversight authority of all independent contractors involved in this project as it relates to long-term maintenance requirements of the road surface.
- The Mecosta County Road Commission and Big Rapids Township hereby agree to enter into this agreement to accomplish these road projects.
- Big Rapids Township agrees to pay the Mecosta County Road Commission the estimated sum of **\$109,168.73**, for their cost on this project. The Mecosta County Road Commission will invoice Big Rapids Township based on actual cost incurred.

Project Locations

	<u>Estimated cost</u>
1. Woodward 230th to US131	\$36,503.29
2. Arnold W. of Highland	\$12,350.64
3. 183rd N of Garfield	\$12,685.76
4. 205th NLD to 18 Mile	\$ 8,361.68
5. 215th 13 to 14 Mile	\$39,267.36
Total	\$109,168.73

Contract Number: 497.03-109-24/MCF.000

MECOSTA COUNTY ROAD COMMISSION

BIG RAPIDS TOWNSHIP

Chairman

Cammie Bean

Supervisor

Vice-Chairman

Annika J...

Clerk

Commissioner

Donna...

Treasurer

John...

Trustee

Jessie...

Trustee

4/12/24
Date

04/02/2024
Date

**MECOSTA COUNTY ROAD COMMISSION
CONTRACT
With
BIG RAPIDS TOWNSHIP**

General Description of Project:

Big Rapids Paving: 215th milling and paving

General Terms & Conditions:

- Each party to this agreement acknowledges that costs for these projects are estimates and are subject to increase or decrease based on final project quantities.
- The Mecosta County Road Commission shall have oversight authority of all independent contractors involved in this project as it relates to long-term maintenance requirements of the road surface.
- The Mecosta County Road Commission and Big Rapids Township hereby agree to enter into this agreement to accomplish this road project.
- Big Rapids Township agrees to pay the Mecosta County Road Commission the estimated sum of **\$175,313.30**, for their cost on this project. The Mecosta County Road Commission will invoice Big Rapids Township based on actual cost incurred.

Project Location

1. 215th from 14 to 15 Mile

Estimated Cost

\$175,313.30

Contract Number: 497.03-109-24/215.000

MECOSTA COUNTY ROAD COMMISSION

Chairman

Vice-Chairman

Commissioner

4/12/24
Date

BIG RAPIDS TOWNSHIP

Curtis Bean
Supervisor

Harold
Clerk

Penny
Treasurer

Mark
Trustee

Arvid
Trustee

April
Date
04/02/2024

**MECOSTA COUNTY ROAD COMMISSION
CONTRACT
With
BIG RAPIDS TOWNSHIP**

General Description of Project:

Big Rapids Paving: Woodward city limits to US131 Wedge/Overlay

General Terms & Conditions:

- Each party to this agreement acknowledges that costs for these projects are estimates and are subject to increase or decrease based on final project quantities.
- The Mecosta County Road Commission shall have oversight authority of all independent contractors involved in this project as it relates to long-term maintenance requirements of the road surface.
- The Mecosta County Road Commission and Big Rapids Township hereby agree to enter into this agreement to accomplish this road project.
- Big Rapids Township agrees to pay the Mecosta County Road Commission the estimated sum of **\$198,809.77**, for their cost on this project. The Mecosta County Road Commission will invoice Big Rapids Township based on actual cost incurred.

Project Location

1. Woodward from city limits to US 131

Estimated Cost

\$198,809.77

Contract Number: 497.03-109-24/woodward.000

MECOSTA COUNTY ROAD COMMISSION

BIG RAPIDS TOWNSHIP

Chairman

Caman Bacon
Supervisor

Vice-Chairman

Stanley
Clerk

Commissioner

Jimmy Curran
Treasurer

[Signature]
Trustee

[Signature]
Trustee

[Signature]
Date

4/2/24
Date

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
04/01/2024	GEN	13567	BEAN, SUSAN	314.64	277.20
04/01/2024	GEN	13568	BUYS, EMILY M	104.65	92.20
04/01/2024	GEN	13569	CHANDLER, JOSHUA J	430.22	374.72
04/01/2024	GEN	13570	COOK, ZACHARY F	51.75	47.79
04/01/2024	GEN	13571	KIRWIN, DAVID R	1,447.92	1,275.62
04/01/2024	GEN	13572	MONTROSS, JOHN	314.64	277.20
04/01/2024	GEN	13573	OLIVER, GORDON	51.75	45.59
04/01/2024	GEN	13574	OOSTERHOUSE, JEFFREY S	51.75	45.59
04/01/2024	GEN	13575	SWEPPENHEISER, MARK A	51.75	47.79
04/01/2024	GEN	13576	WETHINGTON, AMANDA R	51.75	45.59
04/01/2024	GEN	DD345	AMBLER, ALLEN S	115.34	0.00
04/01/2024	GEN	DD346	ANTOR, GERALD A	988.61	0.00
04/01/2024	GEN	DD347	BALLARD , MIA L	846.91	0.00
04/01/2024	GEN	DD348	BEAN, CARMAN	4,125.00	0.00
04/01/2024	GEN	DD349	BECHAZ, JOSEPH	319.12	0.00
04/01/2024	GEN	DD350	BELKA, SCOT A	235.82	0.00
04/01/2024	GEN	DD351	BERENS, DYLAN I	121.84	0.00
04/01/2024	GEN	DD352	BORKOVICH, BRUCE W	281.60	0.00
04/01/2024	GEN	DD353	CALIFF, MICHAEL H	729.70	0.00
04/01/2024	GEN	DD354	CURRIE, PENNY M	3,975.00	0.00
04/01/2024	GEN	DD355	DOUGLASS, PERRY IV A	927.50	0.00
04/01/2024	GEN	DD356	ELDER, CHRISTOPHER A	1,447.92	0.00
04/01/2024	GEN	DD357	EVERETT, JERALD D	159.56	0.00
04/01/2024	GEN	DD358	GEIB, ANTHONY C	159.56	0.00
04/01/2024	GEN	DD359	JONES, JERRAD C	400.44	0.00
04/01/2024	GEN	DD360	KETCHUM, KAITLYN M	39.53	0.00
04/01/2024	GEN	DD361	KLEINHEKSEL, TIMOTHY J	3,193.70	0.00
04/01/2024	GEN	DD362	KONDZIOLKA, CHERYL L	286.00	0.00
04/01/2024	GEN	DD363	LAMMERS, DRAKE A	751.07	0.00
04/01/2024	GEN	DD364	LANWAY, LONNY	1,323.00	0.00
04/01/2024	GEN	DD365	LENTINE, JOSEPH E	705.04	0.00
04/01/2024	GEN	DD366	MAREK, DENA R	897.60	0.00
04/01/2024	GEN	DD367	MOSS , MARK E	994.87	0.00
04/01/2024	GEN	DD368	PARKER, THOMAS	774.88	0.00
04/01/2024	GEN	DD369	SAEZ, HANNAH C	4,114.13	0.00
04/01/2024	GEN	DD370	SNYDER, RACHEL ANN	376.48	0.00
04/01/2024	GEN	DD371	TECENO, CHRISTOPHER S	159.56	0.00
04/01/2024	GEN	DD372	TUBBS, JAMES	1,159.58	0.00
04/01/2024	GEN	DD373	VELDMAN, MARC	4,122.68	0.00
04/01/2024	GEN	DD374	WYMA, NICHOLAS A	934.36	0.00

Totals: Number of Checks: 040 37,537.22 2,529.29

Check Register Report for Big Rapids Charter Township

For Payroll ID: 282 Check Date: 04/01/2024 Pay Period End Date: 03/31/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
Total Physical Checks:			10		
Total Check Stubs:			30		

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN GENERAL TOWNSHIP CHECKING						
03/13/2024	GEN	34232	CHA01	CHARTER COMMUNICATIONS	FIRE DPT, CEM, TWP OFFICES	1,036.26
03/13/2024	GEN	34233	CIT02	BIG RAPIDS CITY TREASURER	FEB SEWER USAGE FEB 24 SEWER IPP CHARGES	28,786.23 1.36
						<u>28,787.59</u>
03/13/2024	GEN	34234	CON00	CONSUMERS ENERGY	TWP HALL BLDG STREET LIGHTS 7812 LED LIGHTS TRAFFIC LIGHTS	331.84 368.88 252.79 19.32
						<u>972.83</u>
03/13/2024	GEN	34235	DINGES	DINGES FIRE COMPANY	MENS BOOTS	359.00
03/13/2024	GEN	34236	DTE00	DTE ENERGY	HVC FIRE DEPT STATE ST LS UPS LS PERRY ST LS GILBERT RD LS MENARDS LS SHERIDAN ST LS VENLO LS TOWNSHIP OFFICES	67.87 509.22 57.05 63.99 57.05 64.88 61.36 71.94 62.23 205.00
						<u>1,220.59</u>
03/13/2024	GEN	34237	DTE00	VOID		
03/13/2024	GEN	34238	ERDRAKE	ERON DRAKE	FEB SEWER REIMBURSEMENT	137.85
03/13/2024	GEN	34239	GRANGER	GRANGER	HIGHLANDVIEW CEMETARY GARBAGE SERVICE BRT HALL, OFFICE, FIRE DEPT	34.56 108.95
						<u>143.51</u>
03/13/2024	GEN	34240	GRE02	GREAT LAKES ENERGY	FEBB 24	24.96
03/13/2024	GEN	34241	HOPE	HOPE NETWORK WEST MICHIGAN	CLEANERS 2/2, 2/16	126.00
03/13/2024	GEN	34242	JBOUMAN	JAMES BOUMAN	WATER TREATMENT SVCS FEB 24	1,041.66
03/13/2024	GEN	34243	KCI	KCI	ASSESSMENT NOTICES	1,615.85
03/13/2024	GEN	34244	MOP00	MICHAEL OIL & PROPANE	FUEL FOR GENERATOR	1,179.04
03/13/2024	GEN	34245	NORTHWEST	NORTHWEST KENT MECHANICAL CO.	6 HOURS LABOR, 4 HOURS OVERTIME LOW TEM	3,854.30
03/13/2024	GEN	34246	PIO00	THE PIONEER GROUP	MINS, PLAN COMM MINS	170.10
03/13/2024	GEN	34247	PRAEOTORIAN	LEXIPOL	FIRE/EMS PLATFORM MOBILE SOLUTION	1,777.00
03/13/2024	GEN	34248	SBS00	SMALL BUSINESS ADMIN SERVICES LLC	SBAM ANNUAL RENEWAL	139.00
03/13/2024	GEN	34249	SIG00	SIEGFRIED CRANDALL, PC	AUDITING SERVICES FOR 2023	6,750.00
03/13/2024	GEN	34250	VC3	VC3	COMP FOR DEP CLERK	1,071.00
03/13/2024	GEN	9930489(E)	SBS00	SMALL BUSINESS ADMIN SERVICES LLC	FEB SBAM HRA SVC FEE	67.50
03/18/2024	GEN	34251	CON00	CONSUMERS ENERGY	STATE ST LS UPS LS WATER PLANT MITCHELL CREEK LS HVC SHERIDAN ST LS STREET LIGHTS 6979 SEWER BLDG	268.36 236.70 1,241.20 87.10 228.55 188.75 77.99 113.52
						<u>2,442.17</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/02/2024	GEN	34271	SAEZ	HANNAH SAEZ	JAN-MARCH CELL PHONE	90.00
04/02/2024	GEN	34272	SUM01	SUMMIT FIRE PROTECTION	REPLACEMENT WATER FIRE EXT REPLACEMENT FIRE EXT REPLACEMENT EXTINGUISHERS, SERVICE AND	421.25 421.25 783.75 <u>1,626.25</u>
04/02/2024	GEN	34273	VC3	VC3	LARGE MONITOR DEP CLERK OFFICE 2021 FOR DEP CLERK COMP	196.00 275.00 <u>471.00</u>
04/02/2024	GEN	34274	VELD01	MARC VELDMAN	JAN-MARCH CELL PHONE	90.00
04/02/2024	GEN	34275	WALT00	WALTON ERICKSON PUBLIC LIBRARY	LIBRARY MILEAGE	2,950.94
04/02/2024	GEN	34276	WIL02	ERIC D. WILLIAMS	EASEMENT LETTER	312.50
04/02/2024	GEN	34277	XEROX	XEROX FINANCIAL SERVICES	MONTHLY CONTRACT PAYMENT	489.07
GEN TOTALS:						
Total of 51 Checks:						122,280.99
Less 5 Void Checks:						0.00
Total of 46 Disbursements:						<u>122,280.99</u>