

BIG RAPIDS TOWNSHIP BOARD
REGULAR MEETING JANUARY 6, 1987
HELD AT BIG RAPIDS TOWNSHIP HALL

Supervisor McClelland called the meeting to order at 8:30 p.m. All board members were present.

The minutes of the December meeting were read and approved on a motion by Douglass supported by Kailing.

The treasurer's report was read and approved on a motion by Douglass supported by Smith.

Clerk Smith presented the board with a budget report thru December 31, 1986. The report was examined and discussed. Smith noted that the Federal Revenue Sharing budget needed to be amended to show actual amount of monies received because that amount was transferred to the general fund to be used to help defray cost of road repairs. Douglass moved that the board amend the Federal Revenue Sharing Budget's revenue in the amount of \$2,330.89 for a total revenue of \$9,328.11. Smith supported the motion and it carried unanimously on a roll call vote.

Supervisor McClelland reported on tax tribunal hearings and the Tau Kappa Epsilon zoning issue.

Correspondence included a thank you from the Pozniak's for the use of the townhsip hall for the Cobb School neighborhood Christmas party.

Clerk Smith read a letter from the Mecosta Co. Road Commission requesting a list of road maintenance projects for the coming yearand notifying the board that the Road Commission will be available for appointments in the afternoon on March 10th. Supervisor McClelland directed the Township Road Committee to conduct a study of township roads and prepare a list of potential road maintenance projects for discussion by the board at the March meeting. The Township Road Committee can then present list to the Mecosta Co. Road Commission of March 10th.

Chief Terry reported on fire calls and training meetings for

CONTINUED JANUARY 6, 1987

Supervisor McClelland read a resolution of appreciation to Joann Emmons for her service as township treasurer for the past 10 years. Douglass moved that the board approve the resolution. Kailing supported the motion and it carried. The resolution is as follows:

RESOLUTION OF APPRECIATION

JOANNE EMMONS

January 6, 1987

WHEREAS, Joanne G. Emmons has served as Township Treasurer of Big Rapids Township for the past ten years; and

WHEREAS, Joanne has served with interest and devotion contributing considerable time, effort and expertise, offering dedication and leadership through a period of growth and transition for the Township; and

WHEREAS, Joanne is leaving her position of the Big Rapids Township Board to take on her new duties as State Representative for the 99th District; and

WHEREAS, the members of this board are confident that Joanne will rise to this new challenge with the same talent and dedication that have made her such a valuable asset to our community in the past;

BE IT THEREFORE RESOLVED, that the Big Rapids Township Board recognizes the outstanding service that Joanne Emmons has rendered Big Rapids Township during her years as Township Treasurer and further express its most sincere appreciation.

BE IT FURTHER RESOLVED, that this resolution be made a permanent part of the proceedings of this meeting and that a true copy of this action be given to Joanne Emmons as a comment of our appreciation.

Smith moved that the board approve a resolution of appreciation to John Emmons for his past services to the township. Kailing supported the motion and it carried. The resolution

CONTINUE JANUARY 6, 1987

WHEREAS, he has contributed considerable time,
effort and expertise,;

BE IT THEREFORE RESOLVED, that the Big Rapids
Township Board recognizes the outstanding
service John Emmons has rendered Big Rapids
Township during his years as Township Trustee,
Township Treasurer, and Township Deputy
Treasurer and further expresses its most
sincere appreciation.

BE IT FURTHER RESOLVED, that this resolution be made
a permanent part of the proceedings of this
meeting and that a true copy of this action
be given to John Emmons as a comment of
our appreciation.

Dean moved that the board authorize the Supervisor and the
Clerk to contract with a firm to perform the 1987 audit.
Smith supported the motion and it carried unanimously on
roll call vote.

Douglass moved that the board approve paying Judy Dean
\$5.00 per hour for the hours she worked during a training
period from Dec. 3 thru Dec. 20th and that the township bill
the Big Rapids School system \$690.00 at the present time
in order to pay Joanne Emmons her share of the remaining
summer tax collection salary and to bill the school for the
remaining \$810.00 at the end of the collecting period.
Smith supported the motion and it carried unanimously on
roll call vote.

The City of Big Rapids has notified the township board that
their sewer billing rate has been raised from .90 per 1,000
gallons to \$1.80 per 1,000 gallons. The board discussed the
rate increase and felt that an adjustment in township
sewer rates may be necessary to compensate for this increase.

Supervisor McClelland requested that the board authorize her
to purchase of new camera for assessing purposes with a cap
of \$150.00. Kailing so moved and Douglass supported. The
motion carried unanimously of roll call vote.

CONTINUED JANUARY 6, 1987

unanimously on roll call vote.

Kailing moved that the board approve payment of general fund bills with checks # 5293 thru # 5330 and sewer fund bills with checks # 276 thru # 277. Douglass supported the motion and it carried unanimously on roll call vote.

Kailing moved that the meeting be adjourned. Douglass supported the motion and it carried.

Vivian Smith
Clerk
Mayne McClelland
Supervisor

General Fund

5293	Bauckham, Reed, Lang. Schaefer, Sparks, & Rolfe	35.00
5294	Smith's Business Equipment	120.00
5295	McClelland & Co.	182.00
5296	PRO COMM, INC.	620.00
5297	Void	
5298	Michigan Con. Gas Co.	317.74
5299	Cook's Sanitation	62.00
5300	Monroe Systems for Business	250.00
5301	The Pioneer	15.00
5302	Radio Shack	199.50
5303	Judson's True Value Hardware, Inc.	31.70
5304	Consumers Po. Co.	26.45
5305	Michigan State University	32.00
5306	Reed Office Supply Co., Inc.	36.69
5307	Vivian Smith	415.78
5308	Judy Dean	400.00
5309	Perry Douglass	105.00
5310	Donald Kailing	110.00
5311	PRO COMM, INC.	333.00
5312	PRO COMM, INC.	18.14
5313	Colfax Twp.	200.00
5314	Billy Torry	12.87
5315	Jim's Rapid Wash	43.40
5316	Reed Office Supply, Inc.	27.92
5317	Maxine McClelland	1,199.00
5318	Big Rapids Twp. Trust & Agency Fund	331.00
5319	Buskirk Print Shop	30.80
5320	State of Michigan (Assessors Board)	65.00
5321	Billy Torry	36.35
5322	Billy Torry	108.40
5323	Rex Richardson	49.27
5324	Judy Dean	480.71
5325	Big Rapids Twp. Trust & Agency Fund	33.24
5326	Maxine McClelland	786.07
5327	Paul Lang	35.00
5328	M.M.T.A.	20.00
5329	Smith's Business Equipment	49.00
5330	Meijer-Thrifty Acres	149.97

BIG RAPIDS TOWNSHIP BOARD
REGULAR MEETING - FEBRUARY 3, 1987
HELD AT BIG RAPIDS TOWNSHIP HALL

Supervisor McClelland called the meeting to order at 8:05 p.m. M. McClelland, V. Smith, J. Dean, D. Kailing, and P. Douglass were present.

Also present were; Shirley Geib, Ted Geib, Velma Oliver, Owen Oliver, Thelma Wilber, Pierce Wilber, Gordon Oliver, John Pozniak, Veronica Pozniak, Art Maneke, and Marion Maneke, Billy Torry and Rex Richardson.

The Minutes of the January meeting were read and approved on a motion by Douglass supported by Kailing.

The Treasurers report was read and approved on a motion by Kailing supported by Douglass.

Supervisor McClelland opened the meeting for discussion from the floor. Shirley Geib identified the group as being the group that have used the township hall the past several years for their Christmas party. They wanted to know why this privilege may now be rescinded. McClelland explained that it is board policy not to let the township hall for other them township functions. She told them that their party was an exception to this policy, made on the premise that Don Kailing, a board member and also a member of this group, would be present at the party, accept responsibility for unlocking and locking the hall, and overseeing the party. McClelland further explained that periodically she and the clerk have received other requests to use the township hall and have turned them down. It is not fair to let one group use the hall and not others. She also cited the township liability regarding persons and property, the safekeeping of valuable equipment housed in the hall and the lack of kitchen facilities. The group present still felt that the township hall should be available for them to use. With discussion at a stalemate Smith said that she would contact the townships insurance carrier for an opinion and a determination for the liability involved in renting the hall

Correspondence was read and discussed.

CONTINUED FEBRUARY 3, 1987

McClelland asked the board to approve the appointment of Web Darnell to the 1987 Board of Review. Kailing so moved. Douglass supported and the motion carried.

Smith read bids for carpet for the township hall from U.S. Contract Carpet and The Carpet Gallery. Since the bids were for two different grades of carpet, the board studied samples of both and decided which would be the most serviceable. Smith moved that the board authorize the Supervisor and Clerk to purchase a Brentwood carpet, color no. 6703, Late Wheat, a 100% nylon 26 oz. yarn weight carpet at the lowest bid. Dean supported the motion and it carried unanimously on roll call vote.

After discussing the need for additional office furniture, Douglass moved that the board authorize the Supervisor and Clerk to purchase (1) desk, (1) typing table, (2) 4 drawer legal size files with locks and (1) safe. Kailing supported the motion and it carried unanimously on roll call vote.

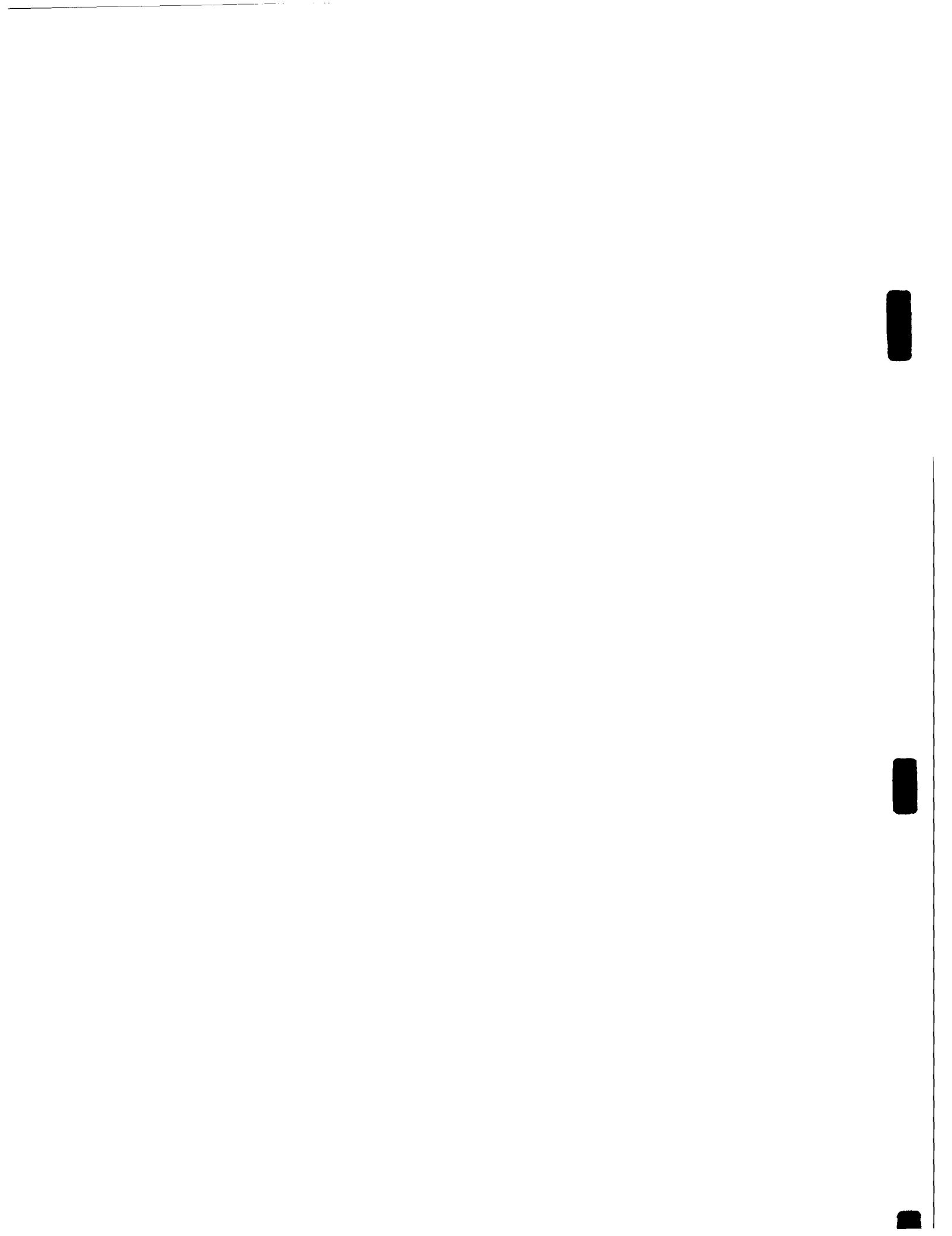
Dean moved that the board authorize the completion of renovations to the township hall. Smith supported the motion and it carried on roll call vote. McClelland-yes, Smith - yes, Dean-yes, Douglass-yes, Kailing-no.

Chief Torry reported on fires and training classes and expenditures for the month of January. He also reported that Big Rapids City Fire Chief Ralph Wallace has said that the city fire department will no longer support E.M.S. runs in Big Rapids Township. These are to be handled by the Big Rapids Township Volunteer Fire Department.

Douglass moved that the board approve payment of general fund bills with checks # 5331 thru #~~5377~~ and sewer fund bills with checks # 278. Dean supported the motion and it carried unanimously on roll call vote.

Dean moved that the meeting adjourn.


Terrian Smith
Clerk



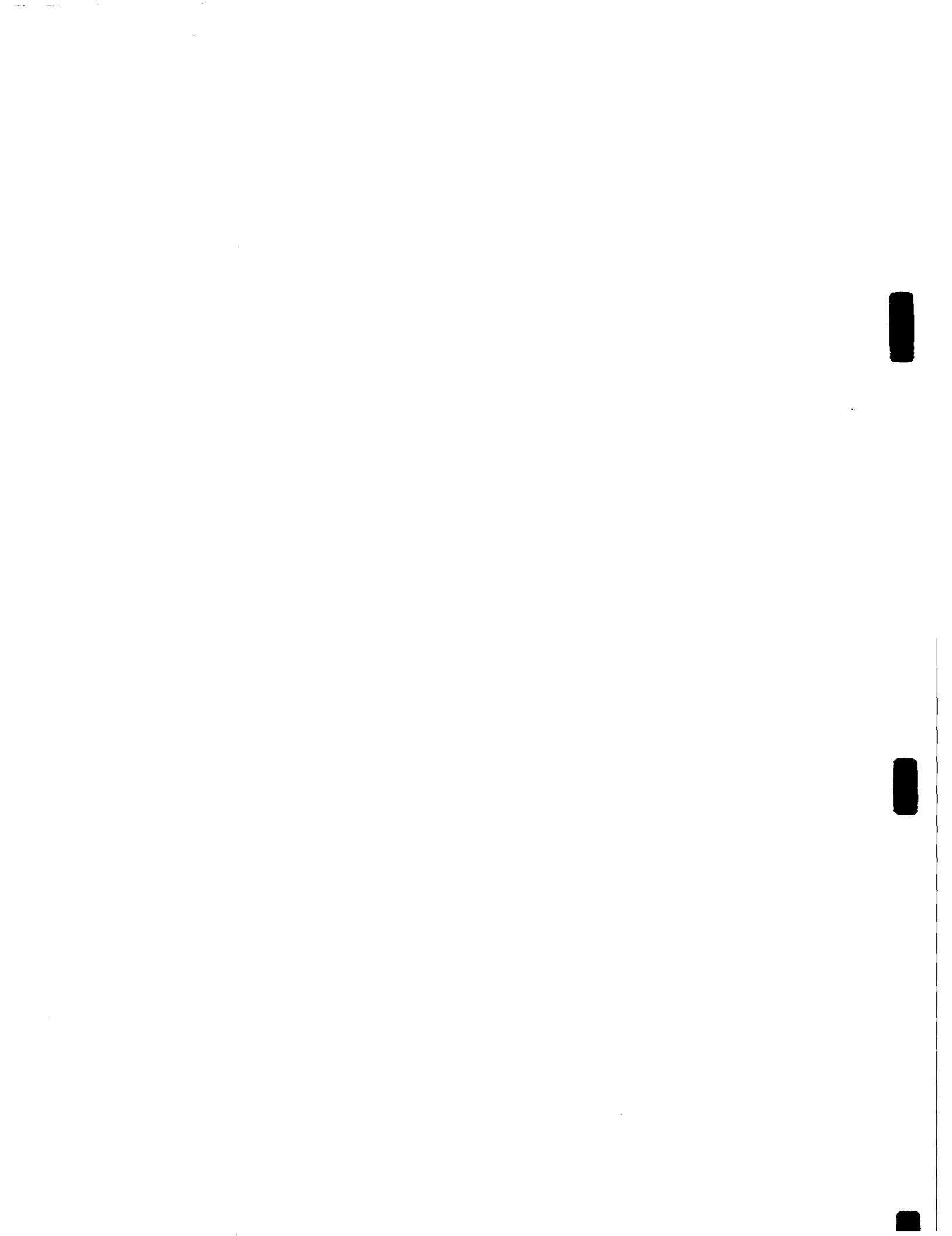
CONTINUED FEBRUARY 3, 1987

General Fund

5331	Big Rapids Township Sewer Dept.	17.80
5332	Triangle Auto Sales	59.50
5333	State St. Hardware	25.26
5334	Alexander Battery Company	51.96
5335	Jim's Rapid Wash	42.28
5336	PRO COMM, INC.	5.10
5337	West Shore Services, Inc.	408.81
5338	Billy Torry	14.09
5339	Central Fire protection	168.00
5340	Big Rapids City Fire Dept.	27.00
5341	Michigan Con. Gas Co.	332.33
5342	Consumers Po. Co.	26.47
5343	McClelland & Co.	30.00
5344	The Pioneer	43.38
5345	Micah Cookingham	118.00
5346	Sto-Car Masonry Contractor Inc.	3,241.20
5347	Radio Shack	59.92
5348	Consumers Po. Co.	207.11
5349	Reed Office Supply Co., Inc.	62.44
5350	Void	
5351	Mid-Michigan Assc. of Assessing Officers	10.00
5352	Radio Shack	31.41
5353	Michigan Bell Telephone Co.	426.77
5354	Vivian Smith	567.11
5355	Judy Dean	398.97
5356	Billy Torry	108.40
5357	Rex Richardson	49.27
5358	Perry Douglass	80.00
5359	Donald Kailing	80.00
5360	Maxine McClelland	1,159.00
5361	McClelland & Co.	120.00
5362	Big rapids Twp. Trust & Agency Fund	349.88
5363	Frederick L. Smith	19.71
5364	Carl Morrison	19.71
5365	Robert Miller	39.42
5366	Mel Brown	19.71
5367	Shirley Fitzgerald	19.71
5368	Linda L. Myers	19.71
5369	J.B. Thomson	19.71
5370	John Fleming	19.71
5371	Owen Oliver	19.71
5372	Maxine McClelland	117.50
5373	Donald Kailing	443.21
5374	Big Rapids Twp. Trust & AGenct Fund	5.80
5375	United States P0stal SErvice	242.40
5376	U.S. Postal Service	228.60
5377	Maxine McClelland	45.35

Sewer fund

278	Consumers Po. Co.	86.71
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BIG RAPIDS TOWNSHIP BOARD
REGULAR MEETING - MARCH 3, 1987
HELD AT BIG RAPIDS TOWNSHIP HALL

Supervisor McClelland called the meeting to order at 8:05 p.m. McClelland, Smith, Dean, Kailing and Douglass were present.

The minutes of the February meeting were read and approved on a motion by Douglass supported by Kailing.

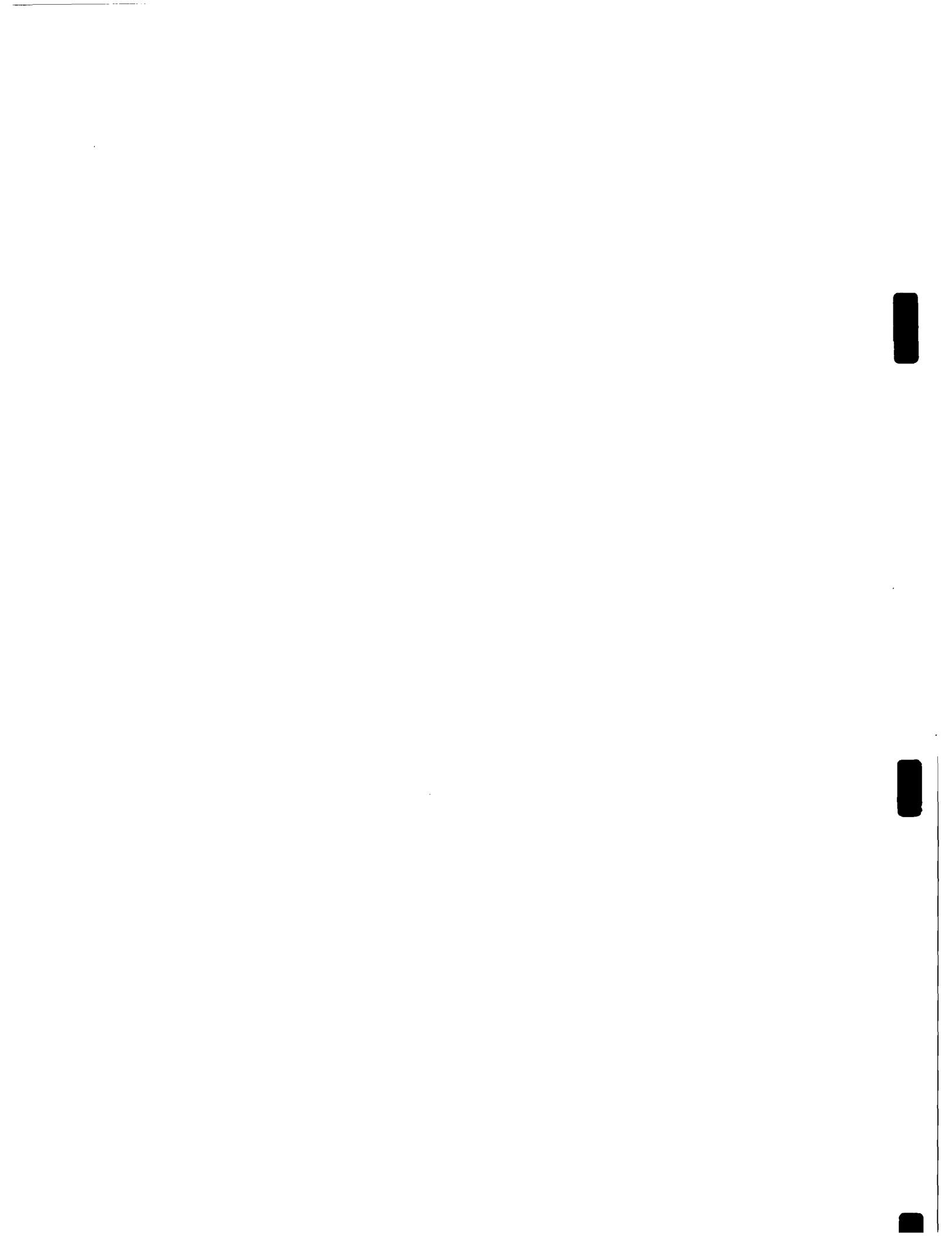
The treasurers report was read and approved on a motion by Kailing supported by Douglass.

Terry Weaver of Weaver Builders, Uldis Berzins, president of the Indian Village Landowners Association, and Mark Viel, an Indian Village resident, were present to ask board approval of the "Weaver Woods Subdivision. The group brought with them a "Resolution Regarding Weaver Woods Subdivision" signed by three (3) members of the Indian Village landowners Association. The resolution is as follows.

We, the undersigned, being members of the Board of Directors of Indian Village Landowners Association, in an effort to avoid litigation and to better our relation with Terry Weaver,

HEREBY RESOLVE, that we shall, on behalf of the Association, agree to allow Terry Weaver and/or the assigns of Weaver Woods Subdivision (as revised 2/16/87) use of Squaw Lane as means of ingress and egress to Lots 1 and 2 and of said subdivision, conditioned upon Terry Weaver executing proper legal documentation affectuating the following:

1. That Mr. Weaver and/or his assigns shall pay an annual road maintenance fee to the Indian Village Landowners Association, per lot, in the same amount and in the same terms as the homeowners in the Indian Village subdivisions;
2. That the west 16 feet of said subdivision, running parallel (north and south) to Squaw Lane, shall be reserved for future expansion of Squaw Lane if deemed necessary by the



4. That no house shall be constructed which contains less than 1,400 square feet living area, exclusive of garage and basement;
5. There shall be no pole buildings constructed on any properties in Weaver Woods Subdivision.
6. There shall be only single family dwellings.

It is specifically understood that this resolution is being given by the Board of Directors of the Indian Village Landowners Association, and not on behalf of any lot owners who do not have houses presently in the Indian Village Subdivision.

Kailing moved that the board approve the preliminary platt of Weaver Woods Subdivision with the restrictions as outlined in the above resolution. Douglass supported the motion and it carried unanimously on roll call vote.

Chief Torry reported on fire calls and training sessions for the month of February. He asked the board to approve the purchase of badges for all the firemen. This purchase would be made in the next fiscal year. Dean so moved and Douglass supported. The motion carried unanimously on roll call vote.

Brian McCaffrey and Pete Douglass are taking Level B Firefighter I training classes.

Torry spoke to the board about establishing a burning permit ordinance. He said he would be meeting with the County Fire Chiefs Association and that they would combine their efforts and try to formulate an ordinance that would serve all the townships.

The following correspondence was read and discussed. The Township received (3) notice of permit to the Mecosta County Road Commission to repair culverts in Big Raapids Township. A letter was received from the Surface Water Quality Division of the DNR asking the township board to establish

CONTINUED MARCH 3, 1987

The proposed budgets for the General Fund, Sewer Fund and Township Revolving Improvement Fund for the year 1987-88 were discussed and worked on. Following discussion regarding the difficulty of collecting the \$200.00 fire run charge, Kailing moved that the treasurer discontinue billing the \$200.00 fire run charge effective April 1, 1987. Dean supported the motion and it carried unanimously on roll call vote.

Smith moved that the annual meeting be held on Tuesday, March 31, 1987 at 8:00 p.m. and that a special meeting be held the same evening at 7:00 p.m. Dean supported the motion and it carried unanimously on roll call vote.

Douglass moved that the board approve payment of general fund bills with checks #5378 thru #5417 and sewer fund bills with checks #279 thru #280. Dean supported the motion and it carried unanimously on roll call vote.

Kailing moved that the meeting be adjourned. Douglass supported.

Vivian Smith
Clerk

Wayne McClelland
Supervisor

General Fund

5378	The Vacuum Center	8.67
5379	Void	
5380	Consumers Po.Co.	222.04
5381	McClelland & Co.	75.00
5382	The Back Room	98.42
5384	Reed Office Supply Co., Inc.	35.85
5385	U.S.Contract Carpets, Inc.	2,106.38
5386	Big Rapids Cash & Carry Inc.	29.95
5387	Great Lakes Book & Supply	333.00
5388	Radio Shack	31.41
5389	Michigan Cigar Div.	34.90
5390	Monroe Systems for Business, Inc.	100.00
5391	Michigan Consolidated GAs Co.	415.89
5392	Consumers Po.Co.	26.47
5393	Michigan Bell Telephone Co.	287.51
5394	Joanne Emmons	690.00
5395	Vivian Smith	417.80
5396	Judy Dean	392.89
5397	Donald Kailing	80.00
5398	Perry Douglass	80.00
5399	Billy Terry	108.40



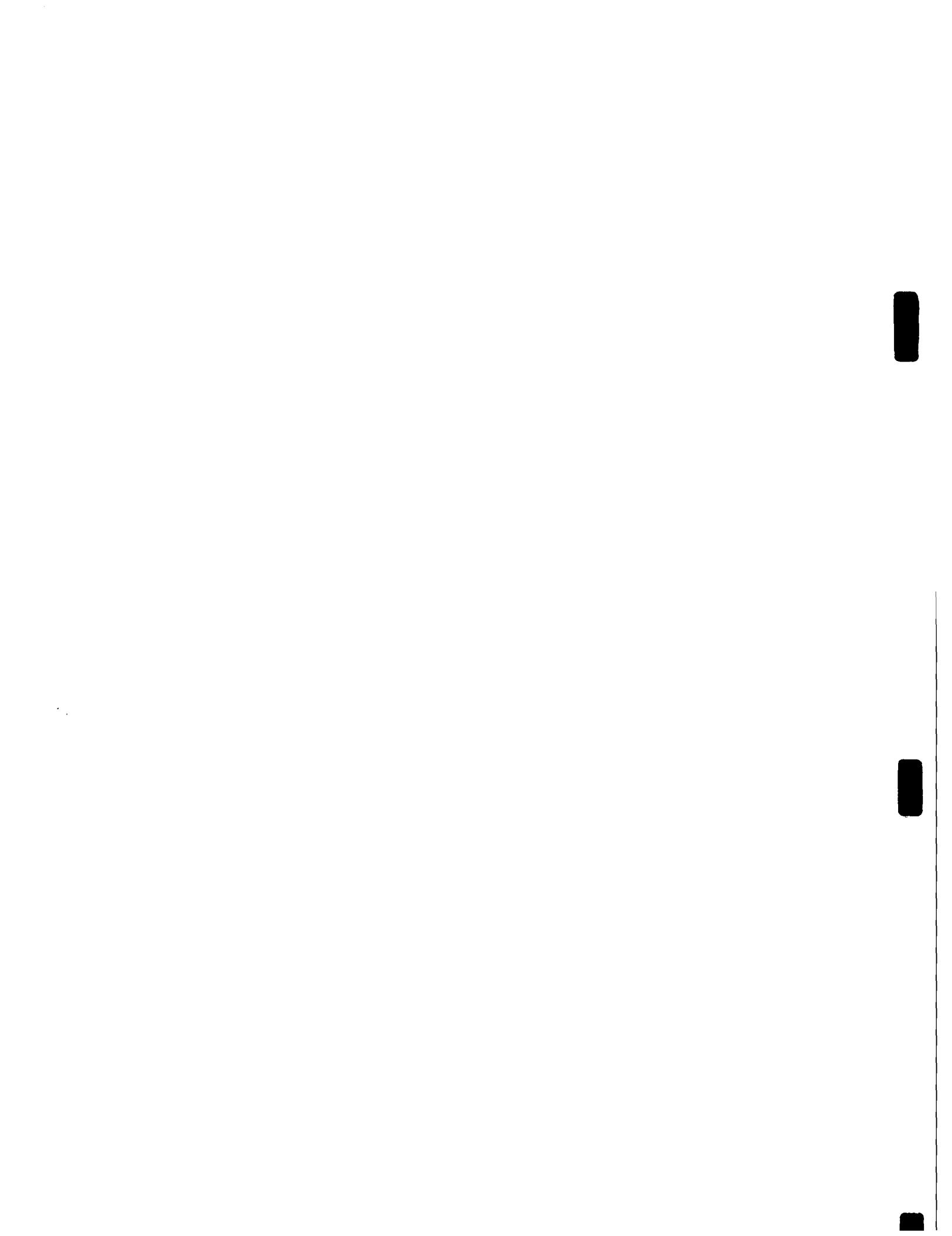
CONTINUED MARCH 3, 1987

General Fund

5412	Cook's Sanitation	93.00
5413	West Shore Services, Inc.	94.88
5414	Jom's Rapid Wash	65.65
5415	Rouhan's Signs	65.00
5416	G.& S. Construction	3,000.00
5417	Maxine McClelland	36.95

Sewer Fund

279	City of Big Rapids	6,696.16
280	Consumers Po.Co.	111.17



ANNUAL MEETING

Electors of Big Rapids Township

March 30, 1987

Held at Big Rapids Twp. Hall

Supervisor McClelland called the meeting to order at 8:00 p.m. In attendance were J.B. Thomson, Eugen Darnell, Margie Darnell, Rick Dean, Uldis Berzins, Brenda Walworth, Billy D. Torry, Rex Richardson, Robert Miller, Judy Dean, Donald Kailing, Perry Douglass, and Vivian Smith.

The Annual Meeting minutes of 1986 were read by Smith and approved on a motion by Torry supported by J.B. Thomson.

The proposed budget for all funds for the year 1987-88 was reviewed. Miller recommended that the proposed budgets for all funds for fiscal year 1987-88 be adopted by activity at the next regular meeting of the Big Rapids Township Board. Torry supported the recommendation and it carried.

Miller moved that the electorate approve the setting of salaries as follows: Supervisor salary - \$4,000.00; Assessor salary - \$13,000.00; Supervisor Summer Tax Collection salary- \$100.00; Zoning Administrator salary - \$5,000.00 and \$20.00 per meeting; Supervisor Sewer salary - \$700.00 and \$25.00 for first hour/trouble call and \$10.00/hour for each additional hour; Supervisor amount equal to zoning fees: Clerk - \$9,000.00; Clerk Summer Tax Collection - \$100.00; Clerk Sewer Salary - \$300.00; Treasurer - \$5,880.00; Treasurer Summer Tax Collection salary - \$3,000.00; Treasurer Sewer Salary - \$700.00; Trustees - \$960.00; All Board Officers - \$20.00 per diem special meetings; Board of Review - \$5.00/hour. Brenda Walworth supported the motion and it carried on a vote of those present.

The meeting was adjourned on a motion by Rex Richardson supported by Don Kailing.

Vivian Smith
Clerk

Joseph McClelland
Supervisor

BIG RAPIDS TOWNSHIP BOARD
SPECIAL MEETING MARCH 30, 1987

Supervisor McClelland called the meeting to order at 7:05 p.m. McClelland, Smith, Dean and Douglass were present. Kailing was absent.

The reading of the minutes of the March 3rd regular meeting and the treasurers report were waived.

Kailing arrived at the meeting.

Douglass moved that the board amend the fringe benefit activity \$100.00 and increase the advance from fund balance \$100.00. Dean supported the motion and it carried unanimously on roll call vote.

Dean moved that the board amend the supervisor - assessor activity \$500.00 and increase the advance from fund balance \$500.00. Douglass supported the motion and it carried unanimously on roll call vote.

Douglass moved that the board approve payment of general fund bills with checks # 5418 thru # 5470 and sewer fund bills with checks # 281 thru # 285. Dean supported the motion and it carried unanimously on roll call vote.

Following board discussion of the overage use fee on the Monroe Copier, Douglass moved that the board cancel the service contract with Monroe. Dean supported the motion and it carried unanimously on roll call vote.

A motion to adjourn was made by Smith supported by Douglass.



Clerk



Supervisor

General Fund

5418	Micah Cookingham	150 20 20
5419	J. & C. Electric	21.56
5420	The Back Room	162.60
5421	McClelland & Co.	130.00
5422	Great Lake Book & Supply	314.00
5423	Manulife	9,372.00

5438	Judy Dean	975.28
5439	Perry Douglass	128.97
5440	Donald Kailing	134.37
5441	Billy Torry	192.54
5442	Rex Richardson	121.58
5443	Randy Bell	142.90
5444	Ken Clark	93.62
5445	Brian McCaffrey	68.98
5446	Robert Miller	88.69
5447	Dan Oleson	44.35
5448	Ernest Osburn	137.97
5449	David Robison	64.06
5450	Thomas Sage	108.40
5451	Daniel Smith	78.84
5452	Robert Walworth	113.33
5453	Donald Campbell	19.71
5454	Roger Carroll	68.98
5455	Erin Gilbert	113.33
5456	Big Rapids Twp. Trust & Agency Fund	71.62
5457	Judy Dean	7.65
5458	City of Big Rapids Fire Department	39.00
5459	Billy Torry	35.23
5460	Triangle Auto Sales	23.89
5461	PRO COMM, ICN.	35.00
5462	Voeleker Implement Sales	33.70
5463	Martz & Shapley	31.97
5464	Central Fire Protection	47.00
5465	S & K Chevrolet, Inc.	190.19
5466	Grooters Machine Shop, Inc.	40.37
5467	Big Rapids Cash & Carry	38.85
5468	Reed Office Supply Co., Inc.	14.00
5469	Monroe	244.73
5470	Maxine McClelland	117.20

Sewer Fund

281	Consumers Po. Co.	88.44
282	Maxine McClelland	125.00
283	Vivian SMith	50.00
284	Judy Dean	125.00
285	Maxine McClelland	96.40

BIG RAPIDS TOWNSHIP BOARD
REGULAR MEETING - APRIL 7, 1987
HELD AT BIG RAPIDS TOWNSHIP HALL

Supervisor McClelland called the April 7 meeting to order at 8:00 p.m. McClelland, Smith, Dean and Douglass were present. Kailing was absent.

The minutes of the March 3rd regular meeting and the March 30th special meeting were read and approved with a note that the Annual meeting date was changed to March 30th upon a polled concensus of the board.

The treasurer's report was read and approved on a motion by Douglass supported by Smith.

Kailing arrived.

Rudy Bogoian, owner of Rudy's Taco House, was present to request the board to pass a resolution of recommendation for the addition of an "outdoor service area" to his business. Following board discussion, Smith moved that the board approve a resolution of recommendation allowing Mr. Bogoian the use of an outdoor patio at the rear of his building for dining and drinking purposes but with the specific exclusion of any type of outdoor music. Dean supported the motion and it carried unanimously on roll call vote. A copy of this resolution shall be sent to Captain James F. Stockwell, undersheriff of the Mecosta County Sheriff Department, and to Richard G. Eggleston, Michigan Department of Commerce, Liquor Control Commission, Licensing and Enforcement Division.

Kailing moved that the meeting dates for 1987-88 be as follows: May 5, June 2, July 7, August 4, September 1, October 6, November 3, December 1, January 5, February 2, March 1, and April 5. Douglass supported the motion and it carried unanimously on roll call vote.

Smith moved that the board approve the adoption of the budgets for all funds by activity as recommended by the electorate at the annual meeting on March 30, 1987. Dean supported the motion and it carried unanemosly on roll call vote.

CONTINUED APRIL 7, 1987

taxes for 1987. Kailing supported the motion and it carried unanimously on roll call vote.

Dean moved that the board approve changing the township pay period from the 20th of the month to the 20th of the month , to the 1st of the month to the 1st of the month. Smith supported the motion and it carried unanimously on roll call vote.

Supervisor McClelland presented a request from Victor Malinovsky to split lot #60 of Indian Village Estates No. 2, into two (2) approximately equal triangular portions by drawing a line from the northwest corner of lot #60 to the southeast corner of lot #60. A motion for the board to approve this lot split was made by Douglass supported by Kailing and carried unanimously on roll call vote. A copy of this petition shall be kept on file in the clerks records.

Supervisor McClelland read a request from Mr. Uldis Berzins President of the Indian Village Homeowners Association, for paving the following roads leading into Indian Village Subdivision and High Banks Park: 15 Mile Rd., 190th Ave., and Arrowhead Lane. Following board discussion, Dean moved that the clerk contact Ed Burch of the Mecosta County Road Commission. to see if the county would be interested in paying all or a part of the cost of seal coating these roads. Douglass supported the motion and it carried .

Supervisor McClelland reported on the problems facing the county regarding the control of exotic animals. The board expressed an interest in developing a township ordinance regarding this matter.

Kailing moved that the board approve payment of registration fee and mileage for the treasurer to attend a "Property Tax Collections" workshop in Traverse City on April 22, 1987. Douglass supported the motion and it carried unanimously on roll call vote.

Dean moved that the board approve payment of dues for the

Dean moved that the board approve the purchase of the following capital outlay items for the fire department: (16) open pagers at a cost not to exceed \$4,000.00; (20) pair bunker pants at a cost not to exceed \$3,400.00; and a hard suction hose and strainer at a cost not to exceed \$454.00. Smith supported the motion and it carried unanimously on roll call vote.

Dean moved that the board approve the purchase of a years subscription of the "Pioneer". Smith supported the motion and it carried unanimously on roll call vote.

Douglass moved that the board approve payment of general fund bills with checks # 5471 thru # 5483. Kailing supported the motion and it carried unanimously on roll call vote.

A motion to adjourn was made by Douglass supported by Kailing.

Lorraine Smith
Clerk
Maxine McClelland
Supervisor

General Fund

5471	Myrtle Decker	700.00
5472	Jim's Rapid Wash	36.70
5473	AT&T	1,661.55
5474	Consumers Po.Co.	26.47
5475	Webb Darnell	98.55
5476	Thomas Waldron	98.55
5477	David Robison	108.40
5478	Maxine McClelland	40.95
5479	Void	
5480	Big Rapids Twp. Trust & Agency	9.00
5481	Michigan Townships Association	55.00
5482	International Institute of Municipile Clerks	35.00
5483	The Pioneer	30.00

BIG RAPIDS TOWNSHIP BOARD
REGULAR MEETING MAY 5, 1987
HELD AT THE BIG RAPIDS TOWNSHIP HALL

Supervisor McClelland called the meeting to order at 8:00 p.m. McClelland, Smith, Dean and Douglass were present. Kailing was absent.

The minutes of the April meeting were read and approved on a motion by Douglass supported by Dean.

Kailing arrived.

The treasurer's report was read and approved on a motion by Smith supported by Douglass.

Bob Gondolphi, representing Michigan Participating Plan was present to discuss the township insurance and bring the board up to date on coverage. He informed the board that the premium remained the same as the previous year.

Rudy Bogoian was present to ask the board for unconditional endorsement of his request for an outdoor service area permit in conjunction with his Class C liquor license. He wishes to serve food and drinks on a patio behind his business "Rudy's Taco House" located at 13460 Northland Dr. The board had endorsed his request at the May meeting, but with the explicit exclusion of any type of music. The Liquor Control Commission cannot accept a recommendation with conditions attached. A letter from the Liquor Control Commission also indicated that Mr. Bogoian had requested a new dance permit. Since there seemed to be confusion regarding the nature of the original request, the board tabled any action until the Liquor Control Commission can be contacted for clarification of the request.

Fire Chief Billy Torry reported on fire department activities and expenditures for the month of April.

Following board discussion regarding lawn care for the summer, Dean moved that the board approve the purchase of a new lawn mower not to exceed a cost of \$300.00. Douglass

charging \$10.00 for insufficient funds in payment of taxes, and no refunds for overpayment of less than \$1.00. Kailing supported the motion and it carried unanimously on a roll call vote.

Treasurer Dean notified the board that E.F. Hutton would not be used for a depository. She is purchasing a \$100,000.00 C.D. from First National Bank & Trust at 5 3/4 % interest.

McClelland asked for authorization to retain council for the Urbanek Tribunal hearing. Kailing so moved and Douglass supported. The motion carried unanimously on a roll call vote.

McClelland informed the board that township government is being heavily attacked in two very important areas. The first of these is voter registration. Secretary of State Austin has formed a committee to study the removal of voter registration from township level and placing it at county level under the auspices of the county clerk. Douglass moved that the board oppose this measure and send letters to the appropriate people thus stating. The second area under attack is township property tax assessment. Senator John Engler has introduced a ten bill tax reform package into the Senate Finance Committee. The purpose of one of these bills is to establish regional assessing. Smith moved that the board send letters to the appropriate people stating opposition to senate bill 184, senate bill 203 thru 211 and voicing strong opposition to senate bill 205. Kailing supported the motion and it carried.

The board discussed the hole under the blacktop in the rear approach to the fire barn. It was to have been repaired last fall but the heavy rains in September made it impossible to get any contractors to work on it. Bill Torry will contact Burt Myers Excavating to have it dug out. The clerk will obtain bids from Reith-Riley and Mel Cooley for seal coating the existing asphalt.

Dean moved that the board approve payment of general fund bills with checks # 5484 thru # 5519 and sewer fund bills

General Fund

5484	Mecosta Co. Tax Account	125.00
5485	Consumers PO.Co.	220.88
5486	Michigan Con. Gas Co.	175.05
5487	The Pioneer	24.63
5488	McClelland & Co.	65.00
5489	Donald Kailing	80.00
5490	Perry Douglass	80.00
5491	Vivian Smith	600.00
5492	Judy Dean	392.89
5493	Billy Torry	133.04
5494	RexRichardson	73.91
5495	Big Rapids Twp. Sewer Dept.	16.86
5496	Big Rapids Twp. Trust & Agency	20.32
5497	ManuLife	212.00
5498	Billy Torry	3.70
5499	PRO COMM, INC.	333.00
5500	Central Fire Protection	8.75
5501	West Shore Services, Inc.	470.98
5502	Denny's Muffler Shop & Auto Parts	46.50
5503	State St. Hardware, Inc.	30.00
5504	Quality Electronics	55.00
5505	Maxine McClelland	1,578.32
5506	Judy Dean	47.40
5507	MTIC	25.00
5508	Cook's Sanitation	31.00
5509	Big Rapids Twp. Trust & Agency	495.00
5510	Michigan Bell Telephone Co.	296.22
5511	U.S. Postal Service	66.00
5512	Great Lakes Book & Supply	59.00
5513	Maxine McClelland	104.10
5514	Michigan Twp. Association	105.00
5515	Michigan State University	2.00
5516	U.S. Stamped Envelope Agency	486.00
5517	Michigan Tax Tribunal	35.00
5518	Municipal Underwriters of Michigan	5,555.00

Sewer Fund

286	First National Bank & Trust	1,740.00
287	Consumers Po.Co.	85.00
288	U.S. Postal Service	22.00
289	Municipal Underwriters of Michigan	562.00

REGULAR MEETING JUNE 2, 1987

HELD AT BIG RAPIDS TOWNSHIP HALL

Supervisor McClelland called the meeting to order at 8:15 p.m. All board members were present.

The minutes of the May meeting were read and approved on a motion by Douglass supported by Kailing.

The treasurers report was read and approved on a motion by Smith supported by Douglass.

Rudy Bogoian was present to discuss the status of his request for a permit for an outdoor service area in conjunction with his Class C liquor license. Supervisor McClelland said that she has talked with Mr. Rosendale of the Michigan Liquor Control commission in Lansing and learned that the only way the township board can assure there will be no outdoor music associated with this outdoor service area is by a contract between Mr. Bogoian and the Township Board. She will contact the townships legal attorney to determine how to set up such a contract. Smith moved that the board table action regarding recommending an outdoor service area pending the signing of a legal contract stating no outdoor music of any kind. Douglass supported the motion and it carried.

Ed Burch was present to discuss the status of the roads in Mecosta Co. He said that he was aware of the serious dust problem on gravel roads but that he is unable to use brine because the DNR has condemned the present holding tanks.

Two gentlemen that live on 14 Mile Rd., Doyle Johnson and Walton Piggott were present because of this problem. They asked Mr. Burch about the feasibility of seal coating. Mr. Burch discouraged this because of the heavy traffic including trucks on this road. He suggested blacktop with the residents paying 2/3 of the cost and the township paying 1/3 of the cost. He discouraged intermittent patches of blacktop or seal coat with gravel because of problems with grading the gravel areas. Mr. Johnson and Mr. Piggott said that they would think about the suggestions.

In regard to the Campus View seal coat project, Mr. Burch

Dean supported the motion and it carried unanimously on roll call vote.

Mr. Burch notified the board that the Road Commission has decided to close out the \$6,000.00 bond on Paddington Manor. The roads will be primed and triple seal coated. He asked if the board would be interested in doing the portion of 183rd from the subdivision to Garfield Rd. approximately 1700 ft. The cost to the township would be \$2,867.00. Mr. Burch went on to explain that blacktop is unusually cheap this year costing \$19.80 a ton laid therefore it might be a good idea to undertake some blacktopping projects even if it means cutting back on road work next year. Kailing moved that the board authorize the signing of a contract with the Mecosta Co. Road Commission to expend \$20,000.00 for 1 mile of blacktop. Douglass supported the motion and it carried unanimously on roll call vote. Kailing moved that the board approve an overlay of the existing blacktop on Garfield Rd.; blacktopping the rest of Garfield to 183rd Ave.; prime and seal coat on 183rd from Garfield to Paddington Manor. Smith supported the motion and it carried unanimously on roll call vote. Smith moved that the board amend the general fund budget, highways and streets activity, an increase of \$5,000.00 and decrease the fund balance \$5,000.00. Dean supported the motion and it carried unanimously on roll call vote.

Smith moved that the board hold a special meeting June 18th at 11:30 am. Douglass supported the motion and it carried.

McClelland informed the board that she has attended a meeting with the City of Big Rapids and the DNR regarding the disposal of sewage from industrial sites and that Big Rapids Twp. will have to make some changes in the existing sewer ordinance.

McClelland notified the board that she had engaged Mr. Reed of Bauckham, Reed, Lang, Sparks, Rolfe & Thomsen, P.C. Attorneys at Law for advice regarding the Urbanek Tribunal Hearing and that this very minimal service had cost the township \$601.59. She asked the board advise in setting some limits regarding legal aid. After discussion the board directed McClelland to notify Mr. Reed that the board will authorize only very restricted

CONTINUED JUNE 2, 1987

the townships fire department tanker by the Michigan State Firemen Association at classes to be held at Ferris State College June 20, 1987, and to park visiting firemens campers behing the township hall. Dean so moved and Smith supported. The motion carried.

Kailing moved that the board approve payment of general fund bills with checks # 5520 thru #5559 for a total of \$6,786.24 and sewer fund bills with checks # 290 thru # 291 for a total of \$6,801.51. Dean supported the motion and it carried unanimously on roll call vote.

Douglass moved that the board approve the employment of (2) personnell form the Govenors Youth Employment Corps. Dean supported the motion and it carried.

The board again discussed roadwork in the township. Douglass moved that the board amend the general fund budget highways and streets activity an increase of \$10,000.00 and decrease the fund balance \$10,000.00 and to contract with the Mecosta Co. Rd. Commissions to apply an overlay of blacktop on 190th ave. from 13 Mile Rd. to Garfield Rd. Dean supported the motion and it carried unanimously on roll call vote.

A motion to adjourn was made by Dean supported by Smith.

Nirian Smith
Clerk
Wayne McClelland
Supervisor

BIG RAPIDS TOWNSHIP BOARD
SPECIAL MEETING JUNE 18, 1987
HELD AT BIG RAPIDS TOWNSHIP HALL

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Supervisor McClelland called the meeting to order at 11:30 a.m. with McClelland, Smith, Dean and Douglass present. Kailing was absent.

Dean moved that the board approve the final Weaver Woods Platt. Smith supported the motion and it carried unanimously on roll call vote.

Fire Chief Torry asked the board to approve a burn permit policy. Following board discussion, Douglass moved that the board approve the policy with the recommended changes. Dean supported the motion and it carried unanimously on roll call vote. This policy shall be designated Big Rapids Township Ordinance #16 and shall read as follows:

ORDINANCE NO. 16 12

AN ORDINANCE TO REGULATE THE SETTING OF FIRES, AND TO PROVIDE PENALTIES FOR THE VIOLATION THEREOF, AND TO PROVIDE A REMEDY FOR THE COLLECTION OF COSTS AND EXPENSES TO THE TOWNSHIP CAUSED BY THE SETTING OF FIRES.

THE TOWNSHIP OF BIG RAPIDS TOWNSHIP ORDAINS:

SECTION 1. This ordinance is adopted in the interest of public safety, health, and morals, and is designed to promote the general peace, health, safety and welfare of the Township of Big Rapids.

SECTION 2. No person, partnership, firm, association or corporation shall within the limits of Big Rapids Township, start or have an open fire except for domestic purposes, without permission of the Mecosta County Sheriff Department or his/her authorized representatives.

SECTION 3. Any person, partnership, firm, association or corporation desiring to set or start a fire shall make application to the Mecosta County Sheriff Department, such application shall state the name and residence of the applicant, the location of the lands and premises where such fire is to be set and time contemplated for setting such fires. Such application shall also state the reason for setting such fires and give such other information as the Mecosta County Sheriff Department may from time to time require.

deemed guilty of a misdemeanor and shall upon conviction thereof be subject to an appearance citation issued by the Big Rapids Township Fire Department, and/or the Mecosta County Sheriff Department, and/or the Department of Natural Resources (DNR).

SECTION 6. Any person, partnership, firm, association or corporation who violates or fails to comply with any provision of this ordinance or who sets an open fire which necessitates calling the Big Rapids Township Fire Department, or any other fire department, shall pay to Big Rapids Township by reason of calling the Big Rapids Township Fire Department or any other fire department.

Section 7. Fuel for bonfires shall consist of seasoned dry wood only and shall be ignited with a small quantity of paper only. Bonfires shall not contain rubbish, gavage, trash, or materials made of or coated with rubber, plastic, leather, or petroleum base materials and shall not contain any flammable or combustible liquids. The allowable quantity of wood to be burned may be determined by the fire officials and shall be based upon the fire safety requirements of the situation and the desirable duration of the burn.

SECTION 8. Bonfire shall be constantly attended by a competent person until such fire is extinguished. This person shall have fire extinguishing equipment readily available for use.

SECTION 9. Definition of "domestic, camp, or cooking fires; are any fires around the home, where the material to be burned has been properly piled or placed in a debris burner.

SECTION 10. All ordinances, or parts of ordinances, in conflict with the provisions of this ordinance are hereby repealed.

SECTION 11. This ordinance shall become effective thirty (30) days after adoption.

THIS ORDINANCE WAS DULY ADOPTED BY THE BIG RAPIDS TOWNSHIP BOARD THE 18 DAY OF JUNE 1987.



Big Rapids Township Clerk

Note:

Definition:

1. Domestic, Camp or cooking fires - shall not be greater than three (3) feet in diameter, and shall not contain materials as described in Section 7.

CONTINUED JUNE 18, 1987

Douglass moved that the board investigate the possibility of a reduced street lighting system south of Big Rapids city limit. Dean supported the motion and it carried.

Supervisor McClelland told the board she has received a request from Norm Obert and Bill Detlaff regarding the blacktopping of Garfield Road. They would like to have it brought on around the curve in front of their homes and are willing to pay 1/3 of the costs. Douglass moved that the board pick up the other 2/3 of the cost of this project. Dean supported the motion and it carried unanimously on roll call vote.

Douglass moved that the board approve the installation of air conditioning in the two offices at the east end of the building at a cost not to exceed \$6,000.00. Dean supported the motion and it carried unanimously on roll call vote.

Smith moved that the board approve the use of participants of the Youth Employment Corps for odd jobs around the township hall. Dean supported the motion and it carried.

Douglass moved that the meeting be adjourned. Dean supported the motion.


Diane Smith
Clerk


Mayne McClelland
Supervisor

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BIG RAPIDS TOWNSHIP BOARD
REGULAR MEETING JULY 7, 1987
HELD AT BIG RAPIDS TOWNSHIP HALL

Supervisor McClelland called the meeting to order at 8:03 pm. All board members were present.

The minutes of the June 2nd meeting were read and approved on a motion by Douglass supported by Dean.

Smith read the minutes of the June 18th special meeting. Douglass noted a correction to be made regarding the payment for blacktopping 183rd Ave. in front of the Norm Obert and Bill Detlaff property. The residents pay 2/3rds of the costs and the township pays 1/3rd of the costs. Douglass moved the minutes be approved with this correction. Dean supported the motion and it carried.

The treasurers report was read and approved on a motion by Kailing supported by Douglass.

Mrs. Lapinski, a resident on 183rd Ave. was present to inform the board of a public nuisance situation existing at 12245 183rd Ave. Residents at this address have been accumulating garbage in an aluminum storage shed. When the shed was full they piled garbage on the roof until it collapsed. The garbage then spilled out into the yard. Mrs. Lapinski said she had contacted various county officials to see if something couldn't be done to force these people to clean up this mess. Unfortunatley she couldn't get anybody to take any action. Mrs. Lapinski felt that perhaps a request from the board would be treated more favorably. Douglass moved that the board send a letter to Jack Lewis, Mecosta County Environmental Health Director urging him to resolve this problem. Dean supported the motion and it carried.

Rudy Bogoian was present to find out the status of his outdoor service area permit for his business "The Taco House". The board had invited Dwight Hall, Director of Builing and Soil Erosion and Sedimentation Control for Mecosta Co. to be present to clarify the issues regarding this matter. First: Mr. Bogoian cannot build a permanent patio structure at the rear of his establishment because he does not meet

regarding Mr. Bogoian's request for a board endorsement of his outdoor service area permit.

Douglass moved that the board renew the Volunteer Firemen Policy held with Burnham & Flower. Dean supported the motion and it carried unanimously on roll call vote.

Smith read correspondence from 99th District Representative Joanne Emmon requesting the use of the township hall on August 4, 1987 from 7:15 to 8:00 P.M. for the purpose of meeting with residents of this area. McClelland noted that was the date of her induction as president of the Michigan assessors Association. August 4th is also the date of the regular meeting of the Big Rapids Township Board. Douglass moved that because of the conflict of events that the regular meeting of the Big Rapids Township Board be changed from August 4 to August 6 at 8:00 p.m. and that Joanne Emmons be notified of the change and invite her to hold her meeting on the sixth also from 7:15 to 8:00 p.m. Kailing supported the motion and it carried.

Smith read a letter from the Michigan Township Participating Plan, Risk Control Department, regarding the use of alcoholic beverages on township property. They listed some guidelines to observe and suggested percautions to use if the need arises.

McClelland said that she has been notified that the City of Big Rapids Housing Commission has received money to expand low income housing in the area.

Regarding street lights along Northland Dr. from the city limits to the racquet club drive, McClelland said that she had contacted Ed Savage of Consumers Po. Co. Mr. Savage said that Consumers Po. Co. would mount six lights on the existing poles at no cost to the township for installation but the township will then pay Consumers a service fee of \$180.00 per light per year. Douglass moved that the board authorize the supervisor and clerk to enter into a contract with Consumers Po. Co. Smith supported the motion and it carried unanimously on roll call vote.

Douglass moved that the board amend zoning ordinance #7.18 highway interchange to allow commercial and residential uses with a special use permit. Smith supported the motion and it carried unanimously on roll call vote.

McClelland reported on changes to the Big Rapids Township Sewer Ordinance necessary to meet the DNR's industrial waste requirements. A motion to approve Sewer Ordinance # 9 with approved amendments was made by Douglass supported by Kailing. The motion carried unanimously on roll call vote. A copy of the ordinance accompanies the minutes.

ORDINANCE #4.05

Fire Chief Bill Torry reported on fires and training sessions during the month of June and recommended changing companies servicing the radios. Kailing moved that the board approve terminating the service contract with Pro Comm Inc. and entering into a contract with Radio Systems Service. Douglass supported the motion and it carried unanimously on roll call vote.

Kailing moved that the board approve changing radios on trucks 1 & 2 to a scanner radio and install outside speakers and lights. Dean supported the motion and it carried unanimously on roll call vote.

Dean moved that the board authorize the supervisor and clerk to contract someone to repair the roof and to paint the cedar siding on the building. Smith supported the motion and it carried unanimously on roll call vote.

Torry notified the board that he had purchased a 33 ft. x 175 ft. strip of land adjacent to his property. This strip of land is in Colfax Twp. He asked if the board would adjoin this piece of property to Big Rapids Twp. for taxation purposes if Colfax Twp. is in agreement. Douglass so moved and Dean supported. The motion carried unanimously on roll call vote.

Douglass moved that the board approve payment of general fund bills with checks # 5560 thru # 5625 for a total expenditure of \$34,640.96 and sewer fund bills with checks #

Ordinance No. 9

AN ORDINANCE REGULATING THE USE OF PUBLIC AND PRIVATE SEWERS AND DRAINS, PRIVATE SEWAGE DISPOSAL, THE INSTALLATION AND CONNECTION OF BUILDING SEWERS, AND THE DISCHARGE OF WATERS AND WASTES INTO THE PUBLIC SEWER SYSTEM: PROVIDING FOR THE FIXING AND COLLECTION OF RATES AND CHARGES FOR THE USE OF THE SANITARY SEWER SYSTEM AND THE ALLOCATON AND USE OF REVENUES DERIVED THEREFROM: AND PROVIDING PENALTIES FOR VIOLATION OF CERTAIN PROVISIONS.

The TOWNSHIP OF BIG RAPIDS ordains:

ARTICLE I

General Provisions

Section 1.1 This ordinance sets forth uniform requirements for direct and indirect contributors into the wastewater collection and treatment system for the township and enables the Township to comply with all applicable State and Federal laws required by the Clean Water Act of 1977 and the General Pretreatment Regulations (40 CFR, Part 403).

Section 1.2 The objectives of this ordinance are: a) Require use of the publicly owned wastewater collection system; b) To prevent the introduction of pollutants into the municipal wastewater system which will interfere with the operation of the system or contaminate the resulting sludge; c) To prevent the introduction of pollutants into the municipal wastewater system which will pass through the system, inadequately treated, into the receiving waters or the atmosphere or otherwise be incompatible with the system; d) To improve the opportunity to recycle and reclaim wastewaters and sludges from the system; e) To provide the equitable distribution of the cost of the municipal wastewater system.

Section 1.3 This ordinance provides for the regulation of direct and indirect contributors to the municipal wastewater system through the issuance of permits to certain non-domestic users and through enforcement activities, requires user reporting, assume that existing customers capacity will not be pre-empted and provides for the setting of fees for the equitable distribution of cost resulting from the program establisher herein.

Section 1.4 This ordinance shall apply to the Township and to persons who are by contract or agreement with the Township, Users of Publicly Owned Treatment Works. Except as otherwise provided herein, the Big Rapids Township Board, shall administer, implement, and enforce the provisions of this ordinance.

ARTICLE II

Definitions

Act—"the Act", the Federal Water Pollution Control Act and the Clean Water Act	Are used interchangeably in this ordinance and refer to Public Law 92-500, as adopted in 1972 and amended by Public Law 95-217 in 1977, Public Law 97-217 in 1981, and any succeeding amendments.
Alternative Discharge Limit	Limits set by the Township in lieu of the promulgated National Categorical Pretreatment Standards, for integrated facilities in accordance with the combined wastestream formula as set by the EPA.
BOD-Biochemical Oxygen Demand	The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures in five (5) days at 20 degrees C., expressed in parts per million by weight.
Building Drain	That part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside of the walls of the building and conveys to the building sewer, beginning five feet outside the inner face of the building wall.
Building Sewer	A sewer conveying wastewater from the premises of a user to the POTW.
Categorical Standards	National Categorical Pretreatment Standards or Pretreatment Standards.
Chlorine Demand	The difference between the amount of chlorine added to water or wastewater and the amount of residual chlorine remaining at the end of a specified contract period. The demand for any given water varies with the amount of chlorine applied, time of contact and temperature.
City	The City of Big Rapids, Michigan and/or the City Manager or his duly authorized deputy, agent or representative.
County	The County of Mecosta, Michigan.
COD-Chemical Oxygen Demand	The oxygen consuming capacity of inorganic and organic matter present in wastewater.
Combined Sewer	A sewer receiving both surface runoff and sewage.
Compatible Pollutant	The pollutants which are treated and removed to a substantial degree by the treatment works. These pollutants are biochemical oxygen demand, suspended solids, pH and fecal coliform, phosphorus and its compounds, and nitrogen and its compounds.
Combined Wastestream	The wastestream at industrial facilities where regulated process effluent is mixed with other wastewater (either regulated or unregulated) prior

Control Authority	The individual designated by the Big Rapids Township Board.
EPA Administrator	The head of the Environmental Protection Agency.
Garbage	Solid wastes from the preparation, cooking and dispensing of food, and from the handling, storage, and sale of produce.
Holding Tank Waste	Any waste from holding tanks such as vessels, chemical toilets, campers, trailers, septic tanks, and vacuum pump tank trucks.
Industrial Cost Recovery	Industrial Cost Recovery (ICR) may be defined as the cost recovered from industrial users of the treatment works of the grant amount allocable to the treatment of wastes from such users under Section 204(b) of PL 95217.
Industrial User	Any nongovernmental, nonresidential user of a publicly owned treatment works which discharges more than the equivalent of 25,000 gallons per day (gpd) of sanitary wastes and which is identified in the Standard Industrial Classification Manual, 1972, Office of Management and Budget, as amended and supplemented under one of the following divisions: A, B, D, E and I.
Industrial Wastes	The liquid wastes from industrial processes as distinct from sanitary sewage.
Integrated Facilities	Industrial facilities with a combined wastestream.
Major Contributing Industry	An industrial user of the publicly owned treatment works: a) having flow of 50,000 gallons or more per average work day, b) having a flow greater than 5% of the total flow carried by the municipal system receiving the waste, c) having in its discharge a toxic pollutant in amounts exceeding the desired limits, and d) is found by the permit issuance authority, in connection with the issuance of an NPDES permit to the publicly owned treatment works receiving the waste, to have significant impact, either singularly or in combination with other contributing industries, on that treatment works or upon the quality of effluent from that treatment works.
MG/L	Milligrams per liter.
National Categorical Pretreatment Standard	Any federal regulation containing pollutant discharge limits promulgated by the EPA which applies to a specific category of Industrial Users.
Natural Outlet	Any outlet into a watercourse, pond, ditch, lake or other body of surface or ground water.

Operation and Maintenance	Operation and Maintenance (O & M) may be defined as all costs, direct and indirect, not including debt service, but inclusive of expenditures attributable to administration, equipment replacement and treatment and collection of wastewater necessary to insure adequate treatment and collection on a continuing basis in conformance with applicable regulation.
PPM	Parts per million.
pH	The logarithm of the reciprocal of the hydrogen ion concentration in moles per liter.
Person	Any individual, firm, company, association, society, corporation or group.
Pretreatment or Treatment	The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into the sewage works. The reduction or alteration can be obtained by physical, chemical or biological processes, or process changes other means, except as prohibited by 40 CFR Section 403.6(d).
Pretreatment Standards	National Categorical Pretreatment Standards, Alternative Discharge Limits, or other federal, state or local standards, whichever are applicable.
Properly Shredded Garbage	The wastes from the preparation, cooking, and dispensing of foods that have been shredded to such degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than $\frac{1}{2}$ -inch in any dimension.
Public Sewer	A sewer in which all owners of abutting properties have equal rights, and is controlled by public authority.
Publicly Owned Treatment Works (POTW)	A treatment works as defined by Section 212 of the Act (33 USC 1292) which is owned by the City. This includes any sewers that convey wastewater to the POTW treatment plant. For purposes of this ordinance, "POTW" shall include any sewers that convey wastewater to the POTW from persons outside the City who are by contract or agreement with the City users of the POTW.
POTW Treatment Plant	That portion of the POTW designed to provide treatment to wastewater.
Replacement	Expenditures for obtaining and installing equipment, accessories, or appurtenances which are necessary during the service life of the treatment works to maintain the capacity and performance.

Sewage	A combination of the water-carried wastes from residences, business buildings, institutions and industrial establishments, together with such ground surface, and storm waters as may be present.
Sewage Works	All facilities for collecting, pumping, treating and disposing of sewage.
Sewer	A pipe or conduit for carrying sewage.
Sewer Service Charge	The rate charged by the Township for providing wastewater collection and treatment service.
"Shall"	Mandatory; "may" is permissive.
Significant Violation	Those violations which remain uncorrected forty-five (45) days after notification of non-compliance over a twelve (12) month period, which involve a failure to accurately report non-compliance, or which result in the exercise of the sewage works' emergency authority under 40 CFR 403.8(f) (2) (vi) (B).
Slug	Any discharge of water, sewage or industrial waste which, in concentration of any given constituent or in quantity of flow, exceeds for any period of duration longer than 15 minutes more than 5 times the average 24 hour concentration of flows during normal operation.
Standard Industrial Classification (SIC)	A classification pursuant to the Standard Industrial Classification Manual issued by the Executive Office of the President. Office of Management and Budget 1972.
Storm, Sewer or Storm Drain	A sewer which carries storm and surface waters and drainage, but excludes sewage and polluted industrial wastes.
Surcharge	An extra charge to cover the cost of treating sampling and testing extra strength sewage.
Suspended Solids	Solids that either float on the surface of, or are in suspension in water, sewage, or other liquids, and which are removable by the wastewater treatment process.
Superintendent	The individual designated by Big Rapids Township Board or his duly authorized representative.
Township	The Township of Big Rapids, Michigan and/or its duly authorized agent or representative.
Toxic Pollutant	Any pollutant or combination of pollutants which is or can potentially be harmful to public health or environment including those listed as toxic in regulations promulgated by the Administrator of the Environmental Protection Agency under the

User	Any person who contributes, causes or permits the contribution of wastewater into the City's POTW.
User Charge	A charge levied on users of treatment works for the cost of operation and maintenance of such works.
User Class	That the recipient of wastewater treatment services will be assigned to one of three classes discussed in Article VIII.
Wastewater Treatment Plant	Any arrangement of devices and structures used for treating sewage.
Watercourse	A channel in which a flow of water occurs, either continuously or intermittently.

ARTICLE III

Abbreviations

The following abbreviations shall have the designated meanings:

BOD	Biochemical Oxygen Demand
CFR	Code of Federal Regulations
COD	Chemical Oxygen Demand
EPA	Environmental Protection Agency
L	Liter
MDNR	Michigan Department of Natural Resources
mg	milligrams
mg/L	milligrams per liter
NPDES	National Pollutant Discharge Elimination System
POTW	Publicly Owned Treatment Works
SIC	Standard Industrial Classification
SS	Suspended Solids
USC	United States Code
O&M	Operations and Maintenance
CWA	Clean Water Act
ASTM	American Society for Testing Materials
WPCF	Water Pollution Control Federation

ARTICLE IV

Use of Public Sewers Required

Section 4.1 It shall be unlawful to discharge or cause to be discharged into any storm sewer, natural water course, or artificial water course, any sewage or other polluted waters other than storm water or uncontaminated industrial wastes as heretofore defined; or to increase an approved use except upon special agreement or arrangement with the Township and in accordance with the rules and procedures of appropriate agencies of the State of Michigan.

Section 4.2 Except as herinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of sewage.

Section 4.3 The owner of all houses, buildings or properties used

sanitary or combined sewer of the Township, is hereby required at his expense to install suitable toilet facilities and connect such facilities directly with the proper public street sewer in accordance with the provisions of this ordinance. The Township may require any such owner, pursuant to the authority conferred upon it by law or ordinance, to make such installations or connections.

Section 4.4 Plats for premises subdivided into four or more lots or parcels and permits to improve platted or unplatteed premises, after the effective date hereof, which premises are within the area in the Township served by the system, shall not be approved or issued on behalf of the Township and none of said premises shall be improved hereafter by the erection thereon of a building or structure for human use or occupancy unless lateral sewers, the design of which is approved by an Engineer designated by the Township, to serve all of said premises, as subdivided or to be improved are provided and connected to the system as part of the system, such extensions to be installed at private cost or by special assessment (or a bond furnished or the estimated cost thereof deposited with the Township, as otherwise provided by law).

Section 4.5 Except as provided in Section 5.3 below, all connections to the sewer required hereunder shall be completed no later than twelve (12) months after date of official notice to make such connection.

ARTICLE V

Private Sewage Disposal

Section 5.1 Where a public sanitary or combined sewer is not available under the provisions of Article IV, the building sewer shall be connected to a private sewage disposal system constructed in compliance with State and local laws.

Section 5.2 Where private sewage disposal systems are constructed, they must be located at least 50 feet from any surface water, natural or artificial drain, or open joint, sub-surface ground water, or tile drain unless otherwise approved by the Township. All installations shall comply with the existing State laws and regulations.

Section 5.3 At such time as a public sewer becomes available to a property served by a private sewage disposal system, as provided in Article IV, a direct connection shall be made to the public sewer in compliance with this ordinance, and any septic tanks, cesspools, and similar private sewage disposal facilities shall be abandoned and filled with suitable materials. All filling and demolition subject to approval of the Township.

Upon application of the owner of such property, the Township may grant a delay of not more than two years, before making connection to public sewer. Such delay to be granted only if private facilities are satisfactory and create no nuisance or health hazard.

Section 5.4 The owner shall operate and maintain the private sewage disposal facilities in a sanitary manner at all times, at no expense to the Township.

Section 5.5 No statement contained in this article shall be construed to interfere with any additional requirements that may be imposed by the Township or other regulatory agencies with respect to private

ARTICLE VI

Building Sewers and Connections

Section 6.1 No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the Township.

Section 6.2 All connections with any sewer of the Township shall be made only by written authorization and permits issued by the Township or its designated representative, and on such forms and on payment of such fees as shall be established from time to time by the Township.

Section 6.3 All costs and expenses incident to the installation and connection of the building sewer shall be borne by the owner of said property. The owner shall indemnify the Township from all loss or damage that may directly be occasioned by the installation of the building sewer.

Section 6.4 All applicants for sewer connection permits shall, when required submit plans and specifications of all plumbing construction within such building or premises and such plans and specifications shall meet the requirements of the Plumbing Code of the State of Michigan, and all order, rules and regulations of the Department of Health. The approval of connection permit shall also be contingent upon the availability of capacity in all downstream sewers, lift stations, force mains, and the City's sewage treatment plant including BOD and suspended solids capacity. When such plans and specifications have been approved by the Township or by such officials as they may designate, a sewer or plumbing permit shall be issued, subject to final inspection and approval when construction is completed.

Final approval will be subject to compliance with the plumbing Code of the State of Michigan, and all orders, rules and regulations of local and State regulatory agencies.

Section 6.5 The applicant for building sewer permit shall notify the Township when the building sewer is ready for inspection. The Township or its designated representative shall then inspect the said building and plumbing requirements as so approved in the construction permit, a sewer connection approval shall be issued, subject to the applicable provisions of other sections of this Ordinance.

Upon final approval of any sewer connection all sewer supports, testing of sewer, back filling of sewer, including material and other elements contingent on completion of installation, shall comply with State of Michigan Plumbing and Township Building Codes.

Section 6.6 The cost of all repairs, maintenance and replacements of existing building sewers and their connection to the public sewers shall be borne by the property owner. Such owner shall make application for permit to perform such work to the Township through the designated representative.

Section 6.7 All connection to existing or new sewers will be made by employees of the Township or its approved representatives. The connection of the building sewer into the public sewer shall be made

Section 6.8 The applicant for the building sewer permit shall notify the Township when the building sewer is ready for inspection and connection to the public sewer.

Section 6.9 All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of, the work shall be restored in a manner satisfactory to the Township.

ARTICLE VII

Use of the Public Sewers

Section 7.1 No person shall discharge or cause to be discharged any storm water, surface water, ground water, roof run-off, subsurface drainage, cooling water or unpolluted industrial process waters to any sanitary sewer.

Section 7.2 Storm water and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewers, or to a natural outlet approved by the Township, and in compliance with rules and procedures of various agencies of the State of Michigan. Industrial cooling water or unpolluted process waters may be discharged, upon approval of the Township, to a storm sewer or natural outlet. The Township has the right to exclude industrial or commercial waste in whole or in part, for any reason.

Section 7.3 Except as hereinafter provided, no person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewer:

- a) any liquid or vapor having a temperature higher than 104-F (40-C);
- b) any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid or gas;
- c) any garbage that has not been properly shredded;
- d) any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch manure, or any other solid or viscous substance capable of causing obstruction to the flow in the sewers or other interference with the proper operation of the sewage works;
- e) any wastes having any other corrosive properties capable of causing damage or hazard to structures, equipment, and personnel of the sewage works;
- f) any water, or wastes containing a toxic or poisonous substance in sufficient quantity to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, fish or aquatic life; or create any hazard in the receiving waters or in the wastewater treatment plant, or exceed the limitation set forth in the EPA Categorical Pre-treatment Standard or any other federal, state or county standard;

- i) any wastewater with color of sufficient light absorbancy to interfere with treatment plant process, prevent analytical determinations, or create any aesthetic effect on the treatment plant effluent, such as, but not limited to, dye wastes and vegetable tanning solutions;
- j) any noxious or malodorous gas or substance capable of creating a public nuisance;
- k) any water and/or waste not complying to all NPDES permit requirements, pretreatment standards, and all other unspecified State and Federal regulations;
- l) any waters or wastewaters having chlorine demand in excess or 15 mg/L;
- m) any waters or wastes having pH less than 5.5 and greater than 9.5;
- n) any waters and/or wastewater which may contain any radioactive wastes or isotopes of such half life or concentration as may exceed limits established by applicable state or Federal regulations;
- o) any water or waste which may contain more than one hundred parts per million (100 PPM), by weight, of fat, oil, or grease or exceed a daily average or twenty-five parts per million (25 PPM);
- p) any grease, oil or other substance that will become solid or viscous at temperatures between 32 degrees F and 140 degrees F, including mineral oils from the viscosity range of kerosene on up;
- q) any wastes that contain insoluble solids in excess of ten thousand parts per million (10,000 PPM) or exceeds a daily average of five hundred parts per million (500 PPM) or that contains a combination of soluble and insoluble material in excess of twenty thousand parts per million (20,000 PPM) and must not contain any insoluble substance having a specific gravity greater than 2.65.

When the Township determines that a user(s) is contributing to the POTW, any of the above enumerated substances in such amounts so as to interfere with the operation of the POTW, the Township shall: 1) Advise the user(s) of the impact of the contribution on the POTW; and 2) Develop effluent limitation(s) for such user(s) to correct the interference with the POTW.

Section 7.4 No person shall discharge wastewater containing in excess of the following without the express written permission of the Township

.005 mg/l beryllium
1.0 mg/l cadmium
1.0 mg/l copper
1.0 mg/l cyanide
.5 mg/l lead

The Township shall annually review the discharge limitations listed above. The Township will propose any revisions to the limitations necessary to insure compliance with the NPDES permit or any current Federal pretreatment or State pretreatment standards. These revisions shall include limiting discharges to the POTW which may interfere with the process of sludge disposal.

Section 7.5 Grease, oil, sand interceptors, and conventional grease traps shall be provided when, in the opinion of the Township they are necessary for the Township for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand, and other harmful ingredients; except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the Township, and shall be located as to be readily and easily accessible for cleaning and inspection.

Grease and oil interceptors shall be constructed of impervious materials capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction, watertight, and equipped with easily removable covers which when bolted in place shall be gastight and watertight.

Section 7.6 Where installed, all grease, oil and sand interceptors shall be maintained by the owner, at his expense, in continuously efficient operation at all times.

Section 7.7 Where necessary in the opinion of the Township, the owner shall provide, at his expense, such preliminary treatment as may be necessary to, a) reduce objectionable characteristics or constituents to within the maximum limits as provided for in Sections 3, 4, 5, or b) control the quantities and rates of discharge of such waters or wastes. Plans, specifications, and any other pertinent information relating to proposed preliminary treatment facilities shall be submitted for approval of the City and of the State regulation agencies and no construction of such facilities shall be commenced until said approvals are obtained in writing.

Section 7.8 Where preliminary treatment facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation, by the owner at his expense.

Section 7.9 When required by the Township the owner of any property served by a building sewer carrying industrial wastes, shall install a suitable control manhole in the building sewer to facilitate observation, sampling and measurement of the wastes. The control manhole may be required by the Township for any industrial or commercial building sewer whose water supply is from an unmetered private well. Such manhole, when required, shall be accessible and safely located, and shall be constructed in accordance with plans approved by the Township. The manhole shall be installed by the owner at his expense, and shall be maintained by his so as to be safe and accessible at all times.

Section 7.10 All measurements, tests, and analyses of the characteristics of water and wastes to which reference is made in Article VII, shall be determined in accordance with "Standard Methods for the Examination of Water and Sewage," and shall be determined at the control manhole provided for in Section 7.11 or upon suitable samples taken at said control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the building sewer is connected. In addition to the "Standard Methods", all testing should conform with "Guidelines Establishing Test Procedures for Analysis of Pollutants" as published in October 16, 1973, Federal Register (40 CFR 136).

Section 7.11 There shall be no agreement between the Township and any industrial concern that would allow any waiver of Federal prohibited discharge standards or categorical pretreatment standards except under the mechanisms specified in the General Pretreatment Standards Regulations. Special agreement or arrangements between the Township and any industrial concern falling within the mechanisms specified in the General Pretreatment Standards Regulations may be made whereby an industrial wastes of unusual strength or character may be accepted by the Township for treatment, subject to payment of surcharge. The strength of such waste shall be determined by composite sampling at the owner's expense over a period of time sufficient to generate a representative sample. Surcharges will be assessed based on a prorated share of the annual costs of operation and maintenance associated with the treatment and handling of a substance, multiplied by the ratio of weight of excess substance over the normal weight of the substance treated annually.

Section 7.12 All discharges to the Township sewer system shall provide protection from accidental spills potentially resulting in sewer discharge of prohibited materials or substances regulated by this ordinance. Facilities to prevent accidental discharge of prohibited materials shall be provided and maintained at the owner(s) or user(s) expense. Detailed plan showing facilities and operating to provide spill prevention shall be submitted to the Township for review, and shall be approved by the Township prior to construction of the facility. All users subject to this provision shall complete a spill prevention program within 90 days of enactment of this ordinance. Any user commencing discharge to the sewage works after the effective date of this ordinance shall, at the direction of the Township, develop a spill program prior to introducing pollutants into the sewage works. Review and approval of such plans

When an accidental discharge occurs it will be the immediate responsibility of the user to notify the sewage works by telephone of the incident. Notification shall include the location of the discharge, type of waste, concentration, volume and recommended corrective action.

Following an accidental discharge, it will be the responsibility of the user to submit a written report within 24 hours to the Township detailing the cause of the discharge and the measures being implemented to prevent a reoccurrence. Submittal of the report will not relieve the user of liability for any expense, loss or damage to the sewage works, nor fines, civil penalties or other liabilities imposed upon the Township as a result of the accident.

A notice shall be permanently posted on the user's bulletin board or other prominent place advising employees of who to call in the event of a dangerous discharge. Employer shall insure that all employees who may cause or suffer such a dangerous discharge to occur are advised of the emergency notification procedure.

Section 7.13 No user shall ever increase the use of process water or, in any way, attempt to dilute a discharge as a partial or complete substitute for adequate treatment to achieve compliance with the limitations contained in the National Categorical Pretreatment Standards, Alternative Discharge limits, or in any other pollutant-specific limitation developed by the Township or State. Dilution may be an acceptable means of complying with some of the prohibitions set forth in Section 3 and 4 of this Article, upon prior written approval of the Township.

Section 7.14 Upon the promulgation of the National Categorical Pretreatment Standards, Alternative Discharge Limits, or other federal or state limitations, for a particular industrial sub-category, the Pretreatment Standard, if more stringent than limitations imposed under this ordinance for sources in that subcategory, shall immediately supersede the limitations imposed under this ordinance and shall be considered part of this ordinance. The Township shall notify all affected users of the applicable reporting requirements.

ARTICLE VIII

User Classification

Section 8.1 The recipients of wastewater treatment services will be assigned to one of the following classes:

CLASS I

Any nongovernmental user identified in the Standard Industrial Classification Manual, 1972, Office of Management and Budget, as amended and supplemented, under Divisions A, B, D, E and I, and as defined in 40 CFR 35.905 published September 27, 1978 in the Federal Register.

CLASS II

Any user identified in the Standard Industrial Classification Manual, 1972, Office of Management and Budget, as amended and

ARTICLE IX

Fees

Section 9.1 It is the intent of this Article to provide for the recovery of costs from the users of the Township's wastewater disposal system for the implementation of the program established herein. The applicable charges or fees shall be set forth the Township's schedule of charges and fees.

Section 9.2 The Township may adopt charges and fees which may include:

- a) fees for reimbursement of cost of setting up and operating the Township's Pretreatment Program;
- b) Fees for monitoring, inspections and surveillance procedures;
- c) fees for receiving accidental discharge procedures and construction;
- d) fees for permit application;
- e) fees for filing appeals;
- f) fees for consistent removal (by the Township) of pollutants otherwise subject to Federal Pretreatment Standards;
- g) other fees as the Township may deem necessary to carry out the requirements contained herein.

ARTICLE X

Administration

Section 10.1 Permit requirement. Application for use of sewers requires each person or establishment with a potential discharge other than "normal strength" domestic waste discharge, to do any or all of the following:

- a) Request service for sanitary sewer, storm sewer or other;
- b) Request to include all of the following:
 - 1) State nature of business or enterprise
 - 2) State source and volume of water used both in processing, cooling and waste transportation
 - 3) State volumes in gallons of water to be discharged to sanitary, storm or other surface or ground areas
 - 4) List all substances of a chemical, biological, or radioactive nature, other than those found in the source water supply, which are now or will be found in all wastewater discharges
 - 5) Provide plan maps of buildings, waste treatment works, process flow patterns, outfall lines, and in-plant

- 6) Sample, test and file reports with the Township and appropriate State agencies on specified waste characteristics. All schedules, locations and methods to be approved by the Township
- 7) Place waste treatment facilities, process facilities, waste streams or other facilities generating wastes or possessing potential waste problems under designated control and supervision of person who have been approved by appropriate State agencies
- 8) Provide a report on all raw materials entering the process or support systems, including analyses and assays provided by suppliers or raw materials
- 9) maintain records and file reports on final disposal of specific liquids, solids, sludges, oils, radioactive materials, solvents or other hazardous wastes.

Section 10.2 Issusing of Sewer Use Permit upon completion of any or all of the items under Section 10.1 above, the Township will, after reviewing applications, issue a sewer use permit which will include all or part of the following:

- a) State location of discharge points into sanitary, storm sewers, or surface water areas;
- b) Designation of maximum allowable volumes of wastewater to be discharged at discharge points;
- c) Designation of any discharge restrictions;
- d) Designation of types and sizes of containment facilities to control process spills to the designated sewers;
- e) Provision for sampling and analysis of waste discharged to designated sewers;
- f) Provisions for filing reports on waste analysis with the Township;
- g) Provisions for notifying the Township of any changes in process and/or wastes or proposed additional waste, or connections to the designated or other sewers;
- h) Establish limits on specific waste constituents in mg/l and in pounds per day. Limits can include, but are not limited to, BOD, COD, temperature, pH, suspended solids, volatile suspended solids, soluble metal wastes, toxins, pesticides, herbicides, solvents, detergents, and other wastes capable of creating hazards to humans, animals, or aquatic life or which might create any hazards to sewer, wastewater treatment plant or the receiving water;
- i) Permits shall be issued for a specified time period not to exceed five (5) years, a permit may be issued for a period less than a year or may be stated to expire on a specific date. The user shall apply for permit reissuance a minimum

j) Wastewater Discharge Permits are issued to a specific user for a specific operation. A wastewater discharge permit shall not be reassigned or transferred or sold to a new owner, new user, different, premises, or a new or changed operation without the approval of the Township. Any succeeding owner or user shall also comply with the terms of the existing permit.

Section 10.3 Reports. Within 90 days following the date for final compliance by the discharger with applicable pretreatment standards set forth in this ordinance or 90 days following commencement of the introduction of wastewater into the POTW by a new discharger, any discharger subject to this ordinance shall submit to the Township a report indicating the nature and concentration of all prohibited or regulated substances contained in its discharge, and the average and maximum daily flow in gallons. The report shall state whether the applicable pretreatment standards or requirements are being met on a consistent basis and, if not, what additional O&M and/or pretreatment is necessary to bring the discharger into compliance with the applicable pretreatment standards or requirements. This statement shall be signed by an authorized representative of the discharger.

a) Any discharger subject to a Pretreatment Standard set forth in this ordinance, after the compliance date of such Pretreatment Standard, or, in the case of a new discharger, after commencement of the discharge to the Township, shall submit to the Township during the months of June and December, unless required more frequently by the Township, a report indicating the nature and concentration of prohibited or regulated substances in the effluent which are limited by the Pretreatment Standards. In addition, this report shall include a record of all measured or estimated average and maximum daily flows during the reporting period. Flows shall be reported on the basis of actual measurement, provided however, where cost of feasibility considerations justify, the Township may accept report of average and maximum flows estimated by verifiable techniques. The flow rates, holiday, budget cycles, or other extenuating factors may authorize the submission of said reports on months other than those specified above.

b) Reports of permittees shall contain all results of sampling and analysis of the discharge, including the flow and the nature and concentration or production and mass where required by the Township. The frequency of monitoring by the user shall be as prescribed in the applicable Pretreatment Standard of this ordinance. All analyses shall be performed in accordance with 40 CFR, Part 136 and amendments thereto. (Comment: where 40 CFR, Part 136 does not include a sampling or analytical technique for the pollutant in question, sampling and analysis shall be performed in accordance with the procedures set forth in the EPA publication, Sampling and Analysis Procedures for Screening of Industrial Effluents for Priority Pollutants, April 1977, and amendments thereto, or with any other sampling and analytical procedures approved by the Administrator of the US EPA.)

Section 10.4 Monitoring Facilities. Each discharger shall provide and operate at the discharger's own expense, a monitoring facility to allow inspection, sampling, and flow measurement of each sewer discharge to the Township. Each monitoring facility shall be situated on the discharger's premises, except where such a location would be impractical or cause undue hardship on the discharger, the Township may concur with the facility being constructed in the public street or sidewalk area providing that the facility is located so that it will not be obstructed by landscaping or parked vehicles.

There shall be ample room in or near such sampling facility to allow accurate sampling and preparation of samples for analysis. The facility, sampling, and measuring equipment shall be maintained at all times in a safe and proper operating condition at the expense of the discharger.

All monitoring facilities shall be constructed and maintained in accordance with all applicable local construction standards and specifications. Construction shall be completed within 120 days of receipt of permit by discharger.

Section 10.5 Pretreatment. Users shall provide necessary wastewater pretreatment as required to comply with this ordinance and shall achieve compliance with all Federal Categorical Pretreatment Standards within the same limitations as specified by the Federal Pretreatment Regulations. Any facilities required to pretreat wastewater to an acceptable level by the Township shall be provided, operated, and maintained at the user's expense. Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to the Township for review and shall be acceptable to the Township under provisions of this ordinance. Any subsequent changes in the pretreatment facilities or method of operation shall be reported to and be acceptable to the Township prior to the user's initiation of the changes.

Section 10.6 Confidential Information. Information and data furnished to the Township with respect to the nature and frequency of discharge shall be available to the public or other governmental agency without restriction unless the discharger specifically requests and is able to demonstrate to the satisfaction of the Township that the release of such information would divulge information, processes or methods of production entitled to protection as trade secrets or proprietary information of the discharger.

When requested by a discharger furnishing a report, the portions of a report which may disclose trade secret processes shall not be made available for inspection by the public but shall be made available upon written request to governmental agencies for uses related to this ordinance, the National Pollutant Discharge Elimination System (NPDES) Permit, State Disposal System permit and/or the Pretreatment Programs; provided, however, that such portions of a report shall be available for use by the State or any state agency in judicial review or enforcement proceedings involving the discharger furnishing this report. Wastewater constituents and characteristics will not be recognized as confidential information.

Information accepted by the Township as confidential, shall not be transmitted to any governmental agency or the general public by the

Section 10.7 Publication of Violations. As required by Section 403.8(f) (vii) of the Federal Register, the Township shall annually publish in the major local newspaper a list of the users which were significantly violating any applicable Pretreatment Requirements or standards during the twelve previous months. The notification shall also summarize any enforcement actions taken against the user(s) during the same twelve months.

All records relating to compliance with Pretreatment Standards shall be made available to officials of the EPA or MDNR upon request.

ARTICLE XI

Powers and Authority of Inspectors

Section 11.1 Authorized employees of the Township (or it's authorized representatives) bearing proper credentials and identification shall be permitted to enter upon all properties for the purpose of inspection, observation, measurement, sampling, and testing in accordance with the provisions of this ordinance.

Section 11.2 While performing the necessary work on private properties referred to above, duly authorized employees of the Township or it's authorized representatives shall observe all safety rules applicable to the premises established by the company and the company shall be held harmless for injury or death to the Township employees or it's authorized representatives and the Township shall indemnify the company against loss or damage to its property by Township employees or it's authorized representatives and against liability claims and demands for personal injury or property damage asserted against the company and growing out of the gaging and sampling operation, except as such may be caused by negligence or failure of the company to maintain safe conditions.

ARTICLE XII

Penalties

Section 12.1 Any person who shall violate any provisions of this ordinance shall be guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than \$500 or by imprisonment for not more than 90 days or both. Each day in which any such violation shall continue shall be deemed a separate offense.

Section 12.2 Any person violating any of the provisions of this ordinance shall become liable to the Township for any expense, loss, or damage occasioned the Township by reason of violation.

Section 12.3 Any person who knowingly makes any false statements, representation or certification in any application, record, report, plan or other document filed or required to be maintained pursuant to this ordinance or who falsifies, tampers with, or knowingly renders inaccurate any monitoring device or method required under this ordinance, shall, upon conviction, be punished by a fine of not more than \$500 or by imprisonment for not more than 90 days, or both.

ARTICLE XIII

Enforcement

Any person notified of the wastewater treatment service shall immediately stop or eliminate the contribution. In the event of a failure of the person to comply voluntarily with the suspension order, the Township shall take such steps as deemed necessary including immediate severance of the sewer connection, to prevent or minimize damage to the sewage works system or endangerment to any individuals. The Township shall reinstate the wastewater treatment service upon proof of the elimination of the non-complying discharge. A detailed written statement submitted by the user describing the causes of the harmful contribution and the measures taken to prevent any future occurrence shall be submitted to the Township within 15 days of the day of occurrence.

Section 13.2 Any user who violated the following conditions of this ordinance, or applicable state or federal regulations, is subject to having his permit revoked in accordance with the procedures of Section 13.9 of this ordinance:

- a) Failure of a user to factually report the wastewater constituents and characteristics of his discharge;
- b) Failure of the user to report significant changes in operations, or wastewater constituents and characteristics;
- c) Refusal of reasonable access to user premises for the purpose of inspection and/or monitoring; or
- d) Violation of conditions of the permit.

Section 13.3 Whenever the Township finds that any user has violated or is violating this ordinance, or any prohibition, limitation or requirements contained herein, the Township may serve upon such person a written notice stating the nature of the violation. Within 30 days of the date of the notice, a plan for the satisfactory correction thereof shall be submitted to the Township by the user.

Section 13.4 Any user subject to enforcement action under the provisions of this ordinance may request a hearing before the Township within then(10) days of receipt of notification of proposed enforcement action. A hearing is to be held by the Township concerning the violation, the reasons why the action is to be taken, the proposed enforcement action, and directing the user to show cause before the Township why the proposed enforcement action should not be taken.

Section 13.5 The Township may conduct the hearing and take the evidence, or may designate any officer or employee to:

- a) Issue in the name of the Township notices of hearing requesting the attendance and testimony of witnesses and the production of evidence relevant to any matter involved in such hearings or;
- b) Take the evidence.

Section 13.6 At any hearing held pursuant to this ordinance, testimony taken must be under oath and recorded stenographically. The transcript, so recorded, will be made available to any member of the public or any party to the hearing upon payment of the usual charges thereof.

Section 13.8 The Township shall also establish appropriate surcharges or fees to reimburse the Township for the additional cost of operation and maintenance of wastewater treatment works due to the violations of this ordinance.

Section 13.9 Upon receipt of the Township's order pursuant to Section 13.6, an aggrieved party may appeal the Township's order to the Township Board for review and reconsidered under the following terms and conditions:

- a) Within 10 days from the date the order is received from the Township, the aggrieved party shall formally notify the Township Board their intent to appeal the Township's order issued pursuant to Section 13.6, on a form to be provided by the Township;
- b) Within 30 days from the date the order is received, the aggrieved party shall submit to the Township Board the grounds on which the appeal is based together with all documents, evidence, transcripts, and information in support of said party's position;
- c) Within 30 days of receiving the aggrieved party's appeal, the Township Board shall meet and review all responsive pleadings pertaining to said appeal and shall issue and order affirming the Township's order, affirming the Township's order in part and reversing part, or reversing the Township's order in full.

The Township shall immediately forward a copy of its order to all interested parties of record.

Section 13.10 If any person discharges sewage, industrial wastes or other wastes into the Township wastewater disposal system contrary to the provisions of this ordinance, Federal or State Pretreatment Requirements, or any order of the Township, The Township may commence an action for appropriate legal and/or equitable relief in the applicable court of this county.

ARTICLE XIV

Records

Section 14.1 The Township will maintain and keep proper books or records and accounts, separate from all other records and accounts, in which shall be made full and correct entries of all transactions relating to the System. The Township will cause an annual audit of such books or record and account for the preceding operating year to be made by recognized independent certified public accountant, and will supply such audit report to authorized public officials on request.

Section 14.2 All data, analysis, inspection records, and all records pertaining to the Industrial Pretreatment Program shall be maintained on file as prescribed by applicable state statutes or permanently, which ever is longer.

ARTICLE XV

Validity

ARTICLE XVI

Enactment

Section 16.1 This ordinance shall be in full force and effect thirty (30) days after its publication as provided by law.

ARTICLE XVII

Amendment

Section 17.1 The Township specifically reserves the right to amend this ordinance in whole or in part, at one or more times hereafter, or to repeal the same, and by such amendment to repeal, abandon, increase, decrease or otherwise modify any of the fees, charges or rates herein provided. It being understood, however, that the adoption of this ordinance or its subsequent amendment or repeal shall in no way change, relieve or release the contractual and legal obligation of the Township to make the required payments to the City of Big Rapids under and as set forth in the Wastewater Treatment Agreement between the City of Big Rapids and the Township or the obligation of the Township under any contract or ordinance authorizing the issuance of bonds for the acquisition, construction and improvement of the System.

Passed and adopted by the Township Board of the Township of Big Rapids, County of Mecosta, Michigan, on July 7, 1987, and approved by me on July 7, 1987.

Wayne McClelland
Supervisor
Township of Big Rapids

Attest:

Virginia Smith
Township Clerk

BIG RAPIDS TOWNSHIP BOARD
REGULAR MEETING - AUGUST 6, 1987
HELD AT BIG RAPIDS TOWNSHIP HALL

Supervisor McClelland called the meeting to order at 8:00 p.m. with all board members present.

The minutes of the July meeting were read and approved on a motion by Douglass supported by Dean.

The treasurer's report was read and approved on a motion by Douglass supported by Smith.

Mrs. Lapinski a resident on 183rd Ave. was present to find out what progress the board had made regarding the nuisance situation that exists at 12245 183rd Ave. Clerk Smith told the board that in response to her letter to Mr. Jack Lewis, Mecosta County Environmental Health Director, she had received a phone call from him. Mr. Lewis said that he had issued a ticket to the party involved and that that was as far as he could go. It is now up to the law enforcement department to fine the party appropriately. He suggested that the township board and residents of the area might send letters to County Prosecutor Jim Samuels encouraging him to investigate the situation. Mrs. Lapinski said that she would ask other residents to participate in a letter writing program. Douglass moved that the clerk write a letter to Jim Samuels informing him of the Township Boards distress at the allowance of this nuisance situation which has existed for more than a year. Dean supported the motion and it carried.

Joanne Emmons, 99th District Representative, was present to talk with the board about matters of interest occurring at the state capitol in Lansing.

Fire Chief Torry reported to the board on fire calls and training sessions for the past month. He said that Mecosta Twp. Fire Dept. is interested in purchasing some of our old pagers. Their first offer was \$50.00 each for 10 pagers but then changed their minds and wanted 6 pagers at \$40.00 each. Douglass moved that the board accept no less than \$50.00 per pager. If we can't get that much then we'll keep them for spares. Kailing supported the motion and it carried unanimously on roll call vote.

CONTINUED AUGUST 6, 1987

moved that the board send a letter to the Michigan State Department of Transportation stating that Big Rapids Township agrees with the Michigan State Police recommendation. Kailing supported the motion and it carried.

Douglass moved that the board approved the purchase of two (2) legal size files. Dean supported the motion and it carried unanimously on roll call vote.

Smith moved that the board approve the payment of the registration fee and expenses for the treasurer to attend an advanced workshop. Dean supported the motion and it carried unanimously on roll call vote.

Douglass moved that the board approve payment of general fund bills with checks # 5626 thru # 5659 for a total of \$9264.18 and sewer fund bills with checks # 297 thru # 300 for a total of \$ 5450..99 Kailing supported the motion and it carried unanimously on roll call vote.

A motion to adjourn was made by Smith supported by Dean.

Virginia Smith
Clerk
Margie McCulland
Supervisor

BIG RAPIDS TOWNSHIP BOARD
REGULAR MEETING - SEPTEMBER 1, 1987
HELD AT BIG RAPIDS TOWNSHIP HALL

Supervisor McClelland called the meeting to order at 8:10 p.m. All board members were present.

The minutes of the August meeting were read and approved on a motion by Douglass supported by Dean.

The treasurers report was read and approved on a motion by Douglass supported by Kailing.

By direction of the auditor, Smith moved that the 1987-88 budget be corrected by eliminating the Township Revolving Improvement Fund, because by the way it is set up, it does not in fact constitute a fund, and designate these monies restricted monies within the General Fund. Douglass supported the motion and it carried unanimously on a roll call vote.

Fire Chief Torry reported on fire calls and training sessions for the month of August. Torry asked for approval from the board for installation of weatherproof speakers at a cost of \$100.00 per truck. Douglass moved that the board approve this request. Smith supported the motion and it carried unanimously on roll call vote.

Smith presented a bid from Mike Knipfer, of Mecosta Painters and Builders, to (1) paint the complete exterior of the building providing paint and labor at a cost of \$1,722.00 and (2) repair present roofing at a cost of \$50.00. Douglass moved that the board accept this bid. Dean supported the motion and it carried unanimously on roll call vote.

Smith moved that the Big Rapids Township Board levy 1.2415 mills. Douglass supported the motion and it carried unanimously on roll call vote.

Douglass moved that the Big Rapids Township Board apply for a MasterCard or Visa credit card thru Old Kent Bank. Dean supported the motion and it carried unanimously on roll call vote.

motion and it carried.

Kailing moved that the board approve hiring Merri Pridle from September 1 thru 11 and pay her a wage of \$5.00 per hour. Dean supported the motion and it carried unanimously on roll call vote.

Douglass moved that the board approve the purchase of a typewriter for the treasurer at a cost not to exceed \$200.00. Kailing supported the motion and it carried unanimously on roll call vote.

Douglass moved that the board approve the purchase of the United States flag and the State of Michigan flag and staffs at a cost not to exceed \$250.00. Dean supported the motion and it carried unanimously on roll call vote.

Following discussion regarding repaving the parking lot, Kailing moved that the board approve paving the needed areas in the rear of the building at a cost not to exceed \$3,000.00. The clerk shoud get two estimates. Douglass supported the motion and it carried unanimously on roll call vote.

Douglass moved that the board approve paying the registration fees and expenses for the clerk and treasurer to attend the Merskin & Merskin workshop in Traverse City October 21 thru 23. Kailing supported the motion and it carried unanimously on roll call vote.

Kailing moved that the board approve payment of general fund bills with checks # 5660 thru # 5701 for a total of \$7,912.45 and sewer fund bills with checks # 301 and 302 for a total of \$ 139.74. Douglass supported the motion and it carried unanimously on roll call vote.

A motion to adjourn was made by Smith supported by Dean.

Theresa Smith
Clerk

Wayne McClelland
Supervisor

BIG RAPIDS TOWNSHIP BOARD
REGULAR MEETING - OCTOBER 6, 1987
HELD AT BIG RAPIDS TOWNSHIP HALL

Supervisor McClelland called the meeting to order at 8:00 p.m. with McClelland, Dean, Kailing and Douglass present. Smith was absent.

The minutes of the September meeting were read and approved on a motion by Douglass supported by Dean.

The treasurer's report was read and approved on a motion by Kailing supported by Douglass.

Fire Chief Bill Torry reported on Fire Department activity for the past month.

After reading a letter from Mecosta Co. Prosecuting Attorney, Jim Samuels, Douglass moved that the Big Rapids Township Board be included in a Private Nuisance suit to be handled by Eric Williams regarding the public nuisance situation that exists at 12245 183rd Ave., at no cost to the township. The motion was supported by Dean and carried unanimously on roll call vote. McClelland-yes, Dean-yes, Douglass-yes, Kailing-yes, Smith-absent.

Mecosta Co. Road Engineer, Ed Burch arrived at 8:30. The prime and triple seal coat applied to Campus View Ct. was discussed. The residents are not satisfied with the quality of the work and have asked the board not to pay their portion of the bill in full until the job is completed to their satisfaction. Kailing moved that the township board retain \$500.00 of the bill of \$5,814.00 until the problem is resolved. Douglass supported the motion and it carried unanimously on roll call vote. McClelland-yes, Dean-yes, Douglass-yes, Kailing-yes, Smith-absent.

Regarding the speed limit on old U.S. 131 from 14 Mile Rd. to the south city limit, Douglass moved that due to concerns expressed by business men in the area from 14 Mile Rd. and the south city limits regarding the speed that the Big Rapids Township Board rescind their motion of August 6, 1987 agreeing with the Michigan State Police recommendation to raise the speed limit

A motion to appoint Kelly McClelland Deputy Supervisor was made by Dean supported by Douglass. The motion carried.

Kailing moved that the board approve payment of check # 5705 in the amount of \$4,417.09 to the Mecosta Co. Road Commission. Douglass supported the motion and it carried unanimously on roll call vote. McClelland-yes, Dean-yes, Kailing-yes, Douglass-yes, Smith-absent.

Douglass moved that the board approve payment of general fund bills with checks #5702 thru #5755 for a total of \$20,956.08 and sewer fund bills with checks #303 thru #308 for a total of \$6,204.56. Kailing supported the motion and it carried unanimously on roll call vote. McClelland-yes, Dean-yes, Douglass-yes, Kailing-yes, Smith-absent.

A motion to adjourn was made by Douglass supported by Kailing.

Vivian Smith
Clerk

D. Hayes McClelland
Supervisor

BIG RAPIDS TOWNSHIP BOARD
REGULAR MEETING - NOVEMBER 3, 1987
HELD AT BIG RAPIDS TOWNSHIP HALL

Supervisor McClelland called the meeting to order at 8:00 p.m. McClelland, Smith, Dean and Kailing were present. Douglass was absent.

The minutes of the October meeting were read and approved on a motion by Kailing supported by Dean.

The treasurer's report was read and approved on a motion by Smith supported by Kailing.

Mr. Ososki, Mr. Mears, and Mr. Bishop, representing the Winters Creek Club, were present to inform the board of entertainment being offered at the Creek on November 17th. They are offering a "Ladies Night Out", consisting of dinner followed by a performance by the "Chippendales" a group of male dancers. At 9:30 the club will be opened to husbands and boyfriends for dancing. This type of entertainment is allowed under the entertainment permit of the Michigan State Liquor Control Commission.

Harold Turner was present to voice additional complaints against the residents at 12245 183rd Ave. He states that there are four vehicles there and only one is licensed. Turner also said that he thinks that the older woman and her younger children have moved leaving a sixteen year old daughter and the daughters boyfriend living there. The clerk will check with the Department of Social Services to determine who should be living there.

Clerk Smith presented a budget report which was reviewed by the board.

The board discussed the inadequate cleaning performance of McClelland & Co. This has been an ongoing problem and has been discussed with Tim McClelland owner of the company without satisfactory results. Dean moved that the board discontinue the janitorial contract with McClelland & Co. and authorize the Supervisor and Clerk to hire somebody to clean at rate of pay of \$10.00 per week. Smith supported

CONTINUED NOVEMBER 3, 1987

Fire Chief Bill Torry reported on Fire Department activities for the month of October. He informed the board that the bridge on Mill Pond Rd. has been repaired and open to traffic. The board directed the clerk to send a letter to the Colfax Township Board of Directors cancelling our mutual aid contract with their fire department and expressing our appreciation for their help during the time that the bridge was out of commission. Torry also notified the board of a new applicant for the fire department. Amy K. Demumbrum, a certified EMT wishes to join the department. Dean moved that the board approve adding her to the roster after she successfully completed all requirements. Kailing supported the motion and it carried.

Dean moved that the board approve payment of general fund bills with checks # 5756 thru 5775 for a total expenditure of \$4,478.15 and sewer fund bills with checks # 309 thru #310 for a total expenditure of \$6,018.68. Kailing supported the motion and it carried unanimously on roll call vote. McClelland-yes, Smith-yes, Dean-yes, Kailing-yes, Douglass-absent.

A motion to adjourn was made by Kailing supported by Smith.

Virian Smith
Clerk

Mayne McClelland
Supervisor

BIG RAPIDS TOWNSHIP BOARD
REGULAR MEETING - DECEMBER 1, 1987

Supervisor McClelland called the meeting to order at 8:05 p.m. with all board members present.

The minutes of the November meeting were read and approved on a motion by Douglass supported by Dean.

The treasurer's report was read and approved on a motion by Douglass supported by Kailing.

McClelland reported two requests for zoning variances. One involved a mobile home request by Tom Alberty, the other involved parking requirements in conjunction with the Eberhard building.

Fire Chief Torry reported on 3 fire runs during November and fire training meetings. He asked the board to approve the addition of William Harris to the roster of volunteer firemen. Mr. Harris has a 66 hour training certification, and is a licensed paramedic. Torry will check the date of his last physical exam. Smith moved that Mr. Harris be added to the roster of the Big Rapids Twp. Volunteer Fire Department. Dean supported the motion and it carried. Torry informed the board that Jim's Rapids Wash has had their gas tanks pulled. He checked with Magic Market about charging gas for the fire trucks there and is waiting to hear from the manager. Torry priced Christmas hams for the Firemen and board members. The best price was from Carter's at \$1.79 a pound with a 10-11 pound average. Smith moved that the board approve the purchase of 22 hams. Douglass supported the motion and it carried unanimously on roll call vote. Torry asked for board approval to purchase 20 CPR masks with check valves at a cost of \$17.50 each. Dean so moved and Douglass supported. The motion carried unanimously on roll call vote. In conclusion, Torry reported receiving a thank you from Tim and Linda Bechez. Tim was the farmer whose hand was caught in the corn picker. The fire departments air bags were used to release his hand.

McClelland reported on the sewer tap in for S&K Chevrolet. Also on a problem with the pump at the ANR lift station.

CONTINUED DECEMBER 1, 1987

McClelland has been in contact with Clare Kwant, head of the grounds department at Ferris, in regard to snow removal on the bike path area that lies between the border of Ferris' property and the entrance to the racquet club. Mr. Kwant said that it is Ferris' policy not to plow sidewalks unless they are on their property. Action regarding this matter is tabled until the January meeting

Snow removal at the township hall was discussed. Smith relayed Tim McClelland's explanation of his bid to the board.

Smith informed the board that she had contacted the D.S.S. in regard to the residents at 12245 183rd Ave., and was told that they had no control over that situation. The County Sheriff's department shoud be contacted about the unlicensed cars.

McClelland informed the board that on Mondy, Dec. 14, 1987, a Green Thumb worker will begin working for the township. Her name is Betty Crandle and she will be working 24 hrs. a week.

The MTA convention will be held at the Hyatt REgency at Dearborn on January 27th thru 29th. Room reservation should be made soon and registration fees paid by the end of this month. A motion to approve payment of registration fees and expenses for McClelland, Smith, Dean and Kailing to attend the MTA convention was made by Smith supported by Kailing. The motion carried unanimously on roll call vote.

Sale of the township snow blower was discussed. Douglass moved that the board authorize the clerk to place an ad in the Pioneer seeking bids with a minimum bid of \$350.00. All bids to be made within one week of last day of ad. The supervisor and clerk are authorized to make the transaction. Kailing supported the motion and it carried unanimously on roll call vote.

Douglass moved that the board authorize the payment of registration fees and expenses for Smith and Dean to attend a Basic Governmental Accounting Seminar in Lansing on January

CONTINUED DECEMBER 1, 1987

31, 1987. Kailing supported the motion and it carried unanimously on roll call vote.

A motion to adjourn was made by Douglass supported by Dean.

Virginia Smith
Clerk

Mayne McCollard
Supervisor