

**TOWNLINE LAKE**  
**LAKE IMPROVEMENT BOARD MEETING**  
**April 26, 2023**

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A meeting of the Townline Lake, Lake Improvement Board was held at the Montcalm County Drain Commission, 211 W. Main Street, Stanton, Michigan on the 26<sup>th</sup> day of April at 10:00 A.M.

The meeting was called to order by Marv at 10:05 a.m.

**PRESENT:** Marv Kladder – Chairman  
Todd Sattler – Secretary, Montcalm County Drain Commissioner  
Larry Higdon – Cato Township Representative  
Nancy Snyder – Belvidere Township Representative

**ABSENT:** Pat Carr – Board of Commissioner's Representative

**ALSO**

**PRESENT:** Rick Buteyn – Progressive AE  
Anne Gaylord – MCDC  
Sara McGill – MCDC  
Nancy Lundwall – Resident  
Brian Young – Resident

A motion was made by Nancy and seconded by Larry to approve the agenda. Motion carried.

A motion was made by Todd and seconded by Nancy to approve the minutes from May 25, 2022, as presented. Motion carried.

**Public Comment**

Nancy L asked about a whole lake treatment and noted that harvesting was not completed last season and wanted to know why. The board advised that they were already over-budget for the season and believed that the cost of the harvesting outweighed the benefit since most of the summer residents had already left for the year and only the year-round residents remained, meaning the lake would be used less. Rick advised that harvesting costs between \$400-\$500 per acre. Brian asked about the possibility of instilling restrictions on boating hours. Todd advised that the LIB cannot make those decisions.

**Public Hearing**

Todd advised that Townline Lake is up for public hearing this year. He explained that public hearing process and added that he is hoping to make changes to the current benefit factors. The board decided the next meeting should be held on Wednesday, May 24, 2023, at 3:00 pm to further discuss and schedule the public hearing.

## Benefit Factors

Todd provided the current and proposed benefit factors to the board and advised that the factors used for calculation on the current roll are very messy and make the roll complicated. Todd would like the benefit factors to reflect land rights as opposed to land use. Marv advised that the current factors are assessed by lot and not parcel. The board discussed and presented factors further. Rick added that the channel often brings in additional nutrients and requires additional treatment. He wanted to make that known to the board to ensure that the roll took that into account and was made fairly. The board discussed concerns regarding the commercial properties on the lake.

## Assessment Roll

Todd provided the proposed assessment roll to the board. The board discussed how the factors affect the individual residents and noted that this seems to be a more fair way to divide the assessment.

## Financial Update

Todd provided a financial update to the board including a current balance of \$65,753.60 for the lake and \$3,895.15 for the dredge. Todd noted that the accounts are now earning interest monthly. Nancy asked why the 2022 assessment money was not included in the ledger. Anne advised that it had not been received from the treasurer yet, but she is expecting to have it in the next week. The board asked what the “804 Payback” is on the dredge ledger in the amount of \$1,294.14. Todd advised that this is for work that was done by the Drain Office Maintenance crew.

## Treatment Plan

Marv asked about Blue-Green Algae on the lake. Rick asked to be notified as soon as blue-green algae was found on the lake. Rick provided a proposed budget to the board for the next cycle. The proposed budget is \$76,500.00 per year to cover rising costs. Marv asked how the consultant fees are calculated and why it differs from lake to lake. Rick advised that lake size and treatment needs are used to determine consultant fees. The board asked for a breakdown of all the services provided by Progressive. Marv asked if the information from the AVAS survey and the fish habitat survey are used for anything or just collected. Rick advised that he would look into their concerns and provide a cost breakdown. Rick provided an summary of treatments from last season, noting that 119 acres of milfoil was treated in May and 15 acres of Chara was treated in June. The survey for this season is scheduled for the week of May 22<sup>nd</sup>.

There being no further business to come before the Lake Board, a motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to adjourn the meeting at \_\_\_\_\_ p.m. Motion carried.

Todd Sattler, Secretary  
Townline Lake, Lake Board

State of Michigan }  
 } ss:  
 County of Montcalm }

I hereby certify that the foregoing is a true and complete copy of the minutes of a meeting of the Townline Lake, Lake Improvement Board, Montcalm County, Michigan held on April 26, 2023, and that said minutes are on file in the office of the Montcalm County Drain Commissioner and are posted on the website at [www.montcalm.us](http://www.montcalm.us) and are available to the public.

I further certify that notice of the meeting was posted at least 18 hours before the meeting at the office of the Montcalm County Drain Commissioner, which is the principal office of the Townline Lake, Lake Improvement Board.



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Todd R. Sattler  
Montcalm County Drain Commissioner

**TOWNLINE LAKE  
LAKE IMPROVEMENT BOARD  
MEETING**

**April 26, 2023  
10:00 A.M.**

**MONTCALM COUNTY**  
Drain Office  
211 W. Main Street  
Stanton, Michigan

**Agenda**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
  - May 25, 2022
4. Public Comment
5. Public Hearing
6. Benefit Factors
7. Assessment Roll
8. Financial Update
9. Treatment Update
10. Public Comment
11. Adjourn

**If you cannot attend, please call 989-831-7322 at least two days prior to meeting.**

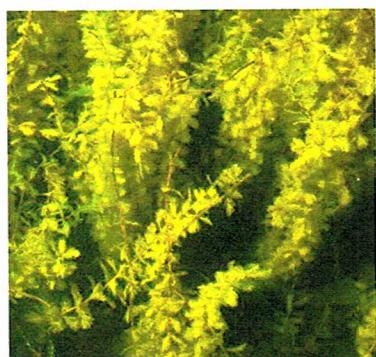
**Lake Board Members:**

Marv Kladder, Chairman Abutting Property Owners Representative  
Todd Sattler, Secretary/Treasurer, Montcalm County Drain Commissioner  
Nancy Snyder, Belvidere Township Representative  
Larry Higdon, Member, Cato Township Representative  
Patrick Carr, Member, Montcalm County Board of Commissioners

**DRAFT**  
**TOWNLINE LAKE IMPROVEMENT PROGRAM**  
**PROPOSED ANNUAL BUDGET**  
**2024 – 2028**

<b>Improvement</b>	<b>Annual Cost</b>
Aquatic Plant Control	\$55,000
Lake Management Consulting	\$8,500
Water Quality and Fish Habitat Monitoring	\$5,500
Annual Reporting	\$2,000
<u>Administration and Contingency</u>	<u>\$5,500</u>
Total Annual Cost	\$76,500

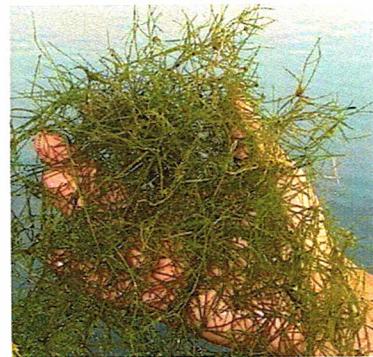
The Townline Lake improvement program will include a combination of herbicide treatments and mechanical harvesting. The program will focus primarily on invasive species such as Eurasian (hybrid) milfoil, curly-leaf pondweed and starry stonewort.



Eurasian milfoil



Curly-leaf pondweed



Starry stonewort

Lake management services would be provided by the Townline Lake Improvement Board's consultant. The consultant would be responsible for preparing contract documents for the plant control program, conducting GPS-guided surveys of the lake to determine the scope of work to be performed by the plant control contractors, and conducting follow-up surveys to evaluate contractor performance. The consultant would report to the lake board and maintain a written record of the timing, scope and cost of plant control activities. Consultant administrative services would include periodic attendance at meetings, the review and processing of contractor invoices, and assistance with public hearing proceedings.

Annual water quality sampling would be conducted in the spring and late summer to evaluate baseline water quality conditions in Townline Lake. Samples would be collected at 10-foot intervals from the surface to the bottom over the deepest basin to measure temperature, dissolved oxygen, total phosphorus, pH and alkalinity. In addition, water transparency and surface water chlorophyll-a levels would be measured during each sampling period. During late summer, a whole-lake vegetation survey would be conducted to determine the type and relative abundance of all plants in the lake. These data will be used to evaluate fish habitat in Townline Lake.

Written reports of plant control activities, water quality monitoring, and vegetation survey results would be posted annually on the Montcalm County Drain Commissioner's website.

Project administration and contingency would include costs related to public hearing proceedings, mailings, meetings, and contingent expenses.

**Project Work Journal**  
**Townline Lake**

**2022****Beginning Balance: \$47,000.00**

Date	Type	Results					Remaining Balance
1/3/2022	Permit	2022 Permit Authorization					
Application Date	Type	Target Species	Qty	Dose Rate	Cost	Invoice 772 Total	Remaining Balance
5/10/2022	Permit Fee		1.00 each		\$1,500.00	\$1,500.00	\$45,500.00
RCB, AMW, Larry H: Expansive milfoil found throughout entire littoral zone.							
5/19/2022	Survey						
Treatment Date	Type	Target Species	Qty	Dose Rate	Cost	Invoice 799 Total	Remaining Balance
6/1/2022	Algae control (filamentous and planktonic)		10.00 acre(s)		\$520.20	\$53,957.70	\$44,979.80
6/1/2022	Diquat dibromide @ 1 gal/acre + 4 PDU ProcellaCOR	Hybrid Milfoil	118.75 acre(s)		\$53,437.50		(\$8,457.70)
RCB, AMW, Nancy S: Chara along some shoreline areas, algae in the channel. Treatment areas excellent.							
6/22/2022	Survey						
Treatment Date	Type	Target Species	Qty	Dose Rate	Cost	Invoice 847 Total	Remaining Balance
6/29/2022	Algae control (filamentous and planktonic)	Filamentous or Planktonic Algae	1.50 acre(s)		\$78.03	\$1,420.08	(\$8,535.73)
6/29/2022	Macro-algae control: copper products only	Chara	15.00 acre(s)		\$1,342.05		(\$9,877.78)
RCB, AMW: Lake in very good shape. Some benthic algae in places.							
7/21/2022	Survey						
RCB, LJA, Marv, Larry: AVAS. Significant amount of wild celery flowers at the surface. Previous treatment areas looking quite good.							
8/24/2022	Survey						

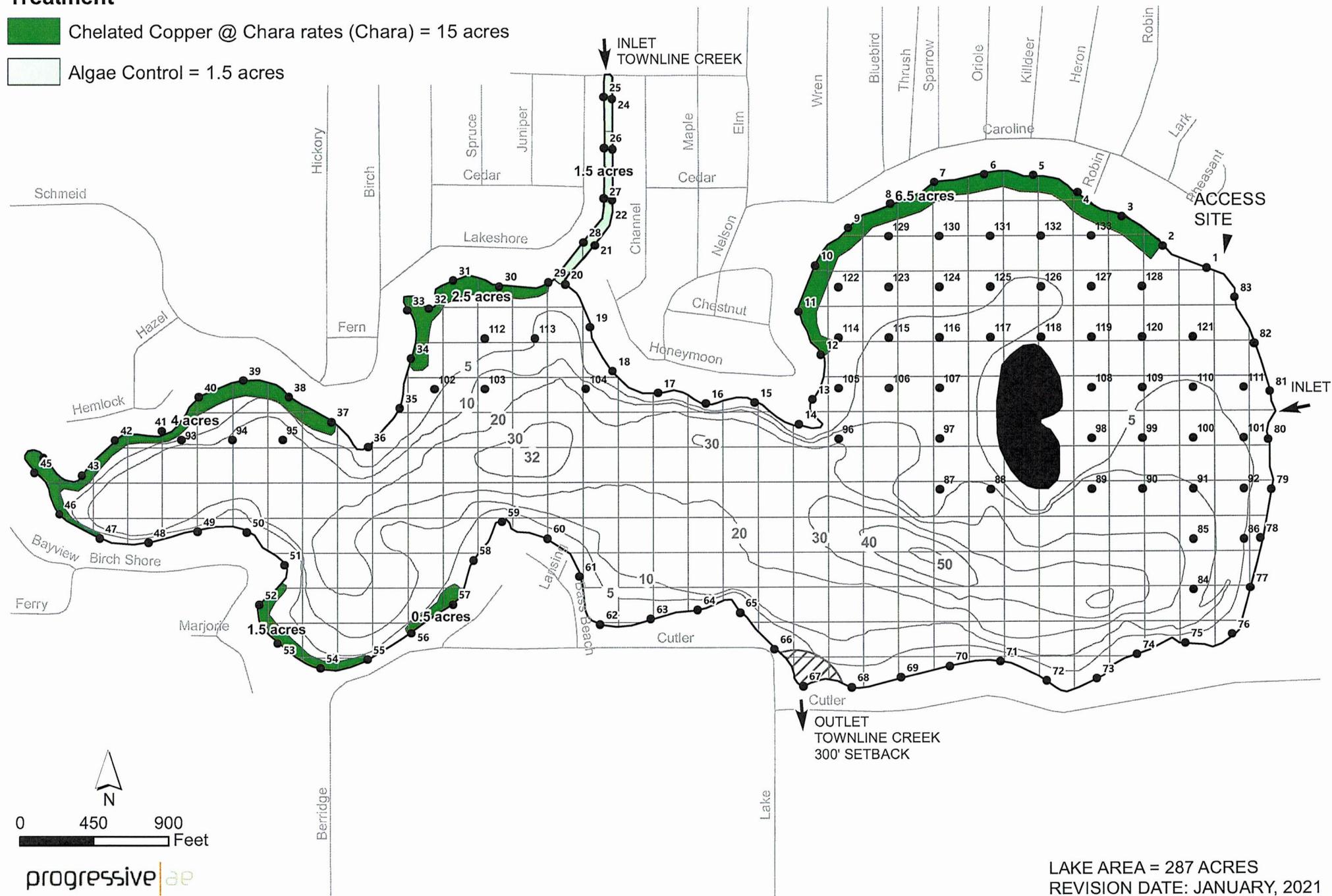
**TOWNLINE LAKE**  
**MONTCALM COUNTY, MICHIGAN**  
**JUNE 22, 2022 TREATMENT MAP**

 = 1 ACRE

**Treatment**

 Chelated Copper @ Chara rates (Chara) = 15 acres

 Algae Control = 1.5 acres



**TOWNLINE LAKE**  
**CATO & BELVIDERE TOWNSHIPS**  
**WEED CONTROL PROGRAM**  
**PROPOSED BENEFIT FACTORS**

The Special Assessment District for Townline Lake includes all properties which border the lake and back lots which have been deeded or dedicated lake access. Special assessments for the project are proposed to be apportioned in the following manner:

**Use Factors**

• Direct	1.00
• Direct – Commercial	0.50
• Channel Access	0.25
• Indirect Commercial	4.25

Contiguous lots in common ownership will each be assessed as a separate lot based on the above factors.

## EXHIBIT A

### TOWNLINE LAKE

### BELVIDERE & CATO TOWNSHIPS

#### **BENEFIT FACTORS**

#### **USE FACTORS**

State of Michigan	0.0
Lake Association & Lake Improvement Board	0.0
Residential	1.0
Public	2.0
Private Recreational	3.0

#### **LOCATION FACTORS**

Lake front ownership	1.0
Lake front use	0.95
Channel ownership	0.85
Back lot ownership	
With private park access	0.6
Back lot ownership	
With public park access	0.5

#### **SIZE FACTORS (PER LOT)**

Properties with less than 35 feet of average width and a gross square footage of less than 4000 square feet	0.5
Properties with an average width in excess of 35 feet or more than 4000 square feet but less than 10 acres	1.0
Properties with 10 acres or more	1.0 per 10 acres

## Townline Lake Finance 2019 - 2023 (84015)

Thursday, April 20, 2023

Date	Vendor	Description	Check Numbers	Expenses	Revenue	Balance
10/1/2018		Beginning Balance				\$ 97,340.50
10/4/2018	Michigan Lakefront Solutions	Invoice #214 Algae & Weed Treatments	8/140794	\$ 4,925.41		\$ 92,415.09
10/18/2018	Progressive AE	Invoice #169762 3rd Quarter Lake Consultant	141163	\$ 3,125.00		\$ 89,290.09
02/01/19	MARVIN KLADDER	Reimbursement for MSU Class	143454	\$ 195.00		\$ 89,095.09
02/28/19	Progressive AE	4th Quarter Lake Consultant	144142	\$ 4,000.00		\$ 85,095.09
04/04/19	Michigan Lakefront Solutions	2019 DEQ Permit Fee	144777	\$ 1,500.00		\$ 83,595.09
04/18/19	Progressive AE	2nd Quarter Lake Consultant	145070	\$ 4,000.00		\$ 79,595.09
5/31/2019	County Treasurer	2018 Tax Collection			\$ 61,000.00	\$ 140,595.09
7/3/2019	Michigan Lakefront Solutions	Invoice #278 Weed Treatment	146794	\$ 40,708.63		\$ 99,886.46
7/11/2019	Progressive AE	3rd Quarter Consultant Fee	146843	\$ 4,000.00		\$ 95,886.46
8/15/2019	Michigan Lakefront Solutions	Weed Treatment with Flumioxazin	147627	\$ 9,433.51		\$ 86,452.95
9/5/2019	Bass Beach Campground	Reimburse overpayment of SA	147929	\$ 910.81		\$ 85,542.14
9/5/2019	Carl Pitchford	Reimburse overpayment of SA	147933	\$ 23.86		\$ 85,518.28
9/5/2019	Chris Moon	Reimburse overpayment of SA	147934	\$ 64.58		\$ 85,453.70
9/5/2019	Edward or Ragina Napeirala	Reimburse overpayment of SA	147943	\$ 27.14		\$ 85,426.56
9/5/2019	Edwin Winter Trust	Reimburse overpayment of SA	147944	\$ 108.60		\$ 85,317.96
9/5/2019	Gary or Ardis Tidd	Reimburse overpayment of SA	147948	\$ 54.30		\$ 85,263.66
9/5/2019	Gloria Smith	Reimburse overpayment of SA	147950	\$ 67.05		\$ 85,196.61
9/5/2019	Hill Family Trust	Reimburse overpayment of SA	147955	\$ 52.65		\$ 85,143.96
9/5/2019	Jacob Cortex	Reimburse overpayment of SA	147958	\$ 23.86		\$ 85,120.10
9/5/2019	Jacqueline Huston	Reimburse overpayment of SA	147959	\$ 229.14		\$ 84,890.96
9/5/2019	John or Laura Sanford	Reimburse overpayment of SA	147960	\$ 51.01		\$ 84,839.95
9/5/2019	Murray or Arlene Meekhof	Reimburse overpayment of SA	147968	\$ 135.75		\$ 84,704.20
9/5/2019	Patricia Biergans	Reimburse overpayment of SA	147971	\$ 254.23		\$ 84,449.97
9/5/2019	Rex or Kathleen Crumbaugh	Reimburse overpayment of SA	147975	\$ 217.20		\$ 84,232.77
9/5/2019	Richard or Judith Rowland	Reimburse overpayment of SA	147976	\$ 196.64		\$ 84,036.13
9/5/2019	Richard or Patsy Loveless	Reimburse overpayment of SA	147977	\$ 27.65		\$ 84,008.48
9/5/2015	Robert Burcham	Reimburse overpayment of SA	147978	\$ 81.45		\$ 83,927.03
9/5/2019	Steven or Kimberly Gulick	Reimburse overpayment of SA	147981	\$ 25.50		\$ 83,901.53
9/5/2019	Thomas and Lois Vandyke	Reimburse overpayment of SA	147983	\$ 190.05		\$ 83,711.48
9/5/2019	Yvonne Delo	Reimburse overpayment of SA	147992	\$ 23.86		\$ 83,687.62
10/3/2019	Michigan Lakefront Solutions	Invoice #336 Algae & Milfoil treatment	148708	\$ 1,837.30		\$ 81,850.32
10/3/2019	Montcalm County Treasurer	Invoice #294 2018 Taxes	148712	\$ 656.59		\$ 81,193.73
10/10/2019	Progressive AE	4th Quarter Lake Consultant	148811	\$ 4,000.00		\$ 77,193.73
1/6/2020	Progressive AE	1st Quarter Lake Consulting Fee	151213	\$ 4,000.00		\$ 73,193.73
4/8/2020	Michigan Lakefront Solutions	Permit Fee for Townline Lake	152709	\$ 1,500.00		\$ 71,693.73
3/30/2020	Progressive AE	2nd Quarter Lake Consultant	152714	\$ 4,000.00		\$ 67,693.73
5/15/2020	Montcalm County Treasurer	2018 & 2019 Taxes Billback	153192	\$ 72.90		\$ 67,620.83
7/16/2020	Progressive AE	3rd Quarter Consultant Fee	154062	\$ 4,000.00		\$ 63,620.83
5/28/2020	PLM Lake & Land Management	Weed Treatment Townline Lake	154163	\$ 9,161.70		\$ 54,459.13
5/31/2020	Montcalm County Treasurer	2019 Tax collection			\$ 61,000.00	\$ 115,459.13
7/23/2020	Michigan Lakefront Solutions	Algae & Nuisance Plant Treatment	155486	\$ 3,009.35		\$ 112,449.78
8/13/2020	Michigan Lakefront Solutions	Weed Treatment Townline Lake	154586	\$ 20,650.28		\$ 91,799.50
9/17/2020	Michigan Lakefront Solutions	Weed Treatment Townline Lake	155144	\$ 3,075.58		\$ 88,723.92
8/28/2020	Progressive AE	4th Quarter Lake Consultant	155659	\$ 4,000.00		\$ 84,723.92
9/11/2020	Spicer Group	Accounts Support	156014	\$ 50.00		\$ 84,673.92
9/30/2020	Montcalm County	Indirect Cost Allocations		\$ 348.35		\$ 84,325.57
11/30/2020	Montcalm County	2020 Drain Assessment Montcalm County			\$ 697.17	\$ 85,022.74
1/19/2021	Progressive AE	1st Quarter Lake Consulting Fee	157254	\$ 4,000.00		\$ 81,022.74
2/2/2021	Cato Township	2020 Drain Assessment Cato Township			\$ 1,045.85	\$ 82,068.59
3/31/2021	Belvidere Township	2020 Drain Assessment Belvidere Township			\$ 1,045.85	\$ 83,114.44
3/31/2021	TCF Bank	Interest Revenue			\$ 213.55	\$ 83,327.99
4/6/2021	Michigan Lakefront Solutions	2021 EGLE Permit Fee	158601	\$ 1,500.00		\$ 81,827.99
4/6/2021	Progressive AE	2nd Quarter Lake Consultant	158616	\$ 4,000.00		\$ 77,827.99
4/30/2021	Montcalm County	2020 Delinquent Settlement			\$ 8,793.08	\$ 86,621.07
5/1/2021	Montcalm County	2020 Collected Settlement			\$ 49,418.05	\$ 136,039.12
6/24/2021	Michigan Lakefront Solutions	05/25/2021 Weed Treatment	160003	\$ 29,634.60		\$ 106,404.52
7/6/2021	Progressive AE	3rd Quarter Consultant Fee	160330	\$ 4,000.00		\$ 102,404.52
8/12/2021	Michigan Lakefront Solutions	06/22/2021 Weed Treatment	161043	\$ 1,443.01		\$ 100,961.51
9/2/2021	Montcalm County Treasurer	2019 Tax Billbacks	161396	\$ 36.45		\$ 100,925.06
9/16/2021	Michigan Lakefront Solutions	07/28/2021 Weed Treatment	161667	\$ 12,471.24		\$ 88,453.82
10/7/2021	Progressive AE	4th Quarter Lake Consultant	162065	\$ 4,000.00		\$ 84,453.82
11/16/2021	Belvidere Township	2021 Drain Assessment			\$ 1,045.85	\$ 85,499.67
11/30/2021	Montcalm County	2021 Drain Assessment			\$ 697.17	\$ 86,196.84
12/6/2021	Cato Township	2021 Drain Assessment			\$ 1,045.85	\$ 87,242.69
1/20/2022	Progressive AE	1st Quarter Lake Consulting Fee	163988	\$ 4,000.00		\$ 83,242.69
4/7/2022	Progressive AE	2nd Quarter Lake Consultant	165494	\$ 4,000.00		\$ 79,242.69
5/19/2022	Michigan Lakefront Solutions	2022 EGLE Permit Fee	166391	\$ 1,500.00		\$ 77,742.69
5/23/2022	Montcalm County	2021 Delinquent Settlement			\$ 8,891.69	\$ 86,634.38
5/23/2022	Montcalm County	2021 Collected Settlement			\$ 49,319.44	\$ 135,953.82

7/7/2022	Michigan Lakefront Solutions	06/01/2022 Weed & Algae Treatment	167394	\$ 53,957.70		\$ 81,996.12
7/7/2022	Spicer Group	Accounts Support	167408	\$ 32.80		\$ 81,963.32
7/7/2022	Spicer Group	Accounts Support	167408	\$ 83.50		\$ 81,879.82
7/14/2022	Progressive AE	3rd Quarter Consultant Fee	167583	\$ 4,000.00		\$ 77,879.82
8/4/2022	Spicer Group	Accounts Support	167945	\$ 125.25		\$ 77,754.57
8/11/2022	Michigan Lakefront Solutions	07/07/2022 Weed & Algae Treatment	168137	\$ 1,420.08		\$ 76,334.49
10/20/2022	Progressive AE	4th Quarter Lake Consultant	169529	\$ 4,000.00		\$ 72,334.49
11/15/2022	Belvidere Township	2022 Drain Assessment			\$ 1,045.85	\$ 73,380.34
1/5/2023	Montcalm County	2019 Taxes Billback	171088	\$ 145.78		\$ 73,234.56
1/5/2023	Montcalm County	2020 Taxes Billback	171088	\$ 109.33		\$ 73,125.23
1/5/2023	Montcalm County	2021 Taxes Billback	171088	\$ 146.06		\$ 72,979.17
1/19/2023	Progressive AE	1st Quarter Lake Consulting Fee	171352	\$ 4,000.00		\$ 68,979.17
1/26/2023	Michigan Lakefront Solutions	2023 EGLE Permit Fee	171550	\$ 1,600.00		\$ 67,379.17
1/31/2023	Huntington Bank	Interest Revenue			\$ 151.65	\$ 67,530.82
3/14/2023	Cato Township	2022 Township At Large	59399		\$ 1,045.85	\$ 68,576.67
2/27/2023	Montcalm County	2022 County At Large	14537		\$ 697.17	\$ 69,273.84
2/28/2023	Huntington Bank	Interest Revenue			\$ 257.29	\$ 69,531.13
3/31/2023	Huntington Bank	Interest Revenue			\$ 222.47	\$ 69,753.60
4/20/2023	Progressive AE	2nd Quarter Lake Consultant		\$ 4,000.00		\$ 65,753.60
		Remaining Balance				\$ 65,753.60

## Townline Lake Dredge (84015-2)

Thursday, April 13, 2023

**TOWNLINE LAKE**  
**LAKE IMPROVEMENT BOARD MEETING**

**April 26, 2023**

**10:00 AM**

**Drain Commissioner's Office**

**ATTENDANCE RECORD**

1. Todd Setters
2. Nancy Snyder
3. Larry Wiggy
4. Brian Frey
5. Nancy Lundwall
6. Rick Butz
7. Mary Kladder
8. Anne Gaylord > MCDC
9. Sara McGill
10. \_\_\_\_\_
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