

June 6, 2014

2110268

Mr. Jason Berndt
Michigan Department of Environmental Quality
Resource Management Division
Community Drinking Water Unit
PO Box 30241
Lansing, MI 48909-7741

RE: Village of Vicksburg, Kalamazoo County, MI,
Wellhead Protection Grant, Quarterly Progress Report

Dear Mr. Berndt:

On behalf of the Village of Vicksburg, we are submitting the Progress Report for the third quarter. The quarterly report form and minutes are attached. Please contact me if you have any questions or need additional information.

Sincerely,

Prein&Newhof



Michael A. Schwartz, P.E.

Enclosure(s): Progress Report
Minutes
Agenda Package (June 5, 2014)

cc: Tracy Locey, Village of Vicksburg



Wellhead Protection Grant Program

Quarterly Team Meeting Progress Report

A Quarterly Team Meeting Progress Report must be submitted once each quarter during the agreement period. To complete the report, **list the activities from Table 2: Grant Assistance Tabulation that were in progress during the quarter for which you are submitting the report.** Enter the completion date or the anticipated completion date of those activities as well as any comments that are relevant to the completion date. Please submit report to MDEQ.

Community: Village of Vicksburg

Date: 6/05/2014

Activity From Table 2 (located in the agreement)	Anticipated Completion Date	Comments
Consulting	09/30/2014	Quarterly reports, minutes of meetings, copies of public information developed, and list of public education activities conducted throughout the year
Promotional items	09/30/2014	Will purchase throughout the year.

Team Member Signatures:

Michael Schwartz

Tracy Lacey

Ken Schippers

Don ULSH

Bill Brumleve

Joe Mapes

Printed Name:

Michael Schwartz

Tracy Lacey

Ken Schippers

Don ULSH

Bill BRUMLEVE

Joe MAPES

Michigan Department of Environmental Quality
 Resource Management Division
 Community Drinking Water Unit
 Attention: Jason Berndt
 P.O. Box 30241
 Lansing Michigan 48909-7741

Village of Vicksburg
WELLHEAD PROTECTION PROGRAM
June 5, 2014 (Quarter 3)

AGENDA

1. Wellhead Protection Team – Introductions

- Circulate Sign-In Sheet

2. Grant Status (and plan for next grant cycle)

- Grant cycle (FY 2014) – \$2,000 budget for educational materials – Review purchased items (post-it notes & carabineers)

3. Public Education and Participation

- Inform and involve community about wellhead protection – Newsletter Document
- Review table of proposed activities – Updated Table – 6/04/2014
- Upcoming Public Education Opportunities

4. Next Meeting – All meetings at 11:45 am

- Thursday September 4, 2014 (Quarter 4)
- Thursday December 4, 2014 (Quarter 1)

Village of Vicksburg						
Well Head Protection						
2-110268						
Information as of: 6/04/2014						
Grant Cycle 2013-2014 (FY 2014)						
To Do List:						
Task / Goals	Event/Deliverable/Person	Notes	Completed	Comments at 6/5/2014 Meeting		
Install WHP signs	Ken to Install	Items at DPW office	No			
Presentation to Village Council on Plan	Village Council Meeting	Tentative - 2014	No			
Outreach to Sunset	Annual meeting in June	Information on septic system maintenance discussed at annual meeting in June to group.	No			
Public Education	Homeowners Newsletter in Spring	June 28th	No			
Public Education	Ron Smith HOA president	Publish Article	No			
Public Education	Block Party/ Art Hop	March/April 2014 - Household Hazardous Waste	No			
Public Education	South County News	October 2014 - Topic?	No			
Public Education - Storm Water Model	Publish Spring Article	Borrow for KCHSD, events to be used at?	Yes			
Update WHPP	Publish Fall Article	In progress, updating contacts, site plan check	Yes			
Implement Environmental Checklist	Village	Waiting for PC Meeting	Yes			
Update Website	Chapter 1 - team	Updated by Village	Yes			
VCS - Bring up to Speed	As part of Site plan	VCS???	No			
Literature - Gifts for events	Add plan, map and links	items have been purchase - post-it notes and carabineers	Yes			
	VCS - ???					
	General					
Items in Bold are planned for the next 3 months						

Village of Vicksburg
WELLHEAD PROTECTION PROGRAM
Team Meeting – June 5, 2014 (Quarter 3)

MINUTES

1. Wellhead Protection Team – Attendance and Team Members

Name	Organization	Email
Michael Schwartz	Prein&Newhof	mschwartz@preinnewhof.com
Tracy Locey	Brady Township	tlocey@vicksburgmi.org
Ken Schippers	Village of Vicksburg - Manager	kschippers@vicksburgmi.org
Joe Mapes	Sunset Association	Jjmapes7sbcglobal.net
William Brumleve	Village of Vicksburg Planning Commission	billbrumleve@hotmail.com
Don Ulsh	Schoolcraft Township	dulsh@schtwp.org

Mr. Schwartz welcomed everyone to the meeting. Sign-in sheet was passed around for signatures.

2. Copy of Submitted Document to MDEQ (Quarter 2)

Mr. Schwartz handed out an agenda package (copy enclosed) which also included the minutes of last quarter meeting.

3. Grant Status

- Discussed the current grant cycle – Budget of \$2000 for education items
- Tracy Presented the items purchased by the Village and are post-it notes and carabineers. Items were engraved with WHPP information – “Protect Your Water” and website address.
- Currently spent about \$1,200 of the budget. Will consider an addition new item or replenish one of the 2 items following the Block Party/Art Hop event at the end of the month.

4. Public Education and Participation

- Reviewed table of proposed activities dated 6/4/2014, see attached for comments

5. Next Meeting – All meetings at 11:45 am

- Thursday September 4, 2014 (Quarter 4)
- Thursday December 4, 2014 (Quarter 1)



Village of
Vicksburg

The Village with a Vision

May 20, 2014

To: Wellhead Protection Committee

Tom Fevig
Mike Tichvon
Bill Brumleve
Steve Goss
Heather Bishop
Joe Mapes
Tracy Locey
Don Ulsh
Vicki White
Ken Schippers
Chad Schippers

The quarterly meeting of the Wellhead Protection Committee has been scheduled for 11:45 a.m., Thursday, June 5, 2014 at the Vicksburg Community Center.

Please let me know if you will be unable to attend.

Lunch will be provided.

Thank you for your participation,

Tracy L. Locey
Village Clerk



06.05.2014