

December 5, 2014

2110268

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

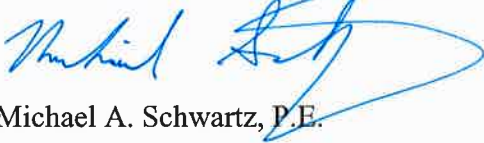
RE: Village of Vicksburg, Kalamazoo County, MI,
Wellhead Protection Grant, Quarterly Progress Report

Dear Mr. Berndt:

On behalf of the Village of Vicksburg, we are submitting the Progress Report for the first 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 (December 4, 2014)

cc: Tracy Locey, Village of Vicksburg



Wellhead Protection Grant Program

Quarterly Team Meeting Progress Report


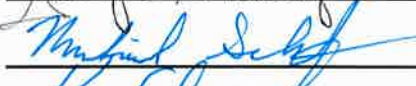
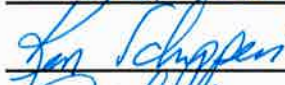
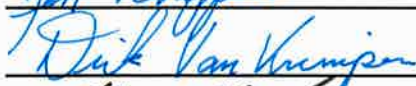
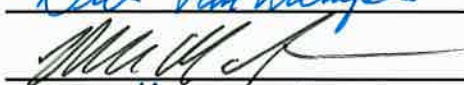
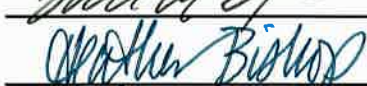
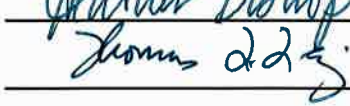
A Quarterly Team Meeting Progress Report must be submitted once each quarter during the agreement period. To complete the report, **list the activities from Table 2: Grant Assistance Tabulation that were in progress during the quarter for which you are submitting the report.** Enter the completion date 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


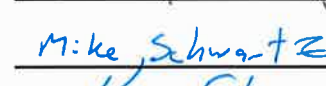
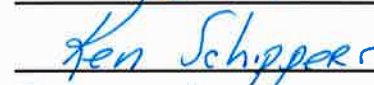
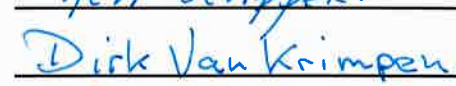
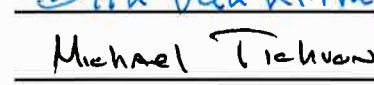
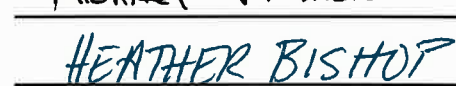
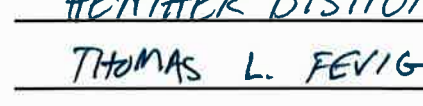
Date: 12/04/2014

Activity From Table 2 (located in the agreement)	Anticipated Completion Date	Comments
Consulting	09/30/2015	Quarterly reports, minutes of meetings, copies of public information developed, and list of public education activities conducted throughout the year
Promotional items	09/30/2015	Will purchase throughout the year.
Public Education (Consulting Services)	09/30/2015	Copies of public information developed, and list of public education activities conducted throughout the year.

Team Member Signatures:

Printed Name:

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
Team Meeting – December 4, 2014 (Quarter 1)

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
Dirk VanKrimpen	Sunset Association	Cobra1550@att.net
Michael Tichvon	Angels Crossing Golf , Village Planning Commission	Tichvon12@hotmail.com
Heather Bishop	Kalamazoo County Health Department	hmbish@kalcounty.com
Vicki White	South County Fire Authority	vwhite@skcfa.org
Thomas Fevig	Bridge Organics	thomasfevig@aol.com

Mr. Schwartz welcomed everyone to the meeting. Sign-in sheet was passed around for signatures along with an agenda package (copy enclosed) which also included the 2014 annual report.

2. 2014 Annual Report

The 2014 annual report was review along with the 2015 goals. Primary push will be to involve the Vicksburg Community Schools in WHP and stormwater education. General discussion occurred on items to be purchase and items currently have on hand. WMU geology department has numerous models from Bill French that may be for sale.

3. Grant Status

- Discussed the current grant cycle – Budget of \$2000 for education items
- Currently Village will place 2 ads in South County News to utilize some of these funds

4. Public Education and Participation

- Install Wellhead signs – Ken / DPW will install shortly
- Upcoming Public Education Opportunities – 2015 Block Party is being planned in June, The Village intend to have a table at this event
- Inform and involve community about wellhead protection – Newsletter Document #1 will be tentatively published in April – Topic to be determined.
- Inform and involve community about wellhead protection – Newsletter Document #2 will be tentatively published in August – Topic to be determined.

- Vicksburg Community Schools involvement (Red & White publication) – need to talk to VCS to coordinate
- Presentation to Village Council occurred on November 3, 2014
- Sunset Association Meeting – June meeting and will discuss proper septic maintenance
- Storm water model – Heather discussed the various models available to the group. Typically is presented to 3rd and 5th Grade. Consider using again at the 7th Grade science fair
- Website Updates – Web site is currently up-to-date
- New literature – Develop Literature – None proposed

5. Committee Members

- Joe Mapes resigned due to moving. The new replacement is Dirk VanKrimpen
- Vicksburg Community Schools – Ken Schippers will set up meeting with Steve Goss to determine key members and contacts.

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

- Establish Meeting Dates for 2015:
- Thursday March 5, 2015 (Quarter 2)
- Thursday June 4, 2015 (Quarter 3)
- Thursday September 3, 2015 (Quarter 4)
- Thursday December 3, 2015 (Quarter 1)

Village of Vicksburg
WELLHEAD PROTECTION PROGRAM
December 4, 2014 (Quarter 1)

AGENDA

1. Wellhead Protection Team – Introductions

- Circulate Sign-In Sheet

2. 2014 Annual Report

- Review 2015 Goals

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

- Grant cycle (FY 2015) – \$2,000 budget for educational materials – Ideas purchased items

4. Public Education and Participation

- Install Wellhead signs
- Upcoming Public Education Opportunities – 2015 Block Party
- Inform and involve community about wellhead protection – Newsletter Document (1)
- Inform and involve community about wellhead protection – Newsletter Document (2)
- Vicksburg Community Schools involvement (Red & White publication)
- Presentation to Village Council occurred on November 3, 2014
- Sunset Association Meeting – June
- Storm water model – use for KCHSD
- Website Updates
- New literature – Develop Literature

5. Committee Members

- Joe Mapes – Resigned due to moving (new replacement?)
- Vicksburg Community Schools contacts

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

- Establish Meeting Dates:
- Thursday March 2015 (Quarter 2) 5th
- Thursday June 2015 (Quarter 3) 4th
- Thursday September 2015 (Quarter 4) 3rd
- Thursday December 2015 (Quarter 1) 3rd

2014 Annual Report

Meetings:

The Village of Vicksburg and their Wellhead protection team meet 4 times throughout the past years:

- December 5, 2013
- February 27, 2014
- June 5, 2014
- September 4, 2014

2014 Accomplishments:

1. The Village has purchased promotional items: carabiners and post-it-notes for public education with website information.
2. The Village updated the Well Head Protection Team members for the WHP plan.
3. The Village updated the Village's Website to include an environmental section containing articles and various links related to well head protection and storm water.
4. A copy of the Well Head Protection Plan and map has been placed on the Village's web site.
5. At the Sunset Homeowners annual meeting, discussion involved proper septic tank maintenance.
6. A demonstration of the enviro-scape and the groundwater model were presented to the committee. The groundwater was utilized at the 5th Grade Science Fair in March.
7. The Village published a Fall newsletter in the South County News (August) and included the following topics:
 - A Citizens Guild to Household Hazardous Waste
8. The WHPP has updated the environmental check-list to be included with all future site plan submittals. The check-list was formally adopted in May by the Planning Commission.

2015 Goals:

- Install Wellhead protection signs.
- Have a table with literature for public education at the 2015 Block Party/Art Hop.
- Implement the environmental check-list with all new site plans.
- Public two articles in future issues of the South County News related to WHP/Stormwater topics.
- Have quarterly wellhead meetings.
- Involve the Vicksburg Community Schools in educational efforts.



Village of
Vicksburg

The Village with a Vision

November 13, 2014

To: Wellhead Protection Committee

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

The quarterly meeting of the Wellhead Protection Committee has been scheduled for 11:45 a.m., Thursday, December 4, 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