

PENINSULA TOWNSHIP

WATER SERVICE AND USE ORDINANCE NO. 25

An Ordinance to protect the health, safety and welfare of the people; to regulate the use of the Township Water System; and to establish remedies and fix penalties for violations.

THE TOWNSHIP OF PENINSULA ORDAINS:

ARTICLE I

DEFINITIONS

Section 1: Unless the context specifically indicates otherwise, the meaning of terms used in this Ordinance shall be as follows:

(a) "Building lead" means that portion of a water line from property line to the location of the meter.

(b) "County D.P.W." means the Grand Traverse County Department of Public Works operated by the County Board of Public Works.

(c) "Cross connection" means any connection or arrangement of piping or appurtenances through which a back flow of water could occur.

(d) "Curb box" means a riser from the service lead, located at the property line, to enable water service to be turned on or off.

(e) "Person" means any individual, firm, company, association, society, corporation or group.

(f) "Service lead" means that portion of a water line running from the water main to the property line, including the corporation stop, curb stop and curb box.

(g) "Township" means the Township of Peninsula, Grand Traverse County, Michigan.

(h) "Township Water System" means the governmentally owned and operated water supply system in Peninsula Township, consisting of pipes, structures and facilities by means of which potable water is obtained and distributed to the public.

ARTICLE II

GENERAL LIMITATIONS ON USE OF THE TOWNSHIP WATER SYSTEM

Section 1: It shall be unlawful for any unauthorized person to tap or connect to any water main, service lead, curb box, or other appurtenance of the Township Water System; or to open or close any valves or hydrants thereof; or to molest or interfere with any valve, valve box cover, water meter, detector check valve, or other part thereof, except as provided in this Ordinance.

Section 2: No modification of or addition to the Township Water System, and no extension of any water main thereof, shall be made without the prior approval of the Township. All such modifications, additions and extensions shall conform to requirements and standards of the Township, the Michigan Department of Environmental Quality and the State Plumbing Code.

Section 3: No extension shall be made to a building lead for the purpose of supplying water to a point beyond the limits of the property for which the building was installed as set forth in the original application for which the building was installed as set forth in the original application for water service, except as provided in this Ordinance.

Section 4: No owner or occupant of any premises supplied with water from the Township Water System shall permit the unnecessary waste of such water or shall use or permit the use thereof to provide a water supply for any other person, firm or corporation.

ARTICLE III

REQUIRED PERMITS

Section 1: Water service shall not be provided from the Township Water System, and no work shall be commenced on the installation of any building lead and the connection thereof to the Township Water System, until a permit therefore has been issued by the County D.P.W. No alterations, additions or repairs shall be made to existing building leads, connections and appurtenances until a permit therefore has been issued by the County D.P.W.

Section 2: Application for permits shall be made to the County D.P.W. by the property owner, or an authorized agent of the property owner, on a form provided by the County D.P.W. Except as provided in Section 5 below, applications shall also be signed by the master plumber who will have charge of the work. The application form will contain the agreement of the master plumber that the work will be performed in accordance with the requirements of this Ordinance and the applicable rules, regulations and specifications of the Michigan Department of Environmental Quality, the Michigan Safe Drinking Water Act and the State Plumbing Code.

Section 3: A permit application shall contain (a) the name and address of the owner; (b) the name and business address of the master plumber; (c) the location and tax number of the property to be served; (d) the use of the building or buildings erected or to be erected thereon; (e) the size of the service connection and meter desired; and (f) such other information as the County D.P.W. may deem necessary.

Section 4: A property owner applying for a permit shall be responsible for the accuracy and completeness of all information required to be furnished by the application form. All expense incurred by the County D.P.W. by reason of the failure of the owner to provide full and correct information shall be charged to and paid for by the owner. An incomplete application may be returned to the applicant.

Section 5: Notwithstanding anything in this Ordinance to the contrary, a permit may be issued to a home owner who desires personally to install his own building lead, connections, alterations, or repairs without the services of a master plumber, if (a) the home owners makes application therefore in accordance with the requirements of this ARTICLE, excepting only the requirements for name, address, signature and agreement of a master plumber; (b) furnishes evidence satisfactory to the County D.P.W. that he has knowledge of the requirements of this Ordinance and is qualified to do the work; (c) certifies that the work will be performed by himself and no one else; and (d) agrees that the work will be performed in accordance with the requirements of this Ordinance and the State Plumbing Code. Permits issued to home owners under this Section shall be stamped or labeled "Home Owner's Permit".

Section 6: All fees and charges as provided for in ARTICLE X of this Ordinance shall be paid before a permit is issued.

Section 7: A permit shall be valid for a period of one year from the date of issuance. Upon application approved by the County D.P.W. a permit may be renewed for an additional one year period. The installation shall be completed during the period the permits is valid.

Section 8: If a permit is denied, written notice of the reasons for the denial shall be given to the applicant.

Section 9: All work performed in pursuant of a permit issued under this Ordinance shall be subject to inspection by the County D.P.W., which may order any part of the work discontinued or changed to comply with the permit, Township specifications, this Ordinance and applicable requirements of the Michigan Department of Environmental Quality, the Michigan Safe Drinking Water Act and the State Plumbing Code.

Section 10: Only master plumbers who are registered with the County D.P.W. may sign applications for permits and take charge of the work for which the permits are applied for. The registration with the County D.P.W. shall be done annually during the month of April or at the time an application for a permit is submitted to the County D.P.W. In registering with the County D.P.W., a master plumber shall present his State

license and Board of Health registration. A master plumber shall in no event permit his name to be used by any other person, directly or indirectly, for the purpose of making application for a permit or the performance of any work pursuant thereto. The County D.P.W. may refuse to issue a permit on an application signed by a master plumber who has failed to correct violations of this Ordinance occurring with respect to any work for which he is responsible.

ARTICLE IV

SERVICE LEADS

Section 1: All service leads are a part of the Township Water System and will be installed and maintained by the County D.P.W. County D.P.W. may elect to contract out any portion of the installation of any service lead to an outside contractor. Installation will consist of tapping the main, inserting a corporation stop with proper couplings, laying service pipe and providing a curb stop and curb box at the property line.

Section 2: A service lead will not be installed where the terminal point of a building lead at the property line has been so located by the owner that the line between it and the water main is obstructed by a driveway approach, tree or other obstacle.

Section 3: The County D.P.W. may disconnect from the main any unused service leads. In the event water service should be desired at the same location at a later date, a permit for such service and connection to the Township Water System will be required.

ARTICLE V

BUILDING LEADS

Section 1: All building leads from the Township Water System shall be owned, installed and maintained by the respective property owners.

Section 2: The installation of building leads and of modifications thereof and repairs thereto shall be in charge of a master plumber who shall be responsible for the work, excepting only work authorized to be performed under a Home Owner's Permit.

Section 3: All building lead material shall meet the following standards:

(a) Building leads up to two inches in diameter shall be of copper tube, Type K, soft, and meeting the following specifications:

<u>OUTSIDE DIAMETER</u>	<u>WALL THICKNESS</u>	<u>INSIDE DIAMETER</u>	<u>WEIGHT LBS. PER FOOT</u>
3/4" .875"	.065"	.745"	.640
1" 1.125"	.065"	.959"	.838

1-1/2"	1.625"	.072"	1.481"	1.36
2"	2.125"	.083"	1.959"	2.06

The weight of the copper tubing shall not vary more than five percent (5%) from the weights specified. Wall thickness and inside diameter shall not vary more than plus or minus .003" from the specifications stated above.

Copper tubing shall be seamless drawn or rolled, annealed for flanging purposes, and contain not less than 99.94 per cent pure copper.

Joints between lengths of copper tube shall be well made, water tight, and develop the full strength of the copper tube. They shall be of the type and conform to the latest published specifications of the American Water Works Association.

(b) Building leads over two inches in diameter shall be ductile iron, minimum Class 2. Joints for Ductile Cass 2 iron leads shall be push on rubber or lock tight on joints and shall be thrust blocked at all bends, or change of direction greater than 5%. All control valves on ductile iron building leads, three (3) inches or larger in diameter, shall be of the right hand gate type, non-rising stem with a two (2) inch square head and may be constructed with an iron body or all brass.

(c) All building leads must be uniform in size in their entirety. Size shall be based on internal diameter.

Section 4: The minimum depth of cover for building leads shall be give feet below the surface of the ground or the established street grade, whichever is lower.

Section 5: Building leads laid in the same trench with a sewer shall be at least three (3) feet from the sewer horizontally, and if the sewer is laid at a greater depth than the building lead, the building lead shall be shelved into the bank to a solid bottom. A building lead shall not be laid on fill.

Section 6: A building lead shall not be installed in a driveway approach.

Section 7: The line of a building lead shall be at least five (5) feet distant from underground gas, telephone, electricity and other utility lines.

Section 8: A building lead in the interior of a building shall not be placed on an outside wall or in any other position where damage by freezing could occur.

Section 9: A separate building lead shall be required for each building and any appurtenant outbuildings on a parcel of land, except in the case of properties devoted to commercial and industrial uses where more than one building is located on a single parcel of land in undivided ownership. In such cases, the several buildings so located may be served by one building lead, provided that (a) the lead is of sufficient size to meet all requirements for water, and (b) the manifold pipe attached to the building lead through

which water is supplied to the several buildings shall be located off the public right of way. Where two or more such buildings are served by one building lead and ownership of the property on which they are located is subsequently divided, individual leads to the separate buildings shall then be installed.

Section 10: Building leads shall not cross highways, streets or alleys without permission of the County D.P.W. and any required permits from the County Road Commission and the Township.

Section 11: Where properties are supplied by more than one building lead from different service leads or mains and connected inside the property, all building leads to be connected must be provided with a meter and check valve properly maintained to prevent cross feeds, with waste-stop on bottom of pipe, each side of check valve, so as to drain pipes and meters.

Section 12: A plugged tee, or any other accessible outlet, shall in no event be installed between the meter and the main.

Section 13: All unused or abandoned building leads entering a property shall be disconnected at the curb box by the owner.

Section 14: Underground piping and connections shall not be covered up or put into operation until the work has been inspected and approved by the County D.P.W. or the County Plumbing inspector. It shall be the responsibility of the holder of the permit to arrange for such inspection at least 24 hours before the inspection is to be made. Any part of the work that is found to be defective or unsafe will be rejected and shall be changed to comply with the requirements of the permit and this Ordinance before the same shall be put into use.

ARTICLE VI

USE OF HYDRANTS

Section 1: It shall be unlawful, except for the purposes of extinguishing fire by a regularly organized governmental Fire Department, to open any fire hydrant on the Township Water System, or to tamper with the same, or to use the water there from without having first procured a permit from the County D.P.W. No person shall in any manner obstruct the use of any fire hydrant in the Township, through placing or allowing to be placed any material or thing in front of it. Any such obstruction may be removed forthwith by the Township or County D.P.W. at the risk, cost and expense of the owner or claimant.

Section 2: Permits for water service from a hydrant shall be granted by the County D.P.W. only from specific hydrants at specific times and for specific purposes.

Section 3: Before a permit is issued for water service from a fire hydrant, the applicant therefore shall deposit with the County D.P.W. an amount equal to (a) the estimated cost of the water to be used, plus (b) an additional amount as a security deposit against possible equipment damage determined as provided for in ARTICLE X of this Ordinance. The applicant's deposit shall be held until all charges for water service have been fully paid and all equipment returned in good condition. The County D.P.W. shall have the right to use any portion of a security deposit to repair or replace any equipment damaged by reason of the consumer's use thereof.

Section 4: Before there shall be any use of water from a fire hydrant, the discharge part shall be fitted with a valve and meter under the direction of the County D.P.W.

Section 5: Damage to a fire hydrant resulting from its opening or closing with an improper wrench will be repaired and charged to the party causing damage.

Section 6: Permits for use of fire hydrants during the period from April 15th to October 15th may be for periods of time as may be requested and specified. From October 15th to April 15th, permits will be issued on a day to day basis and the hydrant shall be pumped after each use, or at the end of the day, whichever may be necessary, depending on weather and need to prevent freezing.

Section 7: For the purpose of metering water taken from hydrants on private property, the County D.P.W. may require that a master meter be installed prior to any service connection off the building lead. All un-metered hydrants on private property shall be sealed.

ARTICLE VII

CROSS CONNECTIONS

Section 1: It shall be unlawful for any person to make or maintain any cross-connection between the Township Water System and a private water supply or other water supply system. No person shall install or maintain a private well in the Township on property served by the Township Water System without first receiving a permit. Such permit shall be issued only if the County D.P.W. determines that there is no possibility of introducing contaminated water into the Township Water System.

Section 2: The Township adopts by reference the Water Supply Cross Connection Rules of the Michigan Department of Environmental Quality being R 325.11401 to R 325.11407 of the Michigan Administrative Code.

Section 3: The Township and/or the County D.P.W. will make inspections of all properties served by the Township Water System where a cross-connection with the Township Water System is deemed possible. The frequency of inspections and re-inspections, based on potential health hazards involved, shall be as established by the Township and as approved by the Michigan Department of Environmental Quality.

Section 4: Representatives of the Township and the County D.P.W. shall have the right to enter at any reasonable time, any property served by the Township Water System for the purpose of inspecting the piping system or systems thereof for cross-connections. On request, the owner, lessee or occupant of any property so served shall furnish to the inspection agency, any pertinent information regarding the piping system or systems on such property.

Section 5: Where a water supply system is maintained on property in addition to that of the Township Water System, all lines carrying Township water shall be painted, labeled, or striped in light blue and all lines carrying water from another source shall be painted, labeled or striped brown so that each line may readily be identified and traced in its entirety. If a color code using different colors than those above specified has been adopted and is in force at the time that lines which have carried water from another public water system are connected to the Township Water System, such code may be continued if (1) charts plainly depicting the colors used are prominently displayed on the property, and (2) the County D.P.W. determines that the Code is so maintained in practice that the lines carrying Township water and the lines carrying water from another source can readily be identified and traced.

ARTICLE VIII

METERING OF WATER

Section 1: All connections with the Township Water System, with the exception of fire hydrants and fire protection sprinkler systems, shall be prepared for the use of water through a meter. No water shall be supplied to a property unless it is measured by a water meter approved, supplied or installed by the County D.P.W. The County D.P.W. will not be required to approve meters of a larger size than it determines to be necessary.

Section 2: Water from a fire protection sprinkling system shall only be used in case of fire. A control valve for all fire protection sprinkler systems shall be located at the main, or as determined by the County D.P.W. A detector check meter shall be installed on all fire protection sprinkler systems.

Section 3: All meters shall be set in clean, dry, sanitary place that are easily accessible. They shall not be placed in closets, coal bins, or other places that are kept locked or are difficult to get to. Where practical, a meter shall be installed within the building served, but where this is impractical, installation may be in a meter pit subject to the following provisions:

(a) All meter pits shall be constructed in accordance with plans and specifications furnished by the County D.P.W. Cover openings shall be directly over the meters. Devices designed to take the place of meter pits may be used if approved by the County D.P.W. The master plumber in charge of an installation shall be responsible for the condition of all meter pits.

(b) All meter pits on public or private property shall be constructed in locations free from hazards to pedestrian traffic. Meter pits shall not be located in or near doorways. In the event a building is altered and a door installed so that a previously installed meter pit is located in or near the doorway, the pit shall be relocated.

(c) The cost of construction of meter pits shall be borne by the property owner.

Section 4: Meters one inch (1") and smaller shall be installed by the County D.P.W. after the property owner has provided a place at his own expense for setting the same. A template will be provided by the County D.P.W. for the installation. Installation of meters in excess of one inch shall be in charge of the master plumber having responsibility for the work, except in the case of an installation made under a Home Owner's Permit.

Section 5: A bypass around all meters two inches (2") or larger shall be provided so as to permit removal of a meter for testing, repair or replacement without disrupting service to the premises. The County D.P.W. will keep all bypass valves sealed except at times when meter work is in progress.

Section 6: All meters one and one-half inch (1-1/2") and larger, which do not have a test plug, shall have a tee between the meter and the outlet valve, to be used for testing the meter without its removal. The size of the side opening of this tee shall be one and one-half inch (1-1/2") for one and one-half inch (1-1/2") building leads, two inch (2") for all building leads up to four inches (4") and three inch (3") for larger building leads, according to plans which will be supplied on request by the County D.P.W. The side opening of each tee shall be plugged.

Section 7: Gate valves shall be installed on the influent and effluent sides of all meters. Gate valves shall be located so as to be readily accessible.

Section 8: The clearance distance from a wall or other object to the center of a building lead at the meter shall not be less than as shown below:

<u>METER SIZE</u>	<u>CLEARANCE</u>
5/8", 3/4", 1"	5"
1-1/2"	12"
2"	14"

Larger sizes shall be installed in accordance with specifications furnished by the County D.P.W.

Section 9: All meters located inside the building shall be provided with outside remote reading devices that shall be so located as to be readily accessible either on the

front of the building or as near thereto on a side of the building as may be practicable. Where the location of a meter in a building is such that an uncovered cable cannot safely be run from it to the outside remote reading device, a metal conduit shall be installed to hold the cable. The meter conduit shall be one-half inch (1/2") in size for three-quarter inch (3/4") to one and one-half inch (1-1/2") meters and shall be three-quarter inch (3/4") in size for two inch (2") and larger meters and for compound meters. Specifications for the cable required will be furnished by the County D.P.W. Installation of metal conduits shall be the responsibility of the property owner.

Section 10: Unless otherwise approved in writing, all water meters and remote reading devices will be supplied through the County D.P.W. The cost thereof shall be charged to the property owner.

Section 11: All meters shall be a part of the Township Water System and shall be maintained by the County D.P.W. which shall make such periodic tests and repairs it may determine to be necessary to assure correct registration. A property owner will be charged only for those repairs made necessary by damage caused by willful act or neglect such as failure to protect the meter from freezing temperatures or permitting a water heater to become over-heated to the extent that hot water is forced back through the line to the meter.

Section 12: The accuracy of a meter on any premises will be tested by the County D.P.W. upon written request of the property owner accompanied by a fee in the amount as provided for in ARTICLE X of this Ordinance. If on such test the meter shall be found to register over four percent more water than actually passes through it, another meter will be substituted therefore and the fee will be refunded to the owner and the water bill may be adjusted in such a manner as may be fair and just. If on such test, the meter shall be found to register less than four percent more water than actually passes through it, the fee will not be refunded.

Section 13: It shall be unlawful for any person to interfere with, or remove, a meter from any building lead connection. No person shall break, remove or tamper with any seal which is placed on any meter or by-pass valve by the County D.P.W. No person shall install or use any device which allows water to be used that does not pass through the meter.

Section 14: The owner of the property is responsible for the safekeeping of meters installed on his premises, and shall, if a meter is lost or stolen from the premises, be charged with the actual cost of replacing the missing equipment.

ARTICLE IX

SPRINKLER SYSTEMS

Section 1: All fire protection sprinkler systems shall be installed according to Fire Underwriters Standards for Fire Systems.

Section 2: Detector check meters will be required on all fire protection sprinkler systems.

Section 3: Domestic water service may be approved off of a building lead to a fire protection sprinkler system prior to a check valve provided it is in accordance with the Fire Underwriters Standards.

ARTICLE X

FEES AND CHARGES

Section 1: Permit and other fees, charges for services and equipment, security deposits, and rates for water shall be in the amounts specified and as provided for by resolution of the Township Board as now existing or as may be modified from time to time.

ARTICLE XI

POWERS AND AUTHORITY OF INSPECTORS

Section 1: Duly authorized employees of the Township or the County D.P.W. shall have power and authority at all reasonable hours to enter upon any premises where water service is established for the purpose of testing, changing, or reading water meters, or for making general inspection of usage, wastage, etc., and making an examination of all pipes and fixtures connected with the said water works, and they shall have power and authority to require any pipes and fixtures to be repaired, removed, replaced or changed where the same are defective or not in compliance with the provisions of this Ordinance, and they may make such alterations and repairs or do such other acts with relation thereto as they shall deem necessary. Employees engaged in such work shall be furnished with and shall prominently display appropriate evidence of identification.

Section 2: While performing any necessary work on private properties referred to in Section 1 above, the duly authorized employees shall observe all safety rules applicable to the premises established by the owner thereof and the owner shall be held harmless for injury or death to such employees, except as such may be caused by the negligence or failure of the owner to maintain safe working conditions.

Section 3: All work performed in making additions, connections, repairs, extensions or alterations of the Township Water System or of any water lines and appurtenances

connected or to be connected thereto shall be subject to inspection by the Township or County D.P.W. which may order any part of such work discontinued or changed to comply with this Ordinance.

ARTICLE XII

INTERRUPTIONS OF WATER SUPPLY

Section 1: The County D.P.W. may interrupt the supply of water in any area served by the Township Water System for purposes of maintenance work, the making of repairs or modifications of the system, or to correct any conditions that may pose a hazard to the public health or to the proper functioning of the System.

Section 2: The supply of water to users of the Township Water System may be curtailed by the Township or the County D.P.W. during periods of water shortages when the Township is unable to obtain a sufficient supply of water for the Township System.

Section 3: In the event that the City of Traverse City, which is the supplier of water to the Township Water System, shall at any time enforce restrictions on the use of water by residential users, commercial users, industrial users or institutional users as a class, then such restrictions will be applied on the same uniform basis to Township users as to City users.

Section 4: Wherever possible the County D.P.W. or the Township will give advance notice to water users of interruptions in water service or curtailments of the supply of water.

Section 5: Neither the Township nor the County D.P.W. assumes any liability for loss or damage occasioned by interruptions in water service or curtailments in the supply of water.

ARTICLE XIII

REMEDIES AND PENALTIES

Section 1: Any person, firm, association, corporation, or other entity found to be violating any provision of this ordinance, except the provisions of Sections 3 and 4 of this Article XIII, shall be served by the County D.P.W. with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.

Section 2: Any person, firm, association, corporation, or other entity which shall continue any violation beyond the time limit provided for pursuant to Section 1 of this Article, shall be deemed to be responsible for a municipal civil infraction as defined by Michigan Statute which shall be punishable by a civil fine for each violation in

accordance with the schedule set forth herein, along with costs which may include all expenses, direct and indirect, to which Peninsula Township has been put in connection with the municipal civil infraction. In no case, however, shall costs of less than \$10 or more than \$500 be ordered. A violator of this Ordinance shall also be subject to such additional sanctions and judicial orders as are authorized under Michigan law.

Section 3: Any person who shall willfully, maliciously or wantonly break, damage, destroy, uncover, deface, remove or tamper with any structure, appurtenance, pipe, valve, pumping station, or other equipment or installation that is a part of the Township Water System shall be guilty of a misdemeanor punishable by imprisonment in the County jail not to exceed 90 days, or by fine not exceeding Five Hundred Dollars (\$500.00), or by both such imprisonment and fine.

Section 4: Any person who shall intentionally make a false statement, representation or certification in an application for a permit or in any report or statement of information required under this Ordinance shall be guilty of a misdemeanor punishable by imprisonment in the County jail not to exceed 90 days, or by fine not exceeding five hundred dollars (\$500.00), or by both such imprisonment and fine.

Section 5: The County D.P.W. may shut off the supply of Township water to a property if, (a) it finds that any water lines, connections or appurtenances on the property are defective and fail to comply with the provisions of this Ordinance, and (b) the owner, after written notice as provided for in Section 1 of this ARTICLE, fails within the time limited in the notice to correct the defects and make the changes or repairs required for compliance with this Ordinance.

Section 6: The County D.P.W. shall without prior notice shut off the supply of Township water to a property if it finds that conditions existing with respect to any water lines, connections or appurtenances on a property are such as to pose an immediate hazard to the public health or damage to the Township Water System.

ARTICLE XIV

VALIDITY

Section 1: All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 2: The invalidity of any section, clause, sentence, or provision of this Ordinance shall not affect the validity of any other part of this Ordinance which can be given effect without such invalid part or parts.

ARTICLE XV

EFFECTIVE DATE

Section 1: This Ordinance was passed by the Peninsula Township Board on May 19, 2004.

Section 2: This Ordinance shall take effect 30 days after publication in the Traverse City Record-Eagle pursuant to MSA 5.6(1).

A copy of this Ordinance may be inspected at the office of the Township of Peninsula located at 13235 Center Road, Traverse City, Michigan, between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday.

ROBERT K. MANIGOLD, Supervisor
MONICA A. HOFFMAN, Clerk
Peninsula Township Board
Passed by the Township Board on:
May 19, 2004
Prepared in the law offices of:
Running, Wise & Ford, P.L.C.
By: Richard W. Ford
Township Attorneys
Business Address:
326 E. State Street, P.O. Box 686
Traverse City, MI 49685-0686

* * *

TO THE RECORD EAGLE:

Please publish on: May 28, 2004

Please send affidavit to: Richard W. Ford

Please send bill to: Monica A. Hoffman
Peninsula Township Clerk
13235 Center Road
Traverse City, MI 49686

* * *

RECEIVED BY THE RECORD EAGLE VIA TELEFAX ON: MAY 21, 2004