

December 7, 2015
2110268

Mr. Jason Berndt
Michigan Department of Environmental Quality
Resource Management Division
Community Drinking Water Unit
P.O. 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.

MAS:ms

Enclosures: Progress Report
Minutes
Agenda Package (December 3, 2015)

cc: Theresa Paddock, Village of Vicksburg (via email)



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: 12/03/2015

Activity From Table 2 (located in the agreement)	Anticipated Completion Date	Comments
Promotional items	09/30/2016	Will purchase throughout the year. Receipts for items.
Consulting	09/30/2016	Quarterly reports, minutes of meetings, copies of public information developed, and list of public education activities conducted throughout the year
Public Education (Consulting Services)	09/30/2016	Copies of public information developed, and list of public education activities conducted throughout the year.

Team Member Signatures:

Michael Schurtz

Ken Schippers

Mike M...

Jeff Reichert

Chud Schippers

Dirk Van Krimpen

Stephen Goss

Printed Name:

Michael Schurtz

Ken Schippers

 Michael M. Tichon

 JEFF REICHERT

 Chud Schippers

 Dirk Van Krimpen

 Stephen Goss

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 3, 2015 (Quarter 1)

MINUTES

1. Wellhead Protection Team – Attendance and Team Members

Name	Organization	Email
Michael Schwartz	Prein&Newhof	mschwartz@preinnewhof.com
Ken Schippers	Village of Vicksburg - Manager	kschippers@vicksburgmi.org
Chad Schippers	Village of Vicksburg - DPW	
Michael Tichvon	Angels Crossing Golf , Village	Tichvon12@hotmail.com
Dirk VanKrimpen	Sunset Association	Cobra1550@att.net
Steve Goss	Vicksburg Community Schools	sgoss@vicksburgschools.org
Jeff Reicherts	Kalamazoo County Health Department	JDREIC@kalcounty.com

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

2. 2015 Annual Report

- The group reviewed the 2016 goals

3. Grant Status

- Grant cycle (FY 2016) – purchased items – The committee discussed items to help with public education to make events easier.
 - Canopy – Proposal from Underground Printing was presented to purchase a 10'x10' canopy. Printed logo for wellhead/stormwater on 4 sides. Red canopy with white logos. Cost is \$580. Committee approved the purchase.
 - Also discussed purchasing 2 easels, 2 folding chairs and a 6' plastic foldup table. Committee approved these items also.
 - Well Head Protection Sign – all set. The Village has 4 and are installed
- Article in South County News – The Village currently places 2 articles per year in paper. Would like to continue with this.

4. Public Education and Participation

- Install Wellhead signs – Signs have been installed by DPW

- Upcoming Public Education Opportunities – 2016 Block Party / Art Hop – Date to be determined. Would like canopy by this time.
- Upcoming Public Education Opportunities – 2016 VCS Tailgate (fall) - This event is held on the 1st home football game of the year. This would be coordinated with Tonya at VCS.
- Inform and involve community about wellhead protection – Newsletter Document (1) – suggestion was to push the topic of Household Hazardous waste.
- Inform and involve community about wellhead protection – Newsletter Document (2) – no topic was discussed
- Vicksburg Community Schools involvement (Red & White publication) - VCS intend to publish an article this year again
- Sunset Association Meeting – May/June
- Website Updates
- New literature – Develop Literature

5. Other Items

- Next grant cycle the WHPP would like to update the contaminated site inventory and map.

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

- Establish Meeting Dates for 2016:
- Thursday March 3, 2016 (Quarter 2)
- Thursday June 2, 2016 (Quarter 3)
- Thursday September 1, 2016 (Quarter 4)
- Thursday December 1, 2016 (Quarter 1)

Village of Vicksburg
WELLHEAD PROTECTION PROGRAM
December 3, 2015 (Quarter 1)

AGENDA

- 1. Wellhead Protection Team – Introductions**
 - Circulate Sign-In Sheet

- 2. 2015 Annual Report**
 - Review 2016 Goals

- 3. Grant Status**
 - Grant cycle (FY 2016) – purchased items
 - Canopy
 - Well Head Protection Sign
 -
 - Article in South County News

- 4. Public Education and Participation**
 - Install Wellhead signs
 - Upcoming Public Education Opportunities – 2016 Block Party / Art Hop
 - Upcoming Public Education Opportunities – 2016 VCS Tailgate (fall)
 - 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)
 - Sunset Association Meeting – May/June
 - Website Updates
 - New literature – Develop Literature

- 5. Next Meeting – All meetings at 11:45 am**
 - Establish Meeting Dates:
 - Thursday March 2015 (Quarter 2)
 - Thursday June 2015 (Quarter 3)
 - Thursday September 2015 (Quarter 4)
 - Thursday December 2015 (Quarter 1)

2015 Annual Report

Meetings:

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

- December 4, 2014
- March 5, 2015
- June 4, 2015
- September 3, 2015

2015 Accomplishments:

1. The Village updated the Well Head Protection Team members for the WHP plan.
2. 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.
3. A WHPP Presentation was performed to the Village Council on November 3, 2014 to update them on the program.
4. A copy of the Well Head Protection Plan and map has been placed on the Village's web site.
5. The Village implemented the environmental check-list with all new site plans.
6. The Sunset Homeowners were provided literature about protecting their shoreline and reducing contamination to the lake and were titled: "Natural Shorelines for Inland Lakes" and also "The Water's Edge".
7. The Village published a Spring newsletter on the following topic: "A Citizen's Guide to Native Planting"
8. The Village had a table at the 2015 Block Part/Art Hop. The 2015 Block Party was held on June 27th. Dirk facilitated coordination of items at table and was open 1:00 pm to 4:00 pm. It was a windy day and about 20 people stopped by. Literature available was "What to do with Hazardous Waste", "IDEP elimination hotline brochure", "Citizens guide to Boat and Auto Repair" and "Rain Garden Design for Kalamazoo County". Almost everyone took a carabineer.
9. The Village applied for a 2016 WHPP grant.

2016 Goals:

- Order 1 more WHPP sign and install Wellhead protection signs.
- Purchase a canopy with WHPP / Stormwater Logo for community events.
- Have a table with literature for public education at the 2016 Block Party/Art Hop.
- Have a table with literature for public education at the 2016 VCS Community Tailgate.
- 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.