

March 2, 2018  
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 second 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 Packet (March 1, 2018)

cc: Tracy Locey, 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: 3/01/2018**

Activity From Table 2 (located in the agreement)	Anticipated Completion Date	Comments
Public education activities conducted throughout year including Vicksburg Community Tailgate, Taste of Vicksburg, and article for website, and grant assistance	09/30/2018	Copies of public information developed, photos of events and displays, meeting minutes, and annual report
Promotional Items for public education events	09/30/2018	Receipts for promotional items purchased.

Team Member Signatures:

*Michael Schwartz*  
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*Jeff Reichert*  
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*Michael Tichon*  
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*Bill Beomles*  
 \_\_\_\_\_  
*Steve Goss*  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Printed Name:

*Michael Schwartz*  
 \_\_\_\_\_  
*Jeff Reichert*  
 \_\_\_\_\_  
 Michael Tichon  
 \_\_\_\_\_  
 Bill Beomles  
 \_\_\_\_\_  
 Steve Goss  
 \_\_\_\_\_  
*Jim Mallory*  
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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 – March 1, 2018 (Quarter 2)**

**MINUTES**

**1. Wellhead Protection Team – Attendance and Team Members**

Name	Organization	Email
<input checked="" type="checkbox"/> Michael Schwartz	Prein&Newhof	mschwartz@preinnewhof.com
<input checked="" type="checkbox"/> Jim Mallery	Village of Vicksburg - Manager	jmallery@vicksburgmi.org
<input checked="" type="checkbox"/> Jeff Reicherts	Kalamazoo County Health Department	JDREIC@kalcounty.com
<input type="checkbox"/> Thomas Fevig	Bridge Organics	thomasfevig@aol.com
<input checked="" type="checkbox"/> Steve Goss	Vicksburg Community Schools	sgoss@vicksburgschools.org
<input type="checkbox"/> Tracy Locey	Brady Township	tlocey@vicksburgmi.org
<input checked="" type="checkbox"/> Michael Tichvon	Angels Crossing Golf, Village	Tichvon12@hotmail.com
<input type="checkbox"/> Randy Schippers	Village DPW	<u>rschippers@vicksburgmi.org</u>
<input type="checkbox"/> Ron Smith	Sunset Lake Association	rsmith@vicksburgmi.org
<input checked="" type="checkbox"/> William Brumleve	Village Citizen	billbrumleve@hotmail.com
<input type="checkbox"/> Tracy McMillan	South County Fire Authority	<u>tmcmillan@skcfire.org</u>
<input type="checkbox"/> Bill Hunts	Vicksburg – Planning Commission	<u>Hoots123@aol.com</u>
<input type="checkbox"/> Don Ulsh	Schoolcraft Township	dulsh@schtwp.org

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

**2. Grant Status – The current proposed grant was discussed**

- a. Public Education – See below Item 3
- b. Purchase promotional items – See below Item 4

**3. Public Education and Participation – the following items were outlined:**

- Public Education Opportunities – 2018 VCS Tailgate (fall) – Date TBD, 2 dates are being considered. Should know a final date by June.
- Inform and involve community about wellhead protection – Newsletter Document (1) – Topic TBD – Village of Schoolcraft had a nice one this last month. Look at using a similar newsletter.
- Inform and involve community about wellhead protection – Newsletter Document (2) – Topic TBD
- Village is now promoting TMDL and other events on website. Portage and Arcadia Creek is updating the watershed plan.
- Vicksburg Community Schools involvement (Red & White publication) – plan on publishing 1 or 2 article in 2018 (March and possibly May). Plan to promote House Hold Hazardous Waste.
- Sunset Association Meeting – Date TBD
- Rotary Club Presentation – Jeff R. presented February 16<sup>th</sup> for general wells. Mike S. to present March 9<sup>th</sup> on the Village of Vicksburg WHPP program.

**4. Promotional Items**

- Discussed various items for promotional items
- Post-It Notes – have plenty
- Carabineer – Intend to order 500 more – same as previous order.
- Re-Usable bags – Reviewed product – Plan to order 400, Mike and Tracy to review graphics proof.
- Can Cozies – Reviewed product – Plan to order 500, Mike and Tracy to review graphics proof.
- Mike S. to obtain final proposal from Underground Printing and review graphics with Tracy. Expected pricing to be around \$3,200.

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

- Thursday June 7, 2018 (Quarter 3)
- Thursday August 30, 2018 (Quarter 4)

**Village of Vicksburg**  
**WELLHEAD PROTECTION PROGRAM**  
**March 1, 2018 (Quarter 2)**

**AGENDA**

- 1. Wellhead Protection Team – Introductions**
  - Circulate Sign-In Sheet
  
- 2. Grant Status**
  - 2017-2018 Grant
    - Public Education –
    - Major section update – Additional promotional items
  
- 4. Public Education and Participation**
  - Public Education Opportunities – 2018 VCS Tailgate (fall) – Date
  - Inform and involve community about wellhead protection – Newsletter Document (1)
  - Inform and involve community about wellhead protection – Newsletter Document (2)
  - Village is now promoting TMDL and other events.
  - Vicksburg Community Schools involvement (Red & White publication)
  - Sunset Association Meeting – Date?
  - Rotary Club Presentation – March 9th
  
- 5. Promotional Items**
  - Carabineer
  - Re-Usable bags
  - Can Cozies
  
- 6. Next Meeting – All meetings at 11:45 am**
  - Thursday June 7, 2018 (Quarter 3) – Request date change?
  - Thursday August 30, 2018 (Quarter 4)

**Schwartz, Michael**

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**From:** Casey Sebring <csebring@undergroundshirts.com>  
**Sent:** Tuesday, February 20, 2018 2:33 PM  
**To:** Schwartz, Michael  
**Subject:** Re: Underground Printing Quick Quote # Q1206160

Here you are Michael,

This includes the carabiners and collapsible can coolers.

Color - Red  
Promotional Product |

150 pcs Leprechaun FoamZone Collapsible Can Cooler  
Place This Order  
**\$1.70** per item  
Promotional Product  
Location 1 - 1 Color(s)

200 pcs Leprechaun FoamZone Collapsible Can Cooler  
Place This Order  
**\$1.56** per item  
Promotional Product  
Location 1 - 1 Color(s)

500 pcs Jetline Carabiner w Strap and Split Ring  
Place This Order  
**\$1.32** per item  
Promotional Product  
Location 1 - 1 Color(s)

Place Your Order **TODAY** and it Will Arrive On: **03/07/2018**

Casey Sebring  
Underground Printing | [www.undergroundshirts.com](http://www.undergroundshirts.com)  
2626 W. Michigan Ave. Ste. A | Kalamazoo, MI 49006  
p: 269-492-0033 | f: 866-645-1686  
Follow UGP Kalamazoo on: [Facebook](#) | [Twitter](#) | [Google+](#)

On Tue, Feb 20, 2018 at 1:24 PM, Schwartz, Michael <[MSchwartz@preinnewhof.com](mailto:MSchwartz@preinnewhof.com)> wrote:

## Schwartz, Michael

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**From:** Casey Sebring <csebring@undergroundshirts.com>  
**Sent:** Monday, February 19, 2018 12:55 PM  
**To:** Schwartz, Michael  
**Cc:** Casey Sebring  
**Subject:** Underground Printing Quick Quote # Q1206160

**Quote #Q1206160 for Michael Schwartz ([mschwartz@preinnewhof.com](mailto:mschwartz@preinnewhof.com))**

02.19.2018 12:54pm

Bag Makers 13W X 10 X 15H "Big Thunder" Large Reusable Tote Bag | Color - Black

**\$4.70** per product 150 pcs

**\$4.40** per product 200 pcs

Place Your Order TODAY and it Will Arrive On: **03/06/2018**

Add \$1.75/pc for a 2XL, \$2.25/pc for a 3XL and \$3.25/pc for a 4XL

-Your Quote is valid for 14 days

-Above Pricing does not include Any Applicable Sales Tax

-40+ Stock Print Colors to Choose from! Non-Stock colors may require a \$25 fee

-\$5/name & \$3/number for Personalization (add an add'l \$3 for embroidery)

-Greek/Collegiate Licensed Orders May Require Royalty and/or A Later In-Hands Date

### Questions?

Email [csebring@undergroundshirts.com](mailto:csebring@undergroundshirts.com) referencing your Quote #Q1206160 and we'll be happy to help!

# FoamZone Collapsible Can Cooler







[View More](#)



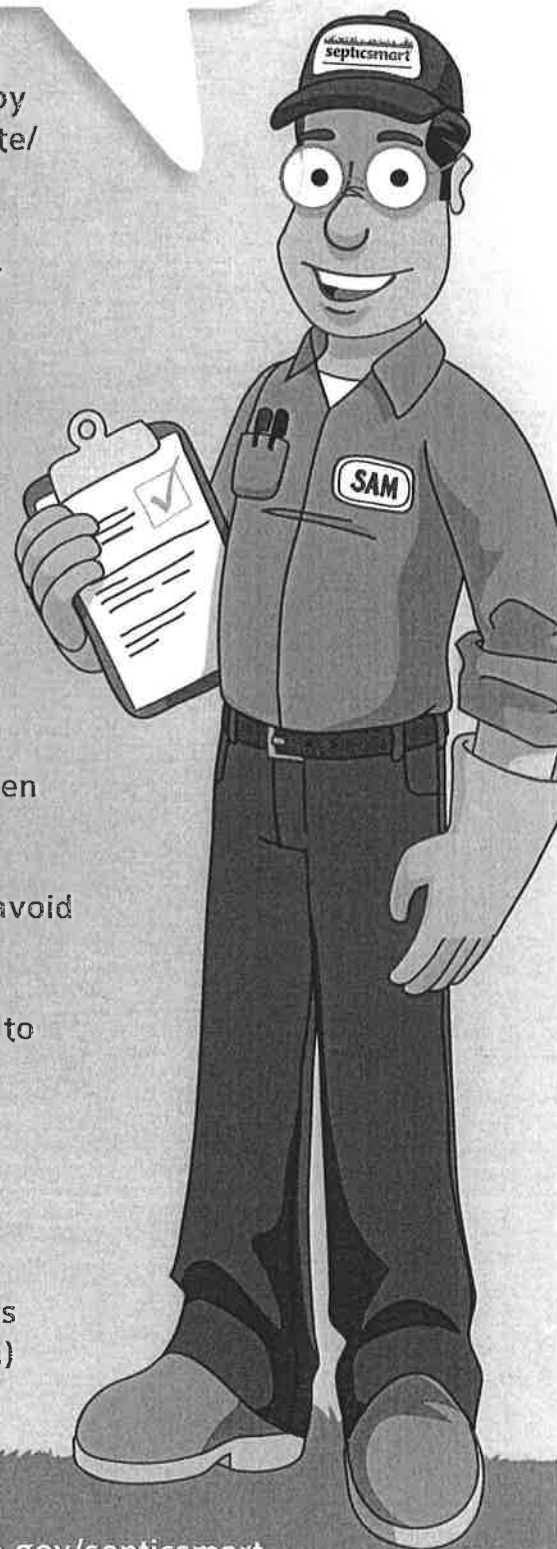
[Add Your Logo](#)

[Product Options](#)

[Artwork Templates](#)

# Top 10 Ways to Be a Good Septic Owner

- ✓ Have your system inspected every three years by a qualified professional or according to your state/ local health department's recommendations
- ✓ Have your septic tank pumped, when necessary, generally every three to five years
- ✓ Avoid pouring harsh products (e.g., oils, grease, chemicals, paint, medications) down the drain
- ✓ Discard non-degradable products in the trash (e.g., floss, disposable wipes, cat litter) instead of flushing them
- ✓ Keep cars and heavy vehicles parked away from the drainfield and tank
- ✓ Follow the system manufacturer's directions when using septic tank cleaners and additives
- ✓ Repair leaks and use water efficient fixtures to avoid overloading the system
- ✓ Maintain plants and vegetation near the system to ensure roots do not block drains
- ✓ Use soaps and detergents that are low-suds, biodegradable, and low- or phosphate-free
- ✓ Prevent system freezing during cold weather by inspecting and insulating vulnerable system parts (e.g., the inspection pipe and soil treatment area)





# Do Your Part Get SepticSmart

Think  
at the  
Sink

Don't  
Strain Your  
Drains

Don't  
Overload the  
Commode

Shield  
Your  
Field

Septic Tank

Groundwater Recharge

Well

Test  
Your Well

Aquifer

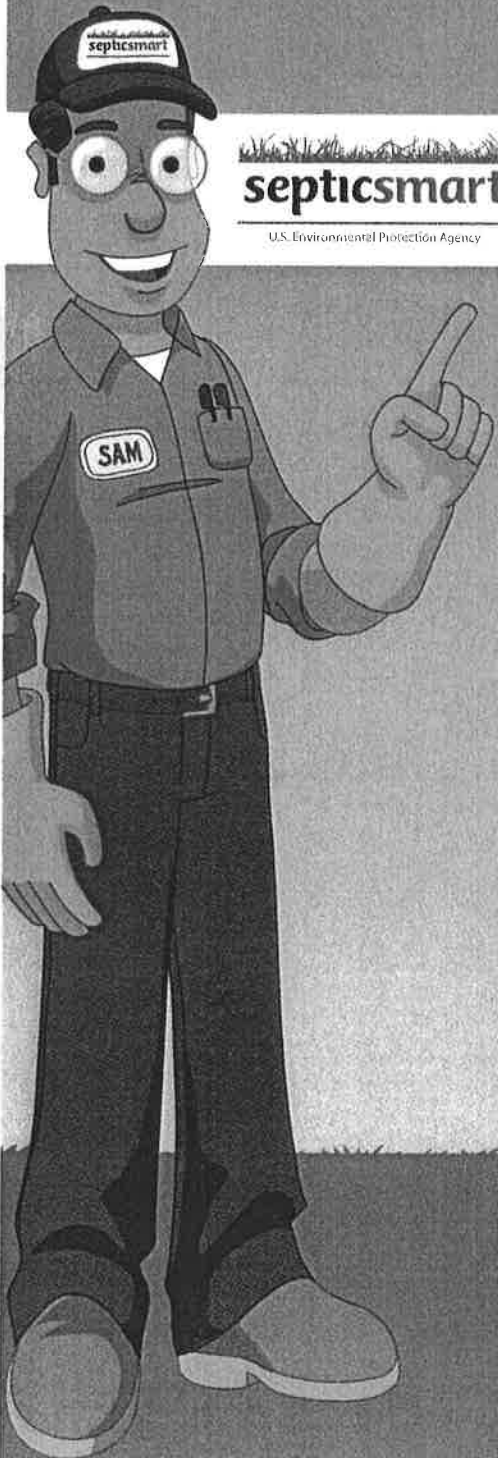
**Protect It and Inspect It—**Have your system inspected every three years and have your tank pumped every three to five years.

- **Think at the Sink:** Avoid pouring fats, grease and solids down the drain.
- **Don't Overload the Commode:** Only put things in the drain or toilet that belong there.
- **Don't Strain Your Drain:** Be water efficient and spread out water use.
- **Shield Your Field:** Remind guests not to park or drive on a system's drainfield, where the weight could cause damage.
- **Test Your Well:** If you're on a well, test the water annually.

# Do Your Part, Be SepticSmart:

## The Do's and Don'ts of Your Septic System

Learn these simple steps to protect your home, health, environment and property value:



### Protect It and Inspect It:

#### Do:

- Have your system inspected (in general) every three years by a licensed contractor and have the tank pumped, when necessary, generally every three to five years.

### Think at the Sink:

#### Don't:

- Pour cooking grease or oil down the sink or toilet.
- Rinse coffee grounds into the sink.
- Pour household chemicals down the sink or flush them.

#### Do:

- Eliminate or limit the use of a garbage disposal.
- Properly dispose of coffee grounds & food.
- Put grease in a container to harden before discarding in the trash.

### Don't Overload the Commode:

#### Don't:

- Flush non-degradable products or chemicals, such as feminine hygiene products, condoms, dental floss, diapers, cigarette butts, cat litter, paper towels, pharmaceuticals.

#### Do:

- Dispose of these items in the trash can!

### Shield Your Field:

#### Don't:

- Park or drive on your drainfield. The weight can damage the drain lines.
- Plant trees or shrubs too close to your drainfield, roots can grow into your system and clog it.

#### Do:

- Consult a septic service professional to advise you of the proper distance for planting trees and shrubs, depending on your septic tank location.

### Don't Strain Your Drain:

#### Don't:

- Concentrate your water use by using your dishwasher, shower, washing machine, and toilet at the same time. All that extra water can really strain your septic system.

#### Do:

- Stagger the use of water-generating appliances. This can be helpful especially if your system has not been pumped in a long time.
- Become more water efficient by fixing plumbing leaks and consider installing bathroom and kitchen faucet aerators and water-efficient products.

For more SepticSmart tips, visit: [www.epa.gov/septicSMART](http://www.epa.gov/septicSMART)