

**ORANGEVILLE TOWNSHIP BOARD MEETING**

**AGENDA**

**October 7, 2025 at 7:00 p.m.**

**7350 Lindsey Rd., Plainwell, MI 49080**

Call to Order

Pledge of Allegiance

Approval of Agenda

Approval of Minutes of September 2, 2025 Township Board Meeting

Treasurer's Report:

Paying of the bills

Correspondence:

Supervisor

Department Reports:

Fire Dept. - Chief Matt Elkins

District 6 County Commissioner, Marsha Bassett

Martin Township Library Report, no report received

Barry County Planning & Zoning Monthly Inspection Report, no report received

Public Comments: Limited to five minutes per speaker.

Old Business: Township Two Factor Policy

Live stream all public meetings

New Business: 800mhz radios for Fire Department

Sell/dispose of old tables and chairs

Update website to be ADA compliant

Americans with Disabilities Act; stating that if those with disabilities notify the clerk within 10 days prior to the meeting, accommodations will be furnished to satisfy such disabilities and allow meaningful attendance.

Individuals with Disabilities requiring auxiliary aids or services should contact the clerk; Mel Risner at 7350 Lindsey Rd., Plainwell, MI 49080 or phone number 269-664-4522.

-Over -

New Business Continued:

Keystone Cooperative Energy Contract

Removal of Rock pile at Fire Station

Peninsula Sign

Board Member Comments

Adjourn...

Next Regular Meeting: November 11, 2025 at 7:00 pm

# **DRAFT ORANGEVILLE TOWNSHIP BOARD MEETING MINUTES**

**September 2, 2025**

**Meeting called to order 7 pm. All board members present, Fire Chief Elkins, Commissioner Bassett and 7 guests.**

**Pledge of Allegiance**

**Motion Clerk Risner to approve agenda as presented. Seconded Trustee Risner, all ayes, motion carried.**

**Motion Treasurer Ritchie to approve corrected August 12th board minutes to state Joel Kapteyn as interim fire chief. Seconded Trustee Risner, all ayes, motion carried.**

**Treasurer's report:**

**Receipts \$67,995.88 Disbursements \$40,360.18 Balance \$397,971.83**

**Motion Treasurer Ritchie to pay \$11,450.50 and any other bills forthcoming in the month of September. Seconded Clerk Risner, vote; ayes- Clerk Risner, Treasurer Ritchie, Trustee Risner, Supervisor Conner, nay-Trustee Ribble, motion carried 4-1.**

**Correspondence: Report on file**

**Supervisor:**

**Board consensus that it would be OK for Barry County Road Commission to trim that portion of Guernsey Lake Road between Enzian and Norris roads in October (this fall) with the same stipulations as we made for Enzian Road. Trim back 10 feet after the Oak Wilk cutting restrictions.**

**Reported estimated expenditures for cyber incident with township responsible for \$2500 deductible. Remark on file**

**Martin Library: N/A**

**Planning & Zoning Monthly Inspection: Report on file**

**Fire Dept Report: Amended report to show 8 fires and 10 good intent calls. Report on file**

**Commissioner Bassett Reported**

**Public Comment: Supervisor Conner read public comment instructions.**

**Marsha Bassett, Linda Ribble**

unless further training is deemed necessary by Fire Chief Elkins. Fire Chief Elkins to submit hours for payroll. Seconded Treasurer Ritchie, all ayes, motion carried.

Motion Clerk Risner to approve purchase of Windows 11 computer(s) and 1 new monitor not to exceed the amount of \$1980 from the fire dept operating supplies and township operating supplies budget line items. Seconded Trustee Risner, all ayes, motion carried.

Note; possibly move Supervisor current computer to Fire Dept for officer's office.

Motion Clerk Risner to store Pondurance cyber evidence on a flash drive as well as in a folder on the server desktop for security reasons. Seconded Treasurer Ritchie, all ayes, motion carried.

Motion Clerk Risner to advise BHS to leave Accident Fund exposure limits for current term. Seconded Trustee Risner, all ayes, motion carried.

Board Comments: Clerk Risner, Trustee Ribble

Motion Trustee Risner to adjourn. Seconded Treasurer Ritchie, all ayes, meeting adjourned 9:01 pm.

Mel Risner/Clerk

Unapproved minutes

ORANGEVILLE TOWNSHIP  
VOLUNTEER FIRE DEPARTMENT

From: Chief Matt Elkins  
Subject: September Monthly Report

Date: 10-7-2025  
To: Township Board

Fire runs for month of September:

- (6) Fires
- (1) PI Accident
- (0) PD Accident
- (20) Medical
- (2) Good Intent calls
- (1) Canceled in route

Mutual given 0

Mutual aid Received 1

No update on the AFG Grant for 800mhz radio funding, Being checked weekly

800mhz pagers are in at Barry Central dispatch I will be taking a 3 hour course later this month and will then be given the pagers for our department use

Thank you, Chief Elkins

**BARRY COUNTY**

**PLANNING & ZONING DEPARTMENT**

220 W. STATE ST., ROOM 6, HASTINGS, MI 49058  
PH. (269) 945-1290 FAX (269) 948-4820



**MONTHLY INSPECTION REPORT**

September 29, 2025

Orangeville Township Supervisor Vivian Conner  
7350 Lindsey Rd.  
Plainwell, MI 49080-8200

Re: September Inspections

Vivian Conner,

This month's inspections and follow-up checks in Orangeville Township resulted in the attached open complaints.

Please advise if you have other issues in your Township. I am typically not in the office Fridays.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Mennell", with a long horizontal flourish extending to the right.

Chris Mennell  
Enforcement Officer

[cmennell@barrycounty.org](mailto:cmennell@barrycounty.org)

# Open Complaints By Township

28

9/29/2025

| Complaint No | Township    | Owners Last Name | Owners First Name     | Address                                     | Complaint Type                                 | Date Opened | Notes   | Date for Recheck | Status                   |
|--------------|-------------|------------------|-----------------------|---|--|-------------|---|------------------|--------------------------|
| 17-126       | Orangeville | Polley           | Ronda                 | 8406 Pine Lake Rd. Delton, MI 49046         | SECTION 210/211 - Inoperable Vehicles/Junk     | 6/1/2017    | 8/4/2022 Significant Improvement.   | 1/12/2023        | <input type="checkbox"/> |
| 17-288       | Orangeville | Morris           | Charles J.            | 11822 W. 9 Mile Rd. Shelbyville, MI 49344   | SECTION 210/211 - Inoperable Vehicles/Junk     | 12/14/2017  | 12/13/22 Inspection - Noticeable improvement.   | 1/12/2023        | <input type="checkbox"/> |
| 18-110       | Orangeville | Pennepacker      | Judy                  | 6868 Marsh Rd. Plainwell, MI 49080          | SECTION 211 - Junk/Junkyard                    | 6/15/2018   | 5/11/23 citation #0612 still not paid.  | 6/12/2023        | <input type="checkbox"/> |
| 19-202       | Orangeville | Null             | William               | 12910 W. 9 Mile Rd. Shelbyville, MI 49344   | SECTION 501e - Accessory building & Structures | 10/25/2019  |   | 1/12/2023        | <input type="checkbox"/> |
| 20-003       | Orangeville | Ribble           | Donald L. & Donna J.  | 11569 Winchester Dr. Shelbyville, MI 49344  | SECTION 511 - Dwellings                        | 1/2/2020    |   | 1/12/2023        | <input type="checkbox"/> |
| 21-129       | Orangeville | Harville         | Doris & Elizabeth     | 11914 Saddler Rd. Plainwell, MI 49080       | 210/211 - Junk/Inoperable Vehicles             | 7/13/2021   | 1/13/2023 Issued citation #0614   | 2/13/2023        | <input type="checkbox"/> |
| 22-019       | Orangeville | Noorman          | Richard S. & Chad W.  | 12024 W. 9 Mile Rd. Shelbyville, MI 49344   | 211 - Junk/Junkyard                            | 2/24/2022   | 12/13/22 property was improved.   | 1/12/2023        | <input type="checkbox"/> |
| 22-093       | Orangeville | Krick            | Lucas                 | 6825 Dennison Rd. Plainwell, MI 49080       | 210/211 - Junk/Inoperable Vehicles             | 6/7/2022    | 12/13/22 property improved  | 1/12/2023        | <input type="checkbox"/> |
| 22-100       | Orangeville | Ritsema          | Ryan                  | 4416 Trails End Rd. Middleville, MI 49333   | 207 - Family/Transient (Ordinance #A-1-2015)   | 7/1/2022    | 1/23/23 Citation was dismissed by court based on Senate HB 4722 and not renting at this time. | 4/1/2023         | <input type="checkbox"/> |
| 22-101       | Orangeville | Vaughn           | Dee, Enterprises LLC  | 4440 Trails End Rd. Middleville, MI 49333   | 207 - Family/Transient (Ordinance #A-1-2015)   | 7/1/2022    | 9/13/2022 Unable to confirm if still taking reservations                                      | 8/5/2022         | <input type="checkbox"/> |
| 22-102       | Orangeville | Zepeda           | Leidy                 | 4246 Trails End Rd. Middleville, MI 49333   | 207 - Family/Transient (Ordinance #A-1-2015)   | 7/1/2022    | 9/13/2022 Issued citation 0599.   | 8/5/2022         | <input type="checkbox"/> |
| 22-103       | Orangeville | Zepeda           | Leidy                 | 4235 Trails End Rd. Middleville, MI 49333   | 207 - Family/Transient (Ordinance #A-1-2015)   | 7/1/2022    | 9/13/2022 Issued citation 0599.   | 8/5/2022         | <input type="checkbox"/> |
| 22-104       | Orangeville | Bailey           | Sally                 | 4486 Trails End Rd. Middleville, MI 49333   | 207 - Family/Transient (Ordinance #A-1-2015)   | 7/1/2022    | 9/13/2022 Unable to confirm if still taking reservations                                      | 8/5/2022         | <input type="checkbox"/> |
| 22-105       | Orangeville | Hermitage        | Point LLC             | 3998 Hermitage Point Rd. Middleville, 49333 | 207 - Family/Transient (Ordinance #A-1-2015)   | 7/1/2022    | 9/13/2022 Unable to confirm if still taking reservations                                      | 8/5/2022         | <input type="checkbox"/> |
| 22-128       | Orangeville | Elkns            | Matthew R. & Dolly M. | VI Marsh Rd (between 6009 & 6029)           | 2319 - Contractors Lot                         | 8/5/2022    | 12/13/22 no additional dumping  | 1/12/2023        | <input type="checkbox"/> |
| 22-203       | Orangeville | Moon             | Lisa C. & Brittany L. | 8750 Marsh Rd. Plainwell, 49080             | 210/211 - Junk/Inoperable Vehicles             | 12/13/2022  | Several vehicles and Junk   | 1/16/2023        | <input type="checkbox"/> |
| 23-072       | Orangeville | Graham           | Amy                   | 12579 Blue Lagoon, Shelbyville, MI 49344    | 207 - Family/Transient (Ordinance #A-1-2015)   | 5/11/2023   | AirBnB  |                  | <input type="checkbox"/> |
| 23-100       | Orangeville | Martin           | Rick                  | 4810 Torsten Dr. Shelbyville, MI. 49344     | 511 - Dwellings (Living in RV)                 | 11/7/2023   |   |                  | <input type="checkbox"/> |
| 23-134       | Orangeville | Blank            | Brian                 | 9002 Marsh Rd. Plainwell, MI. 49080         | 211 - Junk/Junkyard                            | 8/2/2023    |   |                  | <input type="checkbox"/> |

| Complaint No | Township    | Owners Last Name | Owners First Name  | Address                                      | Complaint Type                         | Date Opened | Notes   | Date for Recheck | Status |
|--------------|-------------|------------------|--------------------|--|--|-------------|---|------------------|--------|
| 24-016       | Orangeville | Rowe             | Harold             | 5194 Lindsey Rd. Delton, MI. 49046           | 211 - Junk/Junkyard                    | 2/13/2024   | Neighbor called to complain again.  | 3/14/2024        | 0      |
| 24-028       | Orangeville | Bourdo           | Jerry & Ashley     | Lindsey Rd. (Next to Twp. Hall)              | 210/211 - Junk/Inoperable Vehicles     | 3/19/2024   | Logging, Junk, Junk vehicles, Burning Refuse.                                   |                  | 0      |
| 24-092       | Orangeville | Vaughn           | Cynthia K.         | 11875 Marsh Rd. Shelbyville, MI. 49344       | 501d - Accessory Building as residence | 3/28/2024   | Permit is for "Cold Storage Use Only"   | 4/15/2024        | 0      |
| 24-051       | Orangeville | Ribble           | Donald & Donna     | 11575 Winchester Dr. Shelbyville, MI.        | 210/211 - Junk/Inoperable Vehicles     | 6/4/2024    | Possibly Living in Pole Barn  |                  | 0      |
| 24-059       | Orangeville | Wolcott          | Suzanne            | 12682 Marsh Rd. Shelbyville, MI. 49344       | a-1-2015                               | 6/24/2024   | Short Term Rental   |                  | 0      |
| 24-097       | Orangeville | Bigelow          | Jesse              | VL on Lewis Rd.                              | 537 - Temporary Dwellings and Uses     | 11/13/2024  | Driveway is off Lindsey Rd. Camper is back from Lindsey Rd. side near driveway. | 12/12/2024       | 0      |
| 24-104       | Orangeville | Elkins           | Kenneth W. & Sandi | 6065 Marsh Rd. Shelbyville, MI. 49344        | 3002 - Land Use                        | 12/4/2024   |   | 1/2/2025         | 0      |
| 25-039       | Orangeville | Borowicz         | David              | 12559 Blue Lagoon Rd. Shelbyville, MI. 49344 | 516 - Grades and Runoff                | 7/24/2025   | Down spout aimed onto neighboring property                                      |                  | 0      |
| 25-041       | Orangeville | Slack            | Kevin              | 3711 England Dr. Shelbyville, MI. 49344      | 501d - Accessory Building as residence | 8/5/2025    | There is a lot of yard chaos also.  |                  | 0      |



## AGENDA REQUEST FORM

PROPOSED FOR MEETING OF: ~~08/12/2025~~ 9/2/25 10/7/25

DEPARTMENT: Township Board

PREPARED BY: Corey Ribble

SUBJECT: Township Two Factor Policy

*SPECIFIC ACTION(S) REQUESTED:* Pass Policy Attached

DESCRIPTION OF ACTION:

TIME FRAME OF ACTION:

FUNDING REQUIRED: Yes: \_\_\_\_\_ No: \_\_\_\_\_

IF YES, ANSWER THE FOLLOWING:

1. FUNDING SOURCE (Federal, State, or Local) \_\_\_\_\_
2. IF LOCAL, SPECIFY FUND: \_\_\_\_\_
3. AMOUNT REQUESTED: \_\_\_\_\_
4. AMOUNT OF ONGOING COST, AND INTERVAL (Monthly, Quarterly, Annual, etc.): \_\_\_\_\_
5. FINANCIAL IMPACT ON OTHER DEPARTMENTS: \_\_\_\_\_

PERSONNEL IF REQUIRED:

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION:

All township accounts should have Two Factor enabled. This will add an extra layer of security in making sure only the intended person has access to their account and less likely that someone will be able to gain access to your account.

CONTACT PERSON WITH PHONE NUMBER: Corey Ribble 269-297-0111

**ORANGEVILLE TOWNSHIP  
RESOLUTION**

**REQUIRING TWO-FACTOR AUTHENTICATION FOR TOWNSHIP ACCOUNTS**

**WHEREAS**, the Orangeville Township Board recognizes the critical importance of protecting township systems, accounts, and data from unauthorized access, cyberattacks, and other security threats; and

**WHEREAS**, two-factor authentication (2FA), also known as multi-factor authentication (MFA), provides an additional layer of security by requiring users to verify their identity using two or more methods; and

**WHEREAS**, cybersecurity best practices and guidance from federal and state agencies recommend enabling two-factor authentication wherever possible; and

**WHEREAS**, safeguarding township accounts is essential for protecting sensitive information, ensuring operational continuity, and maintaining public trust;

**NOW, THEREFORE, BE IT RESOLVED** by the Orangeville Township Board that:

**1. Two-Factor Authentication Requirement**

- All township accounts, including but not limited to email, financial systems, document management platforms, and administrative portals, shall have two-factor authentication enabled if the software or service supports it.

**2. Responsibility for Implementation**

- The Township Supervisor shall ensure that all township accounts under their control have two-factor authentication enabled and properly configured.
- Department heads and appointed officials shall be responsible for ensuring that accounts in their areas of responsibility comply with this policy.

**3. Unsupported Systems**

- If a township system, software, or service does not support two-factor authentication, the Township shall begin evaluating alternative solutions that meet or exceed current security best practices.
- A review of such unsupported systems shall be completed within six (6) months of this resolution's adoption, with recommendations for replacement presented to the Township Board.

#### **4. Training and Support**

- The Township shall provide training and resources to all employees, officials, and contractors using township accounts to ensure proper use of two-factor authentication.

#### **5. Effective Date**

- This resolution shall take effect immediately upon adoption.

**AGENDA REQUEST FORM**

PROPOSED FOR MEETING OF: ~~08/12/2025~~ 9/2/25 10/7/25

DEPARTMENT: Township Board

PREPARED BY: Corey Ribble

SUBJECT: REQUIRING LIVE STREAMING OF ALL PUBLIC MEETINGS Policy

*SPECIFIC ACTION(S) REQUESTED:* Pass Policy Attached and buy equipment

DESCRIPTION OF ACTION:

TIME FRAME OF ACTION:

FUNDING REQUIRED: Yes: ☒ No: ☐

IF YES, ANSWER THE FOLLOWING:

1. FUNDING SOURCE (Federal, State, or Local) \_\_\_\_\_
2. IF LOCAL, SPECIFY FUND: \_\_\_\_\_
3. AMOUNT REQUESTED: \_\_\_\_\_
4. AMOUNT OF ONGOING COST, AND INTERVAL (Monthly, Quarterly, Annual, etc.): \_\_\_\_\_
5. FINANCIAL IMPACT ON OTHER DEPARTMENTS: \_\_\_\_\_

PERSONNEL IF REQUIRED:

NEW OR RENEWAL: New

ANY OTHER PERTINENT INFORMATION:

All board members ran for their current seat telling the public that they will be as transparent as possible. In order to be fully transparent we need to make it easier for the public to watch public meetings live or recorded.

CONTACT PERSON WITH PHONE NUMBER: Corey Ribble 269-297-0111

**ORANGEVILLE TOWNSHIP  
RESOLUTION  
REQUIRING LIVE STREAMING OF ALL PUBLIC MEETINGS**

**WHEREAS**, the Orangeville Township Board recognizes the importance of government transparency, accessibility, and public participation in local governance; and

**WHEREAS**, live streaming public meetings allows residents who cannot attend in person to remain informed and engaged in township matters; and

**WHEREAS**, advances in technology make live streaming a practical and cost-effective method for providing real-time access to public meetings; and

**WHEREAS**, it is in the public interest to adopt a consistent policy to ensure that all public meetings of the Township Board and its committees are made available via live stream;

**NOW, THEREFORE, BE IT RESOLVED** by the Orangeville Township Board that:

**1. Live Streaming Requirement**

- All public meetings of the Orangeville Township Board, committees, commissions, and subcommittees shall be live streamed in real time via an internet-based platform accessible to the public at no cost.

**2. Availability of Recordings**

- A recording of each live-streamed meeting shall be retained and made publicly available on the Township's official website for no less than one (1) year from the date of the meeting.

**3. Implementation Timeline**

- Orangeville Township shall fully implement the capability to live stream all public meetings within **four (4) months** from the effective date of this resolution.
- The Township Supervisor shall coordinate the procurement, installation, and testing of all necessary equipment and services to meet this requirement.

**4. Accessibility Standards**

- Live streams shall, to the extent practical, comply with accessibility requirements, including but not limited to closed captioning or transcripts, to ensure participation by residents with disabilities.

**5. Effective Date**

- o This resolution shall take effect immediately upon adoption.

**AGENDA REQUEST MEETING DATE: October 7, 2025**

**Requestor/Contact Person: Matt Elkins**

**Budget Line Item (if applicable): Undetermined at this time**

**REQUEST DETAILS: 800mhz radios**

**After speaking with the county chiefs last week, we are way behind, most departments have 4-6 already. the cost per radio is roughly \$5500. We have a grant out for some but these radios are 4-6 months wait time.**

**AGENDA REQUEST MEETING DATE: October 7, 2025**

**REQUESTOR/CONTACT PERSON: Clerk Risner**

**BUDGET LINE ITEM (if applicable): Miscellaneous Revenue**

**REQUEST DETAILS: Discuss how to sell/dispose of tables/chairs prior to ordering new. We will need to coordinate replacement so that we have storage space available and not cancel hall reservations. Do we want to bid them out as a package sale, or set date for sale individually?**



**AGENDA REQUEST MEETING DATE: October 7, 2025**

**REQUESTOR/CONTACT PERSON: Clerk Risner**

**BUDGET LINE ITEM (if applicable): Dept 228 operating expense**

**REQUEST DETAILS: Discuss when to update website to be ADA compliant.**

**Required by law April 26, 2027. Would need to do it in next year budget. If we do now, will avoid a set-up fee. Cost this year would be \$125/month in addition to the current support fee of \$75/month (increasing to \$85 next year)**

# What are the Key Differences Between SEO, (AI) AEO, and ADA Compliance?




**SEO** is about driving traffic  
**SEO** focuses on keywords  
**SEO** requires tactics for ranking



**AEO** is about delivering answers  
**AEO** optimizes for generative AI responses  
**AEO** requires structure for AI algorithms



**ADA** is about meeting accessibility standards  
**ADA** ensures inclusion to all website users  
**ADA** requires solutions for compliance

| <br>Customer Care & SEO Pro Packages                                  |                  | SEO Pro Packages are In Addition to The Vital/Customer Care |                |                 |                 |                 |                 |                 |
|--|------------------|---|----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
|  |                  | THE VITAL   | WORKHORSE      | MUNICIPAL       | POWERHOUSE      | PINNACLE        | PARAMOUNT       | APEX            |
|  |                  | Customer Care   | \$97 per month | \$125 per month | \$155 per month | \$300 per month | \$400 per month | \$525 per month |
|  |                  | SEO   | SEO            | SEO             | SEO             | SEO             | SEO             | SEO             |
| <b>Support &amp; Maintenance - Keeping Your Website Secure, Updated, and Running Smoothly</b>  |                  |   |                |                 |                 |                 |                 |                 |
| Email Help Desk System & Support Services – 24/7 email support system for website assistance.  |                  | ✓   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Website Security & Maintenance Updates – Weekly updates to ensure your site remains secure and up-to-date.   |                  | ✓   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Website Backups – Daily backups to safeguard your data and ensure quick recovery if needed.  |                  | ✓   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Uptime Monitoring – 24/7 tracking to ensure your website is always available and performing optimally.   |                  | ✓   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Simple Website Content Updates* – Unlimited updates to keep your content fresh and relevant.   |                  | ✓   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Google Analytics Review – Monthly basic insights review.   |                  | ✓   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Basic SEO – Foundational SEO.  |                  | ✓   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| <b>Performance Reviews &amp; Analysis - Uncovering Opportunities Through In-Depth Evaluations</b>  |                  |   |                |                 |                 |                 |                 |                 |
| Comprehensive Triple-Source Website Audits – Monthly audits using three tools to assess overall site health.   |                  |   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Audits Review & Analysis – Thorough evaluation of audit findings to pinpoint areas for improvement.  |                  |   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Targeted Keyword & Phrase Analysis – Tracking and optimizing key terms to boost search performance.  |                  |   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Competitor Analysis – Competitor insights to identify opportunities for growth.  |                  |   |                |                 | ✓               | ✓               | ✓               | ✓               |
| <b>On-Page SEO &amp; Content Optimization - Optimizing Elements for Maximum Visibility</b>   |                  |   |                |                 |                 |                 |                 |                 |
| Titles & Meta Description Optimization – Applying SEO rich titles and descriptions to pages and posts.   |                  |   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Content Refining – Minor edits to page and post content to enhance keyword alignment.  |                  |   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Ongoing SEO Optimization – Monthly adjustments to maintain peak performance.   |                  |   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Image Optimization – Enhancing images for faster load times and better search rankings.  |                  |   |                | ✓               | ✓               | ✓               | ✓               | ✓               |
| Keyword & Phrase Research – Identifying high-impact search terms to target.  |                  |   |                |                 | ✓               | ✓               | ✓               | ✓               |
| Product SEO Optimization – Applying SEO rich titles and descriptions to e-commerce products.   |                  |   |                |                 | ✓               | ✓               | ✓               | ✓               |
| Content Readability Enhancements – Improve sentence structure and formatting for better readability.   |                  |   |                |                 |                 | ✓               | ✓               | ✓               |
| Backlink Monitoring – Tracking inbound links to discover new opportunities.  |                  |   |                |                 |                 |                 | ✓               | ✓               |
| <b>ADA Compliance &amp; Accessibility - Making Your Website Accessible to All Users, Including Those With Disabilities</b>                             |                  |   |                |                 |                 |                 |                 |                 |
| Monthly Accessibility Audit – Monthly website inspection for accessibility standards scoring.  |                  |   |                | ✓               | ✓               | ✓               | ✓               | ✓               |
| Monthly Best Practices Audit – Evaluating site performance against current accessibility guidelines.   |                  |   |                | ✓               | ✓               | ✓               | ✓               | ✓               |
| Audits Review & Analysis – Examination of ADA audits and website calibration as needed.  |                  |   |                | ✓               | ✓               | ✓               | ✓               | ✓               |
| Accessibility Statement Page & Footer Link Creation – Ensuring transparency and legal compliance.  |                  |   |                | ✓               | ✓               | ✓               | ✓               | ✓               |
| Continuous Optimization – Ongoing improvements to maintain accessibility standards.  |                  |   |                | ✓               | ✓               | ✓               | ✓               | ✓               |
| <b>AI &amp; Answer Search Optimization (AEO) - Preparing Your Content for the Future of Search</b>   |                  |   |                |                 |                 |                 |                 |                 |
| Research Voice Search Behavior – Analyzing trends in voice search for targeted optimization.   |                  |   |                |                 | ✓               | ✓               | ✓               | ✓               |
| High Quality FAQ List Creation – Developing FAQs designed to capture answer box placements in searches.  |                  |   |                |                 | ✓               | ✓               | ✓               | ✓               |
| Structured Content – Optimizing content for better placement in featured snippets and voice search results.  |                  |   |                |                 | ✓               | ✓               | ✓               | ✓               |
| Internal Link Building – Strengthening the site to help AI understand content structure and navigation.  |                  |   |                |                 | ✓               | ✓               | ✓               | ✓               |
| Content Editing with Answer Optimization – Refining content to improve visibility in AI-generated searches.  |                  |   |                |                 | ✓               | ✓               | ✓               | ✓               |
| Schema Markup Implementation – Embedding structured data that clarifies your content for answer engines.   |                  |   |                |                 | ✓               | ✓               | ✓               | ✓               |
| Continuous Optimization – Regular adjustments to optimize for evolving AI and answer engines algorithms.   |                  |   |                |                 | ✓               | ✓               | ✓               | ✓               |
| Voice Search Optimization – Tailoring content to improve returnability in voice-activated search results.  |                  |   |                |                 | ✓               | ✓               | ✓               | ✓               |
| Mobile Optimization – Optimizing content for enhancing performance in mobile and voice search results.   |                  |   |                |                 | ✓               | ✓               | ✓               | ✓               |
| <b>Advanced User Behavior Analysis - Gain Deeper Insights into User Interactions</b>   |                  |   |                |                 |                 |                 |                 |                 |
| Heat Mapping – Visualizing user engagement patterns across your site.  |                  |   |                |                 |                 | ✓               | ✓               | ✓               |
| Visitor Session Recording – Capturing real-time user journeys to identify navigation issues.   |                  |   |                |                 |                 | ✓               | ✓               | ✓               |
| User Behavior Data Review & Analysis – Interpreting user data to improve site usability and conversion rates.  |                  |   |                |                 |                 | ✓               | ✓               | ✓               |
| <b>Advanced SEO &amp; Marketing Insights - Integrating Marketing Channels for Holistic Marketing Strategies Overview (Requires Access to Accounts)</b> |                  |   |                |                 |                 |                 |                 |                 |
| Local SEO Website Optimization – Improving your website for Google Maps and local search inquiries.  |                  |   |                |                 |                 |                 |                 | ✓               |
| Broken Link Detection & Repair – Ensuring a smooth user experience and avoiding SEO penalties.   |                  |   |                |                 |                 |                 |                 | ✓               |
| Duplicate Content Detection & Repair – Identifying duplicate content that could negatively impact rankings.  |                  |   |                |                 |                 |                 |                 | ✓               |
| Content Gap Analysis – Uncovering new opportunities to strengthen your content strategy.   |                  |   |                |                 |                 |                 |                 | ✓               |
| Google My Business (GMB) Integration – Effortless tracking of GMB performance and user interactions.   |                  |   |                |                 |                 |                 |                 | ✓               |
| Social Media Integration – Collective view of all social media platforms performance, all in one dashboard.  |                  |   |                |                 |                 |                 |                 | ✓               |
| Email Marketing Integration – Insights into email campaign performance and marketing efforts.  |                  |   |                |                 |                 |                 |                 | ✓               |
| Online Paid Advertising Integration – Complete overview of ad performance metrics.   |                  |   |                |                 |                 |                 |                 | ✓               |
| Video Platforms Integration – Engagement tracking and performance metrics for your video content.  |                  |   |                |                 |                 |                 |                 | ✓               |
| <b>Real-Time Data &amp; Reporting - Empower Your Future Strategies with Insights, Data, and Performance History</b>                                    |                  |   |                |                 |                 |                 |                 |                 |
| Custom Client Dashboard – 24/7 access to all your performance data.  | Optional Upgrade | ✓   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Monthly Emailed Custom Report – Review of previous months user interactions and performance metrics.   |                  | ✓   | ✓              | ✓               | ✓               | ✓               | ✓               | ✓               |
| Monthly Emailed Analysis – Direct feedback and recommendations from our SEO Team.  |                  |   |                |                 |                 | ✓               | ✓               | ✓               |

\*We track the time spent on update requests and review every 6 months. If usage consistently exceeds the allotted time for your current plan, we will discuss adjusting your plan and monthly rate accordingly.

**AGENDA REQUEST MEETING DATE: October 7, 2025**

**Requestor/Contact Person: Vivian Conner**

**Budget Line Item (if applicable): Township Hall  
101-265-916.000 Utilities**

**REQUEST DETAILS: Keystone Cooperative Energy Contract**

**Approve the propane contract from 10/1/25 thru April 30/2026. The price of the propane remains the same as last years contract at \$1.799 per gallon up to 3,000 gallons.**



## ENERGY CONTRACT

Negotiated Date: 9.15.25

The Buyer named herein agrees to purchase the energy product indicated at the terms and conditions listed below from the Seller. Delivery will be made into compliant tanks, at the location listed below.

### Buyer Information

Name: Orangeville Township Account #: 221487

Address: 7350 Lindsey Rd

City: Plainwell State: MI Zip Code: 49080

Telephone #: \_\_\_\_\_ e-mail: \_\_\_\_\_

### Seller Information

Keystone Cooperative, Inc. • 770 N High School Road • Indianapolis, IN 46214 • (317) 745-4491 • (800) 525-0272

Keystone Cooperative, Inc. (Seller) agrees to sell and deliver and Buyer agrees to purchase and accept as per the following:

| Month/Year of Delivery | Product/Quantity  | Price per Unit     | Total Price |
|------------------------|---|--------------------|-------------|
| 10.1.25-4.30.26        | Propane/ 3,000 Gallons  | \$1.799 per gallon |             |
|                        |   |                    |             |
|                        |   |                    |             |
|                        |   |                    |             |
|                        |   |                    |             |
|                        |   |                    |             |
|                        |   | Sales Tax          |             |
| Pricing                | Fixed <input checked="" type="checkbox"/> Maxi <input type="checkbox"/> | Discount/Credit    |             |
| Payment                | Prepay <input type="checkbox"/> Booking <input type="checkbox"/>        | Total              |             |

On all Maxi Price contracts: A Price Protection Premium of \_\_\_\_\_ cents per gallon will be charged at contract initiation. Payment must be made at time of signing for contract to be valid.

This contract complies with all Keystone Cooperative, Inc. policies included but not limited to the Keep Full and Credit Policies.  
This contract is subject to any increases applied to Seller by any state, local, or federal authorities.

In the event of a breach by Buyer, a penalty of ten cents (\$.10) a gallon plus the difference between the contract price and current cash price if that cash price is lower than contract price. If the contract price is lower at the time of breach only the ten cents (\$.10) a gallon penalty will be assessed.

All signers state they have authority to enter this agreement. The Keystone Cooperative, Inc. Special Terms Addendum to this contract is hereby incorporated by reference and Buyer acknowledges receipt and acceptance of said Terms and Conditions by signature below.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(I have read and understood this contract including the Terms and Conditions on the opposite page.)

Buyer Signature: \_\_\_\_\_ Keystone (Seller) Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

**KEYSTONE COOPERATIVE, INC. TERMS AND CONDITIONS:**

**Documents:** Seller will provide Buyer a commercial invoice.

**Freight:** All transportation costs incurred prior to the Delivery Point shall be paid by the Seller.

**Title, Risk and Indemnification:** Title to product and risk of loss shall pass from Seller to Buyer upon delivery of the product to Buyer. Once product is delivered to the delivery point as specified in this contract, Buyer agrees to the fullest extent permitted by law to defend, protect, and indemnify Seller against all claims, demands or lawsuits including attorney fees and expenses.

**Force Majeure:** Seller shall not be held liable for delay, failure to ship or loss of any shipment or part thereof, caused by forces of nature or acts of War which are beyond the Seller's control. In the event of such contingencies arise, the Seller shall be released from his obligations to the extent that such conditions prevent or impair performance or impose unreasonable demands or disproportionate commercial or other sacrifices or expense upon the Seller in order to fulfill the contract.

**Entirety:** The entire contract between the parties is contained in the written agreement, and no representation nor oral agreement nor understanding not contained in this contract shall effect or alter same.

**Warranty:** Seller warrants the goods for the ordinary purpose for which the goods are normally used. Seller does not warrant the goods for any particular purpose. Seller makes no other warranties expressed or implied. Seller shall not be liable for consequential damages. Buyer's exclusive remedy, for any cause of action arising out of or related to the sale confirmation, including breach of seller's warranty is limited, at buyer's option to (i) replacement of the non-conforming product at a mutually agreeable delivery point or (ii) a refund to buyer of the portion of the purchase allocable to such non-conforming product. In no event will Seller's cumulative liability under the sales contract exceed the total purchase price of the non-conforming product.

**Inspection:** Buyer shall at its sole cost and expense, inspect the Product furnished under this contract immediately after delivery. Buyer's failure to give written notice to Seller of any claim for non-conforming Product within three (3) business days from the date of delivery shall constitute an unqualified acceptance of the Product and waiver by Buyer of all claims with respect thereto.

**No Obligation to Make Sales/Shortages:** Seller shall have no obligation to sell, and Buyer shall have no obligation to purchase any product not specifically designated by contract between the parties.

**Governing Law:** This Contract is governed by the laws of the State of Indiana.

**Venue:** In the event judicial proceedings are required in regard to this contract, all parties agree that such proceedings shall be venued in Marion County, Indiana, and all parties consent to jurisdiction of the Courts of Marion County, Indiana.

**Maxi:** The term Maxi is an abbreviation for Maximum Price. This is the amount that will not be exceeded during the contract period. Price may go down but will not exceed this amount.

**Fixed:** The term Fixed is an abbreviation for Fixed Price which is set by Seller at the time the contract is executed and will not change.

**Prepay:** 100% Down payment of contract on the day of signing.

**Booking:** 10% Down payment of contract on the day of signing with balance to be paid when product is delivered.

3007009240

COPY



## ENERGY CONTRACT

Negotiated Date: 11.15.24

The Buyer named herein agrees to purchase the energy product indicated at the terms and conditions listed below from the Seller. Delivery will be made into compliant tanks, at the location listed below.

## Buyer Information

Name: Orangeville Township Account #: 221487Address: 7350 Lindsey RdCity: Plainwell State: MI Zip Code: 49080

Telephone #: \_\_\_\_\_ e-mail: \_\_\_\_\_

## Seller Information

Keystone Cooperative, Inc. • 770 N High School Road • Indianapolis, IN 46214 • (317) 745-4491 • (800) 525-0272

Keystone Cooperative, Inc. (Seller) agrees to sell and deliver and Buyer agrees to purchase and accept as per the following:

| Month/Year of Delivery  | Product/Quantity      | Price per Unit     | Total Price |
|---|-----------------------|--------------------|-------------|
| 10.1.24-4.30.25   | Propane/3,000 Gallons | \$1.799 per gallon |             |
|   |                       |                    |             |
|   |                       |                    |             |
|   |                       |                    |             |
|   |                       |                    |             |
|   |                       |                    |             |
|   |                       | Sales Tax          |             |
| Pricing Fixed <input checked="" type="checkbox"/> Maxi <input type="checkbox"/> |                       | Discount/Credit    |             |
| Payment Prepay <input type="checkbox"/> Booking <input type="checkbox"/>        |                       | Total              |             |

On all Maxi Price contracts: A Price Protection Premium of \_\_\_\_\_ cents per gallon will be charged at contract initiation. Payment must be made at time of signing for contract to be valid.

This contract complies with all Keystone Cooperative, Inc. policies included but not limited to the Keep Full and Credit Policies. This contract is subject to any increases applied to Seller by any state, local, or federal authorities.

In the event of a breach by Buyer, a penalty of ten cents (\$.10) a gallon plus the difference between the contract price and current cash price if that cash price is lower than contract price. If the contract price is lower at the time of breach only the ten cents (\$.10) a gallon penalty will be assessed.

All signers state they have authority to enter this agreement. The Keystone Cooperative, Inc. Special Terms Addendum to this contract is hereby incorporated by reference and Buyer acknowledges receipt and acceptance of said Terms and Conditions by signature below.

Comments: \_\_\_\_\_

(I have read and understood this contract including the Terms and Conditions on the opposite page.)

Buyer Signature: Wanda L. LernerKeystone (Seller) Signature: [Signature]Date: 12-6-2024Date: 12.18.24

**AGENDA REQUEST MEETING DATE: 10/7/2025**

**Requestor/Contact Person: Vivian Conner**

**Budget Line Item (if applicable): Fire Department Grounds Maintenance  
101-336-934.000**

**REQUEST DETAILS: Remove rockpile and restore lawn**

**Remove the rockpile at the fire station and restore that area to lawn**

# ESTIMATE

**Prepared For**

Orangeville TWP

**P.K. Excavating**

7975 Keller Rd.  
Delton, Mi 49046  
Phone: (616) 299-7545  
Email: pkl2200@gmail.com

Estimate # 2193

Date 07/24/2025

| Description                               | Total             |
|---|-------------------|
| Fire Dept. Rock pile and lawn restoration | \$2,100.00        |
| Rockpile removal, topsoil and Seed        |                   |
| <b>Subtotal</b>                           | <b>\$2,100.00</b> |
| <b>Total</b>                              | <b>\$2,100.00</b> |

Any Questions please call (616)299-7545  
Thanks, Pete.

Orangeville TWP



## Gunnett Excavating

11802 9 Mile Rd  
Shelbyville, MI 493449655 US  
+12698066292  
gunnettexcavating@gmail.com

## Estimate

ADDRESS  
Orangeville Township Hall

ESTIMATE 1427  
DATE 10/03/2025

| SERVICE               | DESCRIPTION   | QTY | RATE     | AMOUNT   |
|-----------------------|---|-----|----------|----------|
| Fire department rocks | Remove rocks and haul away and flatten ground filling holes and bringing the yard up to the surface of the asphalt. | 1   | 3,000.00 | 3,000.00 |
|                       | As needed purchase and deliver and install topsoil  |     |          |          |
|                       | Purchase and install grass seed and straw   |     |          |          |
|                       | Clean area rake and leaf blow to give the area a new clean look.  |     |          |          |
|                       | Total \$3000.00   |     |          |          |

TOTAL

**\$3,000.00**

Accepted By

Accepted Date

**AGENDA REQUEST MEETING DATE:**

**Requestor/Contact Person:** Vivian Conner

**Budget Line Item (if applicable):**

**REQUEST DETAILS:** Peninsula Sign

Lisa Heflin contacted me about having one of the signs here at the township. They are relocating them from their original locations so others in the area can enjoy.

I did advise her that it would have to be one that didn't promote a business. If we could have the Orangeville Community Outreach sign that would be appropriate.