

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 -

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 line extending to the right.

Chris Mennell
Enforcement Officer

cmennell@barrycounty.org

Open Complaints By Township

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	0
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	0
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	0
19-202	Orangeville	Null	William	12910 W. 9 Mile Rd. Shelbyville, MI 49344	SECTION 501e - Accessory building & Structures	10/25/2019		1/12/2023	0
20-003	Orangeville	Ribble	Donald L. & Donna J.	11569 Winchester Dr. Shelbyville, MI 49344	SECTION 511 - Dwellings	1/2/2020		1/12/2023	0
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	0
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	0
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	0
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	0
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	0
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	0
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	0
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	0
22-105	Orangeville	Hermitage	Point LLC	3998 Hermitage Point 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	0
22-128	Orangeville	Elkins	Matthew R. & Dolly M.	V1 Marsh Rd (between 6009 & 6029)	2319 - Contractors Lot	8/5/2022	12/13/22 no additional dumping	1/12/2023	0
22-203	Orangeville	Moon	Lisa C. & Brittany L.	8750 Marsh Rd. Plainwell, MI 49080	210/211 - Junk/Inoperable Vehicles	12/13/2022	Several vehicles and Junk	1/16/2023	0
23-072	Orangeville	Graham	Amy	12579 Blue Lagoon, Shelbyville, MI 49344	207 - Family/Transient (Ordinance #A-1-2015)	5/11/2023	AirBnB		0
23-100	Orangeville	Martin	Rick	4810 Torsten Dr. Shelbyville, MI 49344	511 - Dwellings (Living in RV)	11/7/2023			0
23-134	Orangeville	Blank	Brian	9002 Marsh Rd. Plainwell, MI 49080	211 - Junk/Junkyard	8/2/2023			0

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./Deiton, MI. 49046	211 - Junk/Junkyard	2/13/2024	Neighbor called to complain again.	3/14/2024	o
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.		o
24-032	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	o
24-051	Orangeville	Ribble	Donald & Donna	11575 Winchester Dr. Shelbyville, MI.	210/211 - Junk/Inoperable Vehicles	6/4/2024	Possibly Living in Pole Barn		o
24-059	Orangeville	Wolcott	Suzanne	12682 Marsh Rd. Shelbyville, MI. 49344	a-1-2015	6/24/2024	Short Term Rental		o
24-097	Orangeville	Bigelow	Jesse	VL on Lewis Rd.	537 - Temporary Dwellings and Uses	11/13/2024	Driveway is off Lindsey Rd. Carper is back from Lindsey Rd. side near driveway.	12/12/2024	o
24-104	Orangeville	Elkins	Kenneth W. & Sandi	6065 Marsh Rd. Shelbyville, MI. 49344	3002 - Land Use	12/4/2024		1/2/2025	o
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		o
25-041	Orangeville	Stack	Kevin	3711 England Dr. Shelbyville, MI. 49344	501d - Accessory Building as residence	8/5/2025	There is a lot of yard chaos also.		o

**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

 Customer Care & SEO Pro Packages	SEO Pro Packages are In Addition to The Vital/Customer Care						
	THE VITAL	WORKHOUSE	MUNICIPAL	POWERHOUSE	PINNAACLE	PARAMOUNT	APEX
	Customer Care	\$97 per month	\$125 per month	\$155 per month	\$300 per month	\$400 per month	\$525 per month
Support & Maintenance - Keeping Your Website Secure, Updated, and Running Smoothly							
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.	✓	✓	✓	✓	✓	✓	✓
Performance Reviews & Analysis - Uncovering Opportunities Through In-Depth Evaluations							
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 & Keyword Analysis – Tracking and optimizing key terms to boost search performance.	✓	✓	✓	✓	✓	✓	✓
Competitor Analysis – Competitor insights to identify opportunities for growth.	✓	✓	✓	✓	✓	✓	✓
On-Page SEO & Content Optimization - Optimizing Elements for Maximum Visibility							
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 & Keyword Research – Identifying high-impact search terms to target.	✓	✓	✓	✓	✓	✓	✓
Product SEO Optimization – Applying SEO rich titles and descriptions to eCommerce products.	✓	✓	✓	✓	✓	✓	✓
Content Readability Enhancements – Improve sentence structure and formatting for better readability.	✓	✓	✓	✓	✓	✓	✓
Backlink Monitoring – Tracking inbound links to discover new opportunities.	✓	✓	✓	✓	✓	✓	✓
ADA Compliance & Accessibility - Making Your Website Accessible to All Users, Including Those With Disabilities							
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.	✓	✓	✓	✓	✓	✓	✓
AI & Answer Search Optimization (AEO) - Preparing Your Content for the Future of Search							
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.	✓	✓	✓	✓	✓	✓	✓
Advanced User Behavior Analysis - Gain Deeper Insights into User Interactions							
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.	✓	✓	✓	✓	✓	✓	✓
Advanced SEO & Marketing Insights - Integrating Marketing Channels for Holistic Marketing Strategies Overview (Requires Access to Accounts)							
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 Platform Integration – Engagement tracking and performance metrics for your video content.	✓	✓	✓	✓	✓	✓	✓
Real-Time Data & Reporting - Empower Your Future Strategies with Insights, Data, and Performance History							
Custom Client Dashboard – 24/7 access to all your performance data.	General Update	✓	✓	✓	✓	✓	✓
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.

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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 #: 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
10.1.24-4.30.25	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: Wing Saloner

Keystone (Seller) Signature: [Signature]

Date: 12-6-2024

Date: 12.18.24