



Comments, Compliments, Concerns or Questions

Do you have a concern, question, comment or compliment about Presque Isle Township government?

Presque Isle Township Board of Trustees wants to be diligent in their responsibilities of properly serving the public and ask that you fill in this form to provide useful feedback to help us to improve what we do. This process has been developed as a means to better convey how the residents' concerns/comments are recognized, answered and/or resolved.

What happens next? If necessary, we will notify you in writing whenever possible, once the form is received and again when the action or investigation has been completed.

The Board will carefully consider the circumstances surrounding your concern when deciding whether other action is appropriate.

The Board may decide to:

- Refer a complaint for investigation
- Take some other action
- Take no further action

If a full investigation cannot be completed immediately, you will receive a letter with a brief explanation.

The Board will determine if concerns in relation to dissatisfaction with the following will not be addressed in this process

- a decision or action of any of the Boards or Committees
- a service provided by the Boards or Committees
- the procedures of a Board or Committee

Contact the Presque Isle Township Supervisor

12653 E. Grand Lake Rd.
Presque Isle, MI 49777

989.595.2752
ppokorski@presqueisletwp.org.

Your concern must be in writing and contain relevant evidence to substantiate your concerns, comments or allegation.

If a disability prevents you from submitting your comments, compliments, concerns or questions in writing, you may contact the Presque Isle Township Supervisor Patrick Pokorski at 989.595.2752 or email him at ppokorski@presqueisletwp.org. for assistance.

! Forms submitted anonymously will not be considered credible and no further action will be taken. The form will be destroyed and discarded.

Comments, Compliments, Concerns or Questions

FOR OFFICE USE ONLY
Receipt Number

(Check box and sign below)

I have read the above conditions regarding the submission of this form, acknowledge and understand the process.

Signature

Name (print)
Address
City
State, Zip
Phone

Briefly describe your comments, compliments, concerns or questions.

Thank you for taking the time to inform us of a situation that you believe deserves our attention. We encourage both positive and negative citizen feedback to assist us in our goal of providing the best local government possible to the citizens of Presque Isle Township.

Adopted 1/10/11
Revised 1/10/11