

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
Thursday, March 23, 2023  
7:30 p.m.

**THIS MEETING WILL BE HELD IN PERSON WITH  
ONLINE PARTICIPATION OPTIONS**

Call to Order  
Pledge of Allegiance  
Members Present/Members Absent

- 1) Approval of Agenda
- 2) Consent Agenda
  - a. March 8, 2023 Regular Meeting Minutes
  - b. March 9, 2023 Special Solar Minutes
  - c. March 15, 2023 MHOG Agenda/Minutes
  - d. March 15 HAFDA Agenda/Minutes
- 3) Marion Township Website
- 4) Roads
- 5) Sewer Rates
- 6) Marion Township Maintenance/Addition/Sign/Gazebo

Correspondence and Updates

Call to the Public  
Adjournment

Reminder: Next Board Packet will be ready after 3pm on Thursday, April 6, 2023.

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
MARCH 8, 2023

MEMBERS PRESENT: Scott Lloyd, Bob Hanvey, Tammy Beal, Les Andersen, Dan Lowe,  
Sandy Donovan, and Greg Durbin

MEMBERS ABSENT: None

OTHERS PRESENT: Phil Westmoreland, Spicer

\*\*\*\*\*

**CALL TO ORDER**

Bob Hanvey called the meeting to order at 7:30 pm. The meeting is also available to attend online.

**PLEDGE OF ALLEGIANCE**

**BOARD MEMBERS PRESENT**

The board members introduced themselves.

**APPROVAL OF AGENDA**

Les Andersen motioned to approve the agenda as presented. Scott Lloyd seconded. **Motion carried.**

**CONSENT AGENDA**

Greg Durbin motioned to approve the consent agenda as presented. Les Andersen seconded. **Motion carried.**

**FINAL REVIEW OF TXT #01-21 KENNELS AND TXT #03-22 OFF-STREET PARKING**

Sandy Donovan motioned to approve TXT #01-21—Kennels as presented. Les Andersen seconded. Roll call vote: Lowe—no; Donovan—yes; Beal—yes; Hanvey—yes; Durbin—no; Andersen—yes; Lloyd—yes. **Motion carried 5-2.**

Les Andersen motioned to approve TXT #03-22—Off-street Parking with the change to the table in Section 14.04 to a ten (10) foot parking space width for parking patterns 30-53 degrees, 54-75 degrees, and 75-90 degrees. Tammy Beal seconded. **Motion carried.**

**LAWN MAINTENANCE BIDS**

Tammy Beal said that bids are due by April 6 and the selection will be made at the April 13 meeting.

**MARION TOWNSHIP WEBSITE**

Les Andersen motioned to have Bob Hanvey get three options to present to the board. Tammy Beal seconded. Roll call vote: Donovan, Durbin, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.**

**ROADS/ROAD CLEAN UP**

Les Andersen motioned to accept the estimate from the Livingston County Road Commission (LCRC) for \$70,000 to double chip seal East Coon Lake Road from D-19 to the eastern township boundary. Tammy Beal seconded. Roll call vote: Beal, Andersen, Donovan, Durbin, Lowe, Hanvey, Lloyd—all yes. **Motion carried 7-0.**

Greg Durbin motioned to accept the proposal from Gorski Hauling for the 2023 township roadside clean up, as presented. Les Andersen seconded. Roll call vote: Hanvey, Lowe, Durbin, Beal, Lloyd, Donovan, Andersen—all yes. **Motion carried 7-0.**

Dan Lowe said that Peavy and Keddle need frequent attention and need more gravel. Bob Hanvey said the LCRC will provide prices.

**MARION TOWNSHIP MAINTENANCE/ADDITION/SIGN/GAZEBO**

Tammy Beal reported that a meeting was held with Schafer Construction and they are willing to act as construction manager for the maintenance only. They will provide the township with a scope of work.

**CORRESPONDENCE & UPDATES**

No new correspondence or updates.

**CALL TO THE PUBLIC**

Yvonne Black, 3985 Cedar Lake Road, asked why there aren't two Calls to the Public. She also said she has issues with the February 9, 2023 solar meeting minutes.

No comments were heard from online meeting attendees.

**ADJOURNMENT**

Tammy Beal motioned to adjourn at 8:05 pm. Sandy Donovan seconded. **Motion carried.**

Submitted by: S. Longstreet

\_\_\_\_\_  
Tammy L. Beal, Township Clerk      Date:

\_\_\_\_\_  
Robert W. Hanvey, Township Supervisor      Date

MARION TOWNSHIP  
BOARD OF TRUSTEES  
SOLAR ORDINANCE SPECIAL MEETING  
PARKER MIDDLE SCHOOL  
MARCH 9, 2023, 7:30 PM

**MEMBERS PRESENT:** Scott Lloyd, Bob Hanvey, Tammy Beal, Les Andersen, Dan Lowe, Sandy Donovan, and Greg Durbin

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** John Gormley, Gormley Law Offices PLLC; Michael Homier, Foster, Swift, Collins & Smith

\*\*\*\*\*  
**CALL TO ORDER**

Bob Hanvey called the meeting to order at 7:39 pm.

**PLEDGE OF ALLEGIANCE**

**BOARD MEMBERS PRESENT**

The board members introduced themselves.

**APPROVAL OF AGENDA**

Greg Durbin motioned to approve the agenda as presented. Tammy Beal seconded. **Motion carried.**

**SOLAR ORDINANCE DISCUSSION**

Comments were heard from the following:

Sally Witkowski, 3111 Pinckney Road  
Jim, Conway Township  
Tim Ryan, 459 E. Davis Road  
Donna Borton, 5463 Stone Garden  
Bonnie Cheyne, Jewell Road  
Steve Willsmore, 5744 Lange Road  
Dale Shaller, attorney for Jean Kline  
Art Thiessen, 2515 Pingree Road  
Andy Herald, 1881 Cedar Lake Road  
Kathleen Harwood, 5104 Scheuner's Way  
Stan Poloski, Marion Township  
Jean Kline, Marion Township

Howard Lindsey, 2728 Pingree Road  
Kayla Trapp, 4055 W. Coon Lake Road  
Jim Witkowski, 3111 Pinckney Road  
Cathy Geanides, 5384 Stone Garden  
Bradley Savino, 3140 Pingree Road  
Pat Macaluso, 4875 Pinckney Road  
Joe Farkas, Howell  
Sarah Porter, Conway Township  
Bob Clark, Deerfield Township  
Catherine Dyer, 2715 High Meadows  
Jim Whyte, 3505 Prescott  
Patty Hostine, 4301 W. Coon Lake Road

**Board Comments**

Scott Lloyd said he would like a 300-foot setback, requiring a minimum of 60 acres instead of an overlay, and 500 feet from waterways.

Sandy Donovan said a moratorium isn't going to protect the township.

Dan Lowe said enough new information has been brought up that he would like to postpone action; commercial property might make the most sense; he believes this solar push will collapse on itself in a few years; suggested picking a date for people to go to Lansing and protest.

Bob Harvey motioned to accept the ordinance as presented. Motion failed due to lack of second.

Les Andersen asked Jim Witkowski what his suggestion would be; Mr. Witkowski said put the overlay in commercial and light industrial.

Les Andersen asked about scheduling a special meeting.

Dan Lowe asked the board members if they can at least agree that an ordinance will be put in place.

Sandy Donovan said to email suggestions to Bob Harvey.

Tammy Beal said the school is available on Wednesday, March 22 for another meeting.

**CALL TO THE PUBLIC**

No response.

**ADJOURNMENT**

Tammy Beal motioned to adjourn at 11:50 pm. Les Andersen seconded. **Motion carried.**

Submitted by: S. Longstreet

_____	_____
Tammy L. Beal, Township Clerk	Robert W. Harvey, Township Supervisor
Date	Date

DRAFT

# Marion, Howell, Ocala, and Genoa Sewer and Water Authority

## System Operational Report



**For**

**March 15<sup>th</sup>, 2023**

## MHOG Water Authority Meeting March 15, 2023 at 5:00 PM

### AGENDA

1. Approval of the Minutes of February 15, 2023
2. Call to Public
3. Reports
  - Staff Reports: (Greg Tatara)
  - Treasurer (Robin Hunt)
  - Engineer (Gary Markstrom)
  - CPA (Ken Palka)
4. New Business
  - Correspondence
5. Old Business
6. Adjournment

## MHOG Water Authority Meeting MINUTES

The Marion, Howell, Oceola, Genoa Water Authority met on February 15, 2023 at 5:00 PM. Members present were Bamber, Coddington, Rogers, Counts, Hunt, Hanvey, Henshaw and Lowe

---

The meeting was called to order by Chairman Hanvey.

A call to the public was held.

A motion was made by Rogers to approve the minutes of the January 18, 2023 meeting. The motion was seconded by Henshaw and carried.

A motion was made by Rogers to approve the allocation per cent of costs between the units. The motion was seconded by Henshaw and carried.

A motion was made by Hunt to amend the budget as prepared. The motion was seconded by Henshaw and carried.

A motion was made by Counts to adopt next years budget. The motion was seconded by Henshaw and carried.

A motion was made by Counts to approve General Fund check # 9459 through 9488 and PR 814-821 totaling \$224,806.71. The motion was seconded by Coddington and carried.

A motion was made by Counts to pay checks 1029-1030 from the Connection Fee Account for \$501,200.00. The motion was seconded by Henshaw and carried.

A motion was made by Rogers to receive the audit and forward it to the state. The motion was seconded by Henshaw and carried.

A motion was made by Henshaw to adjourn. The motion was seconded by Counts and carried.

William J. Bamber, Secretary





## MHOG Utility Department

2911 Dorr Road  
Brighton, MI 48116  
810-227-5225  
[www.mhog.org](http://www.mhog.org)

March 9, 2023

Marion, Howell, Oceola, and Genoa Sewer and Water Authority  
1577 North Latson Road  
Howell, MI 48843

**Subject: M.H.O.G. – March 2023 Board Report**

Dear Board Members;

The MHOG System operated well over the past month, despite suffering a power outage for approximately one week beginning February 22, 2023. The front cover picture shows electrical wires on fire and lights surging from downed lines during the ice storm. This month was also busy from an administrative stand point as budgets were finalized for the upcoming fiscal year, and performance reviews and salary adjustments occurred for employees. Following is a summary of the major activity since the previous meeting.

- This summer, we will carefully monitor pressure and demands in Pressure Districts 2 and 3 as growth continues in the system. We are hoping, if supplies return to near normal and construction project costs fall, to re-bid the transmission main project late this summer for a potential winter 2024 construction, and this summers demand will determine the criticality of moving forward as quickly as we can. Related to the Marion Transmission Project, we received a call from Edwin-Allen about altering the phasing for Tamarack Place. They are not moving forward fully, but due to costs are considering switching phase 2 and 3 to reduce deep gravity sewer. MHOG would be able to follow the original easement route, we would just have to modify what is planned under Wolfburn Road. Finally, we just wanted to provide a summary of all the improvements needed in the future based on growth and demand.
- New development continued to progress over the past month, despite a break with the holiday season. Following are some key highlights:
  1. Re-submitted plans following the second plan review were received for Woodland Reserve in Oceola Township.
  2. Permits were submitted for St. Joe Mercy Hospital.
  3. Highland Knolls is working on repairs and adjustment based on the walk-through punch list. Additional escrow funds were received due to increased inspection time on-site.

- 
4. Union at Oak Grove is proceeding very slowly with water main installation. We have also submitted for additional funds due to the extra inspection time required on site.
  5. A preconstruction meeting was held for Data Pak, and a watermain shut down and tie in is scheduled for Saturday March 11th.
  6. We had a meeting with Howell-Mason LLC regarding a fueling station, convenience store and car wash at the corner of Mason and Burkhart Road. We don't really want anything in the wellhead, but if it is installed, we want the most controls in place that we can.
- We met with our GIS consultant to go over maintenance applications for this coming year, updates, and QA / QC of our data. There is a tremendous amount of information in our GIS system, so we want to ensure that it is maintained and kept up to date as well as possible.
  - Historically, customers buying a meter and paying a tap fee could write a single check to MHOG. However, with the connection fee account now in a separate bank, checks can no longer be separated and put in different accounts. What MHOG's accountant would prefer, is customers pay all money to the township, and then monthly, the Township send a check over to MHOG for tap fees and meters. We have created a new form indicating this, and plan to go over with Township staff if it agreeable to the municipalities.
  - As stated in the introduction, MHOG plant, well houses 1, 2, and 3, Sanitorium Booster, and Georgetown Booster were without power between 6 and 7 days. This was more difficult on the plant as the generator for wells 1, 2, and 3 was down due to needing a new voltage regulator, which won't be available for several more months. In addition, the generator for the Lake Edgewood WWTP had a bad voltage regulator as well. Fortunately, due to upgrading the generator at the Oak Pointe Water Plant, we had a 225kW portable. Due to more and more frequent outages, and even more outages anticipated in the future, we want to discuss buying a larger portable as a back-up to our back-ups. Also, it could run Butler Booster, Industrial Drive, or well houses.
  - The annual cross connection and backflow prevention report was submitted to EGLE in the past month, a copy is included in the report.
  - The Deputy report provides February flow and production data, water loss data, and MISS DIG utility locating information.
  - Ken Palka will present the MHOG budget to actual report for 1/3 (4 Mos.) of the current fiscal year. These reports will be distributed at the meeting.

We look forward to discussing the contents of the report in detail with the Board at the regular meeting on March 15<sup>th</sup>, 2023.

Sincerely,

A handwritten signature in blue ink, appearing to read 'G. Tatara', written in a cursive style.

**Greg Tatara**  
Utility Director

# HOWELL AREA FIRE AUTHORITY

## AGENDA

Date: March 15, 2023

Time: 6:00 PM

### Board members

Bill Bamber, Oceola Twp, Chairman  
Mike Coddington, Howell Twp., Vice Chairman  
Mark Fosdick, Cohoctah Twp., Secretary  
Robert Hanvey, Marion Twp., Treasurer

Bob Ellis, City of Howell, Member  
Ron Hicks, Fire Chief  
Laura Walker, Asst. Sec/Treasurer

### WELCOME!

Visitors are invited to attend all meetings of the Howell Area Fire Authority Board. If you wish to address the Board, you will be recognized by the Chairman.

### Agenda Items

Meeting called to order at 6:00pm

Pledge of Allegiance

Approve the minutes of the regular meeting of February 15, 2023

Call to public (Items not on the agenda)

Discussion/Approval

Discussion: Follow-up on Website updates for Howell Area Fire Authority

Chief's Comments

- New Command Vehicle
- 23/24 Budget (Budget & Personnel Committee)
- Approve Payment of Bills and Payroll in the amount of \$178,851.12
- New Business

Old Business

Adjournment

**HOWELL AREA FIRE AUTHORITY**

February 15, 2023 – 6:00 pm

Oceola Township Community Center – 1661 N. Latson Rd. Howell, MI 48843

---

**Board Members Present:**

Chairman Bill Bamber, Vice Chairman Mike Coddington, Treasurer Bob Hanvey, Secretary Mark Fosdick, Member Bob Ellis, Attorney Kevin Gentry, Fire Chief Ron Hicks, Asst. Sec/Treas. Laura Walker

Chairman Bill Bamber called the meeting to order at 6:00 pm

**Approve the minutes of the regular meeting of January 18, 2023:** MOTION by Mr. Ellis, SUPPORT by Mr. Coddington to approve the minutes of the regular meeting of January 18, 2023. MOTION CARRIED UNANIMOUSLY.

**Call to Public:** No Response

**Discussion/Approval: Resolution 02-23 - A Resolution to approve necessary budget adjustments.:** MOTION by Mr. Coddington, SUPPORT by Mr. Ellis to approve Resolution 02-23 to approve necessary budget adjustments for purchase of new Engine 22. Roll Call Vote Taken: Mr. Coddington-yea, Mr. Hanvey-yea, Mr. Fosdick-nay, Mr. Bamber-yea, Mr. Ellis-yea. 4 yeas, 1 nay. MOTION CARRIED.

**Discussion/Approval TO PURCHASE NEW Engine before March 1, 2023 price increases:** Chief Hicks reported that effective March 1, 2023, all manufacturers have indicated that there will be a price increase of the current production cost between 4%-6%. He is requesting the board's approval to purchase a new engine and commit to a pre-buy discount to lock in the rate so no further increases will impact the purchase price. MOTION by Mr. Ellis, SUPPORT by Mr. Coddington to purchase an engine, capped at \$835,000, with a performance bond for pre-paid option. MOTION CARRIED UNANIMOUSLY.

**Discussion-Follow-up on website updates for Howell Area Fire Authority:** Deputy Chief Czubenko presented the drafted version of the new Howell Area Fire Department website.

- Graphics are improved and we have the capability of including historical documents such as board meeting minutes and budget summaries.
- Fillable forms will be included online for ease of access and submission.
- Burning ordinances are more easily identified by having their own tab for each area serviced (City of Howell, Howell Twp., Marion Twp. Cohoctah Twp., and Oceola Twp.). Mr. Fosdick requested that the font be bolder and easier to read.
- Mr. Fosdick and Mr. Ellis requested that we include 2 years of the historical archive of board meeting minutes and board packets.
- D.C. Czubenko will make all the requested changes and updates. The website will be complete and running by the next meeting of the Howell Area Fire Authority (March 15, 2023).

**Chief's Comments:**

- Chief Hicks reported that we have already gone over our fuel budget for the fiscal year. This is a result of the rise in fuel prices as well as an outage at the bus garage that lasted for over a month, resulting in our need to utilize Mugg & Bopp's fueling stations at a higher cost.

**Approve payment of Bills and Payroll:** MOTION by Mr. Ellis, SUPPORT by Mr. Harvey to authorize payment of Bills and Payroll in the amount of \$200,304.85. MOTION CARRIED UNANIMOUSLY.

**New Business:**

- Mr. Fosdick asked what would be involved in extinguishing a fire in a solar panel. Chief Hicks stated that he has been researching and unfortunately there are no specific SOG's in place to reference what the protocol would be. Mr. Harvey stated that Marion Twp. is requesting that training be provided and stated he would request that the safety training be extended to include all of the Howell Fire Department Personnel.

**Adjourn:** MOTION by Mr. Ellis, SUPPORT by Mr. Fosdick to adjourn the meeting at 6:44pm.  
MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted: \_\_\_\_\_  
Laura Walker, Asst. Secretary/Treasurer

Approved By: \_\_\_\_\_  
Mark Fosdick, Secretary

---

## MONTHLY UPDATE TO THE BOARD

---

**TO:** HOWELL AREA FIRE AUTHORITY BOARD OF DIRECTORS  
**FROM:** RON HICKS, FIRE CHIEF  
**SUBJECT:** MONTHLY HAFD REPORT FOR FEBRUARY 2023  
**DATE:** MARCH 15, 2023

---

During the month of February, the HAFD responded to a total of 149 calls for service. There were 153 calls in February of 2022. The total year-to-date runs for 2023 is 284. Last year's total at the end of February was 320.

Some of the more significant events for the month included:

On February 1st, Howell Firefighters were dispatched to a reported semi-truck fire in the 3000 block of Tractor Dr. in Howell Township. Upon arrival crews reported a fully involved semi cab fire with the trailer already disconnected. Crews were able to contain and extinguish the fire.

On February 13th, Howell Firefighters were dispatched on a 2<sup>nd</sup> alarm fire in Unadilla for a reported structure fire in the 15000 block of Van Syckle Ct. in Unadilla Township. Upon arrival crews assisted with fire ground operations and water supply. The large garage was a total loss and the house received minor damage due to the quick actions of the crews.

On February 22<sup>nd</sup> and 23rd, Howell Firefighters were dispatched for multiple calls throughout our district for electrical lines down, wires arcing and sparking in trees and trees in the roadway, due to an ice storm. Many of the calls required fire crews to stand by for several hours until relieved by DTE or Consumers.

On February 27th, Howell Firefighters were dispatched for a possible CO poisoning in the 1000 block of Packard Dr. in Howell Township. Upon arrival crews air monitored a large warehouse for CO and received a reading over 700ppm. Upon investigation crews found a faulty furnace, the furnace was shut down and locked out. Two of the warehouse employees were transported to the hospital by LCA.

On February 28<sup>th</sup> Howell firefighters were requested by central dispatch to check the radio tower building in Marion township for CO after an employee became ill while working in the building. Upon investigation crews determined the on-site generator was running due to a power outage and was producing CO into the building

Training for the month of February consisted of required medical continuing education credits and an Agroterrorism program.

**Next meeting of the Howell Area Fire Authority Board is scheduled for Wednesday March 15th, 2023, at 6:00 pm.**



## Howell Area Fire Department Fire Marshal Division

1211 W Grand River Ave, Howell, MI 48843  
office: 517-546-0560 fax: 517-546-6011  
[firemarshal@howellfire.net](mailto:firemarshal@howellfire.net)

**DATE:** March 9, 2023  
**TO:** Chief Ron Hicks  
Fire Authority Board  
**FROM:** Jamil Czubenko, Deputy Chief/Fire Marshal  
**REF:** February 2023 Month End

The month of February 2023 was busy in the Fire Marshal Division (FMD).

The FMD participated in emergency responses and department training throughout the month.

Planning continues for the 2023 Michigan Challenge Balloonfest, scheduled for June 23-25 and the 63<sup>rd</sup> Annual Howell Melon Festival, scheduled for August 18-20.

The FD continues to share our safety messages and keeping our customers informed. Our Facebook page has 5,043 current followers. Our Instagram currently has 837 followers where similar messages and images are shared to promote our department.

The FMD has been involved with buyers and sellers of property for vacant property and existing buildings throughout our jurisdiction. A few proposals for projects have been submitted for review and comment. New and renovation construction, along with change of occupancy inspections have continued where we can continue to utilize safe practices for us and our customers.

Our Smoke Detector Program visited 9 homes, where we evaluated and/or installed new equipment.

March 2023 brings us more planning for future projects and various fire prevention events.



INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
-----------------	---------------	------	----------	-----------

Total # Incidents for HOWELL CITY:

45

**ZONE: HOWELL TWP - HOWELL Twp**

2023-0136	651 - Smoke scare, odor of smoke	02/01/2023	3333 OAK GROVE RD	C-2,EN20,EN22,EN24,FM2,R20,STA22,STA23,TA22
2023-0139	132 - Road freight or transport vehicle fire	02/01/2023	3915 TRACTOR DR	C-2,EN20,EN22,EN23,FM2,STA20,STA23
2023-0142	600 - Good intent call, other	02/02/2023	95 OLDE FRANKLIN DR	EN20,EN24,STA20,STA24
2023-0161	611 - Dispatched & cancelled en route	02/06/2023	2820 N BURKHART RD	STA20
2023-0162	322 - Motor vehicle accident with injuries	02/06/2023	W I-96 HWY	EN20,FM2,STA20
2023-0168	611 - Dispatched & cancelled en route	02/07/2023	3033 BYRON RD	BR20,BR24,STA20
2023-0172	551 - Assist police or other governmental agency	02/08/2023	4890 MILETT RD	BR20,STA20
2023-0174	600 - Good intent call, other	02/09/2023	98 HENDERSON RD	EN20
2023-0184	551 - Assist police or other governmental agency	02/12/2023	3042 IVY WOOD CIR	BR20,BR24,STA20
2023-0207	611 - Dispatched & cancelled en route	02/15/2023	1045 DURANT DR	EN20,STA20
2023-0212	311 - Medical assist, assist EMS crew	02/16/2023	3003 W GRAND RIVER	BR20,C-202,STA20
2023-0216	631 - Authorized controlled burning	02/19/2023	5999 W MARR RD	BR20,CH20,STA20
2023-0223	445 - Arcing, shorted electrical equipment	02/19/2023	2700 BOWEN RD	BR21,CH20,STA20
2023-0226	551 - Assist police or other governmental agency	02/20/2023	2895 W GRAND RIVER	BR20,CH20,STA20
2023-0227	311 - Medical assist, assist EMS crew	02/20/2023	3066 IVY WOOD CIR	BR24,STA20,STA24
2023-0230	311 - Medical assist, assist EMS crew	02/22/2023	6231 N BURKHART RD	BR20,EN24,STA24
2023-0256	444 - Power line down	02/23/2023	1217 FOX HILLS DR	BR20,C-202,STA20
2023-0275	745 - Alarm system activation, no fire - unintentional	02/27/2023	1550 BYRON RD	EN20,STA20
2023-0277	745 - Alarm system activation, no fire - unintentional	02/27/2023	1300 PACKARD DR	STA20
2023-0278	311 - Medical assist, assist EMS crew	02/27/2023	970 RED CEDAR DR	BR20,C-2,STA20
2023-0282	311 - Medical assist, assist EMS crew	02/27/2023	1065 PACKARD DR	EN20,FM2,STA20
2023-0284	300 - Rescue, EMS incident, other	02/27/2023	4454 WYNNWOOD DR	BR20,BR21,STA20
2023-0289	745 - Alarm system activation, no fire - unintentional	02/28/2023	1045 DURANT DR	EN20,STA20
2023-0291	611 - Dispatched & cancelled en route	02/28/2023	1715 LAYTON RD	BR20,STA20

Total # Incidents for HOWELL TWP:

24

**ZONE: MARION - MARION Twp**

2023-0147	311 - Medical assist, assist EMS crew	02/03/2023	4139 SOUTHWOODS DR	BR23
2023-0163	113 - Cooking fire, confined to container	02/06/2023	628 TRESTLE DR	C-202,CH20,EN20,EN23,STA20,STA23
2023-0166	322 - Motor vehicle accident with injuries	02/07/2023	1367 E I96	C-2,C-202,CH20,EN20,FM2,R20,STA20
2023-0169	311 - Medical assist, assist EMS crew	02/07/2023	4261 SUNDANCE MDWS	BR23,CH23,CPT23,STA20

Only REVIEWED incidents included. Archived Zones cannot be unarchived.



INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2023-0170	551 - Assist police or other governmental agency	02/07/2023	4639 LAKESHIRE DR	BR20,STA20,STA23
2023-0178	622 - No incident found on arrival at dispatch address	02/05/2023	W COON LAKE	CPT23,EN20,STA20,STA23
2023-0183	111 - Building fire	02/12/2023	3737 COUNTY FARM RD	C-202,CPT23,EN20,EN21,EN22,EN23,EN24,TA22
2023-0189	142 - Brush or brush-and-grass mixture fire	02/12/2023	3300 COUNTY FARM RD	BR20,EN23,LT23,STA20,STA23
2023-0195	622 - No incident found on arrival at dispatch address	02/13/2023	5117 OAK BARK CT	CPT23,EN20,EN23,STA20
2023-0201	311 - Medical assist, assist EMS crew	02/14/2023	3794 COUNTY FARM RD	BR23,CH23,STA20
2023-0204	745 - Alarm system activation, no fire - unintentional	02/14/2023	971 RED CEDAR DR	EN20,STA20
2023-0206	311 - Medical assist, assist EMS crew	02/15/2023	900 LUCY RD	BR20
2023-0208	445 - Arcing, shorted electrical equipment	02/15/2023	5477 W COON LAKE RD	BR23,CH23,CPT23,STA20,STA23
2023-0211	745 - Alarm system activation, no fire - unintentional	02/16/2023	2233 WILD CHERRY DR	C-202,EN23,STA20,STA23
2023-0222	311 - Medical assist, assist EMS crew	02/19/2023	123 MERRIMACK DR	BR20,STA20
2023-0224	736 - CO detector activation due to malfunction	02/19/2023	1184 PORTSMOUTH DR	CH20,EN20,STA20
2023-0228	600 - Good intent call, other	02/20/2023	1369 W I96	C-202,CH20,EN20,EN22,STA22
2023-0229	551 - Assist police or other governmental agency	02/20/2023	2578 CEDAR LAKE RD	EN23,STA20,STA23
2023-0232	324 - Motor vehicle accident with no injuries.	02/22/2023	136 W I96	C-202,EN23,FM2,STA20
2023-0234	444 - Power line down	02/22/2023	4179 NORTON RD	C-2,FM2,STA20
2023-0235	444 - Power line down	02/22/2023	3681 HIGH HILLCREST DR	BR20,STA20
2023-0239	600 - Good intent call, other	02/22/2023	1959 PEAVY RD	BR23,STA23
2023-0240	444 - Power line down	02/22/2023	476 HARMON RD	C-202,STA20
2023-0247	444 - Power line down	02/22/2023	476 HARMON RD	BR20,STA20
2023-0250	445 - Arcing, shorted electrical equipment	02/23/2023	4238 NORTON RD	BR20,STA20
2023-0252	444 - Power line down	02/23/2023	2791 W COON LAKE RD	BR23,CH23,STA20
2023-0253	445 - Arcing, shorted electrical equipment	02/23/2023	3459 COUNTY FARM RD	C-2,EN23,STA20,STA23
2023-0255	444 - Power line down	02/23/2023	405 S NATIONAL ST	C-202,FM2
2023-0257	445 - Arcing, shorted electrical equipment	02/23/2023	290 S BURKHART RD	C-202
2023-0258	445 - Arcing, shorted electrical equipment	02/23/2023	2170 PHEASANT RUN RD	BR23,LT23,STA20,STA23
2023-0260	445 - Arcing, shorted electrical equipment	02/23/2023	2245 SEXTON RD	BR23,C-2,CPT23,STA20,STA23
2023-0271	553 - Public service	02/26/2023	5665 CROFOOT RD	BR21,CPT23,LT23,STA20,STA23
2023-0273	600 - Good intent call, other	02/26/2023	3999 NORTON RD	BR20,STA20
2023-0274	445 - Arcing, shorted electrical equipment	02/26/2023	450 HARMON RD	BR20,STA20
2023-0279	311 - Medical assist, assist EMS crew	02/27/2023	184 NEWBERRY LN	BR20,STA20
2023-0280	311 - Medical assist, assist EMS crew	02/27/2023	5707 CARTER CT	BR23,STA20,STA23

Only REVIEWED incidents included. Archived Zones cannot be unarchived.



INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2023-0281	444 - Power line down	02/27/2023	4300 IRENE ST	BR23,EN20,EN23,STA20
2023-0286	424 - Carbon monoxide incident	02/28/2023	3350 SANITORIUM RD	FM2

Total # Incidents for MARION:

38

ZONE: OCEOLA - OCEOLA Twp				
2023-0137	311 - Medical assist, assist EMS crew	02/01/2023	7065 BROPHY RD	BR22,STA22
2023-0146	311 - Medical assist, assist EMS crew	02/03/2023	5673 SAN ANTONIO DR	BR24,STA22,STA24
2023-0149	311 - Medical assist, assist EMS crew	02/03/2023	5749 MACK RD	C-2,EN22,FM2
2023-0151	311 - Medical assist, assist EMS crew	02/04/2023	1426 SECRETARIAT WAY	BR20
2023-0152	311 - Medical assist, assist EMS crew	02/04/2023	1551 BLACKBIRD LN	BR20,BR22,FM2,STA22
2023-0156	500 - Service Call, other	02/04/2023	5350 GREEN RD	CH22,EN20,STA22
2023-0159	551 - Assist police or other governmental agency	02/05/2023	2111 N LATSON RD	BR22,CPT22
2023-0160	600 - Good intent call, other	02/05/2023	5850 WHISPERING OAKS LN	BR22,LT22
2023-0175	551 - Assist police or other governmental agency	02/09/2023	2111 N LATSON RD	BR22,STA22
2023-0182	611 - Dispatched & cancelled en route	02/11/2023	2700 MUSSON RD	CPT22,EN20,STA22
2023-0186	551 - Assist police or other governmental agency	02/12/2023	7765 CLYDE RD	BR20,BR22,CPT22,EN20,LT22
2023-0187	622 - No incident found on arrival at dispatch address	02/12/2023	2711 N HUGHES RD	CPT22,EN20
2023-0194	551 - Assist police or other governmental agency	02/13/2023	1989 N LATSON RD	C-2,EN22,STA22
2023-0196	551 - Assist police or other governmental agency	02/13/2023	1906 OLYMPIAN WAY	BR22,CPT22,STA22
2023-0197	551 - Assist police or other governmental agency	02/14/2023	1601 MALLARD POND DR	BR22,LT203,STA22
2023-0199	746 - Carbon monoxide detector activation, no CO	02/14/2023	1201 RISEN STAR WAY	EN22
2023-0200	551 - Assist police or other governmental agency	02/14/2023	5800 E HIGHLAND RD	BR22,C-202
2023-0202	551 - Assist police or other governmental agency	02/14/2023	2793 BLUE SKY DR	BR22
2023-0209	622 - No incident found on arrival at dispatch address	02/16/2023	HIGHLAND RD	BR22,CH20
2023-0214	311 - Medical assist, assist EMS crew	02/18/2023	4620 CLYDE RD	BR22,EN20,STA22
2023-0221	113 - Cooking fire, confined to container	02/19/2023	1715 WHITE BLOSSOM LN	C-202,CH23,CPT22,EN20,EN21,EN22,EN23,EN24,FM2,R20,STA20,STA22,STA24
2023-0225	311 - Medical assist, assist EMS crew	02/20/2023	3126 BROPHY RD	BR20,CH20,LT203,LT22,STA20
2023-0242	444 - Power line down	02/22/2023	578 TIMBER RIDGE TRL	BR22,STA22
2023-0246	600 - Good intent call, other	02/22/2023	4841 GOLF CLUB RD	BR22,CPT22,STA22
2023-0261	622 - No incident found on arrival at dispatch address	02/23/2023	4091 ORCHARD PARK BLVD	CH22,STA22
2023-0266	551 - Assist police or other governmental agency	02/25/2023	1887 APPLE VALLEY CT	BR20,LT203,STA22

Only REVIEWED incidents included. Archived Zones cannot be unarchived.



**tammybeal@mariontownship.com**

---

**From:** Kim Cole <kim@mbhtrucking.net>  
**Sent:** Wednesday, March 15, 2023 11:44 AM  
**To:** tammybeal@mariontownship.com  
**Subject:** Chloride Solutions Dust Control quote  
**Attachments:** 2682\_001.pdf

Attached is Chloride Solutions Dust Control quote.

Due to the unforeseen changes occurring in our industry, the price quoted may be amended as necessary. Chloride Solutions will notify you 15 days prior to any additional price surcharge that will take effect.

**Kim Cole**  
Accounting Manager  
MBH Trucking, LLC  
Chloride Solutions, LLC  
517-803-4726  
kim@mbhtrucking.net



# **Chloride Solutions**

## **Ice & Dust Control**

### RATE QUOTE

Date: 3/15/23

Customer: *Marion Township*

Product: Dust Control - Mineral Well Brine

Applied Rate: \$.229 per gallon / 9,500 gallons per load

Discount Offered: 1% net 10 days of receipt; net 30 days

Customer Signature: \_\_\_\_\_

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

Quoted By: *Brian Hitchcock, President*

If awarded this bid, please sign and return to our office.

~ Fax: 517-338-5005 ~ Telephone: 517-719-1557 ~

~ Email: [brian@mbhtrucking.net](mailto:brian@mbhtrucking.net)~

Chloride Solutions, LLC

672 N. M-52

Webberville, MI. 48892

\* Due to the unforeseen changes occurring in our industry, the price quoted may be amended as necessary. Chloride Solutions will notify you 15 days prior to any additional price surcharge that will take effect. \*

# Livingston County Road Commission

3535 Grand Oaks Drive • Howell, Michigan 48843-8575  
Telephone: (517) 546-4250 • Facsimile: (517) 546-9628  
Internet Address: www.livingstonroads.org

March 13, 2023

Mr. Robert Hanvey, Supervisor  
Marion Township  
2877 W. Coon Lake Road  
Howell, MI 48843

Re: Potential 2023 Gravel Road Projects

Dear Mr. Hanvey:

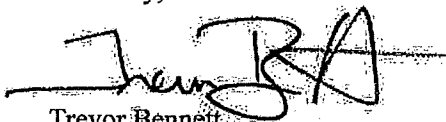
Per your request, we are providing you with a list of potential gravel road improvement contracts for your review. The location and estimate of each project are shown in the following table.

ROAD	LOCATION	TYPE OF WORK	AMOUNT
Peavy Road	Kedde to the pavement (3,679 feet)	Surface Gravel, Limited Drainage and Tree Work	\$124,000.00
Kedde Road	D-19 to Peavy (2,500 feet)	Surface Gravel, Limited Drainage and Tree Work	\$88,000.00
Francis Road	D-19 to Fisk (5,280 feet)	Surface Gravel, Limited Drainage and Tree Work	\$145,000.00

Please review the above list and contact me if you wish to have contracts prepared for any of the projects. For projects to be included on this year's construction schedule, all contracts must be in place by May 1, 2023.

If you have any questions, please do not hesitate to contact Vinnie Dahlberg or me.

Sincerely,



Trevor Bennett  
Director of Operations

Cc: Vinnie Dahlberg, LCRC District 4 Foreman  
File

MEMO

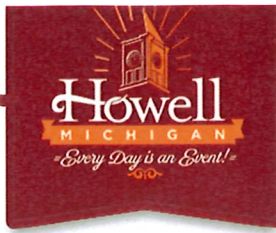
To: Marion Township Board  
From: Bob Hanvey  
Subject: Sewer rates  
Date: March 23,2023

Attached is a letter from the City of Howell informing us that our Wastewater Treatment Rate was increased from \$3.91 to \$4.18 per thousand gallons effective January 1, 2023.

Also attached is the City RESOLUTION NO. 20-24 that is the basis for the increase.

The Township needs to make a corresponding increase in the rate we charge our users in order to maintain fiscal responsibility.

Our billing is quarterly, so if we make the increase effective April 1, 2023, the first bill the new rate will be on will be received in July 2023.



**Department of Public Services**  
150 Marion Street • Howell, MI 48843

**Bob Hanvey**  
**Marion Township**  
**2877 West Coon Lake Rd**  
**Howell, MI 48843**

**January 19, 2023**

Dear Mr. Hanvey,

Please be advised that the City of Howell Council approved a rate increase to the City Wastewater Treatment Rate. This increase was approved under Resolution Number 20-24 and included annual rate increases through 2025. Based on this resolution, rates will be adjusted each year as of January 1<sup>st</sup>. Currently the City charges Marion Township \$3.91 per thousand gallons, this rate will be increased to \$4.18 per thousand gallons effective January 1, 2023.

If you have any questions, please feel free to contact me at (517) 546-7510.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Davis", is written over a white background.

**Matt Davis**  
**Public Service Director**



517-546-7510



517-546-6019



**RESOLUTION NO. 20-24**

**WHEREAS**, the Howell City Council passed Ordinance No. 703 which sets forth a method for adjusting the usage charges for water rates under Section 1044.07(g)(2) and for sanitary sewer rates under Section 1044.08(b)(1)(B) of the Howell City Code; and,

**WHEREAS**, said adjustment is to be done annually by the Howell City Council by means of the Consumer Price Index for the previous calendar year and applied to the City fiscal year; and,

**WHEREAS**, City Council may set such rates over and above the Consumer Price Index or Five Percent (5%) where, in the opinion of the City Council, such an increase is necessary for the optimum operation of the City's water system and sanitary sewer system; and,

**WHEREAS**, said usage charge for both water and sanitary sewer are to be adjusted after January 1st 2021 - 2025; and,

**WHEREAS**, City Council conducted a rate study in 2020 for water and sanitary sewer rates which include usage rates and readiness to serve rates and charges recommended for fiscal years 2021-2025; and,

**WHEREAS**, City Council has determined that an increase in the readiness to serve charge for both the water and sanitary sewer is necessary for the optimum operation of the City's water system and sanitary sewer system; and,

**WHEREAS**, as a result of increases in both the usage charges and the readiness to serve charge for both water and sanitary sewer, the Consumer Price Index shall not be used.

**NOW THEREFORE BE IT RESOLVED** that the usage charge for treated water rates as set forth in Section 1044.07(g)(2) shall be in the sum of per 1,000 gallons:

2021	2022	2023	2024	2025
5.30	5.65	6.00	6.40	6.80

**BE IT FURTHER RESOLVED** that the readiness to serve charge bi-monthly charges for water rates as set forth in Section 1044.07(g)(1) shall be in the following sums:

Meter/Size (in)	2021	2022	2023	2024	2025
5/8	20.75	22.25	24.00	25.75	27.75
3/4	25.00	27.00	29.75	32.00	34.75
1	37.00	40.00	43.75	46.75	51.00
1 1/2	80.00	85.50	93.00	100.50	110.00
2	129.50	140.00	153.00	166.00	181.00
3	215.00	230.00	248.00	266.00	285.00
4	317.50	335.00	360.00	385.00	410.00
6	532.50	555.00	590.00	625.00	660.00

**BE IT FURTHER RESOLVED** that based on the rate study treated water usage charges increased approximately 6.9%, therefore the usage charges for raw/untreated water as set forth in Section 1044.07(g) shall be in the sum of per 1,000 gallons.

2021	2022	2023	2024	2025
1.06	1.13	1.21	1.29	1.38

**BE IT FURTHER RESOLVED** that the usage charge for sanitary sewer as set forth in Section 1044.08(b)(1)(B) shall be the sum of per 1,000 gallons of water consumed (**Collection System 27%+ Treatment Plant 73%**)

2021	2022	2023	2024	2025
5.00	5.40	5.85	6.30	6.78

**IT FURTHER RESOLVED** that the readiness to serve bi-monthly charges for sanitary sewer rates as set forth in Section 1044.08(b)(1)(A) shall be in the following sums:

Meter/Size (in)	2021	2022	2023	2024	2025
5/8	24.00	25.00	26.00	27.25	28.75
3/4	33.50	35.25	37.00	39.00	41.50
1	57.00	60.50	64.00	68.00	72.00
1 1/2	110.00	115.00	120.00	125.00	130.00
2	200.00	200.00	200.00	210.00	220.00
3	330.00	360.00	385.00	410.00	435.00
4	540.00	605.00	660.00	708.00	756.00
6	970.00	1060.00	1100.00	1150.00	1200.00

**BE IT FURTHER RESOLVED** that all charges as set forth in this Resolution shall take effect in the same manner as the effective date for ordinances as set out in the City Charter.

ADOPTED this 21<sup>st</sup> day of December 2020.

\_\_\_\_\_  
Nick Proctor, Mayor

\_\_\_\_\_  
Jane Cartwright, Clerk

I hereby certify that the foregoing is a true and complete copy of Resolution No. 20-24, adopted by the City Council of the City of Howell, Livingston County, Michigan, at a regular meeting held on the 21<sup>st</sup> day of December 2020 and that the meeting was held and the minutes therefore were filed in compliance with Act No. 267 of the Public Acts of 1976.

IN WITNESS WHEREOF, I have hereto affixed my official signature this 21<sup>st</sup> day of December 2020.

---

By: Howell City Clerk

**tammybeal@mariontownship.com**

---

**From:** Matt Vetter <mvetter@schaferconstruction.net>  
**Sent:** Thursday, March 16, 2023 12:33 PM  
**To:** tammybeal@mariontownship.com  
**Cc:** Jason Lipa  
**Subject:** RE: Marion Township

I apologize for the confusion – if we do not proceed with the addition now/this spring then the estimated budget for the addition to be built next year is \$3,750,000. If we can do the two projects together (Addition & Renovation), then we have the opportunity to save the Township just less than \$700,000, for a combined total project of \$4.1 MM.

Design Contingency is needed to get the project to a point where we can build it. There will be things that will come up in the design process (typically code issues and/or construction types) that will need to be addressed – having this contingency in place allows us to keep the process moving without having to stop to adjust budgeting and request more funding. As final design and programming gets narrowed down, this contingency will get smaller and smaller. All contingencies are treated as a straight allowance – where you/the Township will be notified of any usage, and any unused portions are simple credited back to the project.

I hope this clears up your questions – if not, please feel free to call.

Thanks,  
Matt

**Matt Vetter**  
Schafer Construction, Inc.  
Cell (248) 767-0512  
[mvetter@schaferconstruction.net](mailto:mvetter@schaferconstruction.net)

**From:** tammybeal@mariontownship.com <tammybeal@mariontownship.com>  
**Sent:** Thursday, March 16, 2023 12:22 PM  
**To:** Matt Vetter <mvetter@schaferconstruction.net>  
**Subject:** RE: Marion Township

Matt,  
I have some questions for you.  
So if we accept your bids for the addition, you won't even start until 2024?  
And under the Renovation & Maintenance section, what is the Design Contingency for?

Thanks for getting this to me so quickly,

*Tammy L. Beal, MMC*  
**Marion Township Clerk**  
2877 W. Coon Lake Road  
Howell, MI 48843  
[tammybeal@mariontownship.com](mailto:tammybeal@mariontownship.com)  
**office: 517-546-1588**

**From:** Matt Vetter <[mvetter@schaferconstruction.net](mailto:mvetter@schaferconstruction.net)>  
**Sent:** Thursday, March 16, 2023 12:00 PM  
**To:** [tammybeal@mariontownship.com](mailto:tammybeal@mariontownship.com)  
**Cc:** Jason Lipa <[jlipa@schaferconstruction.net](mailto:jlipa@schaferconstruction.net)>  
**Subject:** RE: Marion Township

Hi Tammy,  
We have attached our updated budget summary for your review and use.

The interior renovation budget follows the written scope of work (also attached).

The Community/Senior Center Addition budget is shown originally as a separate project to be completed in 2024. Below the subtotals, we do show the anticipated savings to the combined project if both the Addition and the Renovations are completed at the same time this year. We have included in our internal design, space for a large multi-purpose room that can (among other things) be used for an indoor pickleball court.

This is an exciting project and one that we are very much so looking forward to helping you and Marion Township bring to fruition. If you would like us to be present at the meeting next week to address any questions that may come up, we can certainly arrange for that.

If there is any further information we can provide or anything else we can do to assist you at this time, please do not hesitate to reach out.

Best regards,  
Matt

**Matt Vetter**  
Schafer Construction, Inc.  
Cell (248) 767-0512  
[mvetter@schaferconstruction.net](mailto:mvetter@schaferconstruction.net)

Marion Township Hall Expansion  
 Marion Township, Michigan  
 Economic Planning Summary  
 March 16, 2023



Description	Estimated Total	
<b>Site &amp; Building Development for Community Center Addition - 12,148 SF:</b>		
Site Work, Utilities, Paving & Site Concrete	\$	356,000
Paving & Site Concrete		87,000
Landscaping Allowance		15,000
Superstructure, Roofing, Façade & Interior Concrete		1,096,500
Carpentry, Interior Finishes, Pickleball / Multi-Purpose Rm & Specialty Items		404,500
Mechanical & Electrical Systems		755,000
Pre-Construction, General Conditions & Project Staffing		217,000
Construction Contingency		120,000
Insurance & Overhead Reimbursement	Included in Rates	
Municipal Permits & Fees Allowance		50,000
Design Contingency		250,000
Inflation Allowance (5.5%) - Assumes 2024 Start		185,000
Construction Manager Fee		214,000
<b>Preliminary Construction Total Cost:</b>	<b>\$</b>	<b>3,750,000</b>
<b>Existing Renovation &amp; Maintenance Improvements - 9,000 SF:</b>		
Demolition & Removals	\$	49,000
NESHAP Survey & Abatement Allowance		14,500
Landscape Restoration		10,000
New Shingled Roofing & Façade Upgrades		285,000
Existing Roof & Wall Sheeting Replacement Allowance		15,000
Carpentry, Ceilings, General Trades & Finishes		277,000
Mechanical & Electrical Systems		136,000
Low Voltage Allowance		10,000
Pre-Construction, General Conditions & Project Staffing		112,000
Construction Contingency		40,000
Insurance & Overhead Reimbursement	Included in Rates	
Municipal Permits & Fees Allowance		10,000
Design Contingency		80,000
Construction Manager Fee		62,500
<b>Preliminary Construction Total Cost:</b>	<b>\$</b>	<b>1,101,000</b>
<b>Preliminary Total Construction Cost - Multiple Mobilizations:</b>	<b>\$</b>	<b>4,851,000</b>
<b>Estimated Savings if Projects are Completed Concurrently (Spring 2023):</b>		<b>(695,000)</b>
<b>Preliminary Total Construction Cost - Single Mobilization:</b>	<b>\$</b>	<b>4,156,000</b>
<b>Additional Options for Consideration Not Included Above:</b>		
Standing Seam Roof in Lieu of Shingled Premium	\$	71,000
Design & Engineering Services For Community Center		TBD
Fixtures, Furniture, Equipment & Low Voltage Systems for Addition		TBD

**Key Notes:**

Project budget has been provided for planning purposes and will be reconciled upon completion of design & scope of work.  
 Project schedule will be reconciled upon final determination of the project scope or work.  
 Design, Engineering & Third Party Consultants are planned to be hired direct by owner. Services can be provided upon request.  
 Fixtures, Furniture, Equipment & Low Voltage Systems for Community Center are to be provided by others.  
 See Building Scope of Work Summary dated March 8, 2023 for complete listing of Renovation & Maintenance Improvements.  
 Estimated Community Center savings includes a combination of labor efficiencies, inflations & deferred maintenance items.

*This Schafer Construction Planning Summary has been created from over 25-years of historical data, current commodity rates, and regional labor costs.  
 This Planning Summary is proprietary information and is the property of Schafer Construction and our Clients.*

**Marion Township  
Building Scope of Work Summary  
March 8, 2023**

Below is a scope of work summary based on a building tour and discussions between Schafer Construction, Inc. and Marion Township on March 7, 2023.

**Exterior Improvements:**

1. Roofing & Siding
  - a. Tear off of existing roof
  - b. New shingled roof
    - i. Option to be included for new standing seam roof system
  - c. Include allowance for damaged sheeting
  - d. Exclude fire hall portion or roof
  - e. Replace existing fascia
  - f. New siding throughout. Cost basis to include Cement Lap Siding with Azek Trim
  - g. Include masonry stone wainscot at lower portion of the building
  - h. New gutters
2. Glazing
  - a. Replacement of thirteen (13) total windows inclusive of:
    - i. Meeting Room
    - ii. Kitchen
    - iii. Library Hallway
    - iv. Bob's Room
    - v. Junk Room
  - b. Use Anderson casement style windows to match current windows as basis of cost
3. Building Entrance
  - a. Close up with aluminum underneath both awning entrances to the building
  - b. New lighting
  - c. New flooring going into building
4. Fencing & Deck
  - a. Remove existing fencing for Generator and Dumpster area
  - b. Provide new Vinyl fencing
  - c. Remove and replace existing rear deck with Trex material
5. Signage
  - a. New digital sign is preferred
    - i. Note: conduit is already run under pavement
6. Gazebo
  - a. Replace eight (8) wooden 5x5 post that are rotted at the base

**Interior Improvements:**

1. Kitchen
  - a. New millwork & countertops
    - i. Note: Cabinet need to be provided with locks for events
  - b. Open up wall to extend countertop into meeting room
    - i. Include pocket doors to shutter opening
  - c. Provide new drywall ceiling with can lighting
  - d. Provide new floor coverings
  - e. Provide new 3-compartment sink
  - f. Include allowance for existing electrical issues. Fuses blow frequently when kitchen is being used for events.
  
2. Restrooms
  - a. Update four (4) restroom areas
  - b. Potential plumbing issues in men's restroom. Include allowance for repairs pending investigation
  - c. Provide new plumbing fixtures
  - d. Provide new countertops
  - e. Provide new floor coverings, inclusive of tile option
  - f. Baby changing shelf attached to wall in Women's Restrooms
  - g. Automatic soap and paper towel dispensers
  - h. New exhaust fans
  - i. Reconfigure restroom to add an additional toilet in the two public restrooms, for a total of three (3) toilets in the Women's restroom and one (1) toilet and two (2) urinals in the Men's restroom
  
3. Meeting Room
  - a. Evaluate room for sound quality & visual presentation
  - b. Provide new acoustical ceiling system
  - a. Add two (2) enclosed TV's
  - b. New carpet tile squares
  - c. Audio System
    - i. Needs outlets in ceiling for meetings
    - ii. System also needs to be able to record
  
4. Office Area
  - a. All new carpet throughout
  - b. Provide options for lobby area (carpet, LVT, Hard Tile)
  
5. Painting
  - a. Office Area
  - b. Hallway
  - c. Restrooms
  - d. Main Room
  - e. Lower level



6. Lower Level
  - a. Add drop ceiling system
    - i. Will be inclusive of acoustical ceiling & MEP rework
  - b. Add electrical outlets in ceiling
  - c. Provide sound control options
  
7. Office Furniture Logistics
  - d. Include cost as required for furniture lifts
  - e. Safes will need to remain in place
  - f. Evaluate temporary office area in lower level
  - g. Evaluate logistics & phasing plan with township.

*Lloyd's Homes, Inc.*  
*4625 West Coon Lake Rd.*  
*Howell, MI 48843*  
*810-599-6604*

March 8, 2023

Marion Township Hall  
2877 W Coon Lake Rd  
Howell, MI 48843

**Estimate-Gazebo**

Wrap eight poles	
Material	\$1600.00
Labor	<u>1600.00</u>
Total Estimate	\$3200.00



This contract made this 2nd day of March, 2023 by Home Pro Exteriors, LLC and

Name: Marion Township Hall ("Buyer") Phone: (517)546-1588

Address: 2877 W Coon Lake Rd

City: Howell, MI Zip Code: 48843

The title of Buyers property appears in the name of Same as above Governing Authority City/Township: Same as above. The company agrees to apply the work described below at: Same as above.

<p><b>Home Pro Package:</b></p> <ul style="list-style-type: none"> <li>-Complete and tear off, clean up, and haul away scraps.</li> <li>-Full landscape protection.</li> <li>-Product: <b>Owens Corning Duration TruDefinition</b>. Color: <u>Teak</u>.</li> <li>-Upgraded Ice Shield Membrane on all eaves, valleys, and along walls.</li> <li>-Double coverage seam valleys.</li> <li>-Home Pro Titanium underlayment over any remaining exposed decking.</li> <li>-New pipe boots with ice shield membrane.</li> <li>-Roof Ventilation:                      -Ridge Vent: All Peaks      -Pot Vent:</li> <li>-8x8 step flashing and roof to wall flashing along any walls.</li> <li>-Final clean up with wheel magnet.</li> <li>-Owen Corning commercial warranty and workmanship guarantee.</li> </ul>
<p><b>\$49,000</b></p>

**Scope of work:** replace rotten decking at \$ 60 per sheet/board, new drip metal, starter up rake edges and eaves, hip and ridge for cap, acquire building permit, meet with inspector, recycling dumpster, and daily site cleanups, 6ft ice and water. Close off all openings for animals. Two dumpsters include in price.

**Additional work:** replace soffit venting

**Package to be installed:** Home Pro Package.

**Job Price \$** 49,000 **Down payment of 50%** \$24,500.

**Terms: The balance of \$** \$24,500 **will be due at the completion of the job.**

**Company Guarantee:** For a period 20 years after the date of completion of this contract, the company agrees to correct or repair any conditions causing a leak in the roof which is attributed to faulty workmanship. This guarantee is transferable to a new owner for the remainder of the guarantee period.

**Buyers rights to cancel:** If you do not want the goods or services of this contract, you may cancel this contract by mailing a notice to the company. This notice must say that you do not want the goods or services and must be mailed before midnight of the third(3rd) business day after you sign this contract. The notice shall be deemed effective when postmarked by first class mail United States Postal Service. This notice must be mailed to 15784 Taylor St, West Olive, MI 49460.

**Limitation of Damages:** there are no implied warranties or merchantability or fitness for particular purpose in connection with any sale of products under this contract. The only warranties applicable to such sales shall be with those expressly set forth in writing by the company. Such express warranties shall be in lieu of any other warranties, whether express or implied. The company's liability for any defective products or service or damages caused by the same, shall be limited to any other warranties, whether express or implied. The company's liability for any defective products or service or damage caused by the same shall be limited to replacing the product. Under no circumstances shall the company be liable for incidental or consequential damages related to the defective products or service.

**Home Pro Exteriors license # 2104201960**

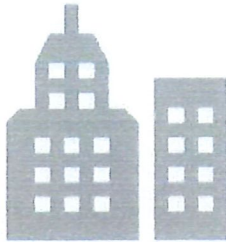
**BUYERS:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Company Rep:** Devin Young (517)290-2034 **Email:** devinwithhomepro@gmail.com



# Roof Report

Mar 14, 2023



**Home Pro  
ROOFING**

Go with the best! Go with the Pro!  
-Free Estimates -Licensed & Insured

*Devin Young*  
Manager

Proudly Serving  
Livingston County  
(517) 290-2034

Email: [devinwithhomepro@gmail.com](mailto:devinwithhomepro@gmail.com)  
Visit us at [HomeProRoofingMI.com](http://HomeProRoofingMI.com)



2877 W Coon Lake Rd, Howell, MI 48843

Powered by PG Reports™

©2023 Pitch Gauge LLC



Estimator Info

Data Input By:  
Project Manager:  
Email:  
Mobile:



**Home Pro  
ROOFING**  
Go with the best! Go with the Pro!  
-Free Estimates -Licensed & Insured  
Email: [devinwithhomepro@gmail.com](mailto:devinwithhomepro@gmail.com)  
Visit us at [HomeProRoofingMI.com](http://HomeProRoofingMI.com)

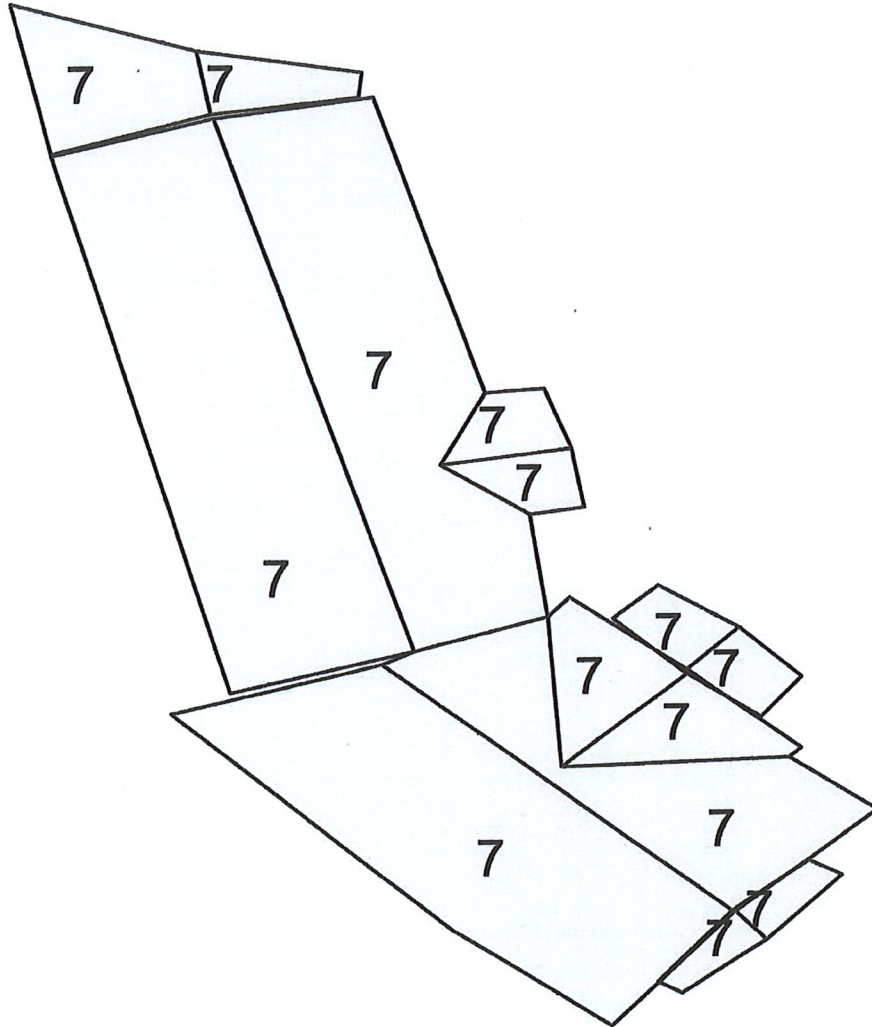
*Devin Young*  
Manager  
Proudly Serving  
Livingston County  
(517) 290-2034

Client Info

Name: Marion Township Hall Bob Harvey  
Site Address: 2877 W Coon Lake Rd  
Howell, MI 48843  
Mobile: (517) 546-1588

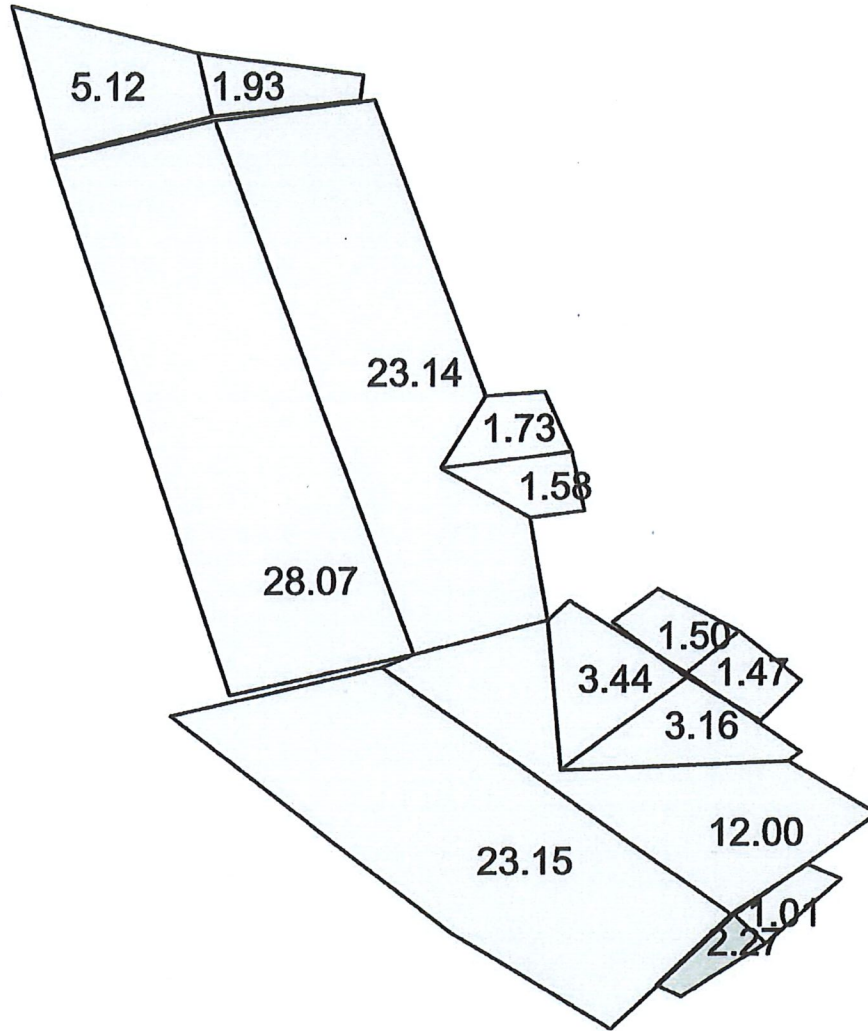
### Pitch Breakdown

(7/12) 10,828.11 ft<sup>2</sup>



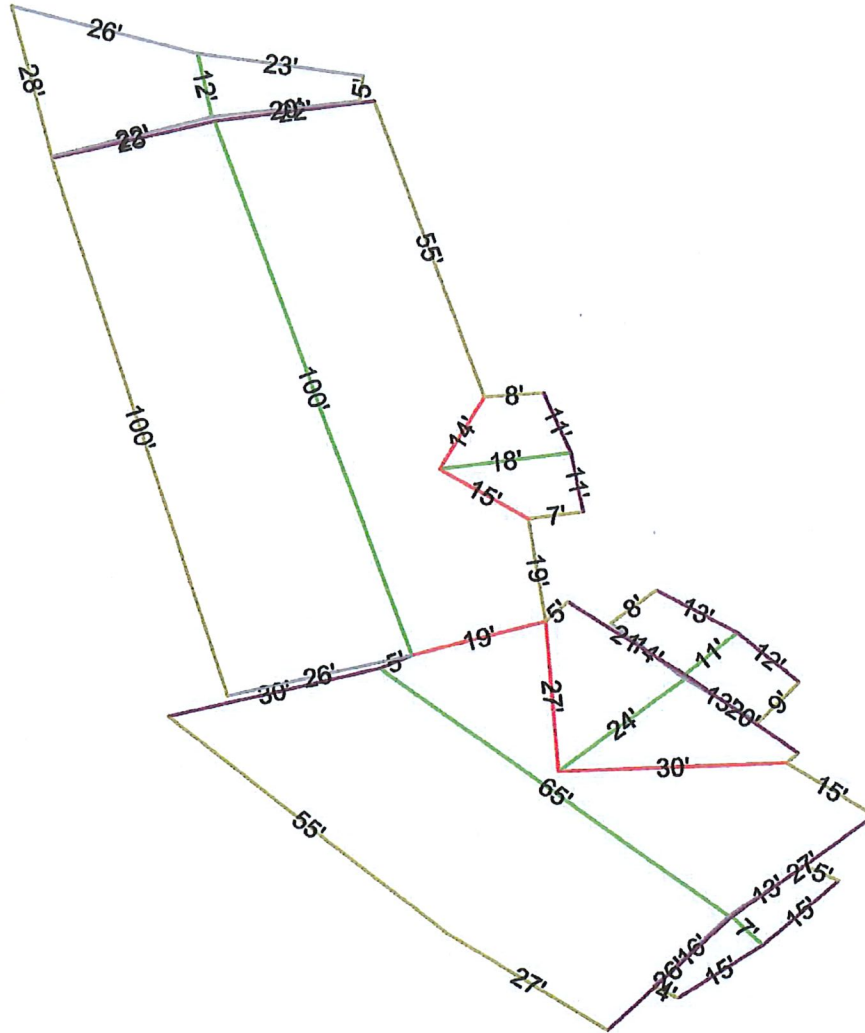
### Area Breakdown

109.6 SQs





## Length Breakdown



**Ridges:** 237ft 0in  
**Eaves:** 352ft 3in  
**Rakes:** 251ft 3in  
**Valleys:** 105ft 10in  
**Hips:** 0ft 0in

**Wall Flashing:** 0ft 0in  
**Step Flashing:** 173ft 9in  
**Gutters:** 0ft 0in

## Totals

Ridges: 237ft 0in  
 Eaves: 352ft 3in  
 Rakes: 251ft 3in  
 Valleys: 105ft 10in  
 Hips: 0ft 0in  
 Wall Flashing: 0ft 0in  
 Step Flashing: 173ft 9in  
 Gutters: 0ft 0in



**Tear Off:** 109.58 SQs  
 (10,958.04 ft<sup>2</sup>)

**Project Waste:** 8%

**Total Squares:** 118.35 SQs  
 (11,834.68 ft<sup>2</sup>)

Waste Factor	5%	10%	12%	15%	18%	20%	22%	25%
Total Squares	115.06	120.54	122.73	126.02	129.30	131.50	133.69	136.98
Total Area ft <sup>2</sup>	11,506	12,054	12,273	12,602	12,930	13,150	13,369	13,698