

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
Thursday, February 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. February 9, 2023 Regular Meeting Minutes
  - b. February 9, 2023 Special Solar Ordinance Meeting Minutes
  - c. February 15, 2023 MHOG Agenda/Minutes
  - d. February 15, 2023 HAFDA Agenda/Minutes
- 3) ZBA Appointments
- 4) Capitol Homes Sewer Refund
- 5) Employee Handbook
- 6) Roads
- 7) Dinkel Drive Engineering Review
- 8) Marion Township Maintenance/Addition/Sign/Gazebo

Correspondence and Updates  
February 2023 Livingston County Update

Call to the Public  
Adjournment

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

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
February 9, 2023

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

MEMBERS ABSENT: None

OTHERS PRESENT: None

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CALL TO ORDER

Bob Hanvey called the meeting to order at 7:30 pm.

APPROVAL OF AGENDA

Les Andersen made a motion to approve the agenda as presented, seconded by Sandy Donovan. **Motion carried.**

Greg Durbin made a motion to approve the agenda, Les Andersen seconded. **Motion carried.**

WINTERWOOD CHIP SEAL SAD-Creating the Roll

Bob Hanvey opened the public hearing at 7:31 to approve the roll for the Winterwood Chip and Seal SAD. Mr. Schallhorn, Mr. Craib and Mr. Thomas all support the creation of the roll. No objections were received. The public hearing was closed at 7:33 pm.

Sandy Donovan motioned to adopt a resolution to approve the Winterwood Special Assessment Roll for Chip Sealing, as presented, Greg Durbin seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Durbin, Andersen, Donovan—all yes. **Resolution passed 7-0.**

CALL TO THE PUBLIC

None Heard

ADJOURNMENT

Sandy Donovan motioned to adjourn at 7:36 pm., Les Andersen seconded. **Motion carried.**

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

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

**MARION TOWNSHIP  
BOARD OF TRUSTEES  
SOLAR ORDINANCE SPECIAL MEETING  
PARKER MIDDLE SCHOOL  
FEBRUARY 9, 2023, 8 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

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**CALL TO ORDER**

Bob Hanvey called the meeting to order at 8 pm.

**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.**

**SOLAR ORDINANCE DISCUSSION**

Michael Homier, attorney from Foster, Swift, Collins & Smith, said that the township board is at the point where they can consider adopting the proposed ordinance or make amendments to the proposed ordinance; the overlay has been revisited to identify two possible areas near transmission lines that could be suitable. Mr. Homier showed a map of the proposed overlay. The first area is next to transmission lines and a substation (Pingree/Jewell area.) The second area is near Parker Middle School (Wright/Fisk area.) The total acreage of the proposed areas is approximately 420 acres. Mr. Homier explained that this is an overlay district, not a rezoning of the property; it adds an additional use if the property owner wants it. Mr. Homier talked about the demonstrated need for the township and it is a rough calculation; either one of these areas would satisfy that requirement. He said there is a rational decision for designating either of these two areas, particularly near Pingree Road. He emphasized that the township has to make a space for solar, but the property owner does not have to sign up for it. The board is not requiring or mandating anything; it would be a voluntary use by the property owner with a Special Use Permit.

Les Andersen asked Mr. Homier to explain the state mandate. Mr. Homier said it's actually state law that 35% of the energy portfolio of public utilities will be required to be renewable between 2025-2050. What it doesn't say is where that has to be located or what type it has to be. The Zoning Enabling Act says the township cannot adopt an ordinance that completely prohibits a lawful land use where there's a demonstrated need. What the township is trying to do is provide for the township's demonstrated need, not areas outside of the township.

Dan Lowe said he would like the overlay to be smaller—to limit it to one or the other of these two parcels, not both.

Tammy Beal asked Mr. Homier to explain the pros and cons of the Wright/Fisk parcel. Mr. Homier said it's near transmission lines and while it's not completely isolated from residential areas, it's less than other areas. It is approximately 137 acres.

Sandy Donovan asked approximately how many acres does the township need to meet the demonstrated need? Mr. Homier said the rough calculations would be between 130-200 acres.

If a landowner turns down a lease, the township has no additional liability. Mr. Homier explained that wind and solar companies do not have eminent domain; energy companies that are regulated, such as DTE or Consumers Energy, do.

### **SOLAR ORDINANCE DISCUSSION**

Jim Witkowski, 3111 Pinckney Road, asked about demonstrated need versus exclusionary zoning. Mr. Homier said the township needs to balance the risk and having an ordinance and overlay district substantially reduces the risk to the township. Mr. Witkowski said he would put it in light industrial or commercial. The township doesn't have to make it economically advantageous for the solar company. John Gormley said the township only has 60 acres of commercial and zero acres in light industrial that's not already developed.

Nancy Manson, 3346 W. Coon Lake Road, asked if property owners within the overlay don't want to lease, does the township have to find other areas? The answer is no. She said she was told by officers in Shiawassee County that any land used for solar has to be rezoned industrial—is that true? The answer is no. Another concern is that these companies are LLCs that no one's heard of; how is an upfront bond handled? Mr. Homier said that's exactly what should be done in terms of a bond; the township would generally rely on engineers for a cost estimate to decommission and then require up to 125% plus an inflation rate escalator.

John Cheyne, 500 Jewell Road, asked again what the acreage required would be? Mr. Homier said roughly 120-200 acres. Mr. Cheyne said if the 60 acres of commercial could be in the overlay, and the risk analysis is that it's better to put solar on farm land than to litigate, what could the cost of that litigation be? Mr. Homier said previous cases were about \$150K per case; it's expensive and unpredictable. Mr. Cheyne asked what the estimated budget of the township hall addition is? Mr. Hanvey said the bids haven't been received yet, but somewhere in the \$3 million range. Mr. Cheyne said he believes the board would have the support of the residents to litigate. Mr. Homier said to keep in mind that's just the litigation cost if you win; if you lose, there could be a big judgement. This township could be bankrupted. Mr. Cheyne mentioned the home business and nuisance ordinances, including groundwater concerns. Will these ordinances also be applied to solar farms? Mr. Hanvey said it wouldn't be considered a nuisance; it would be the drain code. Mr. Cheyne thanked the board for arranging this meeting.

Chris Fleming, 843 E. Davis Road, said the ordinance is the townships to write. He has concerns about interference with cell/radio/Wi-Fi; environmental concerns; no provision for security; two different definitions of abandonment (1.1 and 6.33.3); In Section 12—Goals; Section 17—Intents and Purposes no provision for monetary and enforcement. There are several places where independent contractors are required and the board should have discretion in who is selected and should approve their findings. Resolutions should be at the discretion of the board; courts should be the last resort. Mr. Fleming asked if there could be a maximum number of acres established?

Steve Willsmore, 5744 Lange Road, asked if the overlay is now smaller or the original? Mr. Hanvey said a much smaller overlay has been proposed. Mr. Willsmore asked about the aquifer and wellhead protection area—Mr. Hanvey said the wellhead protection area is not included in the smaller overlay. He asked if they are talking about large bonds or bags of cash? Mr. Hanvey said the proposal is to change it to cash bond.

Patty Hostine 4301 Coon Lake Road, said she sent a five-page letter with her comments/concerns/suggestions. She asked if the demonstrated need is calculable, can that be capped once the need is met? Ms. Hostine suggested these panels go over industrial or commercial instead of farm land. She feels the language in the ordinance needs to be stronger and less attractive to these companies.

Mark Cartier, 2884 Norton Road, said he was taken by surprise when he heard about this, and the township should adopt an ordinance to keep this kind of thing out. Will the companies give the residents some relief on property values? Will the township give the property owners a tax break?

Kim Kurzeja, 5911 Pingree, said she was completely caught off guard about this. What about contamination, sound issues, property values?

Catherine Dyer, 2715 High Meadows, thanked the board for the opportunity to have this meeting. She asked with the 60 acres of the commercial available, could one of the two locations on the new proposed map be made even smaller to reach the required amount? Mr. Homier said yes. She asked whether the industrial and commercial that's already developed, but might be in poor condition, could be used as part of the overlay and the power companies would have to make the improvements? Mr. Homier said when it becomes an impossibility, that's when it becomes exclusionary. She asked if there is any opportunity to discuss the parameters in the ordinance? Mr. Homier said yes.

Cynthia Eades, 3110 New Holland Drive, is an audiologist who has experience conducting industrial noise surveys and medical interventions due to chronic noise exposure, both occupational and environmental. She has two issues--noise needs to be addressed and should be evaluated by a professional industrial audiologist or sound engineer, both pre- and post-construction; she also has concerns about low-frequency noise. Low-frequency noise can affect many things such as blood pressure, vision, anxiety, etc.

Michael Hoeneise, 5945 W. Coon Lake Road, asked if the Rover pipeline location had been considered when creating this proposed overlay? Mr. Homier said the overlay was proposed on a rational basis and what's most suitable. It's not the township's responsibility to make guarantees.

Clint Beach, 11388 Owosso Road, Cohoctah Township, said he sent information to the board regarding property values, sample ordinances, etc. He said the Cohoctah Township Planning Commission voted to extend the moratorium. He's asking the Marion Township Board to do the same to give residents ample time to address numerous concerns.

Erin Willsmore, 5744 Lange Road, said she has no trust in mystery LLCs or this board.

Jay Drick, County Commissioner, said he's been an attorney for 45 years. He encourages the board to draft an ordinance after everyone has input, and provided the board with ten legal clauses that he hopes are included in the ordinance. He said it's the township board's duty to protect the residents.

Erin Hamilton, Cedar Lake Road, said she would like to see solar done properly, and she feels the demonstrated need of the township is agricultural. She asked for a 12-month moratorium and asked any board members who are opposed to utility-scale solar farms to stand up and pledge support.

Kerry Borowski said she lives at the corner of Fisk and Wright, she said she's more concerned after hearing from the audiologist. She has concerns about property values and health issues.

Tammy Schoenbeck, Cohoctah Township, said she is a residential appraiser and solar farms can have a 6-30% impact on property values. She hopes the board thoroughly and thoughtfully considers everyone's comments.

Tim Gabriel asked about eminent domain. Mr. Homier said regulated utilities have eminent domain, solar/wind providers do not.

Peter Sinclair from Midland, MI said he is a videographer who will be giving a presentation at the Opera House that shows a different perspective.

Jeff Hopper, 2166 Blackstone, is concerned about the wildlife, and that solar farms would have a direct impact on his spirituality and happiness.

Nancy Manson, 3466 W. Cedar Lake Road, pointed out that about 10 years ago, the people of Michigan voted in favor of adding 25% renewables by 2025. A few years ago, legislation was proposed to increase that to 50% and it was turned down. In ten years, a kilowatt has increased from 10 cents to 20 cents, doubling our electric bills. In September 2022, Consumers was at 10.9% renewables, so they're really behind schedule. If this continues until 2025, kilowatt hours will be about 50 cents—2 to 2.5 the cost today, thanks to renewables.

Tim Ryan, 459 E. Davis Road, thanked Mr. Homier for a well-reasoned presentation. He said the township needs to enforce the ordinances, every time.

Sarah Porter, Conway Township, said there is a lack of communication. She said they begged the board to hire this attorney, and people should give them a chance.

Brad Savino, 3140 Pingree, said things to consider adding to the ordinance is 1. No vetting process; 2. Gag orders built into contracts. 3. Property owner and solar company should share responsibility. 4. Plans for disposal. 5. Inspections at any time paid for by the solar company. 6. Zoning infractions. 7. Taxing. 8. Maintenance and construction (times and duration.)

Bob Hanvey said the board needs to resolve some of the tradeoffs. Much of what was heard tonight are concerns the board is already aware of, other than the sound issues. He asked the attorney to explain the tradeoffs between adopting an ordinance or imposing an ordinance. Mr. Homier gave of example of recent similar cases, and the result was the judge striking down the moratorium; however, by that time, an ordinance was in place.

John Borowski has concerns about diminished values, setbacks, groundwater

Les Andersen said the township can choose to not extend the moratorium and sit on any applications until the ordinance is perfected. He asked whether this should be sent back to the planners and the Planning Commission? Dan Lowe said he would prefer the board handle this by fixing as best as they can, but he would rather have a moratorium in place.

Greg Durbin is encouraged by what's been accomplished and believes the residents now understand that the board's intentions were to protect the township, not to encourage solar farms.

Bob Hanvey said the Planning Commission meets the fourth Tuesday of each month at 7:30 pm; the packets are available on the township's website one week before the meeting. The township board meets the second and fourth Thursday of each month at 7:30 pm.

Tammy Beal said the next special meeting on solar is scheduled for Wednesday, February 22 at Parker Middle School at 8 pm. The next regular board meeting is scheduled for Thursday, February 23 at the township hall at 7:30 pm.

**CALL TO THE PUBLIC**

No response.

**ADJOURNMENT**

Greg Durbin motioned to adjourn at 11:02 pm. Les Andersen seconded. **Motion carried.**

Submitted by: S. Longstreet

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Tammy L. Beal, Township Clerk      Date

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

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

## System Operational Report



For

February 15th, 2023

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

### AGENDA

1. Approval of the Minutes of January 18, 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



# Marion Howell Oceola Genoa

WATER AUTHORITY

## MHOG Water Authority Meeting MINUTES

The Marion, Howell, Oceola, Genoa Water Authority met on January 18, 2023 at 5:00 PM. Members present were Bamber, Coddington, Rogers, Counts, Hunt, Hanvey, Henshaw and Lowe

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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 December 21, 2022 meeting. The motion was seconded by Counts and carried.

A motion was made by Hunt to adopt the Frozen Water Line Billing Policy as proposed. The motion was seconded by Counts and carried.

A motion was made by Counts to authorize a quote from Detroit Pump for \$8,570.00 to repair a pump in a well. The motion was seconded by Henshaw and carried.

A motion was made by Counts to approve General Fund check # 9433 through 9458 and PR 807-813 totaling \$180,311.02. The motion was seconded by Coddington and carried.

A motion was made by Coddington to approve check #1020 through 1022 totaling \$21,070.56 from the Capital Reserve Replacement Fund. The motion was seconded by Counts 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)

February 10, 2023

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

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

Dear Board Members;

The MHOG System operated well over the past month, and the recent cold/warm cycles did not cause any problems like we had over Christmas. The front cover picture shows a leaking water valve that occurred as a result of corroded bolts during a shut-down of the Westbury Water Main for an extension for the new phase. Following is a summary of the major activity since the previous meeting.

- New development continued to progress over the past month, despite a break with the holiday season. Following are some key highlights:
  1. Additional plan review with comments occurred for the Woodland Reserve Development on M-59.
  2. We participated in a design meeting, additional plan review occurred and permits were submitted for the St. Joe Mercy hospital expansion.
  3. Permits were submitted for the Datapak Watermain extension project.
  4. It met with Highland Knolls contractors and a plan was developed to raise fire hydrants without using extensions.
  5. A few shut downs occurred to facilitate water main extension of Westbury Apartments. As mentioned above, during a shut down for the west loop extension, an existing valve began to leak. It was repaired within 48 hours by replacing the bonnet bolts, which had become corroded due to the salt used on the sidewalks adjacent to the valve.
  
- EGLE is requiring water supplies complete service line material verification. This goes beyond just lead services, of which MHOG has none, but rather identifying what material is present from the main to the shut off, the shut off to the home, and inside the home. We have included some of the guidance documents we have to perform as well as steps we have already initiated. We want to discuss this with the Board as it is a tremendous undertaking, and we are trying to balance the State requirements with time and money.

- This past week, we had another wellhead protection meeting for our current grant cycle. We want to discuss the proposed gas station coming in. We have several requirements we can make them meet to protect the well head area as much as possible. We have a meeting with the developer on February 16, so discussing with the Board will be beneficial prior to this meeting.
- The Deputy report provides January flow and production data, water loss data, and MISS DIG utility locating information.
- In Section 4, we updated the annual draft allocation percentage for each of the systems we serve. We updated the allocation table with new budget, customer, flow, and other information to determine the new percentages. In summary, MHOG went up about 0.8% as it was the system that grew the most over the past year adding customers, record production, more components, and more miles of pipe.
- We also prepared an updated DPW Budget for the fiscal year ending March 31, 2024 from last meeting. In general, we brought down projected expenses about \$50,000 from the budget we presented last month. We plan to review this budget in detail with the Board prior to requesting approval.
- Finally, Maner Costerisan will be present to review the final audit for the Authority for the fiscal year that ended September 30, 2022.

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

Sincerely,



Greg Tatara  
Utility Director

# HOWELL AREA FIRE AUTHORITY AGENDA

**Date:** February 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 January 18, 2023

Call to public (Items not on the agenda)

Discussion/Approval Resolution 02-23 for necessary budget adjustments.

Discussion/Approval to purchase new Engine before March 1, 2023 price increases.

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

Chief's Comments

- 22/23 Fuel Budget
- Approve Payment of Bills and Payroll in the amount of \$200,304.85

New Business

Old Business

- Adjournment

**HOWELL AREA FIRE AUTHORITY**

January 18, 2023 – 6:00 pm

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

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**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 6:04 pm

**Approve the minutes of the regular meeting of December 21 2022:** MOTION by Mr. Ellis, SUPPORT by Mr. Coddington to approve the minutes of the regular meeting of December 21, 2022. MOTION CARRIED UNANIMOUSLY.

**Call to Public:** No Response

**Discussion/Approval: Resolution 01-23 - A Resolution to exempt the Howell Area Fire Authority from the requirements of Public Act 152 for the next succeeding year.:** MOTION by Mr. Ellis, SUPPORT by Mr. Fosdick to approve Resolution 01-23 to exempt the Howell area Fire Authority from the requirements of Public Act 152 for the next succeeding year. Roll Call Vote Taken: Mr. Coddington-yea, Mr. Hanvey-yea, Mr. Fosdick-yea, Mr. Bamber-yea, Mr. Ellis-yea. 5 yeas, 0 nays. MOTION CARRIED.

**Discussion-Follow-up on website updates for Howell Area Fire Authority:** Deputy Chief Czubenko reported that we have 2 mock-ups on the main page. The next step is to develop drop-down menus. Mr. Fosdick requested that the Board be able to preview the new site before it goes live.

**Chief's Comments:**

- Chief Hicks is looking into quotes for a feasibility study. He would like to put together a scenario of how we will staff our stations over the next 8 years.
- Update on Rescue 20: Some of the equipment in the contract for the new Rescue 20 is no longer available for purchase.
- We ordered a new Brush Truck which will be purchased during the next fiscal year. Orders for Brush Trucks are no longer available after Friday 01/19/2023 so we had to place the order to ensure we could obtain the new vehicle.

**New Business:**

- As of Friday, 01/13/23, the Chevy dealer is not accepting any more orders for SUV'S. The dealership has 14 vehicles coming in on a first come first serve basis. Chief Hicks has requested permission to purchase a vehicle if one becomes available.
- We are working on getting 3 quotes for a new Engine. Sutphen is 4 years out to build a new truck.

**Discussion/Approval: Permission to purchase a new command vehicle for up to \$50,000.** MOTION by Mr. Ellis, SUPPORT by Mr. Coddington to grant the Chief permission to purchase a new vehicle, not to exceed the amount of \$50,000. MOTION CARRIED UNANIMOUSLY

Hafa Mtg. Minutes  
January 18, 2023  
Page 2

**Approve payment of Bills and Payroll:** MOTION by Mr. Coddington, SUPPORT by Mr. Ellis to authorize payment of Bills and Payroll in the amount of \$212,690.09. MOTION CARRIED UNANIMOUSLY.

**Adjourn:** MOTION by Mr. Ellis, SUPPORT by Mr. Fosdick to adjourn the meeting at 6:24pm.  
MOTION CARRIED UNANIMOUSLY.

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

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

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## MONTHLY UPDATE TO THE BOARD

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

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During the month of January, the HAFD responded to a total of 135 calls for service. There were 167 calls in January of 2022. The total year-to-date runs for 2023 is 135. Last year's total at the end of January was 167.

Some of the more significant events for the month included:

On January 25th, Howell Firefighters were dispatched to a reported fire in a commercial building in the 100 block of W. Highland Rd. in the City of Howell. Upon arrival crews reported a working fire in the kitchen area, entry was made, and crews found a fire in the deep fryer. The fire was not contained and spreading due to a malfunctioning suppression system. The Fire Marshal had to manually activate the system to extinguish the fire.

On January 27th, Howell Firefighters were dispatched AMA to Fowlerville for a reported structure in the 3000 block of Cemetery Rd. in Handy Township. Upon arrival Chief 4 reported a working fire with flames through the roof, crews assisted with fire ground operations and water supply.

On January 29th, Howell Firefighters were dispatched for an ice water rescue of a dog in the 5000 block of Clyde Rd. in Oceola Township. Upon arrival crews reported a dog had fallen through the ice and was now on an island in the middle of a pond. Crews in ice suits made their way to the dog and placed him in a flat bottom boat returning him to his owner. During this call one firefighter suffered a dog bite to his hand and his ice suit zipper failed causing hyperthermia.

On January 30th, Howell Firefighters were dispatched to a reported structure fire in the 1000 block of N. Kellogg Rd. in Oceola Township. Upon arrival crews reported a working fire with heavy smoke and fire and requested a 2<sup>nd</sup> alarm due to the size of the home and fire conditions.

Training for the month of January consisted of required medical continuing education credits.

**Next meeting of the Howell Area Fire Authority Board is scheduled for Wednesday February 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:** February 1, 2023  
**TO:** Chief Ron Hicks  
Fire Authority Board  
**FROM:** Jamil Czubenko, Deputy Chief/Fire Marshal  
**REF:** January 2023 Month End

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

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

Planning has already begun for the 2023 Michigan Challenge Balloonfest, scheduled for June 23-25 and the Howell Melon Festival.

The FD continues to share our safety messages and keeping our customers informed. Our Facebook page has 4,921 current followers. Our Instagram currently has 809 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 10 homes, where we evaluated and/or installed new equipment.

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



INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2023-0114	745 - Alarm system activation, no fire - unintentional	01/27/2023	2829 W GRAND RIVER	EN20,STA20
2023-0116	311 - Medical assist, assist EMS crew	01/27/2023	3003 W GRAND RIVER	BR20
2023-0122	311 - Medical assist, assist EMS crew	01/29/2023	3003 W GRAND RIVER	BR20,STA20
2023-0126	311 - Medical assist, assist EMS crew	01/30/2023	4318 OAK GROVE RD	BR20,STA20,STA24
2023-0129	611 - Dispatched & cancelled en route	01/30/2023	1045 DURANT DR	CPT20

Total # Incidents for HOWELL TWP:

34

**ZONE: MARION - MARION Twp**

2023-0004	551 - Assist police or other governmental agency	01/01/2023	235 NEWBERRY LN	BR20,STA20
2023-0018	311 - Medical assist, assist EMS crew	01/04/2023	1061 WEATHERSTONE LN	BR23,STA20
2023-0032	733 - Smoke detector activation due to malfunction	01/07/2023	13 PERCY DR	CH20,CH23,CPT23,EN20,EN23,STA20,STA23
2023-0044	631 - Authorized controlled burning	01/10/2023	2900 JEWELL RD	EN23,FM2,STA20,STA23
2023-0056	311 - Medical assist, assist EMS crew	01/12/2023	5623 W COON LAKE RD	BR23,LT23,STA20
2023-0060	651 - Smoke scare, odor of smoke	01/13/2023	4460 W SCHAFER RD	CH23,EN20,EN23,STA20,STA22,STA23,STA24
2023-0062	611 - Dispatched & cancelled en route	01/14/2023	5999 HINCHEY RD	STA20
2023-0063	551 - Assist police or other governmental agency	01/14/2023	946 GRAY FOX CT	BR23,CPT23,EN20,STA20
2023-0068	743 - Smoke detector activation, no fire - unintentional	01/15/2023	980 PEAVY RD	EN20,STA20
2023-0083	311 - Medical assist, assist EMS crew	01/20/2023	270 E COON LAKE RD	BR23,STA20
2023-0086	745 - Alarm system activation, no fire - unintentional	01/21/2023	980 PEAVY RD	EN20,LT202,STA20
2023-0087	551 - Assist police or other governmental agency	01/21/2023	2675 PINGREE RD	BR20,BR23,CH23,STA20,STA23
2023-0091	611 - Dispatched & cancelled en route	01/22/2023	1309 S ALSTOTT DR	EN20
2023-0098	551 - Assist police or other governmental agency	01/24/2023	5505 HINCHEY RD	BR23,STA20
2023-0113	551 - Assist police or other governmental agency	01/27/2023	5591 W COON LAKE RD	BR20,BR23,CH23
2023-0118	551 - Assist police or other governmental agency	01/28/2023	250 DIETERLE RD	BR20,C-2,STA20
2023-0120	551 - Assist police or other governmental agency	01/28/2023	1099 WEST OAKS DR	BR20,STA20
2023-0125	551 - Assist police or other governmental agency	01/30/2023	945 SPIREA	BR20,STA20

Total # Incidents for MARION:

18

**ZONE: OCEOLA - OCEOLA Twp**

2023-0005	311 - Medical assist, assist EMS crew	01/02/2023	1657 WHITE CLIFF DR	BR20,BR22,STA22
2023-0010	611 - Dispatched & cancelled en route	01/03/2023	972 CALLAWAY CT	CPT22,STA22
2023-0017	311 - Medical assist, assist EMS crew	01/04/2023	1886 NIKKI CT	EN22,TA22
2023-0024	311 - Medical assist, assist EMS crew	01/05/2023	1781 GULLEY RD	CH20,EN22
2023-0027	551 - Assist police or other governmental agency	01/06/2023	4685 EAGER RD	C-202,EN22,STA22,STA24
2023-0059	324 - Motor vehicle accident with no injuries.	01/13/2023	2999 GOLF CLUB RD	C-202,EN22

Only REVIEWED incidents included. Archived Zones cannot be unarchived.



## Bob Hanvey

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**From:** Carol Hanus <carol@mhog.org>  
**Sent:** Monday, January 30, 2023 1:56 PM  
**To:** Bob Hanvey (supervisor@mariontownship.com)  
**Subject:** Possible sewer adj for 179 Barnsley  
**Attachments:** 179 Barnsley possible sewer adj 30Jan23.pdf

Hi Bob,  
Here is the possible sewer adjustment paperwork.  
Thanks for any help on this.  
Sincerely,

*Carol Hanus*

Billing Specialist  
800-881-4109  
Marion, Howell, Ocala and Genoa Sewer and Water Authority

***Pay your bill online or view account information at: [www.mhog.org](http://www.mhog.org)***

For news & tips follow us on [Twitter](#) | [@MHOGWater](#) 

**If you have a sewer or water emergency please call 888-481-0439**



**MHOG Sewer & Water Authority**  
 2911 Dorr Road  
 Brighton, MI 48116  
 (800) 881-4109 www.mhog.org

Your MHOG Bill is also online.

**UTILITY BILL**

Account Name:	Capital Construction
Account Number:	020165150
Service Address:	179 Barnsley Dr.
Billing Date:	01/18/2023
Total Due By:	02/15/2023

Capital Construction  
 P.O. Box 1702  
 Brighton, MI 48116-5502

*Please Remit & Make Checks Payable to:*  
**MHOG**  
 2911 Dorr Road  
 Brighton, MI 48116

*Value on furnace humidifier Leaking + going into sump crock.*

Or pay online: [www.mhog.org/payonline](http://www.mhog.org/payonline)

<b>CURRENT CHARGES</b>	<b>PREVIOUS UNPAID BALANCE:</b>	<b>\$0.00</b>
Water Usage @ \$4.97		\$581.49
Sewer Usage @ \$6.05		<del>\$707.85</del>
Irrigation Usage @ \$5.47		\$0.00
Water Ready To Serve		\$10.00
Sewer Ready To Serve		\$10.88
	<b>TOTAL CURRENT CHARGES:</b>	<b>\$1,310.22</b>
	<b>TOTAL DUE BY 02/15/2023</b>	<b>\$1,310.22</b>

*\$701.88 excess sewer usage, didn't enter sewer system.*

*6.05*

*Last bill was only 1,000 usage.*

**For Water Emergencies call: 888-481-0439**  
**For Sewer Emergencies call: 517-546-7510**

**If Paid After Due Date: \$1,441.25**

SERVICE INFORMATION	PREVIOUS		CURRENT		CONSUMPTION
	DATE	READING	DATE	READING	
Water	09/30/22	1 ACT	01/09/23	118 ACT	117
Irrigation	09/30/22	35 ACT	01/09/23	35 ACT	0

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT.



**MHOG Sewer & Water Authority**  
 2911 Dorr Road  
 Brighton, MI 48116  
 800-881-4109 www.mhog.org

Account Name:	Account Number:
Capital Construction	020165150
<b>Amount Due if paid on or before Due Date:</b>	
<b>\$1,310.22</b>	<b>02/15/2023</b>

Service Address: 179 Barnsley Dr.

AMOUNT PAID: \$

*If paying after due date, please include total due with penalties applied.*

Your MHOG Bill is also online.

After due date, amount due will be: \$1,441.25



**History Report**  
Monday, January 30, 2023

**MHOG Sewer & Water Authority**  
2911 Dorr Road  
Brighton, MI 48116  
(800) 881-4109

1/1

Location ID: barn-000179-0000-01      Account Status: Active  
 Account #: 020165150      Connect Date: 08/24/2022  
 Service Address: 179 Barnsley Dr.      Final Date:  
 Customer: Capital Construction

Posted	Created	Action Read	Item - or - User Usage	Amount Other Info	Balance
01/18/23	01/18/23 10:03	Bill Calculated	09/30/22-01/09/23	\$1310.22	\$1310.22
01/09/23	01/11/23 10:22	Meter Read 118	Water 117	Act	\$0.00
01/09/23	01/11/23 10:22	Meter Read 35	ZIrrg. Mtr.	Act	\$0.00
10/25/22	10/25/22 11:36	Payment Posted	R22-180213	\$192.06	\$0.00
10/14/22	10/14/22 12:11	Bill Calculated	08/24/22-09/30/22	\$192.06	\$192.06
09/30/22	10/04/22 13:02	Meter Read 1	Water 1	Act	\$0.00
09/30/22	10/04/22 13:01	Meter Read 35	ZIrrg. Mtr. 35	Act	\$0.00
08/24/22	08/25/22 16:28	Meter Read-Initial	ZIrrg. Mtr.	Act	\$0.00
08/24/22	08/25/22 16:25	Meter Read-Initial	Water		\$0.00

Total Usage: 153.00

YELLOW HIGHLIGHTED-ADD NEW TEXT

GREY HIGHLIGHTED-REMOVE TEXT

**MARION TOWNSHIP  
PERSONNEL POLICY  
AND  
ADMINISTRATIVE REGULATIONS  
HANDBOOK**

## **MARION TOWNSHIP POLICY HANDBOOK**

Marion Township has always emphasized that outstanding people are the key to our success. To ensure continued success, we feel it is important that all employees understand our policies and administrative regulations. This handbook will familiarize you with the various aspects of working for Marion Township. You are encouraged to use it as a valuable resource for understanding your employment with the Township. It will also be a useful reference document for all employees. If you have questions, please do not hesitate to ask your immediate supervisor or Township supervisor.

No individual, other than the Township Board, is authorized to modify or amend these policies. Further, no statement of policy set forth in the handbook is intended as a contractual commitment or obligation of the Township to any individual employee or group of employees.

### **INTRODUCTION**

The policies, practices and benefits will be reviewed for updating and may change from time to time. Therefore, you should always check to ensure that you have the most current copy of the policy book.

### **ETHICAL STANDARDS/CONFLICT OF INTEREST**

Marion Township has an excellent reputation for conducting its business activities with integrity, fairness, and in accordance with the highest ethical standards. As an employee, you enjoy the benefits of that reputation and are obligated to uphold it in every business activity. If you are ever in doubt whether an activity meets our ethical standards or compromise the Township's reputation, please discuss it with your immediate supervisor or Township supervisor. The Township Board of Trustees endeavors to hire the best-qualified candidates for the position.

All employees must maintain a pleasant and helpful attitude in dealing with members of the public and co-workers, whether by telephone or in person. The following are also prohibited: Failing to report to work when scheduled, failure to be on time for work, violation of departmental rules or confidentiality, neglect of duty, reporting to work in an intoxicated condition, consumption or possession of alcohol or illegal drugs or substance (such as marijuana) on township premises while on or off duty, use of obscene language in public office areas, threatening other persons or instigating a fight, verbally abusing or physically attacking customers, residents, visitors or township personnel. Personal conduct that is obnoxious or abusive to other customers, residents or employees including gossip, rumors and statements of defamatory nature will result in further action, which may include withholding a merit increase, demotion, suspension without pay, or termination.

A public official or employee shall not solicit or accept any gift of value including money, goods, or services for the benefit of any person or organization excluding the Township. A public official or employee shall not engage in a business transaction in which they may profit from their official position or authority including benefiting financially from confidential information they obtained by reason of that position or authority. A public official or employee shall not engage in, accept employment, or render services for any private or public interest when it is in conflict with their official duties or when that employment or service may impair their judgment in actions while performing their official duties.

A public official or employee shall not participate on behalf of the township in negotiation or

execution of contracts, making loans, granting of subsidies, fixing of rates, issuance of permits and certificates, or other regulation and supervision relating to any business entity in which they have a personal interest. A public official or employee shall disclose all conflicts of interest that they discover or that have been brought to their attention in connection with the activities of the township. Voluntary work performed by family members is not perceived as a conflict of interest.

Disclosure is defined as providing a written description of the facts comprising the conflict of interest to the appropriate person be it the Board of Trustees or immediate supervisor. A resolution to the conflict of interest shall be determined by the Board of Trustees.

At the time of hiring and on an annual basis, the township will require employees and public officials to sign a policy to show their understanding of this policy.

## **EQUAL EMPLOYMENT OPPORTUNITY**

Marion Township maintains a strong policy of equal employment opportunity. We ensure equal employment opportunity for all employees and applicants for employment. We hire, train, promote, and compensate employees on the basis of personal competence and potential for advancement without regard for race, color, religion, sex, national origin, age, height, weight, or physical impairments.

Our equal employment opportunity philosophy applies to all aspects of employment including recruiting, hiring, training, transfer, promotion, job benefits, educational assistance, and social and recreational activities.

### Reasonable Accommodation for the Disabled

In carrying out its commitment of equal employment the Township will make reasonable accommodations for applicants, as well as employees, who can perform the essential functions of the job with or without reasonable accommodations.

### Discrimination or Harassment

Any form of discrimination or harassment is prohibited by Marion Township as well as by state and federal law. Any person engaging in such conduct may be terminated immediately.

Any employee who feels that he or she is being subjected to a form of discrimination or harassment prohibited by this policy should notify his or her immediate supervisor or the Township supervisor.

Any employee who is determined, after an investigation, to have engaged in discrimination or harassment in violation of this policy may be subject to disciplinary action, up to and including discharge.

### Sexual Harassment

The Township is committed to providing employees with a working environment that is safe, comfortable and productive. Sexual harassment in any form will not be tolerated. Simply stated, sexual harassment is any unwanted sexual attention pressed on an unwilling employee by co-workers or superiors. For purposes of this policy, sexual harassment is defined as including, but not limited to, the following acts:

1. Sexual relations, sexual contact, or the threat of sexual relations or sexual contact,



which is not freely and mutually agreeable to both parties.

2. The continual or repeated verbal abuse of a sexual nature including, but not limited to, sexually explicit statements, sexually suggestive objects or pictures, sexually degrading words used to describe the employee, or propositions of a sexual nature.
3. The threat or insinuation that lack of sexual submission will adversely affect the employee's wages, advancement, assigned duties, or other conditions that affect employment.

If you believe you are a victim of sexual harassment, deal with the problem immediately by making a written complaint to your immediate supervisor, to the Township Clerk, or to the Township Supervisor. All allegations of sexual harassment will be investigated fully, impartially, and with discretion. There will be NO retaliation against an employee who files a complaint.

Any employee who is found, after investigation, to have engaged in sexual harassment of another employee will be subject to discipline, up to and including discharge. An employee who files a false report of sexual harassment will also be subject to discipline, up to and including discharge.

### **SUPERVISION**

Personnel shall take direction from their immediate supervisor. The Township Supervisor is the immediate supervisor for the Assessors and the Zoning Administrator. The Township Clerk is the immediate supervisor of the Deputy Clerk, Receptionist and Election Workers. The Township Treasurer is the immediate supervisor of the Deputy Treasurer and the Treasurer's Assistant.

### **COMPENSATION POLICY**

#### Pay Period

For all employees, the standard pay period is monthly. Checks and automatic deposits will be available on the 10th of each month or on the last working day prior to the 10th. Pay period will cover the first through the last day of each calendar month.

For all employees working 32 hours per week, the standard workweek is Monday-Thursday, 9:00 am-5:00 pm. All employees are allowed a daily thirty (30) minute paid lunch and two fifteen (15) minute paid breaks. Customer service will be provided during these times by the appropriate staff.

#### Payroll Procedures

The normal workweek is defined in the Pay Period paragraph. All regular, non-elected employees are required to clock in and out each day to record hours worked. If hourly employees are authorized to work over 32 hours per week, they will be compensated at their normal hourly rate up to 40 hours. Hourly employees authorized to work over 40 hours in a week will be paid at 1½ times the regular rate.

Paid time off must be recorded on the standard PTO request form. Scheduled time off must be requested prior to taking time off. Unscheduled PTO must be recorded on the PTO request form when the employee returns to work.

Pay is calculated on the following basis:

Elected Officials are paid monthly in equal payments based on the annual salary approved by the board.

Non-elected regular hourly employees are paid monthly based on time recorded on time clock and PTO forms.

If an hourly employee is required to work hours other than the normal township business hours then they will be compensated at their regular rate of pay, be paid for time spent traveling and mileage. Example: Such as an MTT Hearing on a Friday that is out of town.

Appointed boards and commissions are paid as follows:

Planning Commission- ~~\$100~~ \$110 per meeting as recorded by the zoning administrator and paid monthly. The chairman will receive ~~\$150~~ \$165 per meeting.

Zoning Board of Appeals- ~~\$100~~ \$110 per meeting as recorded by the zoning administrator and paid monthly.

Zoning Administrator will receive ~~\$100~~ \$110 for attending the Planning Commission Meeting, Zoning Board of Review Meeting and ~~\$100~~ \$110 per meeting when asked by the Supervisor, Clerk or Treasurer to attend the regular Board of Trustee meeting.

Board of Review--~~\$25~~ \$27.50 per hour for all meetings and training recorded on sign-in sheets paid monthly. Mileage will be paid up to 100 miles per class.

Howell Area Park and Recreation Authority Representative--\$175 per meeting, paid monthly.

Election Workers--pay rates set by election commission, approved by Board of Trustees. Time recorded on sign-in sheets for training and elections paid monthly.

#### Overtime

Employees will be compensated for all work authorized by their immediate supervisor in excess of 40 hours per week at a rate equal to 1½ times the employee's regular rate of pay.

All authorized work in excess of sixteen (16) consecutive hours worked, or work on holidays, will be compensated at a rate equal to two (2) times the employee's regular rate of pay.

#### Unpaid Furlough Days

If the workload and/or financial situation warrants, temporary unpaid furlough days may be enacted as determined by the Officers. PTO may not be taken as furlough days. Furlough days can only be changed at the request of an Official; i.e.: if the staff person is needed to come in because of an extra work load. This will not affect the benefit package.

#### Date of Hire

The effective date on which an individual officially hired, as an employee of Marion Township shall be designated as that individual's "Date of Hire." This date is used to determine benefits. An employee's "Date of Hire" will remain in effect throughout an employee's continuous consecutive years of paid employment with the Township. The following shall alter an employee's date of hire:

- Authorized leaves of absence exceeding 180 days, which shall change employee's

date of hire to the date of return to his/her position.

### Seniority

Seniority is determined by years of service without more than a six-month approved leave of absence.

### Salary Increases/Raises

Employee starting salary will be that which has been established by the Board of Trustees. Merit raises will become effective July 1 of each calendar year upon review by the Board of Trustees.

### Education

Continuing education classes that will benefit the township will be paid by the township within the limits of each department's budget and must be approved by their immediate supervisor. Coverage may include class fee, mileage at the current rate, and reasonable overnight lodging. Hourly employees will be paid for only eight (8) hours per day at their regular hourly rate. ZBA and Planning Commission members are encouraged to attend in house or external training yearly, they will be paid \$80 for up to a four-hour class or \$160 for up to an 8-hour class. A class handout or report must be turned in after each class/seminar. Full time office staff are required to take one day (8 hours) of training per year that pertains to their job. Elected officials are encouraged to attend yearly educational classes to enrich their knowledge of government. If the workshop is 6 hours or more then the employee will be reimbursed \$25 for meals and incidentals for the day's expenses.

### Jury Duty

The employer shall pay the employee called for jury duty at his/her regular straight time rate, which he/she would earn if working, less an amount equal to the payment received for jury service. The employee must return to work and work any hours out of his/her scheduled workday that he/she is not actually on jury duty.

In order to receive compensation, an employee must give the employer at least two (2) days prior notice that he/she has been summoned for jury duty, and shall furnish documentation that he/she reported for or performed jury duty on the day(s) for which payment is received. The maximum payment obligation under this section is twenty (20) days each calendar year.

### Unacceptable Job Performance, Disciplinary Action

The employee's immediate supervisor will first advise an employee verbally if he or she is not performing to the acceptable standards.

If satisfactory improvements are not exhibited after a verbal warning, and within a maximum period of thirty (30) days, a written warning will be given to the employee for review and action.

If the employee's performance does not improve to an acceptable level after a written warning, further action will be taken, which may include withholding a merit increase, demotion, suspension without pay, or termination.

Use of this disciplinary procedure does not change the at-will relationship between the Township and its employees.

## Employment of Relatives

Marion Township has no prohibition against hiring relatives. However, one general restriction has been established to help assure fair treatment of all employees.

While we accept and consider applications for full-time employment from relatives, close family members such as parents, children, spouses, or in-laws will not be hired into or transferred into positions in which they are the immediate supervisor of or are supervised by, a close family member.

## **OVERVIEW**

Every organization has certain guidelines, which were developed to reflect good business practices. In establishing any rules of conduct, the Township has no intention of restricting the personal rights of any individual. Rather, we wish to define the guidelines that protect the rights of all employees and to ensure maximum understanding and cooperation. Therefore, employees are expected to be:

- On-time and alert when scheduled to be at work
- Careful and conscientious in performance of duties
- Thoughtful and considerate of other people
- Courteous and helpful, both when dealing with customers and fellow employees

## Absenteeism and Tardiness

Marion Township expects employees to be at work on time and to observe the working hours established by the Township. An employee who will be absent from work for any reason must call the clerk's office within thirty (30) minutes of the start time of that day. If the clerk or deputy clerk is unavailable, request that whoever takes the message relay the information to the clerk's office as soon as possible. Repeated absenteeism and/or tardiness will be cause for disciplinary action up to and including termination.

All board members and commissioners should attend every scheduled meeting for which they are appointed or elected. If you need a copy of the meeting schedule, please contact the Clerk's office. However, in the event a board member or commissioner is unable to attend a meeting they should notify the Clerk's office as soon as possible so there is the presence of a quorum.

Arrangements for time-off must be made with the employee's immediate supervisor. The clerk's office shall also be notified of planned absences in advance and in accordance with the policy provisions of the leave regulations. The clerk's office must also be notified when unexpected leaves occur. Any scheduling change will be given to each employee in written form.

## Force Majeure Days (An extraordinary interruption by a natural cause of the usual course of events that experience or care cannot reasonably foresee or prevent.)

It is the responsibility of the employee to determine if they can safely travel to and from work. The township will not pay them for that day of missed work, but if they feel they cannot get to work safely then PTO will be used to cover the time missed. If it is determined that the entire township offices are to be closed, the employees will be contacted via phone or text and compensated for that day's work at their regular rate of pay. Once at work if something occurs such as inclement weather or a power failure the employees may be dismissed by the officials and will not lose that day's pay.

## Safety

Marion Township expects its employees to conduct themselves in a safe manner. Please use good judgment and common sense in matters of safety, and observe any safety rules posted in various areas.

### Substance Abuse

Marion Township will not tolerate any substance abuse on its premises. Any employee reporting to work subject to the effects of alcohol, or non-prescription drugs or Marijuana, or who uses alcohol, non-prescription drugs or Marijuana, on the premises, will be asked to leave immediately. Under these circumstances, assistance may be provided to ensure that the employee arrives home safely. Any employee who reports to work subject to the effects of alcohol, non-prescription drugs or Marijuana, or who uses alcohol, non-prescription drugs or Marijuana on the premises, may have his or her employment terminated immediately.

### Considerations for Smokers and Nonsmokers

Employees are requested to confine smoking to outside at the rear of the building. Smokers are further requested to have consideration for nonsmoking co-workers.

### Dress Code

What we wear to work is a reflection of the pride we have in our Township. To favorably impress members of the public, it is important for all employees to present a businesslike appearance. However, in case there are questions, here are some guidelines:

- Clothing should not constitute a safety hazard
- Employees should practice common sense rules of neatness, good taste and comfort
- Clothing should be appropriate relative to the employee's duties and specific job description

### Kitchen Clean Up

Staff members shall be responsible and considerate of their colleagues by cleaning up after themselves. Dishes should be washed, counters kept clean and food properly stored to prevent rodent invasions. If you make the mess, you will clean it up!

### Terminations

Employment with Marion Township is for no specified time, regardless of length of service. Just as you are free to leave for any reason, we reserve the same right to end our relationship with any employee at any time, with or without notice. All of Marion Township non-elected staff are "at will employees".

When an employee wishes to resign because of illness or for personal reasons, the possibility of a leave of absence should be explored if the employee has a good work record and has sufficient length of service.

The employee is expected to give at least two weeks written notice before terminating employment.

### Personnel Files

Contact the Clerk if there are any changes in your:

- Home address
- Telephone number

- E-mail address
- Emergency contact
- Martial status
- Number of dependents
- Military status

You may review your personnel file by contacting the Clerk and arranging a time to do so.

#### Telephone Use

Telephones are a vital part of our business since much of our business is handled on the phone. Personal use of the telephone should be limited to emergencies and unusual circumstances. Also, personal calls should be brief. Cell phones should be used discreetly and at a minimum so as not to interfere with regular township business.

#### Solicitations and Distributions

People who do not work for the Township or are not approved vendors are prohibited from distributing literature of any kind or soliciting employees for any purpose at any time on Township property.

#### Protection of Township and Employee Property

Respect and protection of Township property and employee personal property is everyone's concern. If you find property missing or damaged, please report immediately.

#### Release of Information

Except for records and information that we are legally required to provide to government agencies, no information about you will be released unless there is a signed authorization form from you on file, and the request is in writing.

### **BENEFITS**

The term benefits for this section refer to health insurance coverage and the pension plan.

#### 1. Pension Plan-Defined Contribution Plan.

The Township will contribute 8% of individual's monthly gross wages, excluding wages earned for sitting on any boards that would also include recording secretary's earnings. The employee may also voluntarily contribute to the MERS 457 plan (after-tax compensation) or to the VOYA plan (before-tax compensation).

All contributions to the plan are vested immediately.

#### 2. Health Insurance Coverage.

Employees (32+hours per week) and elected officials are eligible for health care coverage. The Township will cover 90% of the premium, the employee 10% paid on a monthly basis. The Township will pay a portion of the employees' health insurance deductible. Any elected official or employee (32+ hours per week) opting not to participate will receive a stipend of \$600 per month.

## Paid Time Off

Paid time off is determined by length of service and is accrued as follows:

Employees working 32 hours per week:

- Five years and below 96 hours per year  
(Accrued at the rate of 8 hours per month)
- Starting the 5<sup>th</sup> year and 1 day,  
through 10 years 144 hours per year  
(Accrued at the rate of 12 hours per month)
- Starting the 10<sup>th</sup> year and 1 day 192 hours per year  
(Accrued at the rate of 16 hours per month)

Paid time off (PTO) may be taken at any time during the year, but should be scheduled with their immediate supervisor and then notify the Clerk's office to avoid conflicts with other employees' vacations and with busy periods of the year. Vacations will be scheduled on a first come first serve basis. A form signed by the immediate supervisor must be filed with the Clerk. Unpaid time off may be granted after PTO time is exhausted.

Any employee who gives proper notice regarding termination of his/her employment with the Township shall be entitled to his or her regular pay for any unused portion of paid time off, as of date of separation.

Any employee who is laid off or separated from the Township for reasons other than disciplinary action shall be paid accrued leave time upon approval of his/her supervisor. Unused vacation (PTO) days will be allowed to accumulate up to twelve working days. On an annual basis, accumulated PTO days in excess of twelve working days will be paid by a check issued in January with taxes withheld.

In the event of death, employee's beneficiary shall be paid his/or accumulated time.

If an employee terminates employment with the Township a two-week notice shall be given.

## Medical Leave of Absence

To qualify for a medical leave of absence, employee must be employed with the Township for at least twelve (12) months. If a full-time employee (32 hours per week) is off for an extended period of time due to a physical or mental illness, the employee may request a leave of absence not to exceed twelve (12) weeks. Any leave of absence granted shall be considered leave time and shall be without pay except for that portion covered under accumulated paid leave time. Employees will be required to utilize their accumulated paid leave time before any unpaid leave.

Multiple medical leave of absences shall be based on a twelve-month period. After twelve (12) weeks leave of absence, employees must work another twelve months before they are eligible for another township paid health insurance (90%) leave of absence.

To qualify for a medical leave of absence, non-elected employees must submit a physician's certificate stipulating that the employee is unable to work, the reason therefore, and an estimated return to work date. Marion Township reserves the right to require the employee to furnish additional medical certificates verifying the continued need for medical leave of absence. Said verification must be submitted within thirty (30) days of the Township's request. This does not apply to elected officials.

During an unpaid leave of absence, the Township will continue to pay the non-elected employee's portion of health insurance (90%) and the employee shall pay their portion

(10%) for a period not to exceed twelve (12) weeks. If a non-elected employee fails to pay their (10%) share of the monthly coverage, it will be terminated.

If a full-time (32 hours) employee is off for an extended period of time due to prolonged illness of his/her spouse or children, the employee may be granted, at his/her request, a leave of absence not to exceed twelve (12) weeks, or a length of time equal to his/her accumulated leave days, whichever is greater. Such leave shall be without pay with the exception of accumulated paid leave time. Employees will be required to utilize their accumulated paid leave time before any unpaid leave. The township will continue to pay the non-elected employee's portion of health insurance (90%) and the employee shall pay their portion (10%) for a period not to exceed twelve (12) weeks. If the leave is unprotected, whether from the start or because the protected leave is exhausted, the employee is no longer entitled to receive the miscellaneous medical stipend, during their unprotected absence.

Elected officials are covered by the township's health insurance including medical leave of absence. This takes effect immediately upon start date, (90%) paid by the township and (10%) paid by the elected official. The elected official is exempt from the length of absence and is governed by separate policies.

#### COVID-19

Marion Township officials and staff will be following the current Livingston County Health Department Isolation and Quarantine Guidelines to actively mitigate the spread of coronavirus. Employees will receive 4 days (32 hours) of paid time off per year due to Covid.

#### Holidays

The township hall will be closed on the holidays listed below. They will be paid holidays unless they fall on a Friday or Saturday. If a holiday falls on a Sunday, the following Monday will be the paid holiday and the township hall will be closed for business. When a holiday falls on a day of the week that results in no benefit to the employee, the lost benefit will be added to the employee's leave time accrual.

New Year's Day	Veteran's Day
Martin Luther King Day	Thanksgiving
Memorial Day	Christmas Eve
Independence Day	Christmas Day
Labor Day	New Year's Eve

Eligible employees requested to work on a holiday will be paid for time worked plus holiday pay. This will be compensated at their regular hourly rate.

#### Bereavement Leave of Absence

Employees working 32 hours shall be allowed the following leaves of absence, with pay, as bereavement leave. Bereavement leave will not be deducted from the employee's accumulated paid leave time.

- Four (4) days for the death of a spouse/significant other, child, parent, daughter-in-law or son-in-law.
- Three (3) days for the death of a sister, brother, mother-in-law, father-in-law, stepchildren, grandchildren.
- Two (2) days for the death of grandparents, stepparents, brother-in-law, sister-in-law, or member of the employee's immediate household.



- One (1) day for aunt or uncle.

### Worker's Disability Compensation

All injuries incurred on the job must be reported to the employee's supervisor IMMEDIATELY.

### Employee Complaint Procedure

Differences of opinion occasionally arise between individuals in an employment setting. It is in the best interest of the Township that such conflicts be resolved. Only complaints or replies to complaints, which are of extreme significance, need be in writing. Open discussion is encouraged so that employee grievances and complaints may be resolved to the satisfaction of all concerned.

Employees who submit a complaint or grievance under this procedure will not be harassed nor will any reprisals be taken. However, employees are not to disrupt or in any manner interfere with the work of any other employee.

### Procedure

1. Any employee or representatives of a group of employees (not to exceed three) having a grievance or complaint relating to his/her status or conditions of employment with the Township should first discuss the problem with the employee's immediate supervisor. (Should an employee have a grievance concerning his/her immediate supervisor, the employee should discuss the matter with the Township Supervisor).
2. If the employee feels that no satisfactory conclusion has been offered, the employee may submit a written complaint to the Supervisor giving the employee's reason for disagreement. The Township Supervisor will then make a recommendation.
3. If the employee still feels that no satisfactory conclusion has been offered, the employee may request a special meeting with the Township Supervisor and others concerned may be asked to attend to discuss the employee's written complaint in order to make a fair determination of the complaint.
4. If the employee still feels that no satisfactory conclusion has been offered, the employee may submit a written complaint to the Township Supervisor for presentation to the Township Board at a Special Meeting for a recommendation. The employee and others concerned may be asked to attend the meeting with the Board to discuss the complaint in order to make a fair and final determination.

These procedures are not intended to create any contract between the Township and an employee concerning the procedures that will be followed in handling any employee concerns, including termination of employment.

### Gifts and Gratuities Prohibited

No employee, officer or department head of the township shall knowingly accept any gift, frank, free ticket, pass, reduced price, or reduced rate of service, other than as generally granted to the people of the community at large not the same class or quality of goods and services, from any person, firm or corporation operating a public utility within the Township or from any person known to him or her to have secured, or to be endeavoring to secure, a contract with the Township.

Common gifts given to the entire staff during the holiday season are acceptable if they do not exceed \$100 from each gift giver.

#### Township Hall Use

The Marion Township Hall may be used by elected officials and staff at no cost two times per year. All rules and regulations apply the same as they do for the general public. Special requests must be approved by the officers.

*Please Note: All final decisions related to the personnel policy and administrative regulations will be made by the Township's Board of Trustees.*

# PROJECT AGREEMENT

JOB NUMBER: 489.13.5102.BW

This Agreement made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022 by and between the TOWNSHIP of MARION Livingston County, Michigan, hereinafter referred to as "TOWNSHIP" and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF LIVINGSTON, hereinafter referred to as "ROAD COMMISSION."

## WITNESSETH

The Township has selected the following road to be improved as described below:

COUNTY FARM ROAD,  
SEXTON ROAD TO M-155  
APPROXIMATELY 1.86 MILES  
PLACE A CHIP SEAL APPLICATION AND A HOT MIX ASPHALT OVERLAY,  
ALTOGETHER WITH THE NECESSARY RELATED WORK

The parties agree as follows:

1. The Engineer's Opinion of Probable Cost is \$550,000. The Township shall pay the Road Commission 50% of the cost of the project not to exceed \$275,000. The remaining balance will be paid by the Livingston County Road Commission.
  - A. The balance shall be paid promptly as invoiced.
  - B. The Road Commission shall furnish the Township with a final breakdown of its actual expenses upon completion of the project.
  - C. The Township will not withhold payments because of any set-off, counterclaim, or any other claim which it may have against the Road Commission arising out of this or any other matter. If there is a dispute over the balance due upon completion, the Township will pay the amount claimed by the Road Commission, and such payment shall not be a waiver by the Township of any claims it may have arising from this contract and the completion of the project.
2. All work shall be performed in a good workmanlike manner and in accordance with plans and specifications adopted by the Road Commission.
3. The work will be completed within the current contract year, unless the parties otherwise so agree.
4. In the event the project cannot be completed due to circumstances beyond the control of the Road Commission, and through no fault of the Road Commission, the contract price for later completion will be subject to renegotiation.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date and year first above written.

TOWNSHIP OF MARION

BY: \_\_\_\_\_  
ROBERT HANVEY, SUPERVISOR

\_\_\_\_\_  
TAMMY BEAL, CLERK

BOARD OF COUNTY ROAD COMMISSIONERS  
OF THE COUNTY OF LIVINGSTON

BY: \_\_\_\_\_  
STEVEN J. WASYLK, MANAGING DIRECTOR

\_\_\_\_\_  
SARAH NEWTON, DIRECTOR OF FINANCE

## Bob Hanvey

---

**From:** Jodie Tedesco <jtedesco@livingstonroads.org>  
**Sent:** Thursday, January 19, 2023 3:48 PM  
**To:** supervisor@mariontownship.com  
**Cc:** Garrett Olson  
**Subject:** RE: Marion Township Request

Hi Bob,

The estimate to place a Single Chip seal and Fog Seal on Coon Lake Road from Eastern Township Line to Pinckney Road is approximately \$50,000.

Although chip sealing would seal the cracks and provide a wear surface staff has concerns with the overall performance of the chip seal due to the turning movements at drives and private roads, tight curves and high volume of traffic (5,000 vpd).

Thank you,

Jodie

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**From:** Bob Hanvey <supervisor@mariontownship.com>  
**Sent:** Thursday, January 19, 2023 3:22 PM  
**To:** Jodie Tedesco <jtedesco@livingstonroads.org>  
**Subject:** Marion Township Request

Hi Jodie:

This is from the Township Board minutes from January 12, 2023.

Thanks  
Bob Hanvey

## ROADS

Les Andersen motioned to accept the recommendation from the Livingston County Road Commission, dated December 9, 2022, for County Farm Road and ask the LCRC for a contract. Scott Lloyd seconded. Roll call vote: Lowe, Durbin, Lloyd, Donovan, Andersen, Beal, Hanvey—all yes. **Motion carried 7-0.**

Dan Lowe motioned to have the LCRC provide an estimate for Coon Lake Road to the eastern township line chip sealing. Bob Hanvey seconded. **Motion carried.**

**MARION TOWNSHIP**  
**2877 W. COON LAKE ROAD**  
**HOWELL, MI 48843**  
**Phone 517-546-1588**  
**Fax 517-546-6622**

***TRANSMITTAL***

**TO:** Board of Trustees

**DATE** February 23, 2023

**PROJECT** Final **REVIEW**  
Dinkel Review for Split

**VIA** Hand Delivery

WE ARE SENDING:  Herewith  Under Separate Cover

THE FOLLOWING:

Spicer review email dated February 15, 2023

FOR YOUR:  approval/ denial  as requested  
 other  review & comment

REMARKS:

Attached please find an engineering review letter from Spicer pertaining to a land split request on Dinkel Drive. The road does not have full approval from an engineering point of view but does have a road maintenance agreement. Per Marion Township Zoning Ordinance and Private Road General a review by the township engineer is required prior to a split. This information is for Final **Review and approval**. Let me know if you have any questions.

FROM: Dave Hamann, Zoning Administrator

Copy: file

## Dave Hamann

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**From:** Westmoreland, Phil A. <philaw@spicergroup.com>  
**Sent:** Wednesday, February 15, 2023 10:02 AM  
**To:** Dave Hamann  
**Subject:** Dinkel Drive

Dave-

I went out and looked at Dinkel Drive last week. Here are some observations:

- The gravel surface is in fair shape. There is a good amount of gravel on it that should support the level of traffic on the road. Like all gravel roads at this time of year, it could be graded to make it smoother but otherwise it's acceptable. Crown on the road could be improved to help drainage. There are roughly 13 homes that access the road.
- The width varies but is 17-18' at most places. In several spots it narrows down to 13' in width. Neither of these measurements are ideal. Typically a 20-22' width would be desirable to allow emergency vehicles to adequately pass. There is a short grass shoulder in several areas that helps but in others the grade drops off sharply within a foot or two of the road edge. Widening the road will be a significant undertaking in some areas so the Board may want to consider whether widening is reasonable for adding a single new home. If more are added in the future, it would be reasonable to ask for the entire road to be widened to 20'.
- Drainage is generally good. In several areas overburden has developed along the road edge. Removing this and allowing drainage to freely escape the gravel road area will improve the life of the road and help with the potholes. It's not necessary to do this to add a single home, however. The road does eventually drain.
- The approach to D19 is paved and in good condition. It's acceptable for this level of traffic.
- Vegetation is clear from the road in most areas, with only some scrub brush being close to the road for the majority of its length. There are some trees in some areas but due to the low speed nature of the road no changes are needed.

Overall, this road is in good shape and should support one more home. However, the width is a serious consideration that should be addressed in the future before adding additional traffic to the road.

If you have any questions, please let me know. Thanks.

**Phil Westmoreland, P.E.** | Principal  
**SPICER GROUP, INC.**  
Office: 734-823-3308 | Cell: 517-375-9449  
[www.spicergroup.com](http://www.spicergroup.com)  
Stronger. Safer. Smarter. *Spicer.*

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Complete document available at Township Hall

# Bob

## Marion Township Hall Expansion Construction Management Services Proposal



Project Address:  
2877 W Coon Lake Rd  
Howell, Michigan 48843

Prepared By:  
Schafer Construction, Inc.  
150 N First Street, Suite 100  
Brighton, MI 48116

*Breaking the mold to turn **Your Vision** into a **Reality***

**Schafer**  
CONSTRUCTION, INC.



Complete document available at Township Hall

# MARION TOWNSHIP HALL EXPANSION

RESPONSE TO REQUEST FOR QUALIFICATIONS



**WOLVERINE**  
BUILDING GROUP

810.229.4320 • [www.wolvgroup.com](http://www.wolvgroup.com)

## Township Hall Maintenance

- New Roof
- Close in the two entranceway awnings to keep birds from nesting underneath them
- Update 4 Bathrooms-fix plumbing issues
- Update kitchen
- Paint all interiors
- New siding
- New windows in meeting room
- New carpet throughout main floor
- New flooring in kitchen and foyers
- New Sound System for meeting room
- New tables and chairs for meeting room
- Finish lower-level ceiling for soundproofing
- Digital Township Sign
- Replace dilapidated back deck with Trex
- Repair Gazebo
- Generator Fence needs repairing

Haydu Construction  
Howell, MI

*PROPOSAL*  
~~INVOICE~~

Date: 2/13/2022

To Marion Township Hall  
2877 W. Coon Lake  
Howell, MI 48843

Salesperson	Job	Payment Terms	Due Date
Jim Haydu	Gazebo Maintenance	*see below	12/15/2022

Qty	Description	Unit Price	Line Total
8	New Wolmanized Poles	\$50	\$400
Labor	Install and paint poles		\$1200

\* painting will be completed one year after installation to allow time for wood to dry.

\*\$1300.00 due at time of installation of poles.  
\*Balance of \$300 due one year later when painting of wolmanized poles are completed.

Subtotal	
Sales Tax	
Total	1600.00

**Thank you for your business!**

**AVL**  
**SYSTEMS** dba **PHILLIPS PRO AVL SYSTEMS**

7425 S Telegraph Road  
Temperance MI 48182  
734-847-5105  
www.phillipsprosystems.com

**< In Your Communities >**



**^ Where You Learn**



**v Where You Work**



**^ Where You Worship**

#### MISSION STATEMENT

At AVL Systems LLC, we are committed to utilizing our years of collective experience as we consider the entire customer mission, watch the latest trends, and research the market.

Our outreach includes Consulting, Design, Sales, Installation, and Service of Audio, Video, and Lighting Systems.

With integrity and quality at our core, we create custom integrated systems and solutions to best fit the overall need of each specific customer.

We believe it is not just about the equipment and the atmosphere, it is - most importantly - about the people.

Audio. Video. Lighting.  
Consulting. Design. Sales.  
Installation. Service. Support.  
**Professional Systems Integrators**



**CREATING ATMOSPHERES THAT IMPACT AND AMAZE**



# AVL SYSTEMS LLC

Churches. House of Worship.  
Schools K-12. Higher Education.  
Athletics Facilities. Performing Arts.  
Corporate. Commercial. Industrial. Government.

## AUDIO SYSTEMS ←

Utilizing specific Engineering Software for best speaker selection, placement and aiming, we design complete custom systems for the best quality of sound designed for your specific venue.

## → VIDEO SYSTEMS

Integrating the use of cameras and projection, giving the ability to capture, control, and distribute video with professional quality.

## LIGHTING SYSTEMS ←

From the most advanced LED color and movement to traditional finishes, for stage, theater, residential, or house of worship. We create atmosphere.

## → ACOUSTICAL SYSTEMS

With consideration to materials, methods, and room analysis we design to make your room sound its very best.

## SHOP LOCAL BUSINESS ←

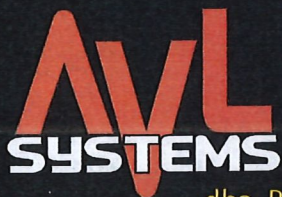
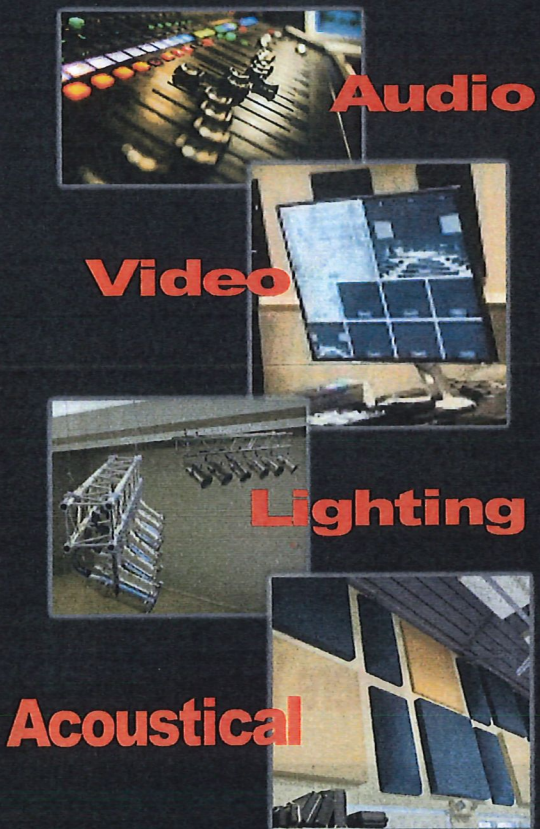
No need to go anywhere else. We are a local company offering the best service experience at very competitive prices. No job is too big or too small.

## → AMPLIFY YOUR INVESTMENT

We work hard to provide the best prices for available products. We engineer solutions that exceed expectations while staying within budget.

## ABOUT OUR TEAM

- Years of Combined Experience
- Integrity in Character and Design
- Professional and Personable
- Qualified Design Team
- Certified Installation Technicians



dba Phillips Pro AVL

7425 S Telegraph Road  
Temperance MI 48182

734-847-5105

www.phillipsprosystems.com

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## Marion Township Hall Sound System

12:44 PM

keton phillipsprosystems.com <keton@phillipsprosystems.com>

Mon, Feb 6, 2023 at 3:44 PM

To: "rammundy@gmail.com" <rammundy@gmail.com>

Thanks for calling today.

Attached is a flyer about our company, and the services we provide. As it applies to the township, we are proficient in designing and installing sound systems, display systems, and video systems for live stream and archive. We design the systems with simplicity in mind, as we know that business comes first, and the technology needs to work when it is called upon.

We have installed Audio and Video Systems at Township Halls. Here are some in your area:

- Superior Township Hall. Our contact was Sarah Collier and Laura Bennett.
- Huron Township. Our contact was David Glaab.
- Maumee City Council
- Plymouth Township.


Please contact us to schedule an appointment to visit the facility and discuss the particular needs of your township.

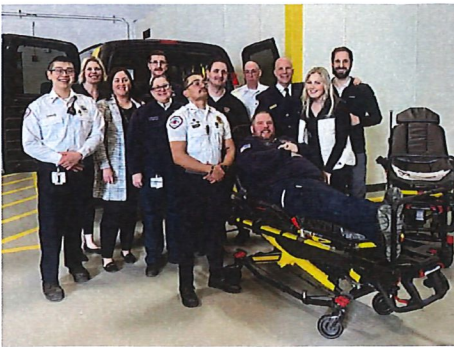
Thanks,

Keton Perkins  
AVL Systems LLC  
dba Phillips Pro AVL Systems  
734-847-5105 Option 2 Sales  
keton@phillipsprosystems.com



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 AVL Sales Flyer 2022 with wording.pdf  
1518K



# Liv.Co Update

February 2023

livgov.com | [f](#) LivCoGov | [i](#) Livingston\_County | [in](#) Livingston County Government

## Livingston County Board of Commissioners

- District 1: Douglas Helzerman
- District 2: Dave Domas (Chairman)
- District 3: Frank Sample
- District 4: Wes Nakagiri
- District 5: Jay Drick (Vice-Chairman)
- District 6: Roger Deaton
- District 7: Martin Smith
- District 8: Nick Fiani
- District 9: Jay Gross

## Board Meetings

All meetings will be held both online via Zoom and in person in the Board Chambers at the Administration Building at 304 E. Grand River Ave. in Howell.

### How To Meet Via Zoom:

- By the direct link: <https://zoom.us/j/3997000062?pwd=SUdLYVFfcmozWnFxbm0vcHRjWkVIZz09>
- On The Zoom App: Select "Join A Meeting," enter meeting code 399 700 0062, and enter password LCBOC
- By Phone: Call 1-929-205-6099, enter meeting code 399 700 0062, and password 886752

February 21st - Courts, Public Safety, Infrastructure Development Meeting at 6:00 P.M. followed by the Asset Management Committee

February 27th - Full Board Meeting at 6:00 P.M.

March 6th - General Government & Health & Human Services Meeting at 6:00 P.M. followed by the Personnel Committee

March 13th - Full Board Meeting at 6:00 P.M.



## Representative Slotkin Held A Press Conference At Livingston County EMS

EMS was honored to host Representative Elissa Slotkin at the EMS Building on February 13th as she reviewed the four community projects within the county that she'd helped secure federal funding for. Last year, EMS worked to gather community support and gathered information about the overall benefit adding power loading equipment to their ambulance fleet would have and hopefully submitted their application. They were thrilled to have their project chosen for funding! At the press conference earlier this week, EMS Project Manager Tod Horner thanked Representative Slotkin and her team for all of their assistance with the grant process. To top off his remarks, he introduced Stryker to demonstrate the new power loading equipment that he and the EMS team helped provide feedback and design direction on.

Here's a quick rundown of each of the four projects and how they're going to make a positive impact right here in our community:

- Our EMS will add power loading equipment to their ambulances. This will significantly decrease the amount of weight our Paramedics lift each shift and reduce the risk of a career-ending back injury, which is quite common within the profession.
- Requested by the Huron-Clinton Metroparks, trail connections will be made to better connect secondary trails and recreation areas to the Great Lake-To-Lake Trail.
- The City of Howell will reconstruct the Howell Depot Lot. 40 spaces will be added for parking along with an ice rink. Needless to say, visiting downtown Howell for shopping, recreation, and business will become more convenient.
- A new aerial ladder truck will replace Green Oak Township Fire Department's current truck that is roughly 30 years old. The truck is essential in response and rescue events, so the new replacement will help keep our community safer.



State Representative Ann Bollin, Commissioner Roger Deaton, Rep. Elissa Slotkin, Commissioner Doug Helzerman, Commissioner Jay Gross, Commissioner Wes Nakagiri

Please Note: The Liv.Co Update highlights a portion of resolutions and work completed by the Livingston County Board of Commissioners. Please refer to the Board's meeting minutes for more information regarding specific resolutions. To be redirected to the Board's Meeting Minutes, please visit [www.livgov.com](http://www.livgov.com).

# Approved Resolutions

- Veterans Services will convert two **Benefits Counselor** level I positions to level II after both counselors obtained the level of experience required to move up. The Veterans Administrative Aide position will also be converted to an **Administrative Specialist** position due to increasing traffic and required skills.
- Several clerical job classifications in the **Health Department** will be consolidated to establish a set of positions that are more flexible as program need evolve. A **Public Water Supply Coordinator** position will be created for the oversight of non-community public water supplies.
- The County's 2023 Memorandum of Agreement with **MSU Extension** has been approved at a cost of \$222,080. The Memorandum allows for the continued presence of MSU Extension and the 4-H program in the County.
- A 30 hour **Maintenance Mechanic** position within the Facilities Services department will revert back to 40 hours due to the current employee's retirement.
- **Software and maintenance services** for software used by the Livingston County Courts and Central Dispatch have been renewed at a respective cost of \$102,925 and \$345,690.
- **Car Pool** will purchase a 2020 Dodge Durango that had been leased by the Sheriff's Office and was later involved in a crash. The cost of the vehicle is \$15,232. The purchase will allow the County to transfer the title of the totaled vehicle to MMRMA Insurance for sale at a salvage auction. The proceeds of the sale will be used to offset the insurance reimbursement paid to the County.
- Due to a terminal engine problem, a 2018 Chevrolet Traverse that was purchased for **Car Pool** through the replacement program will be replaced with a similar model mid-size SUV at an annual lease cost of \$9,120.
- A **three year agreement** has been approved between the Livingston County Sheriff Department, the Board of Commissioners, and the Livingston County Deputy Sheriff's Association representing Deputies, Corrections Officers, and Detectives.



## The Sheriff's Office Vs. Special Ministries Annual Basketball Game This Saturday

The big re-match between the Sheriff's Office and Special Ministries is this Saturday, February 18th from Noon to 3 P.M. at the Oceola Community Center (1661 N. Latson Rd., Howell.) Tickets are \$5 at the door and all funds will benefit Special Ministries.

Last year's game came down to the wire and ended in a tie, so this anticipated re-match is guaranteed to be good. Rumor has it that the Special Ministries' team is pretty talented this year, so the Sheriff's Office has had to pick it up in their extra practices to make sure they are at peak playing condition.

Come cheer on both teams this Saturday!



## We're Looking For An Office Manger/Deputy Clerk To Join Our County Clerk's Office

**\$29.11-36.55/Hour | Full-Time | Comprehensive Benefit Package**

Under the supervision of the County Clerk, this position is responsible for supervising/overseeing the day-to-day support services for the Vital Records Division of the Clerk's Office. Oversees the Vital Records Clerks with an emphasis on technological systems for this group. Responsibilities include coordinating, implementing, and maintaining multiple software systems and various technology used within the department, county-wide, and by outside organizations and the public. Responsible for recording and distributing the Board of Commissioners' meeting minutes.

Learn More & Apply At: <https://livingston.applicantpool.com/jobs/>