

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
Thursday, April 28, 2022  
7:00 p.m.

THIS MEETING WILL BE HELD IN PERSON WITH  
ONLINE PARTICIPATION OPTIONS

Call to Order  
Pledge of Allegiance  
Members Present/Members Absent  
Call to the Public

- 1) Approval of Agenda
- 2) Consent Agenda
  - a. Approval of April 14, 2022 Regular Meeting Minutes
  - b. March 15, 2022 HAPRA Minutes
  - c. April 20, 2022 HAFDA Agenda/Minutes
  - d. April 20, 2022 MHOG Agenda/Minutes
- 3) Final Site Plan Review LoRea Topsoil & Aggregate SPR #01-22
- 4) Hazard Mitigation Plan
- 5) I.T. Right Proposal
- 6) Howell City REU Agreement
- 7) Peavy Road Bridge
- 8) Marion Township Land Preservation

Correspondence and Updates

Call to the Public

Adjournment

Reminder: Next Board Packet will be ready after 3pm on **Monday, May 9, 2022.**

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
APRIL 14, 2022

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

**OTHERS PRESENT:** John Gormley, Attorney

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**CALL TO ORDER**

Bob Hanvey called the meeting to order at 7:00 pm.

**PLEDGE OF ALLEGIANCE**

**BOARD MEMBERS PRESENT**

The board members introduced themselves.

**CALL TO THE PUBLIC**

Ted Cole resides at 1502 Peavy Road. Ted spoke about the conditions on Peavy Road and wanted to bring it to the Boards attention.

**APPROVAL OF AGENDA**

Bob Hanvey asked to move items #3 and #4 to the bottom of the agenda.

Les Andersen motioned to approve the agenda as amended. Tammy Beal seconded. **MOTION CARRIED**

**CONSENT AGENDA**

Les Andersen motioned to approve the consent agenda. Sandy Donovan seconded. **MOTION CARRIED**

**MARION TOWNSHIP ROAD CONTRACTS**

Les Andersen motioned to allow the Clerk and Supervisor to sign the Road contract for chip and seal on Cedar Lake Road. Sandy Donovan seconded.

**ROLL CALL: Dan Lowe: yes; Scott Lloyd: yes; Tammy Beal: yes; Bob Hanvey: yes; Greg Durbin: yes; Les Andersen: yes; Sandra Donovan: yes. 7-0 MOTION CARRIED**

Les Andersen motioned to allow the Clerk and Supervisor to sign the Road contract for three inches of 22A gravel from Rubbins Road to South Oaks Subdivision and 21AA Natural Stone from South Oaks Subdivision to D19. Tammy Beal seconded.

**ROLL CALL: Sandra Donovan: yes; Greg Durbin: yes; Bob Hanvey: yes; Scott Lloyd: yes; Tammy Beal: yes; Les Andersen: yes; Dan Lowe: yes. 7-0 MOTION CARRIED**

**THIRD QUARTER FINANCIALS**

Bob Hanvey explained that these financials do not include the ARPA money. Start thinking about salaries because inflation is at about 8 ½%. A 10% salary increase would be a break-even point.

**SUPPORT EMERGENCY OPERATION PLAN**

Greg Durbin made a motion to approve the Support Emergency Operation Plan presented. Tammy Beal seconded.

**ROLL CALL: Tammy Beal: yes; Les Andersen: yes; Sandy Donovan: yes; Greg Durbin: yes; Dan Lowe: yes; Bob Hanvey: yes; Scott Lloyd: yes. 7-0 MOTION CARRIED**

**TOWNSHIP HALL ADDITION**

Tammy Beal said that Scott came up with another option. They met with the engineers and they said it would be about a month before they had drawings to present.

**HOWELL CITY REU AGREEMENT**

Scott Lloyd made a motion, supported by Les Anderson, to authorize the Supervisor and the Clerk to sign the agreement after 14 days with the understanding that once the City assigns the REUs to the Township parcel, the Township owns the REUs. The City will be given notice of this Motion and if the City notifies the Township it objects to this understanding within 14 days, the Clerk and the Supervisor shall not sign the agreement. **Motion carried.**

**MARION TOWNSHIP LAND PRESERVATION**

Bob Hanvey stated on April 20<sup>th</sup> there will be a meeting with the Planning Commission and Township Board to discuss Open Land Preservation. John Gormley recommended that this be a joint meeting, with two sets of minutes.

Les Andersen made a motion to have a special joint meeting with the Planning Commission on April 20, 2022 at 7:30pm. Tammy Beal seconded. **Motion carried.**

**CALL TO THE PUBLIC**

None

**ADJOURNMENT**

Tammy Beal motioned to adjourn at 7:45 pm. Les Andersen seconded. **Motion carried.**

*Submitted by: J. Timberlake*

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Tammy L. Beal, Township Clerk      Date      Robert W. Hanvey, Township Supervisor      Date

# HOWELL recreation

**Howell Area Parks & Recreation Authority**  
Oceola Community Center

Regular Board Meeting Minutes

March 15, 2022

## **Call to Order**

Chairman Sean Dunleavy called the meeting to order at 7:00 pm.

## **Attendance**

**Board Members:** Chairman Sean Dunleavy, Vice Chair Diana Lowe, Secretary Nikolas Hertrich, Treasurer Jean Graham, and Trustee Tammy Beal.

**HAPRA Staff:** Tim Church, Jordan Jones, Kyle Tokan, Kevin Troshak, Andrew Marr, Jen Savage,

**Public:** None

## **Approval of Agenda**

Diana Lowe made a motion to approve the agenda, supported by Tammy Beal. **Motion carried 5 – 0.**

## **Approval – Regular Board Meeting Minutes dated Tuesday, February 15, 2022**

Motion to approve the February 15, 2022, Board minutes made by Diana Lowe and supported by Tammy Beal.

**Motion carried 5 – 0.**

## **Call to the Public**

None Heard.

## **Staff Comments**

- Kevin Troshak shared with the Board that Summer Day Camp Registration is full and there is now a wait list, March Nerf Night is sold out, the recent Movies On Friday consisted of 28 individuals going to see The Batman, and construction of the Creative Labs has begun.
- Jordan Jones informed the Board that upcoming events include How to be a Bird House Landlord by Birds Unlimited on March 24 and Casino Night at Chemung Hills on Saturday April 2<sup>nd</sup> from 6:00 PM to 11:00 PM. Jordan said any assistance getting the word out would be appreciated and that some of the raffle items that will be available to win include a signed photo of the Red Wings and a Ticketmaster gift certificate. Melon Fest planning is going well.

### **Discussion/Approval – 2021 HAPRA Audit**

Director Church shared that the Auditor was very pleased with the findings but did request that line items be added to monitor for depreciation of equipment and payback on audio equipment. Director Church also indicated that in 2021 there was only about six months to make revenue and budget did end the red with a Fund Balance of \$82,000.00; it is thought that if it had been a regular year we would have been in the black. Once the Audit is approved it will be submitted to the state. Motion to Approve the 2021 HAPRA Audit was made by Jean Graham and supported by Nikolas Hertrich. **Motion carried 5-0**

### **Review/Discussion – Check Register Report Ending February 28, 2022**

No Questions

### **Review/Discussion – Bank Statements Ending February 28, 2022**

No Questions

### **Review Discussion – Financial Reports Ending February 28, 2022**

- Director Church indicated that deferred revenues will be transferred over soon and “bumps” will be observed. The next statement will include an influx from the Grand Hotel Tour. Currently ahead by 5%.
- Chem Trend will be a sponsor of the 2022 Melon Run.

### **Directors Report**

- **Conference Recap:**

mParks Conference was held in Traverse City between March 6, 2022, and March 9, 2022. While staff was attending the only issues had were IT related. Staff represented HAPRA beyond expectations and Jordan is the Connect Four Tournament champion. She is only the second woman to win the tournament and is looking forward to defending her title at next year’s conference in Lansing.

- **Strategic Planning Session:**

This year’s planning session will be Friday April 15<sup>th</sup> at Chemung Hills and the focus will be on looking at long term goals.

- **Additional Items:**

- Chair Dunleavy and Director Church met with a County representative to discuss Fillmore Park. If there was a sufficient need there is a possibility to use the land for programs and enter into a potential management/use agreement however at this time it is not supported; there is still a good opportunity to work with the County in the future on this.
- Staff is still working on the Dog Park agreement.
- HAPRA is no longer involved in an issue between a parent and the State of Michigan concerning a vaccination policy.

- Going forward HAPRA will no longer be partnering with the City of Howell on its Financial and IT services. Current agreement will end in June of 2022, and quotes for these services will be sought, budget adjustments to cover some of these expenses will be needed.

### Old Business

None

### New Business

- Oceola Township is redoing their township hall with ARPA money and the possibility of adding restrooms near the soccer field will be evaluated.
- For the upcoming Strategic Planning Session Dianna Lowe inquired if attendees need to RSVP. Director Church responded that it is not necessary but he does need a general idea of how many people plan on attending. Invitations should be extended to the Mayor.
- Oceola Township will be meeting with Schafer Construction to discuss drainage issues.

### Next Meeting

Strategic Work Session: Friday April 15, 2022, at 9:00 AM – 1:00 PM @ Chemung Hills  
Tuesday, April 19, 2022, at 7:00 PM at the Oceola Community Center

### Adjournment

Motion to Adjourn meeting at 7:46 PM by Diana Lowe and supported by Tammy Beal. **Motion carried 5-0**

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Approved

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Date

Respectfully Submitted by: Nikolas Hertrich, Secretary

# HOWELL AREA FIRE AUTHORITY AGENDA

**Date:** April 20, 2022

**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 March 16, 2022

Call to public (Items not on the agenda)

Discussion/Approval Resolution 02-2022, Resolution adopting ballot language for election to decide the question of the Authority's request to levy a 2.0 mill tax for eight years for the funding of the Authority

Discussion/Motion to approve transferring from the General Operating Fund a total of \$300,000 into the following funds: Pension, OPEB, Truck Reserve, and Building Reserve Fund (\$75,000 each).

Chief's Comments

- Update on Engine 20 delivery - October 2022
- 22-23 Budget

Approve Payment of Bills and Payroll in the amount of \$255,174.23

New Business

Old Business

Closed Session

Adjournment

## HOWELL AREA FIRE AUTHORITY

March 16, 2022 – 6:00 pm

Oceola Township Hall – 1577 N. Latson Rd. Howell, MI 48843

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**Board Members Present:**

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

**Also Present:** Deputy Chief/Fire Marshal Jamil Czubenko, Deputy Chief Brian Anderson

**Absent:** Attorney Kevin Gentry

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

**Approve the minutes of the regular meeting of February 16, 2022:** MOTION by Mr. Ellis, SUPPORT by Mr. Coddington to approve the minutes of the regular meeting of February 16, 2022. MOTION CARRIED UNANIMOUSLY.

**Call to Public:** No Response

**Discussion/Approval Millage Renewal:** MOTION by Mr. Hanvey, SUPPORT by Mr. Coddington to call for a Resolution for 2 mill levy for 8 years. ROLL CALL vote taken: 4 yeas, 1 nay. MOTION CARRIED.

**Approve payment of February Bills and Payroll:** MOTION by Mr. Ellis, SUPPORT by Mr. Hanvey to authorize payment of Bills and Payroll in the amount of \$189,625.45. MOTION CARRIED UNANIMOUSLY.

**Adjourn:** MOTION by Mr. Ellis, SUPPORT by Mr. Fosdick to adjourn the meeting at 6:22pm. 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 MARCH 2022  
**DATE:** APRIL 20, 2022

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During the month of March, the HAFD responded to a total of 146 calls for service. There were 170 calls in March of 2021. The total year-to-date runs for 2022 is 466. Last year's total at the end of March was 419.

Some of the more significant events for the month included:

On March 5th Howell Firefighters were dispatched to assist Putnam Fire on a (3) acre field fire in the 6000 block of Dutcher Rd. in Putnam Township. Upon arrival, crews assisted with brush trucks and fire ground operations. The fire was due to an open burn that got out of control.

On March 8th, Howell Firefighters were dispatched to a reported structure fire in the 7000 block of Summer Breeze Trail in Oceola Township. Upon arrival, crews reported a fire in the pantry where the homeowner was charging a lithium-ion battery for a vacuum cleaner. The fire created extensive smoke damage throughout the home.

On March 9<sup>th</sup>, Howell Firefighters were dispatched AMA to Hartland fire for a reported structure fire in the 6000 block of Prince Blvd. in Tyrone Township. Upon arrival, crews reported a fire on the porch of the home. The fire was contained to the porch and extinguished.

On March 10th Howell Firefighters were dispatched for a vehicle accident in the 2000 block of Pinckney Rd. in Marion Township. Upon Arrival, crews reported one car waist deep in a pond with the driver requiring extrication and the driver of a second vehicle in the roadway also requiring extrication. One firefighter was treated at the scene for hypothermia as a precaution.

On March 20<sup>th</sup> Howell Firefighters were dispatched for a standby at the Livingston County Airport in Howell Township. An aircraft in the area was reporting an emergency involving landing gear failure. After arrival, crews were advised the pilot was diverting to another airport so he could burn off more fuel.

Training for the month of March consisted of DPF/Regen presentation for diesel trucks, Apparatus review classroom and Apparatus review practical.

**Next meeting of the Howell Area Fire Authority Board is scheduled for Wednesday April 20th, 2022, at 6:00 pm.**

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## 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:** April 13, 2022  
**TO:** Chief Ron Hicks  
Fire Authority Board  
**FROM:** Jamil Czubenko, Deputy Chief/Fire Marshal  
**REF:** March 2022 Month End

The month of March 2022 was busy in the Fire Marshal Division (FMD).

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

Planning and meetings continue for the 2022 Michigan Challenge Balloonfest, scheduled for June 24-26 and the Howell Melon Fest, scheduled for August 11-14.

The FD continues to share our safety messages and keeping our customers informed. Our Facebook page has 4,590 current followers. Our Instagram currently has 706 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. Captain Appleyard had done 5 Child Safety Seat inspections for the month as well.

March 2022 brings us more planning for future projects and various fire prevention events.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2022-0452	551 - Assist police or other governmental agency	03/28/2022	3030 IVY WOOD CIR	BR20,CH20,STA20,STA24
2022-0459	551 - Assist police or other governmental agency	03/30/2022	3159 KNEELAND CIR	BR20,FM2,STA20
2022-0463	600 - Good intent call, other	03/31/2022	565 SLEAFORD RD	EN21,STA20
2022-0466	551 - Assist police or other governmental agency	03/31/2022	3003 W GRAND RIVER	BR20,C-202,STA20

Total # Incidents for HOWELL TWP:

31

**ZONE: MARION - MARION Twp**

2022-0323	311 - Medical assist, assist EMS crew	03/01/2022	400 WRIGHT RD	C-202,EN23,STA23
2022-0324	324 - Motor vehicle accident with no injuries.	03/01/2022	1699 E COON LAKE RD	BR23,C-202,CH20,CPT23,EN23,FM2,R20,STA20,STA23
2022-0333	322 - Motor vehicle accident with injuries	03/03/2022	1 KEDDLE RD	EN21,EN23,STA20
2022-0335	611 - Dispatched & cancelled en route	03/04/2022	5623 W COON LAKE RD	STA23
2022-0366	412 - Gas leak (natural gas or LPG)	03/10/2022	119 BARNESLEY DR	C-202,EN23,STA20
2022-0369	352 - Extrication of victim(s) from vehicle	03/10/2022	2699 PINCKNEY RD	CH23,EN20,EN23,R20,STA20
2022-0374	551 - Assist police or other governmental agency	03/11/2022	1069 ALLIE LN	BR20
2022-0380	745 - Alarm system activation, no fire - unintentional	03/12/2022	1960 HIDDEN VALLEY DR	EN20,EN23,STA20
2022-0382	311 - Medical assist, assist EMS crew	03/12/2022	1005 TRIANGLE LAKE RD	BR20,BR23,CPT23,STA20,STA23
2022-0386	746 - Carbon monoxide detector activation, no CO	03/14/2022	745 PRINCE EDWARD DR	EN20,EN23,STA20,STA23
2022-0388	551 - Assist police or other governmental agency	03/15/2022	3690 W COON LAKE RD	BR23
2022-0403	424 - Carbon monoxide incident	03/17/2022	2435 RIDGEWOOD DR	CH23,EN23,STA20
2022-0409	311 - Medical assist, assist EMS crew	03/19/2022	1069 ALLIE LN	BR20
2022-0421	311 - Medical assist, assist EMS crew	03/20/2022	3575 SCHIPPERS CT	BR20,BR23,STA20
2022-0434	324 - Motor vehicle accident with no injuries.	03/23/2022	1364 E I96	C-202,EN21,STA20
2022-0441	445 - Arcing, shorted electrical equipment	03/24/2022	4078 LOVES CREEK DR	BR23,CPT23,STA20
2022-0444	611 - Dispatched & cancelled en route	03/25/2022	3229 W SCHAFFER RD	C-202
2022-0448	311 - Medical assist, assist EMS crew	03/27/2022	102 AMBER GLEN DR	BR20,BR23,STA20,STA23
2022-0449	551 - Assist police or other governmental agency	03/27/2022	244 GRANITE DR	BR20,STA20
2022-0458	551 - Assist police or other governmental agency	03/30/2022	490 COUNTY FARM RD	BR20,STA20

Total # Incidents for MARION:

20

**ZONE: OCEOLA - OCEOLA Twp**

2022-0327	611 - Dispatched & cancelled en route	03/02/2022	2367 GOLF CLUB RD	STA22
2022-0336	611 - Dispatched & cancelled en route	03/04/2022	1900 N LATSON RD	BR22,STA22
2022-0339	311 - Medical assist, assist EMS crew	03/04/2022	51 ENDICOTT DR	BR20,STA22
2022-0341	551 - Assist police or other governmental agency	03/05/2022	3779 LARAMIE WAY	BR20
2022-0343	561 - Unauthorized burning	03/05/2022	6889 HAZARD RD	BR20,CPT22

Only REVIEWED incidents included. Archived Zones cannot be unarchived.



**MHOG Water Authority Meeting  
April 20, 2022 at 5:00 PM**

**AGENDA**

- 1. Approval of the Minutes of March 16, 2022**
- 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 March 16, 2022 at 5:00 PM. Members present were Bamber, Coddington, Rogers, Hunt, Lowe, Counts, Schuhmacher and Hanvey.

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The meeting was called to order by Chairman Hanvey.

A motion was made by Schuhmacher to approve the minutes of the February 16, 2022 meeting. The motion was seconded by Rogers and carried.

A call to the public was held.

A motion was made by Schuhmacher to receive the audit from our accountant, Maner Costerisan and have them forward it to the state. The motion was seconded by Coddington and carried.

A motion was made by Schuhmacher to approve General Fund checks # 9102 through 9127 and PR 728-735, totaling \$155,562.80. The motion was seconded by Counts and carried.

A motion was made by Coddington to approve checks #117-118 totaling 11,470.00 from the Capital Reserve Improvement Fund. The motion was seconded by Schuhmacher and carried.

A motion was made by Counts to approve check #131 from MHOG Bond Payment Fund for \$1,000.00. The motion was seconded by Schuhmacher and carried.

A motion was made by Bamber 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)

April 14, 2022

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

**Subject: M.H.O.G. – April 2022 Board Report**

Dear Board Members;

The MHOG System operated well over the past month. The front cover photograph is installation of 1-inch water service under Golf Club Road for 3130 Golf Club. Following is a summary of the major activity since the previous meeting.

- We further evaluated demand with recent growth and our current distribution network. The Marion Transmission main is definitely needed to avoid low water tower conditions and lower pressures in the system should demand reach 5MGD. We chose to evaluate 5MGD as two years ago we reached 4.5 MGD, and we have had numerous new residential and commercial connections since that time. As always, demand is difficult to predict as it is strictly weather dependent.
- We were able to obtain current pipe prices. Overall, in the cost estimates we provide in the report, the project, although slightly higher, appears reasonable compared to 2019 estimates given all the financial challenges recently. There is still risk, as current prices are not held at the time of order but at the time of delivery. However, we do recommend bidding the project now, with numerous contingencies for contractors, to assure we obtain a competitive installation cost. We would ask the contractors to order the pipe, as we simply do not have the resources to handle delivery and storage of large diameter pipe. As a result, we have a proposal from Tetra Tech to assist in bidding of the project so that construction can hopefully be completed by June of 2023.
- For new construction, the following summarizes the activities for the past month:
  - We performed a walk through for Marion Oaks and Pine Ridge Phase III.
  - Held a preconstruction meeting for Tamarack Place
  - Evaluated pipe and fitting alternatives for Union at Oak Grove Road
  - Evaluated ways to perform early shop drawing review due to material delivery concerns.

- 
- Work on oversizing agreement for Tamarack Place and associated costs. We are asking the Board to approve this agreement contingent on making our proposed changes.
  - In working with our attorney, the agreement for Howell Township operations was completed, and it was approved by Howell Township at their April 11 meeting. We are asking the Board to approve the agreement formally.
  - Currently at Butler Road Booster, one of the original pumps from 2005 is experiencing bearing problems. We have shut it off to not further cause a problem. We would like to order a new pump to replace this one and then look to possibly have that pump repaired for a spare, especially given the high demand on the station. We are asking the Board to approve attached quotation.
  - Updates are provided regarding the ongoing litigation with Hometown Village of Marion and Padnos.
  - The Deputy report highlights the March production data as well other maintenance activities performed over the past month and the results of EGLE performing Dioxane sampling of our water supply.
  - We have hired a plant operator as well as a collection operator for Howell Township operations, so we should be fully staffed prior to taking over those responsibilities.

We look forward to discussing the contents of the report in detail with the Board at the regular meeting on April 20, 2022.

Sincerely,



Greg Tatara  
Utility Director

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

***TRANSMITTAL***

**TO:** Board of Trustees

**DATE** April 28,2022

**PROJECT** **FINAL SITE PLAN REVIEW**  
LoRea Topsoil & Aggregate  
SPR#01-22

**VIA** Hand Delivery

WE ARE SENDING:  Herewith  Under Separate Cover

**THE FOLLOWING:**

- Site Plan review for SPR#01-22 LoRea Topsoil & Aggregate
- Carlisle/Wortman Review letter dated 03/3/2022
- Spicer review letter dated 03/30/2022
- LCDC review email dated 04/11/2022
- HFA review letter dated 04/4/2022
- Planning Commission Minutes from April 20, 2022 Pending

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

**REMARKS:**

The attached Site Plan for SPR#01-22 LoRea Topsoil & Aggregate. This information is for **FINAL Review and approval.** Let me know if you have any questions.

FROM: Dave Hamann, Zoning Administrator

Copy: file



**MARION TOWNSHIP**  
**APPLICATION FOR SITE PLAN REVIEW**

<b>Date:</b> <u>03/23/22</u>	<i>SPR# 01-22</i>
<b>Parcel I.D. Number:</b> <u>4710-01-200-024</u>	

<b>Property Owner(s) Name (Print or Type):</b>  <u>Paul Marie Properties</u>
<b>Mailing Address (Print or Type):</b>  <u>120 Lucy Road</u>
<b>City, State, ZIP (Print or Type):</b>  <u>Howell, MI 48843</u>
<b>Phone (Print or Type):</b>  <u>517-404-5590</u>

<b>Applicant(s) Name (Print or Type):</b>  <u>Paul Marie Properties - Matt Peevey</u>
<b>Mailing Address (Print or Type):</b>  <u>120 Lucy Road</u>
<b>City, State, ZIP (Print or Type):</b>  <u>Howell, MI 48843</u>
<b>Phone (Print or Type):</b>  <u>517-404-5590</u>

<b>Name of Proposed Development:</b> <u>LoRea Topsoil &amp; Aggregate</u>
<b>Location of Proposed Development (address):</b> <u>Howell, MI 48843, Parcel ID No: 4710-01-200-024</u>
<b>N E S W Side of</b> <u>Lucy Road</u> <b>Road between</b> <u>Grand River Avenue</u> <b>and</b> <u>I-96</u> <b>Roads</b>

- The property owner(s) must sign this application. In lieu of the owner(s) signature on this application, the owner may provide a letter authorizing the applicant to act on his / her behalf. This application will not be processed until authorized by the property owner and/or the authorized applicant.

<b>Brief Description of the Proposed Development and / or Project (Land Use):</b>  <u>Addition of 36X30 office space to already established landscape supply retail store.</u>
<b>I hereby grant permission for members of the Planning Commission, Zoning Administrator or their appointed designee to enter the above-described property for the purpose of gathering information related to this application.</b>
<b>Owner(s) of Record Signature:</b> <u><i>Sara Peevey</i></u>
<b>Applicant(s) Signature (if other than owner):</b> _____
<b>Date:</b> <u>3/23/22</u>

**DO NOT WRITE BELOW THIS LINE – TOWNSHIP USE ONLY**

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Date Received: 3/23/22 Received By: \_\_\_\_\_ Application Fee: \$500 / \$2500  
escrow

**PRELIMINARY SITE PLAN REVIEW**

**AGENCY REVIEWS AND COMMENTS FROM:**

County Road Commission: Yes \_\_\_ No \_\_\_ County Health Department: Yes \_\_\_ No \_\_\_

County Drain Commissioner: Yes \_\_\_ No \_\_\_ Fire Department: Yes \_\_\_ No \_\_\_ Other Agencies: Yes \_\_\_ No \_\_\_

Township Attorney: Yes \_\_\_ No \_\_\_ Township Engineer: Yes \_\_\_ No \_\_\_ Township Planner: Yes \_\_\_ No \_\_\_

APPROVED

APPROVED WITH CONDITIONS

DENIED

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

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

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

Date Received: \_\_\_\_\_ Received BY: \_\_\_\_\_ Application Fee: \_\_\_\_\_

**FINAL SITE PLAN REVIEW**

**AGENCY REVIEWS AND COMMENTS FROM:**

County Road Commission: Yes \_\_\_ No \_\_\_ County Health Department: Yes \_\_\_ No \_\_\_

County Drain Commissioner: Yes \_\_\_ No \_\_\_ Fire Department: Yes \_\_\_ No \_\_\_ Other Agencies: Yes \_\_\_ No \_\_\_

Township Attorney: Yes \_\_\_ No \_\_\_ Township Engineer: Yes \_\_\_ No \_\_\_ Township Planner: Yes \_\_\_ No \_\_\_

APPROVED

APPROVED WITH CONDITIONS

DENIED

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

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

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



March 30, 2022

Dave Hamann, Zoning Administrator  
Marion Township  
2877 W Coon Lake Rd  
Howell, MI 48843

RE: LoRea Topsoil & Aggregate Addition  
Preliminary Site Plan Review

Dear Mr. Hamann,

We have received and reviewed the site plan for the development of LoRea Topsoil & Aggregate on Lucy Road. The plans were prepared by Livingston Engineering on behalf TLS Construction and are dated March 16, 2022. We offer the following comments:

**General**

The existing site is an outdoor storage facility with a warehouse and a "fabric" storage structure. The proposed change to the site is a 1,080 square foot addition to the warehouse and four additional paved parking spaces. The site is zoned HS Highway Service and is surrounded by City of Howell to the north and east and I-1 Light Industrial to the south and west. The proposed changes will not change the use of the site, for which a variance has already been granted.

The lot area is listed as 4.04 acres, which is more than the 1 acre minimum.

Minimum lot coverage is 40%. Lot coverage is not shown on the plans but will not change with proposed additions.

The correct setbacks are shown on the plans and are consistent with zoning or variances that were previously granted.

Maximum building height is 40'. Proposed building height is not shown on the plans.

The legal description is shown on the site plan and closes within acceptable limits.

The plans are not stamped and signed by a licensed engineer.

**Water Service**

The site is serviced by an existing water main and 1" service line on the east side of the site. No changes are proposed for the water service on site.

We defer to MHOG for further comment and approval of the water main and services.

**Sanitary Service**

The site is serviced by an existing sanitary sewer and 6" service line on the east side of the site. No changes are proposed for the sanitary service on site. The proposed pavement is located over a bend in the

March 30, 2022

2 of 3

sanitary lead, which should have a cleanout, per Ordinance. Care should be taken during construction that the cleanout remains within the grassy area. If this is not feasible, a cast iron cover should be used over the cleanout.

### **Stormwater and Grading**

The site has an existing retention basin in the northwest corner of the site. This basin has storage for 2" inches of runoff over the entire of the site.

A single drainage structure is connected to the retention basin with 12" of ADS N-12 sewer pipe. As the area where improvements are proposed is already paved with asphalt millings, there will be minimal change to the C-factor for this site. This storm sewer is adequate for the minimal additional flow from the proposed building and parking spaces.

No changes are proposed to the storm water system. Minimal changes are proposed for the grading on site.

We defer to Livingston County Drain Commissioner for further comment on the storm water management system.

### **Pavement**

Proposed asphalt pavement for the parking lot is to be 4" of HMA placed in two lifts on an 8" 21AA gravel base, this is acceptable. Pavement is not curbed which matches existing. Dimensions are shown on the plans for parking spaces and all spaces meet the minimum requirement for size. Parking space count was not reviewed. We defer to the Township Planner for further comment on parking requirements.

Sidewalk is proposed along the west edge of the parking lot. Sidewalk is to be 4" concrete on a 6" sand base which is appropriate.

### **Landscaping and Lighting**

No lights are proposed around the site or on the building.

Landscaping was not reviewed. We defer to the Township Planner for comment on landscaping.

### **Recommendation**

Should the Planning Commission decide to proceed with approval of this project, we recommend the following conditions be placed on the approval:

1. Plans should be reviewed and approved by:
  - a. Fire Marshal
  - b. Township Planner
  - c. Livingston County Drain Commissioner
2. Lot coverage should be provided on the plans.
3. The plans should be stamped and signed by a licensed professional engineer.
4. Clarification should be provided regarding the location of the sanitary lead cleanout and whether a cast iron cover will be needed.

March 30, 2022

3 of 3

If you have any questions or need anything further, please feel free to contact our office.

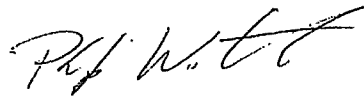
Sincerely,



**Elsie Jorgensen, E.I.T**  
Design Engineer  
Phone: (269) 252-6100  
mailto: [elsie.jorgensen@spicergroup.com](mailto:elsie.jorgensen@spicergroup.com)

**SPICER GROUP, INC**  
125 Helle Blvd, Suite 2  
Dundee, MI 48131

CC: SGI File



**Philip A. Westmoreland, P.E.**  
Project Manager  
Phone: (517) 375-9449  
mailto: [philaw@spicergroup.com](mailto:philaw@spicergroup.com)



**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

**Site Plan Review  
For  
Marion Township, Michigan**

**Applicant:** Paul Marie Properties  
**Project Name:** Lo Rea Topsoil and Aggregate  
**Plan Date:** March 3, 2022  
**Location:** Lucy Road (Approximately 4 acres)  
**Zoning:** HS: Highway Service  
**Action Requested:** Site Plan Approval/Amendment  
**Required Information:** Noted in Review

**PROJECT AND SITE DESCRIPTION**

The applicant received site plan approval in 2019 to construct a warehouse building on an existing outdoor storage facility on Lucy Road. The newly constructed building is near the front entrance of the site and includes parking spaces for employees and/or customers. Also included is a "fabric" storage structure near the southwest corner. A berm already surrounds most of the parcel and most of the site is covered with asphalt millings. A retention area has been constructed in the northwest corner. As a landscape supply yard several materials will be stored for purchase on the site and will be in concrete block bins near the southern property line.

The facility will continue to be accessed from Lucy Road through the existing driveway located on the east boundary of the parcel.

THE STATE OF TEXAS  
COUNTY OF [illegible]

Figure 1 – Image of Former & New Surroundings



Items to be addressed: *None.*

**SURROUNDING ZONING AND LAND USE**

The subject parcel is currently zoned HS Highway Service.

**Table 1 – Surrounding Zoning and Land Use**

Direction	Zoning	Use
North	B-2: General Business (Howell)	Retail Strip
South	LI: Light Industrial	Salvage Yard
East	I-1 Light Industrial (Howell)	Industry
West	LI: Light Industrial	Storage Yard

Items to be addressed: *None.*

**AREA, WIDTH, HEIGHT, SETBACKS**

The proposed use is a permitted use in the Light Industrial District. The applicant is has done an excellent dressing up the site with a new warehouse and other improvements. The proposed 1,080 square foot addition will further enhance the site.

**Table 2 – Required and Provided Dimensions of the Proposed Pole Barn**

	Required	Provided	Compliance
Minimum Lot Area	1 acre	4 acres	✓
Minimum Frontage	330 feet	300 feet*	✓
<b>Setbacks:</b>			
Front	80 feet	40 feet	Variance Granted
Side (North)	25 feet	10 feet	Variance Granted
Rear	40 feet	40 feet	✓
Maximum Lot Coverage	40%	Not Depicted	✓
Maximum Height	40 feet	27 feet	✓

Items to be addressed: *None.*



## **NATURAL RESOURCES**

Topography has been provided. The site is almost totally developed with asphalt millings and other storage material. Tall vegetated berms surround the site on three (3) sides.

*Items to be addressed: None.*

## **PARKING AND LOADING**

The plan indicates that five (5) parking spaces that includes one ADA space have been provided fronting the proposed warehouse. Four (4) additional spaces will be added with the building addition. Parking spaces will be asphalt.

*Items to be addressed: None.*

## **SITE ACCESS AND CIRCULATION**

No sidewalks exist within the site, or along its perimeter. Due to the site's location and lack of developed parcels within proximity, visitation is likely achieved using a vehicle. Access to the site is through an existing driveway located on the eastern boundary. A privacy fence with a gate has been depicted to regulate access to the site.

*Items to be addressed: Fire Department review and approval.*

## **BUILDING LOCATION AND SITE ARRANGEMENT**

The proposed new warehouse is planned near the entrance of the site with parking in front. The fabric structure is proposed near the rear. Because of the large open area truck turning radii should be fine. If a dumpster is proposed the location should be shown on the plan.

*Items to be addressed: Clarify dumpster and rubbish removal.*

## **LANDSCAPING AND SCREENING**

No landscaping has been provided. Due to the significant vegetated berm surrounding much of the property limited landscaping is necessary. However, we would suggest the front yard be dressed up some limited landscaping as this is a "landscape" storage company.

*Items to be addressed: The Planning Commission should discuss the need for limited landscaping.*

## **ESSENTIAL FACILITIES AND SERVICES**

The site is served by public water and sewer. Stormwater is proposed in the northwest corner.

*Items to be addressed: Township Engineer review and approval.*

## **LIGHTING**

The applicant should indicate any existing or proposed lighting within the site. Wall mounted lights be proposed for security and safety purposes. It does not appear any other lighting is proposed on the site.

*Items to be addressed: None.*

## **RECOMMENDATIONS**

We would recommend approval of the plan and addition conditional upon the following being addressed to the satisfaction of the Planning Commission.

*Fire Department review and approval.*

*Clarify dumpster and rubbish removal.*

*The Planning Commission should discuss the need for limited landscaping.*



## 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:** April 4, 2022

**TO:** Dave Hamann  
Marion Twp Zoning Administrator  
2877 W Coon Lake Rd  
Howell, MI 48843

**FROM:** Jamil Czubenko-Fire Marshal

**PROJECT:** SPR#01-22 LoRea Topsoil Aggregate addition to barn, **Marion Township**

**REF:** Site Plan Review - **Approved w/concerns noted**

### **CONCERNS:**

I have reviewed the above listed site plan and find that it is **satisfactory** as presented as long as the **following conditions** are met:

1. Building(s) shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property.
  - a. These numbers/letters shall be at least 6" high and shall contrast with their background.
2. The fire department access drive shall meet the following conditions:
  - a. The minimum unobstructed width shall be 20 feet.
  - b. The minimum unobstructed height shall be 13 feet
  - c. The access drive shall be accessible at all times (i.e. snow removal, parked equipment).
  - d. The use of the Knox Rapid Entry system padlock or Knox key switch will be required for any entry gate that is going to be installed.
  - e. The access drive shall be constructed so it can support up to 100,000 pound fire apparatus.
3. A final inspection of the buildings, gates and site shall be performed by the fire department before C of O is issued.

Any changes in this site plan shall be submitted to the Howell Area Fire Department for additional approval. If there is anything further that you need, please feel free to give me a call.

## Dave Hamann

---

**From:** Mitch Dempsey <MDempsey@livgov.com>  
**Sent:** Monday, April 11, 2022 11:05 AM  
**To:** Ken Recker; Dave Hamann  
**Cc:** matt@tlsoutdoor.com  
**Subject:** RE: [EXT] FW: SPR#01-22 LoRea Topsoil and Aggregate addition to Barn

This will actually have to be a commercial minor permit on our end due to the distance to wetlands. Sorry for any confusion.

Let me know if you have any questions.

-Mitch

**Mitch Dempsey**  
Environmental Projects Manager

Livingston County Drain Commissioner's Office  
2300 E. Grand River Avenue, Suite 105  
Howell, MI 48843-7581  
Phone: 517-546-0040 Ext: 6910  
[www.livgov.com/drain](http://www.livgov.com/drain)

---

**From:** Ken Recker  
**Sent:** Monday, April 11, 2022 10:55 AM  
**To:** Dave Hamann <za@mariontownship.com>  
**Cc:** Mitch Dempsey <MDempsey@livgov.com>; matt@tlsoutdoor.com  
**Subject:** RE: [EXT] FW: SPR#01-22 LoRea Topsoil and Aggregate addition to Barn

Dave,  
We have no objections to the proposed pole barn addition for this project, as the tributary area is already serviced by the existing retention basin in the northwest corner of the project site. No further drainage review is necessary by our office.

A commercial SESC waiver will be required for the project, after the township issues it's authorizations.

If you need anything further on this project give us a call.

Sincerely,

Kenneth E. Recker, II, P.E.  
Chief Deputy Drain Commissioner

---

**From:** Dave Hamann <[za@mariontownship.com](mailto:za@mariontownship.com)>

**Sent:** Tuesday, March 29, 2022 4:49 PM

**To:** Ken Recker <[KRecker@livgov.com](mailto:KRecker@livgov.com)>; Jamil Czubenko <[jczubenko@howellfire.net](mailto:jczubenko@howellfire.net)>; [khiller@livingstonroads.org](mailto:khiller@livingstonroads.org);

Aaron Aumock <[AAumock@livgov.com](mailto:AAumock@livgov.com)>

**Subject:** [EXT] FW: SPR#01-22 LoRea Topsoil and Aggregate addition to Barn

"The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin."

---

Attached please find a revision to a project you reviewed back in October of 2019. The only change to this site plan is an addition of 1000 square feet of pole barn storage. Please let me know via a review letter if you have any comments for this applicant. If I could ask to have your response back by April 11 so I can get it into the Planning Commission packet that would be very helpful! Thank you in advance for your review!

Dave Hamann  
Zoning Administrator  
Marion Township  
2877 W. Coon Lake Road  
Howell, MI 48843  
Phone (517) 546-1588  
[za@mariontownship.com](mailto:za@mariontownship.com)

# GRADING & SECC PLAN

Livingston County Soil Erosion Control - Constellation  
Temporary Controls and Sequence of Construction

1. An approved plan shall be submitted to the Livingston County Soil Erosion Control Agency for review and approval.
2. The approved plan shall be followed during construction.
3. The approved plan shall be followed during construction.
4. The approved plan shall be followed during construction.
5. The approved plan shall be followed during construction.
6. The approved plan shall be followed during construction.
7. The approved plan shall be followed during construction.

**DEFLECTION POINTS**  
For construction, temporary control structures and located near to the crest of working embankments. The deflection points shall be located at the crest of the embankment and shall be located at the crest of the embankment.

**SLOPES**  
The slopes shall be as indicated on the plans. The slopes shall be as indicated on the plans. The slopes shall be as indicated on the plans.

**STABILIZATION**  
The stabilization shall be as indicated on the plans. The stabilization shall be as indicated on the plans. The stabilization shall be as indicated on the plans.

**SEQUENCING OF CONSTRUCTION**  
The sequencing of construction shall be as indicated on the plans. The sequencing of construction shall be as indicated on the plans. The sequencing of construction shall be as indicated on the plans.

**CONSTRUCTION OF DRAINAGE**  
The construction of drainage shall be as indicated on the plans. The construction of drainage shall be as indicated on the plans. The construction of drainage shall be as indicated on the plans.

**GENERAL NOTES**  
1. The contractor shall be responsible for obtaining all necessary permits.  
2. The contractor shall be responsible for maintaining all existing utilities.  
3. The contractor shall be responsible for protecting all existing vegetation.  
4. The contractor shall be responsible for maintaining all existing structures.

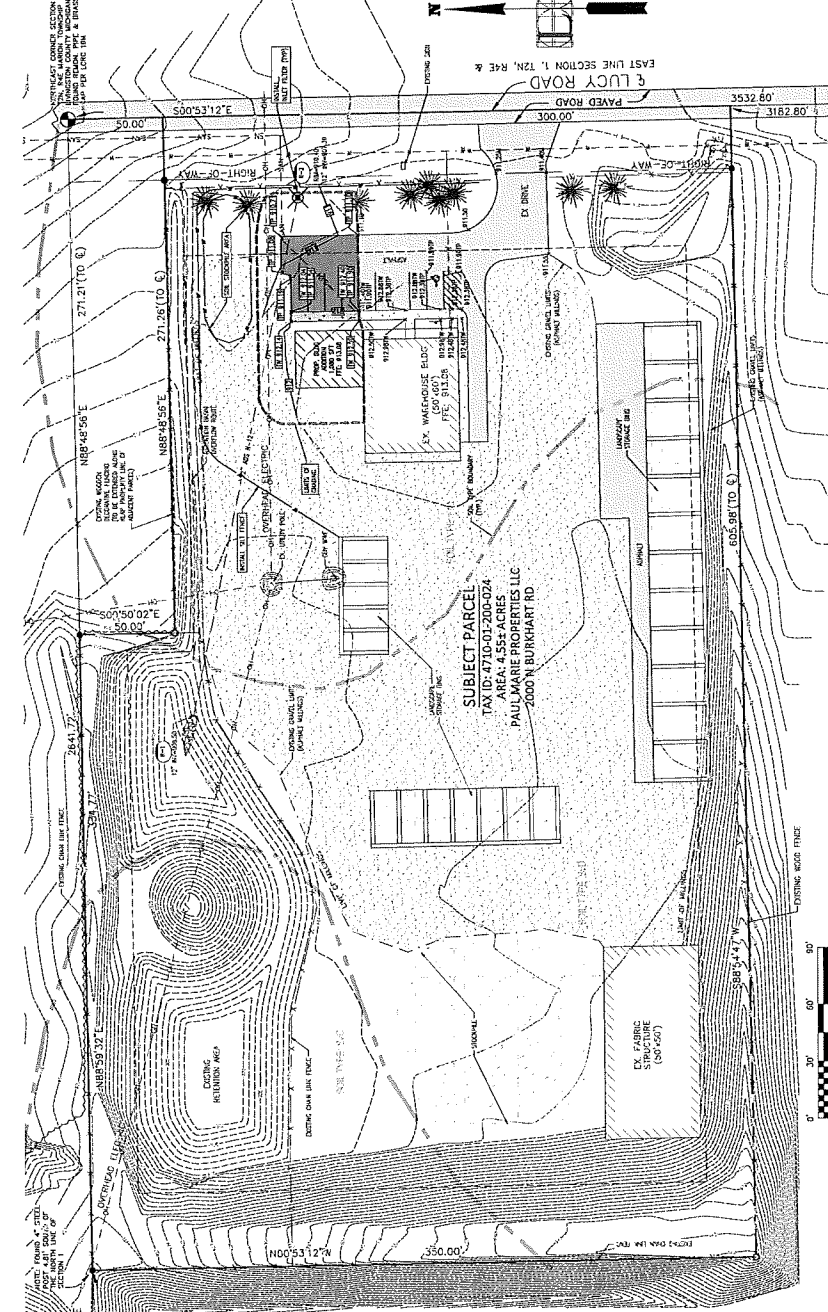
**PROPOSED CONSTRUCTION SCHEDULE FOR THE YEAR 2022**

ACTIVITY	MAY	JUN	JULY	AUG
MOULDED CURB				
WAD DRAINAGE				
FINAL GRADING				
INSTALL & FINISH FENCE				
SEED & WATER				

**TOTAL DISTURBED AREA 6512 SFT (015 AC)**  
DISTANCE TO NEAREST LAKE RIVER, STREAM, POND, WETLAND, OR COUNTY DRAIN APPROXIMATELY 1000 FT TO UNNAMED WETLAND SOUTH OF SITE

**811**  
Know what's below.  
Call before you dig.

# GRADING & SECC PLAN



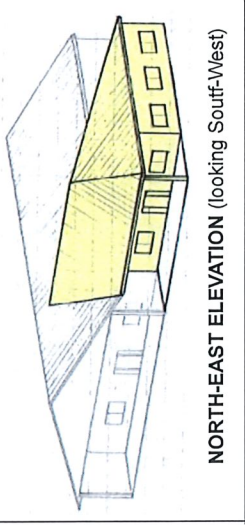
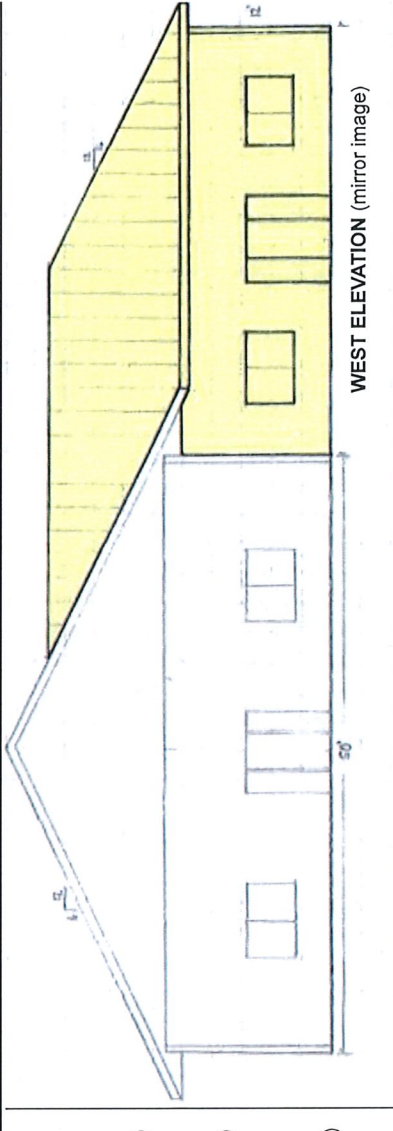
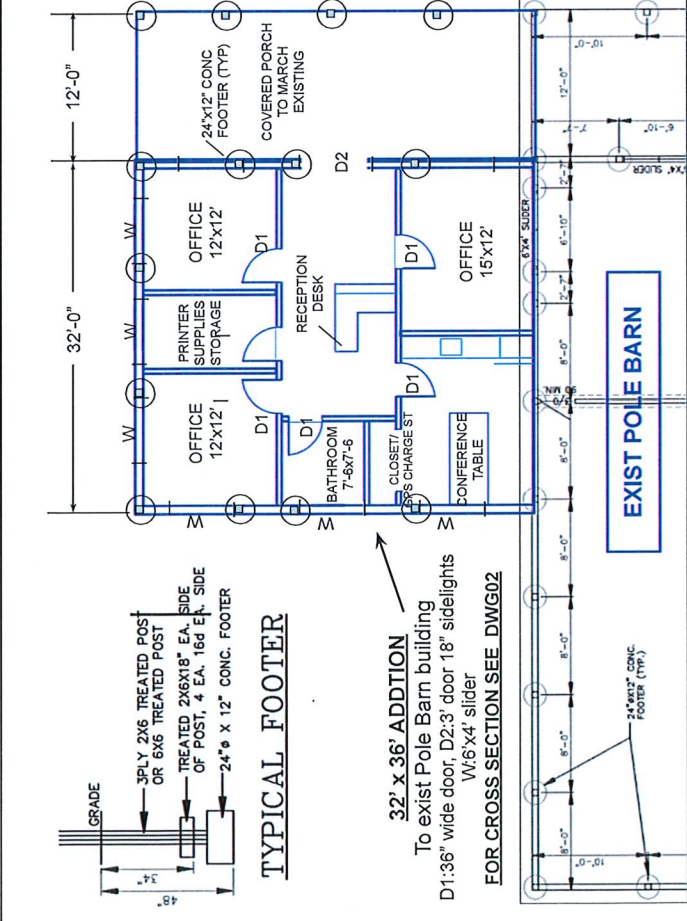
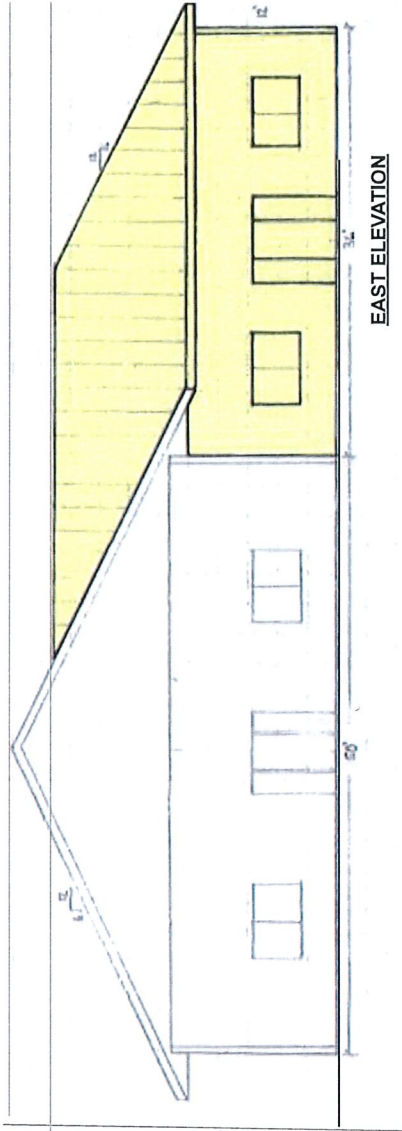
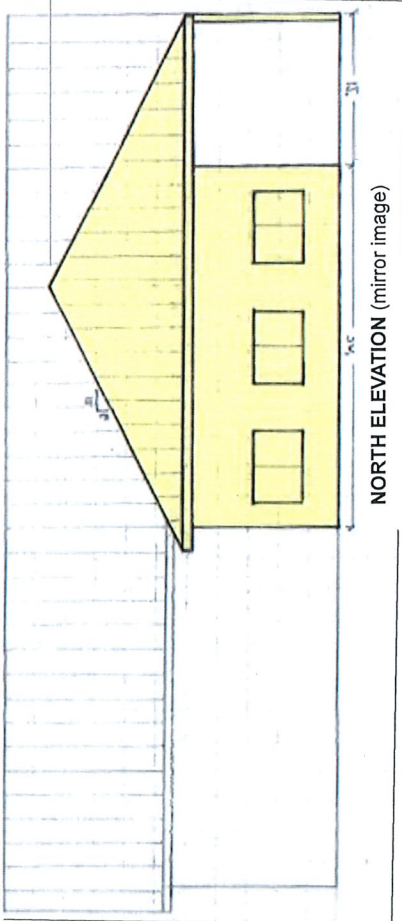
- LEGEND**
- PR. SPOT GRADE
  - PR. CONTOUR
  - CHANGE ARROW
  - PR. SILT FENCE
  - LIMITS OF GRADING
  - LOW POINT INLET FILTER

- SPOT GRADE ABBREVIATIONS LIST**
- 1. TOP OF FINISH GRADE
  - 2. TOP OF EXISTING GRADE
  - 3. FINISH ELEVATION
  - 4. FINISH ELEVATION
  - 5. FINISH ELEVATION
  - 6. FINISH ELEVATION
  - 7. FINISH ELEVATION

- SOIL TYPES**
- FR - 2% TO 15% PERCENT CLAY
  - SC - SPINDLE-DRAWN CLAY SANDS, 6 TO 12 PERCENT CLAY
  - SS - SPINDLE-DRAWN CLAY SANDS, 12 TO 18 PERCENT CLAY

**INLET FILTER DETAIL**  
NOT TO SCALE





USE GROUP = S-1/B  
 CONSTRUCTION TYPE = 5B  
 SNOW LOAD = 25 PSF  
 WIND LOAD = 115 MPH  
 FLOOR LOAD = 100 PSF  
 ROOF LIVE LOAD = 25 PSF  
 SEISMIC CATEGORY = A  
 DESIGN BEARING = 2,000 PSF  
 MICHIGAN BUILDING CODE 2015  
 FOR BUILDING LOCATION AND SITE PLAN (including Parking) SEE  
 Livingston Engineering Drawing Job No 07190-1  
 OWNERS: MATT and SARA PEEVEY

Client and Project Manager  
 Matt Peevey: 517-404-5590, Sara Peevey 517-404-2827

Yogi Anand, D.Eng., P.E. - ANAND Enterprises  
 308 Longford Dr - Rochester Hills MI 48309  
 248-766-1546 - [yogi.a1@gmail.com](mailto:yogi.a1@gmail.com)  
[EnergyEfficientBuildings.com](http://EnergyEfficientBuildings.com), [energyefficientbuild.com](http://energyefficientbuild.com)

Proposed Office Addition To TLS Construction  
 Facility at Lucy Road in Marion Twp MI  
 PeMS1J2201ygd-DWG01-REV1-220419  
 Apr-14-2022



Number Of Occupants in this addition =

**CONCRETE**  
 F'c = 4000 psi  
 Reinforcing steel: ASTM A615 Gr 60  
 All concrete work per ACI 318

This is specialty work and is to be done by personnel experienced in this type of work. All work is to be done keeping in mind safety of occupants/workers, structure in mind in compliance with all pertinent regulations. If anything unusual is encountered, the Project Manager is to be notified immediately -- the Project Manager will then contact the engineer if so necessary

**BACKGROUND**  
 Nominally 1000 sq ft office building is added on to existing Pole Barn building

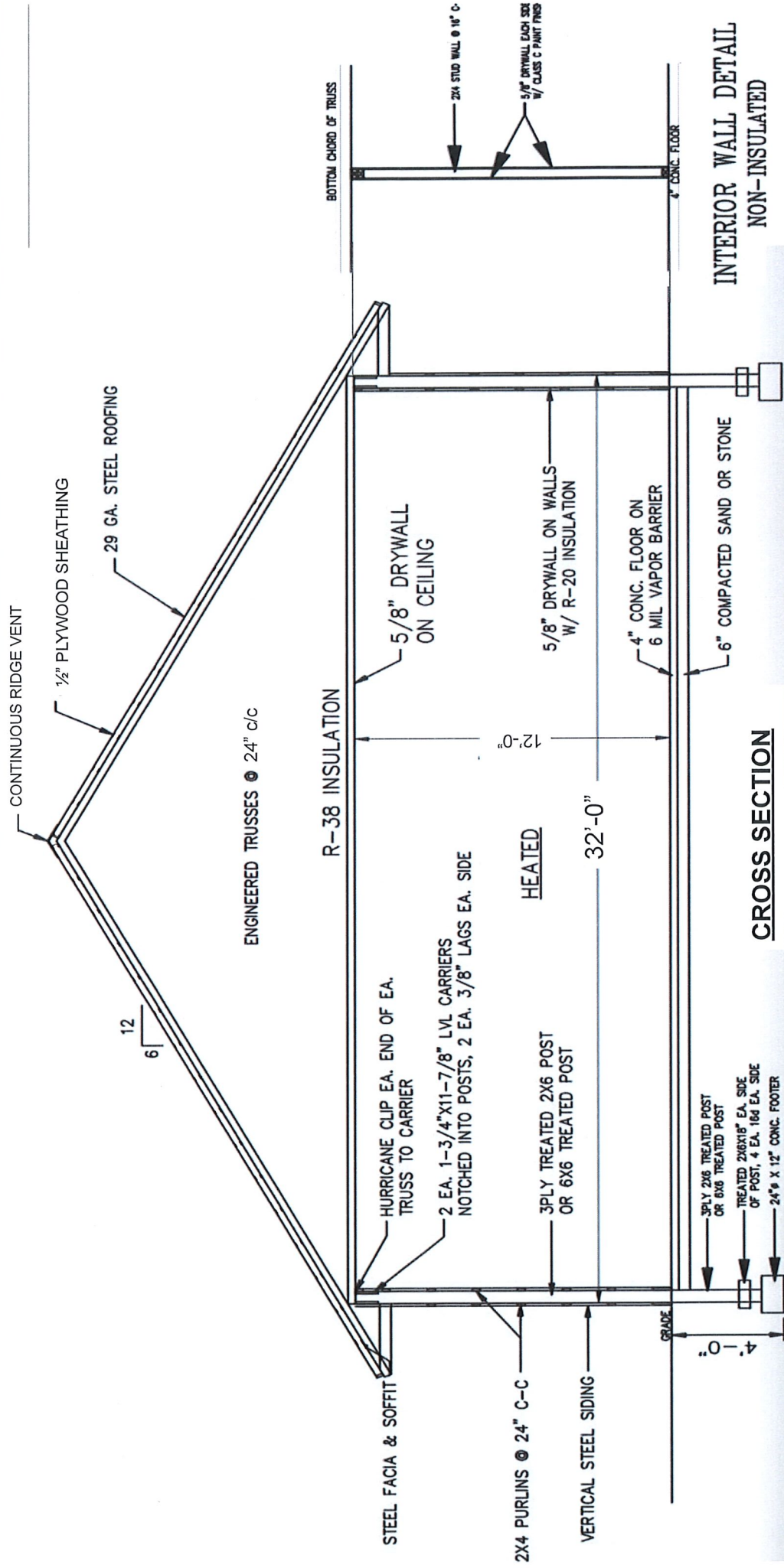
**RESOLUTION**  
 Based on my review of the information provided to me, my engineering judgment, and my practical experience, with the recommended work implemented in a workman like manner the proposed facility will be safe and secure for all imposed loading.

**TYPICAL FOOTER**

**32' x 36' ADDITION**  
 To exist Pole Barn building  
 D1: 36" wide door, D2: 3' door 18" sidelights  
 W/6"x4" slider  
 FOR CROSS SECTION SEE DWG02

**EXIST POLE BARN**





**INTERIOR WALL DETAIL  
NON-INSULATED**

**CROSS SECTION**

Client and Project Manager  
 Matt Peevey: 517-404-5590, Sara Peevey 517-404-2827

Yogi Anand, D'Eng, P.E. - ANAND Enterprises  
 308 Longford Dr - Rochester Hills MI 48309  
 248-766-1546 - [yogi@anand.com](mailto:yogi@anand.com)  
[Energyefficientbuild.blogspot.com](http://energyefficientbuild.blogspot.com), [energyefficientbuild.com](http://energyefficientbuild.com)

Proposed Office Addition To TLS Construction  
 Facility at Lucy Road in Marion Twp MI  
 PeMS1J2201ygd-DWG02-REV01-220419  
 Apr-14-2022



**CONCRETE**  
 F'c = 4000 psi  
 Reinforcing steel: ASTM A615 Gr 60  
 All concrete work per ACI 318

This is specialty work and is to be done by personnel experienced in this type of work. All work is to be done keeping in mind safety of occupants/workers, structure in mind in compliance with all pertinent regulations. If anything unusual is encountered, the Project Manager is to be notified immediately - the Project Manager will then contact the engineer if so necessary

**RESOLUTION**  
 Based on my review of the information provided to me, my engineering judgment, and my practical experience, with the recommended work implemented in a workman like manner the proposed facility will be safe and secure for all imposed loading.

**BACKGROUND**  
 Normally 1000 sq ft office building is added on to existing Pole Barn building

**RESOLUTION**  
 Based on my review of the information provided to me, my engineering judgment, and my practical experience, with the recommended work implemented in a workman like manner the proposed facility will be safe and secure for all imposed loading.

**BACKGROUND**  
 Normally 1000 sq ft office building is added on to existing Pole Barn building

MEMO

To: Marion Township Board

From: Bob Hanvey

Subject: Hazard Mitigation Plan

Date: April 28, 2022

Attached is a communication from Therese Cremonte, the Livingston County Emergency Management Coordinator, about adopting the Livingston County Hazard Mitigation Plan and a draft Township resolution to adopt the plan for Marion Township.

The communication contains a link to entire plan on the County website (234 pages).

There is no cost to the Township for adopting this plan.

Communication from: Therese Cremonte P.E.M.  
Livingston County  
Emergency Management Coordinator

Hello

The Livingston County Hazard Mitigation Plan was approved by FEMA on 4-4-2022. The plan will not expire until 2027.

Livingston County Emergency Management would like to give your jurisdiction the opportunity to adopt the Livingston County Hazard Mitigation Plan. **There is no monetary cost to your jurisdiction, but it makes your jurisdiction eligible to put in for Federal Grant funding under the following grant programs: Hazard Mitigation, Flood Mitigation, or Building Resilient Infrastructure and Communities (BRIC)**

To adopt the county's Hazard Mitigation Plan, you need a resolution by your jurisdiction's board to adopt the current plan; **Livingston County Hazard Mitigation Plan 2022-2027**  
**Send me the approved and signed resolution (electronic copy & signature is fine)**

I then forward the document to the State of Michigan and FEMA. FEMA will approve and recognize your jurisdiction and send a document that confirms their approval. This makes your jurisdiction eligible for the above mentioned grant funding opportunities. **I will then send you the FEMA documentation for your records.**

Every jurisdiction in the county adopted the 2017 Hazard Mitigation Plan. All were recognized by FEMA. All were eligible to apply for Hazard Mitigation Grant funding. We hope to repeat that with this Hazard Mitigation Plan.

Go to the below web link and scroll down. It is the plan with the daffodils on the cover.  
<https://www.livgov.com/plan/Pages/County-Plans.aspx>

Please contact me with any questions you have. I am happy to assist you whatever way possible.

Best  
Therese

Therese Cremonte P.E.M.  
Livingston County  
Emergency Management Coordinator  
517-540-7926



**MARION TOWNSHIP RESOLUTION TO  
APPROVE THE LIVINGSTON COUNTY  
HAZARD MITIGATION PLAN**

Resolution # 2022-xx

April 28, 2022

At a meeting of the Board of Trustees for the Township of Marion, Livingston County, Michigan, held at 2877 W. Coon Lake Road, Howell, Michigan 48843, on the 28th day of April, 2022 at 7:00 p.m. Eastern Standard Time.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The Township of Marion resolution to adopt the Livingston County Hazard Mitigation Plan as presented was offered by \_\_\_\_\_  
Supported by \_\_\_\_\_

Upon roll call vote the following voted "Aye": \_\_\_\_\_

No: \_\_\_\_\_

Absent:

Resolution \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.  
STATE OF MICHIGAN  
COUNTY OF LIVINGSTON**

I, the undersigned, the duly qualified and acting clerk for the Township of Marion, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Board of Trustees at a meeting held on the 28th day of April, 2022, and further certify that the above Resolution was adopted at said meeting.

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

MEMO

To: Marion Township Board

From: Bob Hanvey

Subject: Computer system support agreement

Date: April 28, 2022

Attached is an email from Randy Allen of I.T.Right about a proposal for ongoing support for our computer system. We have been using them for support for several years and they have been doing a good job.

## Bob Hanvey

---

**From:** Randy Allen <Randy.Allen@vc3.com>  
**Sent:** Wednesday, April 13, 2022 3:58 PM  
**To:** 'Bob Hanvey (supervisor@mariontownship.com)'  
**Subject:** IT Right Price Changes

Hi Bob,

Here is a little bit better technical breakdown of how pricing will be affected over the coming years.

The going rate for Managed Service Providers is roughly **\$100 - \$150 per endpoint (or seat) per month**. This is the magic behind most of the prices offered.

IT Right needs to get the Twp closer to \$80 per endpoint per month, to address the cost of doing business with the latest Cyber Security Tools, and to maintain good talent.

So, to find that # you count up every server, virtual server, PC, laptop, in-car police or fire computer, and even things like EPOLL books. All of that and then multiply it by 100 to find the typical monthly rate.

In your case, the current total is 13.

1 Server and 12 machines.

12 x 100 = \$1,200 monthly. To get the annual amount that would be around \$14,400 for typical pricing. Realistic bids for service for an organization your size would fall somewhere around that amount.

This is why I know our pricing is still low versus our competitors. And (to soften things as much as possible) we are spreading it out over time to reduce the pain of the transition for the Twp, so you can budget for this along the way. 😊

Here is the breakdown of what to expect.

**Current Rate: \$4820**

**2022: + \$1783 = \$6603**

**2023: + \$2443 = \$9046**

**2024: + \$3347 = \$12,393**

Then we will stick with annual 3% increases or CPI (cost of living) in the years following this.

In effect, by year 3, we bring the Twp up to \$79 per seat (monthly cost). *Still a good 20+% below the competition.* And then we will move to a cost of living arrangement going forward *which should keep your prices below typical pricing indefinitely.* That will be reflected in the contract.

We are still the #1 recommended firm for all things BS&A.

We are one of the few fully CJIS and LEIN compliant firms in the State able to fully and legally work with Law Enforcement in a manner that is consistent and compliant with State and Federal regulations. We are the #1 IT support vendor for fire departments throughout the state.

All we do is government and we provide a very comprehensive support package.

Services you currently enjoy are:

- Unlimited Remote Service
- Unlimited Onsite Service
- Software Patching
- Anti-Virus/Anti-Ransomware protection
- Endpoint Detection and Response Software
- Managed Online Backup
- Cyber Security Management

We've made these price changes to keep pace with the evolving threat landscape (not to mention the inflation rates hitting our economy) we are facing today. The costs of tools to fight Cyber Security threats to local government are increasing, and also to meet the need to maintain good talent necessary to serve your organization. With this plan in place we will be able to supply you with quality support now and in the years to come!

And, despite everything, as the **Bid examples** I will send you reflects, we still maintain some of the best pricing in the State.

I hope this helps when looking at things.

I look forward to speaking with you in a couple weeks. I will send a **RFP example** that can help you set things in motion if that is the position the Twp decides to take. I hope that we can continue to have the opportunity to serve both you and the Twp in the years to come.

I will also send a **SignNow document** with the contract that you can sign online when ready. Similar to DocuSign.

Have a great week ahead!

Thanks,

Randy



**Randy Allen**  
President, IT Right

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