

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
Thursday, August 13, 2020  
7:30 p.m.

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

- 1) Approval of Agenda
- 2) Consent Agenda
  - a. Approval of July 23, 2020 Regular Meeting Minutes
  - b. June 21, 2020 HAPRA Minutes
  - c. Complaint Report
  - d. DPW Report
  - e. Zoning Report
- 3) Denim and Diamonds Event
- 4) Short Term Rental Lawyer
- 5) Sewer Usage Credit
- 6) Review of Sewer/Water General Ordinance Issues
- 7) Disc Golf Course Modification Request
- 8) Parking Lot Bids
- 9) Cemetery Tree Removal
- 10) AJR Cornerstone Mediation
- 11) August 4, 2020 Primary Election Report
- 12) Pfeffer, Hanniford, Palka Engagement letter

Correspondence and Updates

Hometown Matter  
City of Howell Memorandum  
Perkin's Mud Bog  
Livingston County Update  
Livingston County Sheriff's Report for July 2020

Call to the Public  
Adjournment

Reminder: Next Board Packet will be ready after 3pm on Thursday, August 20, 2020

Request for Zoning Administrator, **Dave Hamann**, to be present at  
the Board of Trustee meeting on AUGUST 13, 2020.

Date

Requested by Robert W. Jarvey.

Signature

DRAFT

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
JULY 23, 2020

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Phil Westmoreland, Spicer; Dave Hamann, Zoning Administrator

\*\*\*\*\*

**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

**BOARD MEMBERS PRESENT**

The board members introduced themselves.

**CALL TO THE PUBLIC**

Bob Hanvey said that tonight's meeting was also available to attend online, and said he would be asking for any public comment from online attendees during the meeting.

George Holton, an attorney representing Kelly and Dave Johnson, was present to discuss his July 21 letter to the trustees regarding the nuisance being created by the disc golf course. Due to property damage, trespassing, verbal harassment, etc., the Johnsons would like the configuration of the 14<sup>th</sup> and 15<sup>th</sup> holes changed to eliminate the problem. Bob Hanvey asked Mr. Holton to contact the office next week to schedule a time to tour the site with the board members.

**APPROVAL OF AGENDA**

Items #11—Parker Drive Road Maintenance and #12—Drive-up Drop Box were added to the agenda. Les Andersen motioned to approve the agenda as amended. Duane Stokes seconded. **Motion carried.**

**CONSENT AGENDA**

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

**HOMETOWN MATTER**

No response has been received from the Hometown Village homeowner's association or the attorney.

**SUNRIDGE III**

Bob Hanvey provided the board members with a list of items that need to be discussed with S.R. Jacobson regarding the development of phase three of Sunridge. Greg Durbin and Dan Lowe agreed to participate, along with the supervisor, zoning administrator and engineer. Les Andersen suggested including the chairman of the Planning Commission, and said he would also be willing to participate.

**POWER WASHING QUOTE**

Two bids were received. Les Andersen motion to accept the proposal from Beal Painting for \$485. Greg Durbin seconded. Roll call vote: Lowe, Lloyd, Hanvey, Durbin, Andersen, Stokes---all yes; Beal—abstained. **Motion carried 6-0 (1 abstention.)**

The board members also discussed fixing some trim board on the building. Greg Durbin suggested having the entire building painted. Scott Lloyd will meet with Tammy Beal to discuss what should be in the bid request. The board members also discussed replacing the current parking blocks, and saving them for the parking lot expansion.

**HAPRA 50'S MUSIC CONCERT**

Tammy Beal said that HAPRA would like to host a 50's music concert in the parking lot, approximately 30-40 cars. They would need to be able to use outlets for equipment. They would like to hold it Melonfest Weekend. Greg Durbin motioned to allow HAPRA to use the parking lot for a drive-in 50's music concert. Tammy Beal seconded. **Motion carried.**

**PARKER DRIVE ROAD MAINTENANCE**

An estimate was received from KB Road Grading for \$3,375. Dan Lowe suggested they use 21A, not 23A. Phil Westmoreland suggested 22A natural aggregate. Les Andersen motioned that the supervisor should make a recommendation to Mike Dobbs that the project be done using 22A natural aggregate. Tammy Beal seconded. **Motion carried 6-1 (Lowe—no.)**

**DRIVE-UP DROP BOX**

Tammy Beal said the state is providing municipalities with drive-up drop boxes; she suggested placing it north of the dumpster and it will need to be cemented in the ground. Scott Lloyd said he would take a look at the location.

**CORRESPONDENCE & UPDATES**

A bid was received from Four Seasons Outdoor Services to remove the wood and brush from the fallen tree at Harger Cemetery; they don't currently have a climber. Russell's Tree Service called after hours today regarding the project. Greg Durbin said he has a contact who may be interested in bidding on the project.

**CALL TO THE PUBLIC**

No response.

**ADJOURNMENT**

Duane Stokes motioned to adjourn at 9:04 pm. Greg Durbin seconded. **Motion carried.**

Submitted by: S. Longstreet

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

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

## MEADOWS WEST

A memo from Dave Hamann regarding the Meadows West sewer connection is included in the packet. Mr. Hamann said the work was done on Friday without incident. The road commission and fire authority both granted permission.

Desine Engineering will pave Spirea where it was cut for sewer installation when the entire project paving is done.

Dan Lowe said we should start requiring verification of utility locations and submittal of as-built drawings.

**Bob Hanvey asked if any online attendees had any comments. No response.**

## FINAL REVIEW OF PROPOSED MARION TOWNSHIP DEVELOPMENT STANDARDS AUGUST 2019 DRAFT

The following changes were discussed:

- Page 9, #4, fourth line should read "shall recommend" rather than "may recommend".
- On page 18, #4 under "Utilities", Dan Lowe questioned whether the 10-foot separation is outdated. Phil Westmoreland said no, that's the Ten-state standard for horizontal separation between mains
- Page 21, #7, Dan Lowe questioned the 6" lead; he feels it should be 4" and said the LCBD is leaning toward 3". Phil Westmoreland said most communities require 6" and he does not recommend anything less than 6".
- Page 38, under "Parking Lot Requirements", #3, Dan Lowe questioned whether that should apply to the township's parking lot.
- Page 39, "Pathways and Sidewalks", Dan Lowe asked if anyone ever checks that. Phil Westmoreland said no, but there are advocacy groups that sometimes check on whether neighborhoods meet the requirements.
- Bob Hanvey said that page 4, definition of "minimum lot area" should read "smallest size lot", not "largest size lot."
- On page 5, #2, the board members discussed the difference between just cutting down trees and grading; grading should require a land use permit.
- Bob Hanvey said he would like to see the wording changed on page 5, item #1, to the effect that even if the Planning Commission denies a preliminary site plan, it should still go before the Board of Trustees.
- Bob Hanvey would like to see MHOG mentioned more specifically in "Construction Observation Procedures", #1 b.
- Change "preliminary" to "final" on page 9, PC action.
- Correct symbol on water depths, rain gardens, page 26.

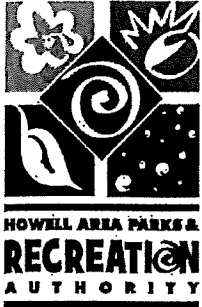
Les Andersen motioned to approve the proposed Marion Township Development Standards with the changes discussed. Duane Stokes seconded. **Motion carried.**

## IRRIGATION METER POLICY

Bob Hanvey asked the board to discuss the credits on sewer usage for water used for irrigation. A letter was sent out several months ago to about 200 homeowners explaining their option to obtain an irrigation meter. Les Andersen suggested having MHOG put stickers on the meters to inform residents.

## PARKING LOT

Phil Westmoreland said he talked with Joe Vellardita, who will have a cost estimate next week. He hasn't received a response from Haslock or TLS.



## Howell Area Parks & Recreation Authority

Bennett Recreation Center

### Regular Board Meeting Minutes

July 21, 2020

#### **Call to Order**

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

#### **Attendance**

Chairman Sean Dunleavy, Vice Chair Diana Lowe, Treasurer Bob Ellis, Secretary Tammy Beal, Trustee Jean Graham

#### **Absent**

None

#### **Staff**

Director Tim Church, Kyle Tokan, Kevin Troshak

#### **Public**

None

#### **Pledge of Allegiance**

#### **Approval of Agenda**

Bob Ellis motioned to approve the Agenda, supported by Diana Lowe. **Motion carried 5-0.**

#### **Approval of Regular Minutes**

Diana Lowe made a motion to approve the June 16, 2020 minutes, supported by Bob Ellis. **Motion carried 5-0.**

#### **Call to the Public**

None heard.

### **Staff Comments**

Kyle asked about the full-time employee's PTO. If they don't use it, they lose it and they are so short staffed they can't even take their PTO. Tim will look into what can be done for employees and compare what other Park & Recreation Associations do.

### **New HAPRA Employee Handbook**

This is a completely different program than what we had before. Instead of the company asking what we want in the handbook this new hardware has all the employment laws and the Director picks what segments that are wanted in the handbook. Director will resend the old handbook so that Board members can compare it to the new handbook. Bob Ellis motioned to table this until Director Church resends the old handbook, supported by Diana Lowe. **Motion carried 5-0.**

### **2020 Budget Projections**

- Director Church and Jen have gone through the budget and cut it further.
- Aquatic center is closed because the Howell School Board did not approve their budget, the staff there has been let go.
- Grey shaded areas on the Revenue and Expenditure Report are the projections for next year.
- We are down to 1 maintenance person; Jeff has been let go.
- Hive owners did not charge the monthly rent fee during COVID-19; we only had to pay the taxes during this time.
- Kevin has been working on a program for kids if school does not open this fall.
- Mission Control-Is an online monitored virtual gaming that participants can do from home.
- Cut revenues equals cut expenses; if soccer is canceled this fall, we will lose \$35K and a staff member.

### **Check Register and Bank Statements ending June 30, 2020**

Everything looks good.

### **Financial Reports ending June 30, 2020**

Treasurer Ellis reported that we had \$35K surplus from last Fiscal Year and we would be gaining \$127K for a starting balance so that will be \$162K to work with, which with the old budget we could run for 6 weeks but with this new budget we can operate for 9 weeks. We should be fine until the next contribution from the entities comes in.

### **Directors Report**

- Melon Fest will have no street closures, it will be mostly held virtually. Melon run and HAPRA Trivia are virtual. Drive In movies at Genoa and 50's Music at Marion. Rotary is selling half gallons of melon ice cream; they have sold 500 containers already and have 700 more to sell.
- 1<sup>st</sup> National Bank is sponsoring a Back Pack drive, for \$5 you can purchase a back pack to be donated to children through the Salvation Army Lunch Bunch program.
- Summer camp is going great.
- Tuesday Events have been held all during July-Yoga, Pilates, Polynesian Dancers are this coming week in the park.

- Scavenger Hunt, Fitness Trail and Story Trail are all things that people can do on their own while social distancing.
- September through December Events- Legend will look different, it will be a drive through in the park with a mini laser light show (Citizens will sponsor this). Focus will be on Holiday in the Park, it might be open as early as Thanksgiving weekend.
- Pictures of Oceola Center were handed out, everything looks great and is on schedule.

**Old Business**

- Genoa and Oceola Townships sprinkler systems are fixed.
- Basketball courts at Genoa are coming along fine.
- Prior staff member wanted the sign from the Barnard Center.
- Marion Township's parking lot is staked for an addition to the parking lot.
- Byron Road in Howell Township looks great.
- Boys and Girls are playing basketball behind the Hive.

**New Business**

None

**Next Meeting**

The next regular meeting is scheduled for Tuesday, August 18, 2020 at 7 pm at Bennet Center,

Motion to adjourn at 8:30 pm by Diana Lowe, supported by Bob Ellis. **Motion carried 5-0.**

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Approved

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Date

Respectfully Submitted by: Tammy L. Beal, Secretary



### COMPLAINT LOG

Complaint #	Complainant Name	Offender Name	Complaint Details	Action Taken	Date Violation	Show Cause Date	Resolved
#01-2020	Marion Meadows HOA P.O. Box 23 Howell, MI 48843 248-961-4393	David Heckman 105 Marion Meadows 4710-11-400-028	Junk Cars	ltr sent 7-28-2020			

DPW Report

	2020												
	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
<b>WATER</b>													
NEW	6	9	5	2	16	0	4						42
EXISTING													
REPLACEMENT													
<b>IRRIGATION</b>													
NEW	1	0	4	5	5	5	3						23
EXISTING													
<b>SEWER</b>													
NEW	6	8	4	2	17	0	7						44
EXISTING													
<b>TOTAL</b>	<b>13</b>	<b>17</b>	<b>13</b>	<b>9</b>	<b>38</b>	<b>5</b>	<b>14</b>						<b>109</b>

**2020 ZONING REPORT**

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Homes	7	11	4		22	4	5						53
Condo Units													0
Accessory Bldgs.	3	2	3		4	3	1						16
Decks	1		3		12	13	6						35
Pools					2	3	3						8
Additions			3		3	3	1						10
Land Balancing													0
Other		1				1							2
<b>TOTAL LAND USES</b>	11	14	13	0	43	27	16	0	0	0	0	0	124
Waivers	5	5	3		9	4	10						36
Finals	18	6	14		7	11	22						78
Site Plans													0
Pre-Planning Meetings													0
Sewer Inspections	2	4	4			10	2						



### Development Brief for Board Executive Committee

The Fund Development Committee reviewed our Denim & Diamonds annual fundraiser in light of current Covid-19 restrictions, and concluded it's not fiscally viable. Staff, members and volunteers worked creatively to propose an alternative event concept to meet the budgeted NET revenue (\$18,200), based on a western theme. Expenses have been reduced; mix of past/new revenue streams.

**2020 Event:** Denim & Diamonds Wild West Poker Run  
"We're Going Out of the Corral"  
**Date:** September 19, 2020; 6:30 p.m. til dark (Fireworks Finale)  
**Theme/Dress:** Western Wear/Boots/Hats/Jeans (same)  
**Description:** Limited Live Event – consistent with Michigan order  
*Virtual participation tbd – unlimited potential.*

- 20-30 "Teams" set out on a "progressive Poker Run" in Howell/Brighton area, using personal vehicles to play **Five Card Draw**. *This is largely an "in-vehicle" event, unless you participate virtually (pending).* Teams receive advance instructions, choose their route, collect/trades up cards with the help of volunteers at 5 area locations.
- Teams advance-purchase at least one ticket to the Diamond Mine to participate at Bearden Ranch, as well as their per person ticket. Locations offer a variety of special equestrian/chance-theme entertainment, raffle tickets and/or goody bag items for guests to collect and enjoy.
- Teams pick up reserved, boxed Picnic Dinners [e.g. Block Brewing], to enjoy enroute or at the final stop.
- Final poker hands are collected/scored at the Bearden Ranch, and there will be a prize. Guests will enjoy a two-set country concert by the Kari Holmes Band onstage outdoors under the stars.
- Raffle, poker run, and Diamond Mine winners will be announced and winnings received at a station upon exit. LACASA's leadership will give sponsor recognition, mission message and thanks for support from the stage.
- The evening ends with traditional Fireworks Finale. This is a rain or shine event.

#### SALES APPROACH

- **PRE-SALES:** 100 Diamond Mine Tickets (at LACASA Collection or Cooper & Binkley); Approx. 100 Poker Run ticket(s); Picnic Dinners; quilt/basket(s), Virtual ticket (pending) would include raffle ticket, marketed by social media and link to order form on web site.
- **DAY-OF EVENT SALES:** Poker Cards (trade up fee); additional Diamond Mine Tickets; Wine/Beer Pull, Raffle Tickets.
- **Gifts** in lieu of attendance (online web site/text potential)

#### Suggested Pricing:

\$200 VIP/Diamond Mine ticket x 30 cars max  
\$100 per person, additional team participants (1-3 additional persons who may join team)  
Optional Picnic Dinner for 2 (Reserve & Pick-up locally); suggest \$75  
\$100 each, additional Diamond Mine tickets  
Poker Card/upgrades @ \$20 each

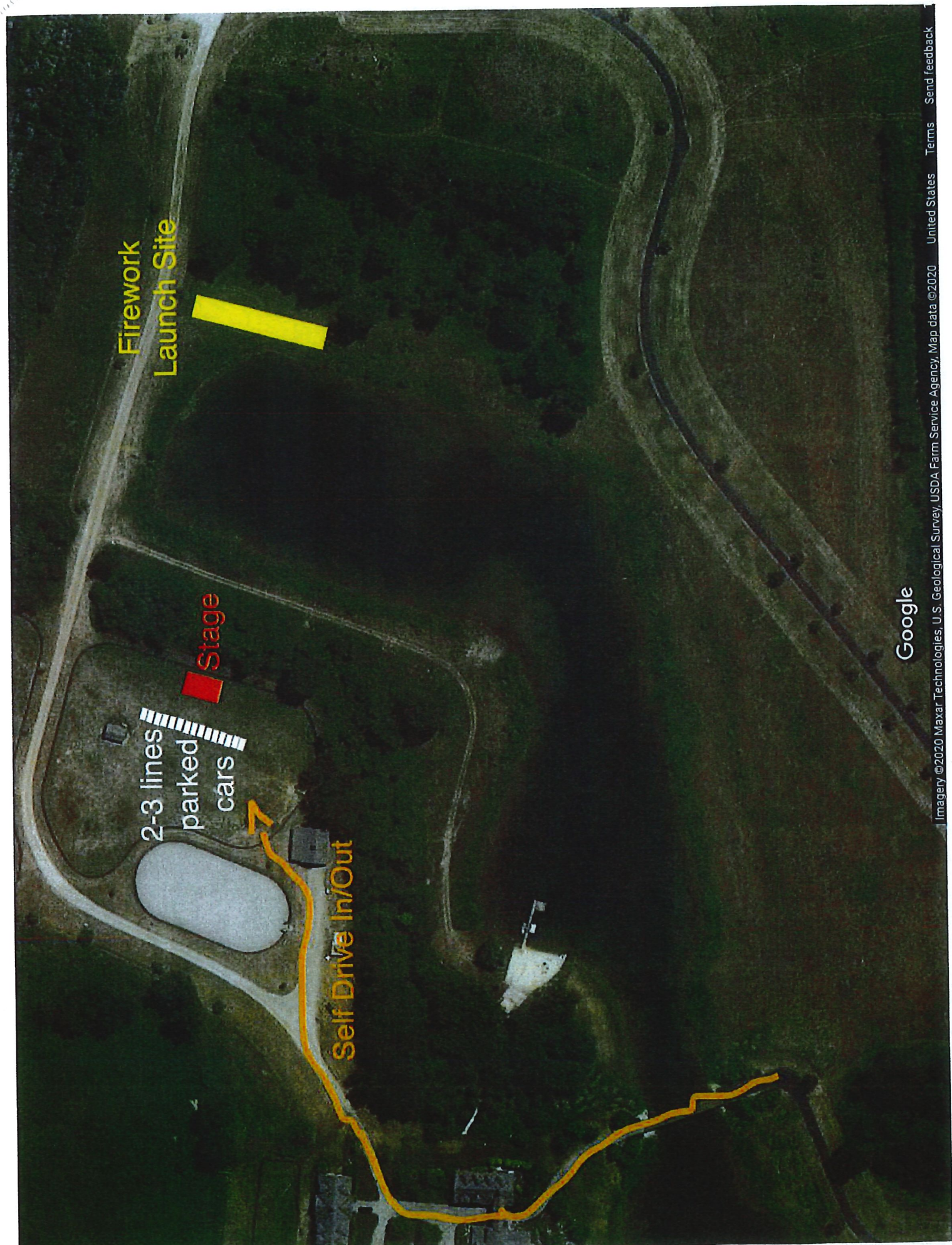
**NOTE:** *Virtual Ticket tbd @ \$50: Can include music concert (Kari Holmes Band)/Fireworks zoom link. Raffle pricing TBD. Purchasing CrowdCast/Crowdrise subscription to livestream raffles/winners/Diamond Mine reveals (Bearden Ranch). Mission Partners attend free: invite D&D benefit reduction by 2, and receive equivalent exchange in Diamond Mine tickets.*

**Staged Locations:** Lake Trust (sponsor); Cross W Ranch; LACASA Collection, Brighton Ford (sponsor); Bearden Ranch.

#### New Concept Event Budget Forecast

**Revenues (25 teams, food, activities incl Sponsors): \$50,625**      **Proj.Expense: \$13,700**      **NET: Exceed by \$18k**

PHOTOGRAPH BY STEPHEN W. HARRIS FOR THE U.S. GEOLOGICAL SURVEY



Firework  
Launch Site

Stage

2-3 lines  
parked  
cars

Self Drive In/Out

Google

## COVID-19 Protocols for Events

With the health and wellness of LACASA's staff, volunteers, and event participants being our top priority, this document provides a comprehensive summary of the COVID-19 safety protocols that will be implemented at all LACASA fundraising events. This guide uses information provided by the CDC, Governor Whitmer's MI Safe Start Plan, and LACASA's COVID-19 protocols for the office.

While we want our events to be successful and a fun experience for our guests, LACASA also wants to ensure we are doing everything possible to decrease the risk of spreading COVID-19. These protocols allow LACASA to continue hosting these events while protecting the safety of all those in attendance.

### 1. Staff & Volunteers

- All LACASA staff members and volunteers will be required to wear face masks at all times, unless consuming food or beverage. If a staff member or volunteer must remove their mask, they will do so only while social distancing 6 feet apart from others and outdoors.
- Staff members and volunteers are encouraged to frequently wash their hands or use alcohol based hand sanitizer. This should be done before eating or drinking, touching shared objects, and before and after using the restroom.
- Upon arrival at any event, staff and volunteers will be required to participate in a health screening before entering. The health screening will be the same one utilized at the LACASA center, and will include a temperature check and filling out a short questionnaire.
- For individuals handling cash or performing monetary transactions, gloves will be provided for those that would like them.

### 2. Event Guests

- Guests will be required to wear masks when interacting with LACASA staff and volunteers, and individuals outside of their household. Guests may only remove masks while consuming food or beverage, or while in designated mask-free areas.
  - At the golf outing, guests will not be required to wear a mask while on the golf course, as per Lakelands policies.
- Guests will be provided with personal bottles of hand sanitizer, and are encouraged to wash their hands often. This will be communicated via email prior to the event, and signs will be posted at the event.
- Guests will be asked at registration whether they feel sick or have any possible COVID-19 symptoms, and will not be allowed to attend if they answer yes. This will be clearly communicated prior to any event via email.
- Guests who arrive before their designated check-in time will be asked to wait in their cars or outside of the event perimeter.

### 3. General Safety Measures

- Face masks will be provided to anyone who does not have their own face mask. Gloves and hand sanitizer will also be provided to those that would like them.
- There will be designated entryways and exits where applicable.

- Hand sanitization stations will be made available, particularly near frequent touch points. This may include: food lines, registration tables, doorways, and bathrooms.
- Signs encouraging social distancing and LACASA's face mask policy may be posted in the event space.
- Shared objects, such as pens, will be in containers clearly marked 'CLEAN' or 'USED'. Staff members or volunteers will be responsible for disinfecting used pens before being placed back into the 'CLEAN' container.
- In areas where lines may form, such as at registration or restrooms, there will be distancing markers to space individuals 6 feet apart.
- If name tags are needed, they should be disposable adhesive name tags, rather than using lanyards to reduce risk of spreading germs
- Have hourly or regularly scheduled cleaning throughout the event. Surfaces should be wiped down, touch points should be sanitized, and the general event space should be cleaned and disinfected
- If possible, have guests pre-register/check in online
- Any food provided during the event should either be served by designated staff members or volunteers, or should be pre-portioned in individual containers

## Bob Hanvey

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**From:** Carol Hanus <carol@mhog.org>  
**Sent:** Tuesday, August 4, 2020 1:38 PM  
**To:** Bob Hanvey (supervisor@mariontownship.com)  
**Cc:** twing2817@gmail.com; Lindsay Bugeja  
**Subject:** Request for sewer adjustment 1176 Weatherstone  
**Attachments:** 2020-08-04\_133151.pdf

Hi Bob,

Please see attached account history for 1176 Weatherstone. Their current bill is \$752.00 because they were watering through their hose bibs and don't have an irrigation meter. The homeowner will be coming in to purchase the irrigation meter at Marion Township. They are asking to see if any adjustment can be made on their account once the meter is purchased. I'm not sure when your next board meeting is but wanted to get this on the agenda.

If you have any questions, just give me a call.

Thanks for your consideration and the Board's.

Sincerely,

*Carol Hanus*


Billing Specialist

800-881-4109

Marion, Howell, Oceola 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](#) 



# History Register

Tuesday, August 4, 2020

1/3

Account #	Service Address	Customer Name	Balance Due				
Posted	Created	Trx Info	Item Name	Meter Read	Usage	Amount	Balance
Billing Item	Rate Name	Billed Usq Due Date	Transaction Type				
020163053	1176 Weatherstone Lane	Victoria Wingard	\$752.00				
07/15/20	07/15/20 04:53	Bill Calculated 03/23/20-06/24/20	0	0	\$752.00	\$752.00	
MARS-Sewer Usage	MARS-2 RATE	76.00	08/17/20	Billing	\$383.80		
MMHW-Water Usage	MMHW-1 RATE	76.00	08/17/20	Billing	\$347.32		
MSRS-Sewer RTS	MSRS-8 RATE	0.00	08/17/20	Billing	\$10.88		
MWRS-1" Mtr RTS	MWRS-7 RATE	0.00	08/17/20	Billing	\$10.00		
06/24/20	06/25/20 02:45	Meter Read Water	80	76	\$0.00	\$0.00	
06/01/20	06/01/20 11:28	Payment Posted R20-110072	0	0	\$44.14	\$0.00	
MARS-Sewer Usage	MARS-2 RATE	0.00	05/15/20	Billing	\$15.15		
MMHW-Water Usage	MMHW-1 RATE	0.00	05/15/20	Billing	\$13.71		
MSRS-Sewer RTS	MSRS-8 RATE	0.00	05/15/20	Billing	\$10.88		
MWRS-1" Mtr RTS	MWRS-7 RATE	0.00	05/15/20	Billing	\$4.40		
04/15/20	04/15/20 01:57	Bill Calculated 02/21/20-03/23/20	0	0	\$44.14	\$44.14	
MARS-Sewer Usage	MARS-2 RATE	3.00	05/15/20	Billing	\$15.15		
MMHW-Water Usage	MMHW-1 RATE	3.00	05/15/20	Billing	\$13.71		
MSRS-Sewer RTS	MSRS-8 RATE	0.00	05/15/20	Billing	\$10.88		
MWRS-1" Mtr RTS	MWRS-7 RATE	0.00	05/15/20	Billing	\$4.40		
03/23/20	03/25/20 09:19	Meter Read Water	4	3	\$0.00	\$0.00	
02/21/20	02/27/20 10:42	Meter Read-Init Water	1	0	\$0.00	\$0.00	

383.80  
 average sur. bill 15.45

388.35

excess sewer  
 charge.

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

**TRANSMITTAL**

**TO:** Board of Trustees

**DATE** August 6, 2020  
**PROJECT REVIEW**  
Sewer/Water GO issues

**VIA** Hand Delivery

WE ARE SENDING:  Herewith  Under Separate Cover

THE FOLLOWING:

- Sewer GO history of actions needs to be decided and published

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

REMARKS:

The attached History of actions by the board relating the Sewer/Water General Ordinance and the change for enforcement was not clearly decided and was never published. Therefore, the Board needs to decide on final verbiage for the General Ordinance, and adopt a resolution to Amend the current Sewer/Water General Ordinance. Issues include the limit of 500 dollars fine, 1000 camera penalty, and any others.

FROM: Dave Hamann, Zoning Administrator

Copy: file

Jim Barnwell said the roads in the proposed development are wide enough to park on. He read an excerpt from the Meadows Master Deed regarding Mr. Harris' road easements. Dan Lowe suggested they talk with Mr. Coddington, an adjoining property owner, about a possible temporary construction access. Bob Hanvey suggested the HOA and Mr. Harris could meet with a mediator such as Frank Mancuso.

Les Andersen motioned to approve the Special Use Permit #03-17 contingent on all of the conditions being met. Greg Durbin seconded. Roll call vote: Hanvey, Lowe, Durbin, Beal, Lloyd, Stokes, Andersen—all yes. **Motion carried 7-0.**

Les Andersen motioned to approve final site plan review for SPR #03-17 for Meadows West contingent on all conditions being met. Greg Durbin seconded. Roll call vote: Stokes, Beal, Andersen, Lowe, Hanvey, Lloyd, Durbin—all yes. **Motion carried 7-0.**

Les Andersen motioned to extend the meeting beyond 9:30 pm. Duane Stokes seconded. **Motion carried.**

### **2018 TOWNSHIP ROAD PROJECTS**

Les Andersen motioned to approve and authorize the supervisor and clerk to sign the contract from the Livingston County Road Commission for Coon Lake Road (Cedar Lake Road to D-19) at a cost to the township of \$475,000, as presented. Scott Lloyd seconded. Roll call vote: Lowe—no; Durbin—yes; Lloyd—yes; Stokes—yes; Andersen—yes; Beal—yes; Hanvey—yes. **Motion carried 6-1.**

Les Andersen motioned to approve and authorize the supervisor and clerk to sign the contract from the LCRC for Bentley Lake Road. Tammy Beal seconded. Roll call vote: Lowe—no; Lloyd—yes; Beal—yes; Hanvey—yes; Durbin—yes; Andersen—yes; Stokes—yes. **Motion carried 6-1.**

Board members will bring lists of roads for crack sealing to the next meeting.

### **SEWER CONNECTION POLICY**

Duane Stokes presented the board with some recommendations for additional language for the township's sewer & water ordinance. Dan Lowe said he feels the penalties should be greater. The second violation will be changed to \$2,500, and the third violation to \$5,000. Les Andersen motioned to approve the changes to the sewer & water ordinance as modified. Dan Lowe seconded. Roll call vote: Durbin, Stokes, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.**

### **HOMETOWN LAND LEASING**

Les Andersen motioned to extend the lease to Kathy Esper at \$78.50 per acre. Tammy Beal seconded. **Motion carried.**

### **HANDY TOWNSHIP POWER PLANT**

Bruce Powelson attended this meeting and provided the board members with a map.

### **HOWELL LANDSCAPING**

No information yet from the attorney. Mr. Rochowiak asked what information the township was looking for. Bob Hanvey said in regard to the type of business. Mr. Rochowiak said he has a letter from the township attorney from 2015 stating that what he's doing is consistent with the previous use. He asked how long his business is going to be on the agenda; Mr. Hanvey said probably at least a few more meetings.

## 6. SYSTEM PROHIBITIONS

No person in the Township shall:

- 6.1 Willfully, negligently or maliciously break, damage, destroy, uncover, deface or tamper with or alter, any structure, property, appurtenance, equipment or any other item which is part of the System.
- 6.2 Remove any part of the System including equipment or tools.
- 6.3 Prevent or circumvent a water meter from measuring water supplied by the water system.
- 6.4 Fraudulently obtain water or sanitary sewer services from the System.
- 6.5 Allow, permit, or make possible the discharge of storm water, flood waters, or ground water into the sanitary sewer system from any temporary or existing pipe, structure, or any other means of conveyance by uncapping the sewer lead from a building under construction deliberately, negligently, or by any act, omission or neglect that is a violation of any prohibition described in section 6.1.

## 7. ENFORCEMENT

### 7.1. Penalties

Any person found to be violating any provision of this Ordinance shall be served with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations. Any person convicted of a violation of any provision of this Ordinance, shall be punished by a fine of not more than \$500 (five hundred dollars), or by imprisonment of not more than 90 (ninety) days or both, such fine and imprisonment in the discretion of the court. A second violation by same person or his employee, contractor, sub-contractor or designated agent shall result in a fine of \$1,500.00. Subsequent violations by same person or his employee, contractor, sub-contractor or designated agent shall result in fines of \$2,500.00 for each occurrence and possible prohibition from further work in the township.

- 7.2 A violation of this Ordinance is also declared to be a public nuisance and the Township may enforce same by injunction or other remedy, including the right to correct the violation and recover the cost of obtaining the necessary correction from the owner or person in charge of the premises therefore.

- 7.3 Any person found in violation of section 6.5 in addition to aforementioned fines shall be required to pay any and all costs incurred by the township to inspect the sewer lead and specified length of the sewer main as determined by the township engineer, and to remove any debris, rock, sand, or soils, or other impermissible materials deposited in those sections determined to pose risk to the township sewer system and/or its pumps. Failure to correct any violation of section 6.5 will result in denial of the Certificate of Compliance by the Zoning Administrator.

## 8. ESTABLISHMENT OF RATES

### 8.1 Purpose for Charges

MEMO

To: Marion Township Board

From: Bob Hanvey

Subject: Sewer Ordinance

Date: May 10, 2018

At the April 12, 2018 Board of Trustees meeting, changes to SEWER AND WATER ORDINANCE NO. 4-13-00, were approved that specified ground water discharges into the sanitary sewer system are violations. I sent the additional language to the township attorney for his review. The attached document shows the township approved additions highlighted in yellow with the additions by the attorney in a red font.

Also attached is an excerpt from the state statute on Township Ordinances. The section highlighted in yellow specifies that if an ordinance includes sanctions, the ordinance does not take effect until 30 days after publication.

The Township Board needs to adopt the ordinance by resolution (roll call vote) with the additions provided by the attorney and it needs to be published on order to take effect.

## 6. SYSTEM PROHIBITIONS

No person in the Township shall:

- 6.1 Willfully, negligently or maliciously break, damage, destroy, uncover, deface or tamper with or alter, any structure, property, appurtenance, equipment or any other item which is part of the System.
- 6.2 Remove any part of the System including equipment or tools.
- 6.3 Prevent or circumvent a water meter from measuring water supplied by the water system.
- 6.4 Fraudulently obtain water or sanitary sewer services from the System.
- 6.5 Allow, permit, or make possible the discharge of storm water, flood waters, or ground water into the sanitary sewer system from any temporary or existing pipe, structure, or any other means of conveyance by uncapping the sewer lead from a building under construction deliberately, negligently, or by any act, omission or neglect that is a violation of any prohibition described in section 6.1.

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### 7.1. Penalties

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## 8. ESTABLISHMENT OF RATES

### 8.1 Purpose for Charges

Section 41.184

**TOWNSHIP ORDINANCES (EXCERPT)**  
**Act 246 of 1945**

**41.184 Township ordinance; effective date; publication; adoption by reference.**

Sec. 4.

- (1) A township ordinance shall contain a provision stating when the ordinance takes effect.
- (2) Except as provided in section 22 of the charter township act, 1947 PA 359, MCL 42.22, and section 401 of the Michigan zoning enabling act, 2006 PA 110, MCL 125.3401, a township ordinance shall take effect as follows:
  - (a) If an ordinance imposes a sanction for the violation of the ordinance, the ordinance shall take effect 30 days after the first publication of the ordinance.
  - (b) If an ordinance does not impose a sanction for the violation of the ordinance, the ordinance shall take effect the day following the date of the publication of the ordinance or any date following publication specified in the ordinance.
- (3) Publication of the ordinance shall be made within 30 days after the passage of the ordinance by inserting either a true copy or a summary of the ordinance once in a newspaper circulating within the township. A summary of an ordinance may be drafted by the same person who drafted the ordinance or by the township board or township planning commission and shall be written in clear and nontechnical language. Each section of an ordinance or a summary of an ordinance shall be preceded by a catch line. If a summary of an ordinance is published, the township shall designate in the publication the location in the township where a true copy of the ordinance can be inspected or obtained.
- (4) If an ordinance adopts by reference a provision of any state statute for which the maximum period of imprisonment is 93 days or the Michigan vehicle code, 1949 PA 300, MCL 257.1 to 257.923, a statement of the purpose of the statute shall be published with the adopting ordinance or with the summary of the adopting ordinance under subsection (3). Copies of the statute adopted by the township by reference shall be kept in the office of the township clerk, available for inspection by and distribution to the public. The township shall include in the publication the designation of a location in the township where a copy of the statute can be inspected or obtained. Except as otherwise provided in this subsection, a township shall not enforce any provision adopted by reference for which the maximum period of imprisonment is greater than 93 days. A township may adopt section 625(1)(c) of the Michigan vehicle code, 1949 PA 300, MCL 257.625, by reference in an adopting ordinance and shall provide that a violation of that ordinance is a misdemeanor punishable by 1 or more of the following:
  - (a) Community service for not more than 360 hours.
  - (b) Imprisonment for not more than 180 days.

(c) A fine of not less than \$200.00 or more than \$700.00.

**History:** Add. 1989, Act 78, Imd. Eff. June 20, 1989 ;-- Am. 1994, Act 14, Eff. May 1, 1994 ;-- Am. 1999, Act 253, Imd. Eff. Dec. 28, 1999 ;-- Am. 1999, Act 257, Eff. Dec. 29, 1999 ;-- Am. 2012, Act 9, Imd. Eff. Feb. 15, 2012  
**Compiler's Notes:** Former section 4 of this act was not compiled.

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### **FINAL REVIEW SCHROEDER BODY SHOP SPR #01-18 & SUP #01-18**

Bob Hanvey passed out an updated review from the engineer. After discussion, Les Andersen motioned to approve SUP #01-18 for Schroeder Body Shop contingent on the site plan being modified to move fence to rear of building, and verification will be done by the zoning administrator and township engineer. Tammy Beal seconded. **Motion carried 6-0** (Lowe abstained.)

Les Andersen motioned to approve SPR #01-18 for Schroeder Body Shop contingent on nine items being addressed. Greg Durbin seconded. **Motion carried 6-0** (Lowe abstained.)

### **SEWER ORDINANCE**

Bob Hanvey said the attorney has reviewed and added a few words; he also said the fines can't be imposed until 30 days after the ordinance is published. Dan Lowe said the fees should be \$1,000 for the first offense, \$2,500 for the second, and \$5,000 after that. Les Andersen motioned to adopt a resolution to change the sewer ordinance with the attorney's suggestions as presented, and to change the amounts of the fines as discussed. Tammy Beal seconded. Roll call vote: Hanvey, Lowe, Durbin, Beal, Lloyd, Stokes, Andersen—all yes. **Resolution passed 7-0**. Bob Hanvey said the publication needs to be finalized first; the ordinance will take effect 30 days after publication.

### **HASENBUSCH WATER & SEWER TIME PAYMENT REQUEST**

Bob Hanvey provided the board members with a copy of the water lead sheet for the parcel; the new parcel will not have a lead. Any cost beyond the total REU cost could be paid by the owner. Dan Lowe asked Mr. Hanvey to check with MHOG on whether they install the lead before making a decision.

### **2018 TOWNSHIP ROAD PROJECTS—CRACK SEALING LISTS**

The LCRC reviewed the list submitted by the township and will take a look at the roads. No action at this time.

### **MARION OAKS SITE PLAN MODIFICATION**

Dan Lowe said he is opposed to allowing the modification. The board members discussed the need for a cul-de-sac and suggested the builder would have to remove four units.

Les Andersen motioned to accept the minor changes to the site plan provided they remove four units and add a cul-de-sac that meets the LCRC standards. Scott Lloyd seconded. **Motion carried.**

### **CROSSROADS CHURCH BICYCLE EVENT**

Greg Durbin motioned to approve the Crossroads church bicycle event to be held in the township parking lot on June 9 from 9 am-12 noon and to place signage at the hall prior to the event. Duane Stokes seconded. **Motion carried.**

### **CARLISLE WORTMAN TRAINING**

Les Andersen motioned to get an estimate from Carlisle Wortman for ZBA training. Bob Hanvey seconded. **Motion carried.** Dave Hamman will follow-up with John Enos.

### **CRYSTALWOOD ROADS**

Dan Lowe said there are only eight lots left and the road escrow situation hasn't been settled. He wants it to go on record that he's been asking for two years that this be settled. Bob Hanvey explained that

pm. Scott Lloyd seconded. Roll call vote: Lowe, Lloyd, Hanvey, Durbin, Andersen, Stokes—all yes.  
**Resolution passed 6-0.**

### **CONCEPTUAL REVIEW PUD #01-18 GOLF RANCH**

Dan Lowe said the proposed PUD does not save any more trees than would be saved using a traditional subdivision. The proposed walking path would be right in the backyards of Sunridge residents. He also still has questions about the soil borings and elevations that were done. He said they state the intersection is "A" rated, but that's on Peavy Road, not Mason. Les Andersen agrees; if you take the roads out of the calculation, there's not enough open space. Mr. Andersen also said if the township has to agree to a PUD, then the setbacks needs to be changed to meet the standards. Scott Lloyd agrees that 10' between houses isn't enough. Mr. Lowe said they are supposed to meet three of the eight criteria for establishing a PUD, and he doesn't feel that they do. The board members agreed that the applicant has to meet the setbacks for the area, one or more building site needs to be removed because of the roads and easements, they do not meet the requirements for a PUD, and the project should default to 20,000 square foot lots.

Les Andersen motioned to pass these comments on to the applicant. Dan Lowe seconded. **Motion carried.**

### **FIRE HALL ROOF**

Bob Hanvey passed out a list of bids for the board members' information. Chief Andy Pless has asked the board to consider sharing some of the cost. Les Andersen motioned to share \$3,000 toward the cost of the roof. Dan Lowe seconded. Roll call vote: Durbin, Stokes, Hanvey, Lloyd, Andersen, Lowe—all yes. **Motion carried 6-0.**

### **SEWER ORDINANCE**

Bob Hanvey passed out information from MTA about amending general ordinances. Bob Hanvey said that more work needs to be done to determine fines and how they will be collected. Dan Lowe said the township should withhold the final zoning compliance if fines are not paid. No action at this time.

### **CRYSTALWOOD SEWER LEADS/ROADS**

Bob Hanvey reported that the three leads were cleaned out on Tuesday; the city's DPW staff said it looked good. Dan Lowe said there are still stones and gravel. The three land use permits that are on hold can be finalized. Bob Hanvey said he's talked with Rick Elkow, whose attorney has talked with our attorney. Dan Lowe said the funds should be put in escrow and if the roads aren't paved by July 2019, then the township can use the funds.

### **CAMP INNISFREE REPRESENTATIVE**

Les Andersen nominated Tammy Beal to be the township's representative for this project. Duane Stokes seconded. **Motion carried.**

### **ENFORCEMENT OFFICER**

Les Andersen said there was discussion at the last PC meeting about having an enforcement officer in the office on a weekly or monthly basis. Greg Durbin will work on drafting a plan for enforcement issues.

The ZBA training by Carlisle Wortman is \$400 for two hours. Bob Hanvey would like the board members to suggest topics that should be covered.

### **ADDITION OF BANK**

Les Andersen motioned to approve the addition of Old National Bank to the list of township approved banking institutions. Scott Lloyd seconded. **Motion carried.**

Question to MTA about amending general ordinances

Hello MTA:

The Township Board wants to amend our sewer and water general ordinance to include fines for contractors who allow ground water to enter into our sanitary sewer system. The changes are on one page of our 66 page general ordinance. To implement this change, do we need to publish the entire ordinance, the page we are amending, or a summary of the entire ordinance?

I don't know how to interpret MCL 41.186 which seems to conflict with MCL 41.184.

Also, do we have to include the process for collecting the fines? We do not have a Civil Infractions Bureau.

Thanks

Bob Hanvey

Answer from MTA

**Hi Bob,**

The way to amend your current ordinance is with another ordinance. Generally you are not going to work with your large 66 page ordinance, you will have a new ordinance, which may only be a few pages long, which will amend your large 66 page ordinance and it's this new smaller ordinance that you are adopting that gets published or a legal proper summary.

Yes, your ordinance should identify the penalties and how they will be enforced. For this and review of your draft ordinance, you will want to work with your township attorney on.

Thanks

**Michael Selden**  
Director, Member Information Services  
Michigan Townships Association

(517) 321-6467 Fax: (517) 321-8908  
Email: [michael@michigantownships.org](mailto:michael@michigantownships.org)

## WATER NEW USER BUDGET

Les Andersen motioned to adopt a resolution to approve the Water New User budget for FY 7/2018-6/2019 by activity, with income of \$64,241 and expense of \$29,933.44, as presented. Tammy Beal seconded. Roll call vote: Lowe, Lloyd, Beal, Harvey, Durbin, Andersen, Stokes—all yes. **Resolution passed 7-0.**

## CAPITAL IMPROVEMENT PLAN

Dave Hamann said the creation of the capital improvement plan is mandatory, and the board has exempted the Planning Commission from the process. Dave and Bob will start the process and align the plan with the budget.

## SEWER LEAD INSPECTIONS

An email from Mike Luce was included in the packet. Bob Harvey will schedule a meeting with Dan Drew, Greg Tatara, representatives from the City of Howell, and Dan Lowe to discuss the process.

## CRYSTALWOOD ROADS

Dan Lowe would like to read the consent judgement; Bob Harvey said he will get copies to the board members the first of next week. He also has a copy of the bid available for review. He'll have the dates changed in the agreement and present it at the next board meeting. Dan Lowe would also like to know what the time frame is for completion.

## COON LAKE ROAD LCRC INVOICES

Les Andersen motioned to approve the LCRC invoice for Coon Lake Road (west) in the amount of \$249,192.69, as presented. Duane Stokes seconded. Roll call vote: Durbin, Stokes, Harvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.**

Greg Durbin motioned to approve the LCRC invoice for Coon Lake Road (east) in the amount of \$96,524.58, as presented. Roll call vote: Beal, Andersen, Stokes, Durbin, Lowe, Harvey, Lloyd—all yes. **Motion carried 7-0.**

## LIVINGSTON COUNTY CATHOLIC CHARITIES

Tammy Beal motioned to allow Livingston County Catholic Charities the use of the basement from 11/19/18 through 12/14/18. Greg Durbin seconded. **Motion carried.**

## DISCUSSION RE: CLOSED SESSIONS

Les Andersen said he feels the board needs to meet in a closed session with the attorney as soon as possible.

## CORRESPONDENCE/UPDATES

The monthly update from the Livingston County Commissioners is included in the packet. Claire Stevens has been appointed to the Livingston County Planning Commission; it's been determined that she can serve on the planning commission at the township and county level at the same time.

The Master Plan survey is available on the township website and at the township hall. Thirty-one responses have been received; John Enos expects the collection of survey responses to take 1-2 months.

Dave Hamann said he has a site visit scheduled for Monday morning to the property on Norton Road. He will update the board at the next meeting.

## CALL TO THE PUBLIC

Cheryl Range thanked Scott Lloyd for helping a neighbor by building an access ramp to the house.

## Bob Hanvey

---

**From:** Mike Luce <MLuce@cityofhowell.org>  
**Sent:** Monday, July 09, 2018 7:47 AM  
**To:** Bob Hanvey  
**Subject:** Re: Sewer lead installation inspections

Good morning Bob,

The lead time we ask for is 24 hours. That is pretty standard for any inspection of any kind. We can generally accommodate a bit sooner if possible but our staff member that is normally in mis-dig has to keep the inspections and or digs in line as well. As far as more precise is someone from the township going to meet our representative on site?

Thanks,

### MIKE LUCE

DPW Operations Manager | CITY OF HOWELL  
150 Marion St | HOWELL | MI 48843  
O (517) 546-7510 | [Howell DPW Website](#)  
[mLUce@cityofhowell.org](mailto:mLUce@cityofhowell.org)

>>> "Bob Hanvey" <supervisor@mariontownship.com> 7/7/2018 12:14 PM >>>  
Hi Mike – I'm writing at the request of Marjon Township Trustee Dan Lowe. He wanted to know if there is a way to reduce the lead time required for inspections and make the arrival time more precise.

Thanks  
Bob Hanvey

## 7 3 1 8 0 0 WATER NEW USER BUDGET

Les Andersen motioned to adopt a resolution to approve the Water New User budget for FY 7/2018-6/2019 by activity, with income of \$64,241 and expense of \$29,933.44, as presented. Tammy Beal seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Durbin, Andersen, Stokes—all yes. **Resolution passed 7-0.**

## CAPITAL IMPROVEMENT PLAN

Dave Hamann said the creation of the capital improvement plan is mandatory, and the board has exempted the Planning Commission from the process. Dave and Bob will start the process and align the plan with the budget.

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Dan Lowe would like to read the consent judgement; Bob Hanvey said he will get copies to the board members the first of next week. He also has a copy of the bid available for review. He'll have the dates changed in the agreement and present it at the next board meeting. Dan Lowe would also like to know what the time frame is for completion.

## GOON LAKE ROAD LCRC INVOICES

Les Andersen motioned to approve the LCRC invoice for Coon Lake Road (west) in the amount of \$249,192.69, as presented. Duane Stokes seconded. Roll call vote: Durbin, Stokes, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.**

Greg Durbin motioned to approve the LCRC invoice for Coon Lake Road (east) in the amount of \$96,624.58, as presented. Roll call vote: Beal, Andersen, Stokes, Durbin, Lowe, Hanvey, Lloyd—all yes. **Motion carried 7-0.**

## LIVINGSTON COUNTY CATHOLIC CHARITIES

Tammy Beal motioned to allow Livingston County Catholic Charities the use of the basement from 11/19/18 through 12/14/18. Greg Durbin seconded. **Motion carried.**

## DISCUSSION RE: CLOSED SESSIONS

Les Andersen said he feels the board needs to meet in a closed session with the attorney as soon as possible.

## CORRESPONDENCE/UPDATES

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Dave Hamann said he has a site visit scheduled for Monday morning to the property on Norton Road. He will update the board at the next meeting.

## CALL TO THE PUBLIC

Cheryl Range thanked Scott Lloyd for helping a neighbor by building an access ramp to the house.

MEMO

To: Marion Township Board  
From: Bob Hanvey  
Subject: Sewer General Ordinance  
Date: September 27, 2018

The Board approved changes to the General Ordinance for sewer and water that included an escalating fine for each offense related to allowing ground water into the sanitary sewer system. The State statute that authorizes townships to impose fines (MCL 41.183 (5)) has a restriction limiting the amount of the fine to \$500.00.

We need to reconsider the amount of the fine.

units, the wooded area has been increased, retention basin is smaller, and the layout is different. The planner and engineering have both recommended approval. Dan Lowe said the site still has issues with the pond because of the high water table. Mr. LaVanway said they've done soil borings and they would still need approval from the drain commission. Les Andersen said he would like to see only the 26 lots that are allowed based on the zoning district.

Jim Merritt said there is a market for this type of development. Greg Durbin agreed, but said the water issues are a concern and would need assurances. Bob Hanvey said he doesn't believe this meets the criteria for a PUD; Mr. LaVanway disagreed.

Greg Durbin motioned to approve the conceptual plan for Golf Ranch PUD #01-18 considering additional comments from the board. Duane Stokes seconded. Roll call vote: Lowe—no; Lloyd—no; Beal—no; Hanvey—no; Durbin—yes; Andersen—no; Stokes—yes. **Motion failed 2-5.**

### **SANITARY SEWER LETTER**

Bob Hanvey presented a letter that he'd like to send to all sewer customers and asked for input. Dan Lowe said the first "DO NOT" should be in bold or highlighted in some way. The "DO NOT" items will be put first in the letter. It will be sent to approximately 1,000 customers. Tammy Beal motioned to have the letter sent with the recommended changes. Les Andersen seconded. **Motion carried.**

### **SEWER ORDINANCE FINES**

Bob Hanvey said the state statute restricts the amount of a fine to \$500. Dan Lowe said there should be a camera and cleaning fee in addition to the fine. **The verbiage will be changed to "minimum cleaning and camera fee of \$1000."** Les Andersen motioned to approve the recommended changes. Dan Lowe seconded. **Motion carried.** The ordinance will take effect 30 days after publication.

### **SEWER BUDGET**

Les Andersen motioned to adopt a resolution to approve by activity the amended Sewer Fund budget for FY 7/2018-6/2019, as presented. Duane Stokes seconded. Roll call vote: Durbin, Stokes, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Resolution passed 7-0.**

### **CRYSTALWOOD ROADS**

Bob Hanvey said he talked Rick Elkow who will be sending an updated agreement. Dan Lowe asked how much money they have in the tree escrow; Mr. Hanvey said approximately \$2,500.

### **MASTER PLAN MAILING**

Based on the low number of surveys that have been returned, Bob Hanvey said he'd like to do a postcard mailing to all residents asking for input. It will cost approximately \$3,000. Les Andersen motioned to approve funds for a master plan postcard mailing. Tammy Beal seconded. Roll call vote: Beal, Andersen, Lowe, Durbin, Stokes, Hanvey, Lloyd—all yes. **Motion carried 7-0.**

### **ENFORCEMENT**

Les Andersen said there are enforcement issues that need to be handled and he would like to have Carlisle Wortman handle this. The board members also discussed having a letter to hand out to new residents, with permits and land divisions, informing the property owner with the township requires for home occupation. Greg Durbin suggested the township needs a code enforcement officer.

Les Andersen motioned to have the zoning administrator create a handout. Tammy Beal seconded. **Motion carried.**



## CORRESPONDENCE & UPDATES

Tammy Beal reminded everyone of Trunk or Treat on October 31 from 6–8pm. Trunkers can arrive and set up at 5:15pm.

The recycle bin is being removed on October 31, 2019.

The Buck Pole is scheduled for November 15, 2019.

Dave Hamann asked the Board to move forward with the Engineering Standards. We need to have something in place. We are spending a lot of money for a product that is still not finished.

Dave Hamann asked Dan Lowe if he had a chance to look at the couple who are installing their own sewer connection. **We need to think about creating language that prevents this in the future.**

Bob Hanvey asked if there was any interest in the Darakjian property. What do we want to do with it? We received two inquires within 24 hours from two different parties.

## CALL TO THE PUBLIC

No response.

## ADJOURNMENT

Les Andersen motioned to adjourn at 9:25 pm. Scott Lloyd seconded. **Motion carried.**

Submitted by: J. Timberlake

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

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

## Bob Hanvey

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**From:** George Ryan Holton <gholton@williamsandknack.com>  
**Sent:** Thursday, August 6, 2020 2:25 PM  
**To:** supervisor@mariontownship.com  
**Subject:** Disc Golf Course

Bob,

I spoke with the Johnsons, and while they were agreeable to moving the basket at #14 50' further away from their property line, they requested that, in place of the 12' of fence which you proposed, that it instead be 80' of 6' tall fence (similar to the wooden fence surrounding their property), which begins at the large pine tree located by the #14 basket and extends towards the road. They ask that it be appx. 4' away from the property line (as I believe you also suggested) with the posts facing into the park, and not towards their property.

Let me know if any of this does not make sense.

Best,

## George Ryan Holton

Attorney  
Williams & Knack, P.C.  
810 E. Grand River Avenue  
Brighton, MI 48116  
Phone (810) 534-0700  
Fax (810) 534-0701  
[gholton@williamsandknack.com](mailto:gholton@williamsandknack.com)

**tammybeal@mariontownship.com**

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**From:** Westmoreland, Phil A. <philaw@spicergroup.com>  
**Sent:** Tuesday, July 28, 2020 9:14 AM  
**To:** 'supervisor@mariontownship.com'; tammybeal@mariontownship.com; Duane Stokes  
**Subject:** parking lot bids

Rick Haslock gave me a price of about **\$2,500 to** do the parking lot. He is going to donate the time to do all the work removing topsoil and placing the aggregate, the Township just has to pay for the materials. He's estimated about 30 yards of aggregate is needed at \$80 per yard. This could change a bit either way depending on the final amount of aggregate needed.

Thanks.

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

**tammybeal@mariontownship.com**

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**From:** Westmoreland, Phil A. <philaw@spicergroup.com>  
**Sent:** Tuesday, August 4, 2020 10:28 AM  
**To:** 'supervisor@mariontownship.com'; Duane Stokes; tammybeal@mariontownship.com  
**Subject:** FW: Marion Town Hall Parking Lot Expansion

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

**From:** Joe <joe@tm.net>  
**Sent:** Monday, August 3, 2020 10:17 AM  
**To:** Westmoreland, Phil A. <philaw@spicergroup.com>  
**Subject:** Marion Town Hall Parking Lot Expansion

**Description:**

Remove and relocate basketball hoop.

Dig out, load , and export approximately 150 tons (grass and dirt) for parking lot expansion.

Provide , place , and grade approximately 150 tons of 21aa limestone.

Material direct payment price: **\$4,500.00**

Mobilization, Machine time and labor : **\$3,150.00**

Payment Due Upon Completion

Joe Vellardita

**DENNIS'**



4591 Patterson Lake Road  
Pinckney, Michigan 48169  
(734) 878-3825

**TREE SERVICE**

**WORK PROPOSAL**

Number: 9

Date: 8.4.20

**CUSTOMER**

Name MARION TOWNSHIP

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone 1 517-546-1888

Phone 2 \_\_\_\_\_

Fax \_\_\_\_\_

**DIRECTIONS**

Off. \_\_\_\_\_

N/S of \_\_\_\_\_

EW of \_\_\_\_\_

Contact TAMMY

**BRUSH**

Chip

Stack

Haul

Leave

**WOOD**

Haul

18'

Manageable

Leave

**CHIPS**

Haul

Blow

Dump

**STUMP**

Finish

Surface Grind

Deep Grind

Leave Haul

Grindings

**JOBSITE**

CEMETERY ON D-19

WORK DESCRIPTION	AMOUNT
STORM DAMAGE CHIP AND HAUL DOWN DEBRIS FLUSH BROKEN LIMB TRIM 1-2 LARGE DEAD LIMBS LEAVE WOOD IN 18" LENGTHS	\$1,000-
↓ <u>REVISED</u> ↓	
	TOTAL \$ 1,000-

IF DON'T THINK THE TREE  
NEEDS REMOVAL, IT IS VERY  
STRONG AND THERE ARE NO  
STUMPS AT RISK,

REMOVE TREE \$6,000  
REMOVE STUMP \$1,500

ACCEPTANCE OF PROPOSAL  
PAYMENT IS DUE WHEN WORK IS COMPLETE. SCHEDULED  
JOBS SUBJECT TO WEATHER AND EQUIPMENT DELAYS.

THIS PROPOSAL GOOD FOR 30 DAYS

# MAXON'S TREE SERVICE



"OVER 30 YEARS EXPERIENCE"

P.O. Box 780

Highland, Michigan 48357

**(248) 887-2190**

How did you hear about us?

- BIG STUMPER
- DUMP TRAILER
- SKID STEERS
- LITTLE CHIPPER
- BIG CHIPPER
- BUCKET
- CDU
- CRANE

DATE 7-24-20

NAME Marion Township Email: \_\_\_\_\_

ADDRESS Coon Lake Rd

CITY Howell MI 48843 PHONE 517-546-1588

DIRECTIONS \_\_\_\_\_  
(Not responsible for fence)

DESCRIPTION OF WORK	AMOUNT
LOT CLEARING	
CUT STUMP(S) = <u>Optional - grinding + removal \$2.50 per inch</u>	
TREE REMOVAL <u>1 large oak removed + disposed</u>	<u>\$4900.00</u>
TRIM	
DATE JOB COMPLETED	TOTAL

**PAYMENT EXPECTED UPON COMPLETION OF JOB**

CUSTOMER SIGNATURE \_\_\_\_\_ BY Bob Calley

• INSURED • EMERGENCY WORK • TRIMMING • AERIAL BUCKET • TREE & STUMP GRINDING •

**BOB CALLEY**

## Bob Hanvey

---

**From:** Hopper, Heidi <HHopper@fosterswift.com>  
**Sent:** Thursday, August 6, 2020 2:36 PM  
**To:** 'supervisor@mariontownship.com'  
**Cc:** 'mike@michaelkehoelaw.com'; Meagher, Thomas; 'astrong@tmhcc.com'  
**Subject:** Following up: AJR Group & Cornerstone v Marion Township (Claim No. MI1-187291): Mediation

Pursuant to our July 20 email, the mediation for August 11 is being rescheduled. Please advise which of the dates below work for your calendar and anyone that will join you (keeping it to a minimum of two other board members, if needed). Mr. Meagher will be happy to meet with the Board in advance of the mediation to discuss the matter.

- 8/20 all day
- 8/24 all day
- 8/25 morning only
- 8/26 all day
- 8/27 morning only
- 8/28 morning only
- 9/1 all day (no longer an option)
- 9/2 all day (no longer an option)

Appreciate your time and consideration, thank you.

**Heidi S. Hopper**  
Legal Secretary  
Foster Swift Collins & Smith PC  
313 S. Washington Square  
Lansing, MI 48933-2193  
Phone: 517.371.8205  
Fax: 571.367.7305  
[hhopper@fosterswift.com](mailto:hhopper@fosterswift.com)  
[www.fosterswift.com](http://www.fosterswift.com)

**FOSTER SWIFT**  
FOSTER SWIFT COLLINS & SMITH PC & ATTORNEYS

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# MARION TOWNSHIP

www.mariontownship.com

2877 W. Coon Lake Rd.  
Howell, MI 48843

Phone (517) 546-1588  
Fax (517) 546-6622

August 7, 2020

Marion Township Trustees,

Here are the Unofficial Results from the August 4, 2020 Primary.

Precinct #1 856 people voted out of 2284 registered voters; that's 37.48 percent turnout  
Precinct #2 985 people voted out of 2576 registered voters; that's 38.24 percent turnout.  
Precinct #3 677 people voted out of 1637 registered voters; that's 41.36 percent turnout.  
Precinct #4 1021 people voted out of 2393 registered voters; that's 42.67 percent turnout.

- The firehall had to be used for the absent voter counting board because of social distancing and the number of workers needed to process the ballots. There were 10 inspectors instead of 6. For the November Election I plan on having 12 inspectors there. Hopefully the new Fire Chief will let us use the firehall again.
- Postage costs for sending out absentee ballots was \$1923 the cost for sending out the applications was \$937; this does not include the cost of the ballots or the envelopes. Although the State furnished some PPE, it was not nearly enough so we had to purchase masks, hand sanitizer, sneeze guards and other items to keep our workers safe.
- For the November 3, 2020 Election I am going to have to hire some part time help to help administer the Election.
- After the November General Election, I will have to start the process of splitting precincts. We will be going from 4 precincts to 5 plus the Absent voter counting board.

Sincerely,

A handwritten signature in blue ink that reads "Tammy L. Beal".

Tammy L. Beal  
Marion Township Clerk



**PHP**

**PFEFFER • HANNIFORD • PALKA**  
*Certified Public Accountants*

**John M. Pfeffer, C.P.A.**  
**Patrick M. Hanniford, C.P.A.**  
**Kenneth J. Palka, C.P.A.**

*Members:*  
*AICPA Private Practice Companies Section*  
*MACPA*

**225 E. Grand River - Suite 104**  
**Brighton, Michigan 48116-1575**  
**(810) 229-5550**  
**FAX (810) 229-5578**

July 31, 2020

To the Township Board  
Marion Township  
2877 West Coon Lake Road  
Howell, MI 48843

We are pleased to confirm our understanding of the services we are to provide Marion Township for the year ended June 30, 2020. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Marion Township as of and for the year ended June 30, 2020. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Marion Township's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Marion Township's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Pension Funding Schedule (if applicable)
3. Budget to Actual Reports for Major Funds

We have also been engaged to report on supplementary information other than RSI that accompanies Marion Township's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole:

1. Combining Statements
2. Individual Fund Statements

**Audit Objective**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Marion Township's financial statements. Our report will be addressed to management and the governing board of Marion Township. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

## **Audit Procedures - General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

## **Audit Procedures - Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

## **Audit Procedures - Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Marion Township's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

## **Other Services**

We will also assist in preparing the financial statements of Marion Township in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

## **Management Responsibilities**

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements,

(2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable (if applicable), or other confirmations we request and will locate any documents selected by us for testing.

We expect to begin our audit within three weeks of notification. Kenneth J. Palka is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be \$17,900. This fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Marion Township and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

*Pfeffer, Hanniford & Palka, P.C.*  
PFEFFER, HANNIFORD & PALKA  
Certified Public Accountants

#### **RESPONSE:**

This letter correctly sets forth the understanding of Marion Township.

---

Signature, title

CITY OF HOWELL  
MEMORANDUM

**TO:** MAYOR & CITY COUNCIL  
**FROM:** PAUL DEBUFF, CITY MANAGER  
**DATE:** JULY 23, 2020  
**RE:** JD RACING PURCHASE AGREEMENT, HIGHLAND HOWELL PROPERTY

---

The City Council previously authorized staff to enter into an agreement with JD Racing for the purchase of the Highland Howell property, and asked for a deadline of July 27<sup>th</sup>, 2020. After evaluating the potential transaction, staff met with JD Racing to discuss the possibility of entering into a lease-purchase oriented agreement that would give the developer the right to purchase the property after the developer made a reasonably substantial investment in the property. Due to this discussion of a new direction and some deal points still to be settled, this purchase agreement will need to be considered further.

As with any development deal, it is key to ensure that the development is intentionally and substantially started, and a commitment to the project is made through an intentional and substantial expenditure of resources. This arrangement would create benefits for both parties:

- JD Racing could begin development with less initial capital out of pocket
- JD Racing could secure and hold the rights to purchase the property as substantial investment is made in the property
- The City of Howell can protect its interests in the property by helping ensure that the condo racing club concept comes to fruition

In this kind of an agreement, the land is leased from the City until benchmarks are achieved, which trigger the next step in the agreement, namely, the purchase of property. Staff is requesting Council approval 1) to remove the time limit on the purchase agreement, and 2) to move forward on lease-purchase agreement negotiations on this property. Updates would be given to Council on a regular basis, and the final draft would be brought to Council for approval.

**ACTION REQUESTED:**

Approve City Manager's recommendation to remove time limit on purchase agreement with JD Racing for the purchase of Highland Howell property, and approve City Manager to pursue lease-purchase agreement negotiations with JD Racing for the lease and purchase of the Highland Howell property.

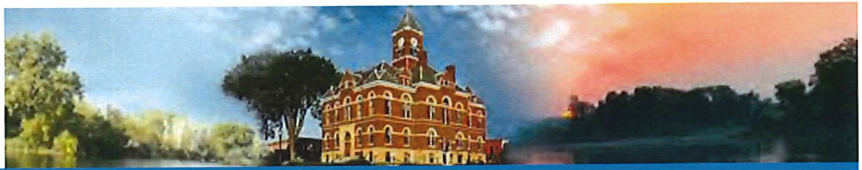


Paul DeBuff, City Manager



# Liv.Co UPDATE

Monthly News from the  
Livingston County Commissioners



August 2020

## Livingston County Board of Commissioners

- District 1 - Kate Lawrence  
*(Board Vice-Chairwoman)*
- District 2 - William Green
- District 3 - Wes Nakagiri
- District 4 - Douglas G. Helzerman
- District 5 - Vacant
- District 6 - Robert J. Bezotte
- District 7 - Carol S. Griffith  
*(Board Chairwoman)*
- District 8 - Jay Gross
- District 9 - Gary Childs

## Monthly Meetings

All meetings will be held via Zoom. The public may attend:

- Via Zoom (on-line meetings):  
<https://zoom.us/j/3997000062?pwd=SUdLYVVFcmozWnFxbm0vcHRjWkVIZz09>
- Via the Zoom app - **join a meeting**, with meeting number: **399 700 0062**  
  
Enter the password: **LCBOC** (ensure there are no spaces before or after the password)
- Dial by your location  
+1 929 205 6099 US (New York)  
Meeting ID: **399 700 0062**  
Password: **886752**

- 8/5- Finance Committee at 7:30 AM,  
Full Board Meeting after Finance
- 8/10 - Full Board Meeting at 7:30 PM
- 8/11 - Census 2020 Complete Count  
Committee at 1PM
- 8/17- Infrastructure & Development  
& Public Safety at 7:30 PM
- 8/19 - Finance Committee at 7:30  
AM, Personnel Committee after  
Finance followed by Full Board  
Meeting
- 8/24 - Full Board Meeting at 7:30 PM

*"The mission of Livingston County is to be an effective and efficient steward in delivering quality services within the constraints of sound fiscal policy. Our priority is to provide mandated services which may be enhanced and supplemented to improve the quality of life for all who work, reside, and recreate in Livingston County."*

## Livingston County Welcomes Nathan Burd, County Administrator



We are proud to welcome Nathan Burd to our Livingston County team as County Administrator. Nathan joined the County on July 27, 2020 after previously working as the City Administrator at the City of Adrian and Village Administrator in Wolverine Lake. He has a Bachelor's Degree in Political Science from The Ohio State University and a Master's Degree in Management from Mount Vernon

Nazarene University. Before relocating to Michigan, he held various positions in state, county, and municipal government in his home state of Ohio, including serving as Director of Public Service for the City of Reynoldsburg.

Nathan found his way to government work through his interest in his local community. Back in 2003, he attended a City Council meeting with no agenda other than to find out more about his local government. Over the next few years, he would go on to chair that city's Charter Review Commission and serve as a volunteer on several other city boards. In 2009, he was elected to an at-large City Council position and was appointed by his colleagues to the position of President Pro Tempore in 2012. Whether as a volunteer, Elected Official, or staff member, he has found working in local government to be immensely rewarding and impactful. He particularly enjoys partnering with other to improve his community, while placing a strong emphasis on ethical leadership, transparency, and collaboration.

Nathan recently moved to Hartland with his wife, Jolene, and their four children. In his free time, he enjoys being with his family, reading, being outdoors, and following sports, especially college football! Livingston County warmly welcomes Nathan and looks forward to working with him to accomplish great things for our community.

## Census Enumerators To Start Visiting Homes August 11th

Livingston County continues to have a great response rate for the 2020 Census. At 80.3%, the county is #1 in the state and #12 in the nation for our number of responses. Starting August 11th, Census Enumerators will be visiting homes that haven't responded to the Census. The Enumerators will ask the household to respond to the Census at the time of the visit. The questions are easy, quick, and all answers are protected by law. Residents can avoid a home visit by completing the Census online at [www.my2020.census.gov](http://www.my2020.census.gov) or calling 844-330-2020.



**CENSUS  
2020**  
Livingston Counts

## Resolutions Passed by the Board of Commissioners

- A Full-Time QI/Education Specialist and Full-Time Road Supervisor position were approved for the Emergency Medical Services Department.
- The Treasurer will close out the Michigan Works Special Revenue Fund 277, utilizing a portion to pay back a General Fund loan and transferring the rest to the General Fund. Residual funds are the result of years of accumulated charges for services.
- A 2019 Fiscal Year Deficit Elimination Plan has been created and filed with the Michigan Department of Treasury. The deficit in funding was the result of a timing difference between recognition of expenditures incurred and actual transfer in of funds to cover the expenditures.
- The Board approved the Health Department's 2020 Plan of Organization. A Plan submission is required for the state accreditation process for local public health agencies.
- The Airport has been awarded a grant from the Michigan Department of Transportation under the FAA CARES Act to fund operation expenses in the amount of \$30,000.
- The Michigan Aeronautics Commission awarded a grant to the Airport for crack sealing and the rehabilitation of Taxiway A, B, C, and Terminal Apron.
- Dan's PC Solutions LLC has agreed to an additional two year lease of the old Airport Terminal Building.
- Gartner, Inc will provide Information Technology with one year of assistance and advisement of technical projects, policies, and procedures.
- Information Technology will apply for Microsoft Partner Investment Engine funding, which would allow the County to assess and try a proof of concept of Microsoft's Azure Cloud infrastructure.
- Livingston County Courts will apply for the Coronavirus Emergency Supplemental Funding Program to receive reimbursement funds.
- The Livingston County 2021-2026 Capital Improvement Plan, which compiles department project requests and allows the Board to prioritize needs and plan for fiscal requirements, has been approved.
- The Board approved a Revised Livingston County Survey and Remonumentation Plan to continue the Survey and Remonumentation program with the State of Michigan.
- In order to ensure the County receives sound advice for administering employee health care and benefits, the current agreement with Aon Hewitt has been extended until the end of the year.
- For the August 4th Primary Election, the Livingston County Clerk entered an agreement with Iosco Township and Unadilla Township to establish an absent voter counting board to count the absent voter ballots for their respective jurisdiction.
- The County will be applying for the First Responder Hazard Pay Premiums Program Grant and the Public Safety and Public Health Payroll Reimbursement Program Grant for compensation for work and payroll expenditures related to COVID-19.
- Juvenile Court will apply for Michigan Department of Health and Human Services grant funding to enhance legal representation in child protective proceedings and to support court data system enhancements.
- The Livingston County Community Mental Health Service will provide behavioral health services through a joint pooling of resources from local providers for children who are residents of Livingston County.
- The Juvenile Drug Treatment Court has entered into a temporary contract for attorney services with William Livingston until September 30, 2020 due to resignation of the previous contract holder.
- Emergency Management applied for and received a federal grant award for the Fiscal Year 2019-2020 Hazardous Materials Emergency Preparedness Grant Program to support the Local Emergency Planning Committee.
- The Deerfield Tower VHF fire paging system is one of the main fire paging mechanisms in the Northeast portion of the county. It was destroyed when an A/C waterline ruptured. The paging system will be rebuilt and repaired.
- The Keefe Group will provide the Jail with inmate commissary and inmate banking services for 5 years, starting August 31, 2020.
- The Sheriff's Office has applied for the State of Michigan, Office of Highway Safety Planning's 2021 State Traffic Enforcement Grant.

**LIVINGSTON COUNTY SHERIFF'S OFFICE  
MARION TOWNSHIP JULY 2020**

Nature	# Events
911 HANG UP	1
ALARM	8
ANIMAL COMPLAINT	6
ASSAULT IN PROGRESS	1
ASSIST EMS	1
ASSIST OTHER AGENCY	1
CITIZEN ASSIST	8
CIVIL COMPLAINT	1
DISTURBANCE/TROUBLE	3
DOMESTIC PHYSICAL IN PROGRESS	1
DOMESTIC VERBAL	2
FRAUD	2
HAZARD	2
INDECENT EXPOSURE	1
INTIMIDATION THREATS HARASSMEN	2
LARCENY	1
LOST/FOUND PROPERTY	1
NOISE COMPLAINTS	1
PDA	5
PERSON LOCKED IN A VEHICLE	2
PERSONAL INJURY ACCIDENT	1
PHYSICAL DOMES REPORT ONLY	1
SHOTS FIRED	4
SUSPICIOUS PERSON	1
SUSPICIOUS SITUATION	3
SUSPICIOUS VEHICLE	1
TRESSPASSING, LOITERING	1
VIN INSPECTION	1
WELFARE CHECK	6
<b>TOTAL:</b>	<b>69</b>

# MARION TOWNSHIP

<u>MONTH</u>	<u>CALLS FOR SERVICE</u>	<u>TICKETS WRITTEN</u>	<u>ARRESTS</u>
JANUARY	79	13	3
FEBRUARY	81	14	5
MARCH	64	25	3
APRIL	61	6	5
MAY	79	12	5
JUNE	69	6	0
JULY	69	6	0
AUGUST			
SEPTEMBER			
OCTOBER			
NOVEMBER			
DECEMBER			
YTD TOTALS:	502	82	21