

MARION TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
Thursday, January 11, 2024
7:30 p.m.

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

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

- 1) Approval of Agenda
- 2) Consent Agenda
 - a. December 14, 2023 Regular Meeting Minutes
 - b. November 21, 2023 HAPRA Minutes
 - c. November 2023 HAPRA Participation Report
 - d. DPW Report
 - e. Financial Report
 - f. Investment Report
 - g. Zoning Report
- 3) 2024 Liability Insurance Renewal
- 4) Health Insurance PA #152 Opt Out Resolution
- 4) 2024 Poverty Exemption Guidelines
- 5) Board of Review Letter Appeals
- 6) 2024 Marion Township Road Projects
- 7) Marion Drain #3 Payment
- 8) Sewer Usage Rate Increase
- 9) Nuisance Ordinance
- 10) Marion Township Lakeside Cemetery Plots
- 11) Marion Township Maintenance
 - a.) December 13, 2023 Building Meeting Minutes
 - b.) December 20, 2023 Building Meeting Minutes
- 12) Clerk's Compensation for Early Voting
- 13) Planning Commission Appointments

Correspondence and Updates
MTA Conference

Call to the Public
Adjournment

MARION TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 14, 2023

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

MEMBERS ABSENT: Scott Lloyd

OTHERS PRESENT: Attorney John Gormley; Phil Westmoreland and Elsie Jorgensen, Spicer; Accountant Ken Palka

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

Tim Ryan, 459 E. Davis Road, handed out a photo and read a statement about his neighbor's property where he believes a business is being conducted.

APPROVAL OF AGENDA

Sandy Donovan added #11--Process for IT Repairs. Les Andersen wanted to talk about the MTA statement about extra compensation for the Clerk.

Les Andersen motioned to approve the amended agenda; Sandy Donovan seconded. **Motion carried.**

CONSENT AGENDA

Les Andersen motioned to approve the consent agenda. Dan Lowe seconded. **Motion carried.**

FY 2022-2023 AUDIT PRESENTATION--KEN PALKA FROM PFEFFER, HANNIFORD & PALKA

Ken Palka explained the two letters that were included in the audit review. He said that the Officials and Staff were very helpful during the audit and the township receives an "A+". He explained the different funds and said that the General Fund ended up with almost \$4.6 million. Supervisor Hanvey asked about the new drain assessment, should the township pay it off right away or pay it over 15 years. Ken said we could pay it off right away, but he will investigate it.

Greg Durbin motioned to accept the FY Audit for 2022-2023 and allow Auditor Ken Palka to file it with the State, Les Andersen seconded. **Motion carried 6-0.**

Les Andersen made a motion to pay the Pfeffer, Hanniford & Palka Accounting firm \$22,535.00 for the completion of the FY 2022-2023 audit. Roll call vote: Andersen, Donovan, Durbin, Lowe, Beal, Hanvey—all yes. **Motion carried 6-0.**

LESA SUMMER TAX AGREEMENT

Les Andersen made a Resolution to accept the LESA Summer Tax Agreement, Sandy Donovan seconded. Roll call vote: Beal, Andersen, Donovan, Durbin, Lowe, Hanvey—all yes. **Resolution passed 6-0.**

HOWELL PUBLIC SCHOOLS SUMMER TAX AGREEMENT

Les Andersen made a Resolution to accept the Howell Public Schools Summer Tax Agreement, Sandy Donovan seconded. Roll call vote: Andersen, Durbin, Beal, Lowe, Hanvey, Donovan—all yes. **Resolution passed 6-0.**

MARION TOWNSHIP WALKING PATH

The Spicer Group Representatives Phil Westmoreland and Elsie Jorgensen presented the plans for the proposed one-mile walking path. It will be an eight foot (8') wide asphalted path with a 21AA crushed limestone base with two foot (2') graduated edges. Supervisor Hanvey would like to see it be only one (1) kilometer in length with no zigzags.

Les Andersen made a motion to have the Spicer Group bid the project both one (1) mile in length and one (1) kilometer in length with no zigzags. Seconded by Tammy Beal. Roll call vote: Hanvey, Durbin, Beal, Lowe, Donovan, Andersen—all yes. **Motion passed 6-0.**

MARION TOWNSHIP MAINTENANCE

Tammy Beal updated the board members on the project. Meeting room is being painted this week, kitchen cabinets and permanent board table are coming on Monday, and carpet is being installed the end of next week.

OZONE STATION

The Ozone station was purchased to help reduce the odors for the Howell sewer treatment plant. It was never attached properly so it was never used. Howell City is planning a loop road with a bridge in that area, they would like us to move it. Supervisor Hanvey will investigate an outlet to sell it.

SIERRA DRIVE LIGHT ISSUE

Supervisor Hanvey explained the light issue between neighbors on Sierra Drive. Several Trustees have driven by there at night, and they don't see that there is any light shining on to the neighbor's property. Les Andersen made a motion to table this item until the January 11, 2024, Board of Trustee meeting, Greg Durbin seconded. **Motion carried.**

NOVEMBER 13, 2023 ZBA REPORT

Dan Lowe reported that a resident on 1687 Triangle Lake Road asked for a variance to build a roof over his porch, the variance was granted.

PROCESS FOR IT REPAIRS

Sandy Donovan explained that two days this week our hard drive was down, we couldn't access our files and would like to have the township come up with a plan so that this doesn't happen again. Supervisor Hanvey said he would contact our VC3 (the township's IT company) and get some options from them.

CORRESPONDENCE & UPDATES

Miechiels Auto Salvage has been storing vehicles and millings on township property. After Mr. Gormley sent them a letter, everything was removed and cleaned up.

The I-96 rest area drain field has failed; they are now going to hook up with the City of Howell and should be reopened in February.

The residents on Sexton Road that look as if they are running a business came in this week with a zoning application, they were given a site plan review application instead and were told that they would have to go to the Planning Commission.

Resident Tim Ryan, 459 E. Davis Road, explained the traffic, lights, and noises that Sharpe's Outdoor Services were making. Attorney Gormley answered questions that he had.

Les Andersen said that he received an email from the MTA about how to compensate the Clerk for the extra work that proposal 22-2 has created.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Les Andersen motioned to adjourn at 9:14 pm. Sandy Donovan seconded. **Motion carried.**

Submitted by: T. Beal

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

November 21, 2023

Call to Order

Chair Diana Lowe called the meeting to order at 7:00 pm.

Attendance

Board Members: Chair Diana Lowe, Vice Chair Terry Philibeck, Secretary Nikolas Hertrich, Treasurer Tammy Beal, Trustee Sue Daus

HAPRA Staff: Director Tim Church, Jen Savage, Kyle Tokan, Kevin Troshak, Jordan Hilbrecht, Nikki Wattles

Public: None

Call to the Public

None Present

Nikki Wattles, the new Recreation Manager was introduced by Jordan Hilbrecht. Nikki Wattles shared with the Board how excited she was to be selected for the position and looks forward to working with HAPRA.

Approval of Consent Agenda

Treasurer Tammy Beal made a motion to approve the consent agenda, supported by Vice Chair Terry Philibeck. **Motion carried 5 – 0.**

Approval of Regular Agenda

A motion to approve the regular agenda was made by Secretary Nikolas Hertrich and supported by Treasurer Tammy Beal. **Motion carried 5 – 0.**

Discussion/Approval – 2023 Budget Amendments

Director Church provided a brief review of the 2023 Budget Amendments and end of the year budget projections. He reminded the Board that at this time last year we were looking at being in the red \$58,000 while this year we are looking to be \$71,000 in the positive. Some of the budget shortfalls this year were related to having to pay the City of Howell back for Melon Festival and Sleepy Howell costs that they incurred and Teen Center sponsorships being cut. The preschool has vacancies which could be related to competition with surrounding preschools and more parents staying home. Revenue increases were the result of increased participation in sports and senior programs. Staff will need to work on securing more sponsorships in 2024. A motion to approve the 2023 Budget Amendments was made by Vice Chair Terry Philibeck and supported by Treasurer Tammy Beal. **Motion carried 5 – 0.**

Discussion/Approval – 2024 Board Meeting Schedule

A motion to approve the proposed 2024 Board Meeting Schedule was made by Treasurer Tammy Beal and supported by Secretary Nikolas Hertrich. **Motion carried 5 – 0.**

Discussion/Approval – 2024 Facility Closure Dates

A motion to approve the proposed 2024 Facility Closure Dates was made by Secretary Nikolas Hertrich and supported by Vice Chair Terry Philibeck. **Motion carried 5 – 0.**

Discussion/Approval – Bennett Lease Agreement

Director Church informed the Board that the term of the Bennett Center and Paige Field lease agreements is for 1 year because of the upcoming bond request. A motion to approve the Bennett Center Lease Agreement was made by Treasurer Tammy Beal and supported by Secretary Nikolas Hertrich. **Motion carried 5 – 0.**

Discussion/Approval – Page Field Lease Agreement

Director Church mentioned that he has some concerns on where the property lines of the three new homes adjacent to the parking lot are and that a grant was secured and used to return the facilities back to Howell colors following the end of the agreement with Cleary University. A motion to approve the Page Field Lease Agreement was made by Vice Chair Terry Philibeck and supported by Treasurer Tammy Beal. **Motion carried 5 – 0.**

Discussion/Approval – Director Review Format

Chair Diana Lowe shared with everyone present that with two new Board members it might be difficult to provide an accurate review of the Director and would like to open up the process to include staff. A brief discussion followed and it was decided that this year's review would include two surveys, one for staff and another for Board members. Chair Diana Lowe and Treasurer Tammy Beal will draft the surveys and provide to the Board for review and comments. No action was taken.

Discussion

Events and Programs Report

I. Event & Programs

a. Walk-A-Thon

Kevin Troshak provided details of the upcoming Walk-A-Thon which is being held on Saturday, December 2nd. Combat 1 Wrestling begins at 7:00 pm with doors opening at 6:30 pm. \$5.00 from every ticket sold and concessions will be donated to the Hive. Six teens have raised about \$2,000.00 and Chem Trend said they would match what their staff raises. A Super Smash Bros Tournament will be held between 9:00 pm and 12:00 pm with most of the walking done overnight. Participants for the Chili cook-off are still needed.

b. Holiday Events

Jordan Hilbrecht shared with the Board upcoming holiday events which include pictures with Santa, Santa's S.T.E.M. Workshop, The Reindeer Games, and Bad Santa Holiday Trivia (which sold out in 24 hours). Jordan also relayed that the Legend of Sleepy Howell and the Headless Horseman 5k both went well and that 17 deer were presented at the buck pole. Volunteer appreciation night was well attended and will be looking to increase participation next year. Staff is currently working on the January through April program and the upcoming cooking classes are already sold out. With the interest in the cooking classes more events like this will be planned. Jordan reminded the Board that the check from the 100 Women Livingston County will be presented on November 29, at 4:30 pm.

II. Sponsorship & Marketing Updates:

- a. Maxey Ford is willing to look at a proposal for a Transit van to support Parks on the Go Program.

Preventative Maintenance Report:

Kyle Tokan informed the Board that HVAC zone additions on the 2nd floor of the Oceola Center are done, final cleaning of the Bennett Center following roof replacement is scheduled for tomorrow, and a UV protectant will be applied to the new roof within 30 days of installation.

Directors Report

Director Church had no additional updates to provide.

Board Member Reports

Secretary Nikolas Hertrich shared with the Board agenda items from the October 23, 2023, and November 13, 2023, Howell City Council Meetings which included approval of budget amendments, approval of appointments to various Boards and Commissions, the presentation of two flags from Representative Bezotte, a jurisdiction transfer, an update on City Hall construction, and approval of 2024 Summer Tax Collection for Howell Public Schools.

Vice Chair Terry Philibeck informed the Board that the golf simulator at Chemung Hills is up and running with leagues starting on the 1st of December and that the banquet center is open while the simulator is operating. The Vice Chair also shared that the Bridal Suites are very well received and almost completely booked.

Treasurer Chair Tammy Beal shared with the Board that the 1 mile walking path will be on the next agenda.

Chair Diana Lowe informed the Board that she did not have any updates from Genoa Township to share.

Trustee Sue Daus from Howell Township did not have an update to provide.

Old Business

Director Church mentioned that the School Bond passed by a good margin along with similar requests made across the State. He will be reaching out to the consulting firm in Traverse City to develop a strategy.

New Business

Secretary Nikolas Hertrich asked fellow Board members if recordings of the meetings are needed. He was informed that if a recording would be helpful to complete the minutes then one should be taken however the record would only be kept until the associated minutes were approved.

Next Meeting

Regularly Scheduled HAPRA Meeting - Tuesday, December 19th, 2023, at 7:00 pm at Oceola Community Center

Adjournment:

A motion to adjourn the meeting was made by Vice Chair Terry Philibeck and supported by Treasurer Tammy Beal at 8:03 pm. **Motion carried 5-0**

Approved

Date

Respectfully Submitted by: Nikolas Hertrich, Secretary

Nov 2023 HAPRA PARTICIPATION REPORTS

12/4/2023

PARTICIPATION TOTALS

Row Labels	Count of Name
Brighton Township	376
City of Brighton	112
City of Howell	1949
Cohoctah Township	224
Conway Township	76
Deerfield Township	202
Genoa Township	1724
Green Oak Township	105
Hamburg Township	138
Handy Township/Fowlerville	316
Hartland Township	326
Howell Township	1567
Iosco Township	162
Marion Township	1826
Oceola Township	3402
Other Area	754
Pinckney Village	26
Putnam Township	64
Tyrone Township	48
Unadilla Township	28
(blank)	168
Grand Total	13593

SPECIAL EVENTS

Row Labels	Count of Name
Brighton Township	109
City of Brighton	23
City of Howell	510
Cohoctah Township	52
Conway Township	16
Deerfield Township	35
Genoa Township	390
Green Oak Township	27
Hamburg Township	43
Handy Township/Fowlerville	87
Hartland Township	56
Howell Township	401
Iosco Township	34
Marion Township	398
Oceola Township	665
Other Area	210
Pinckney Village	6
Putnam Township	24
Tyrone Township	12
Unadilla Township	7
(blank)	13
Grand Total	3118

50&BEYOND + TRAVEL

Row Labels	Count of Name
Brighton Township	13
City of Brighton	11
City of Howell	115
Cohoctah Township	7
Conway Township	2
Deerfield Township	12
Genoa Township	129
Green Oak Township	4
Hamburg Township	2
Handy Township/Fowlerville	3
Hartland Township	14
Howell Township	79
Iosco Township	2
Marion Township	97
Oceola Township	286
Other Area	31
Pinckney Village	2
Putnam Township	5
Tyrone Township	1
(blank)	1
Grand Total	816

YOUTH SERVICES PROGRAMS

Row Labels	Count of Name
Brighton Township	19
City of Brighton	3
City of Howell	172
Cohoctah Township	9
Conway Township	3
Deerfield Township	10
Genoa Township	110
Green Oak Township	5
Hamburg Township	5
Handy Township/Fowlerville	18
Hartland Township	12
Howell Township	125
Iosco Township	12
Marion Township	140
Oceola Township	194
Other Area	30
Putnam Township	4
Tyrone Township	3
Unadilla Township	2
(blank)	7
Grand Total	883

SPORTS PROGRAMS

Row Labels	Count of Name
Brighton Township	41
City of Brighton	12
City of Howell	385
Cohoctah Township	50
Conway Township	13
Deerfield Township	46
Genoa Township	419
Green Oak Township	9
Hamburg Township	8
Handy Township/Fowlerville	64
Hartland Township	56
Howell Township	412
Iosco Township	48
Marion Township	525
Oceola Township	854
Other Area	64
Pinckney Village	3
Putnam Township	9
Tyrone Township	8
Unadilla Township	1
(blank)	24
Grand Total	3051

FITNESS MEMBERSHIPS & CLASSES

Row Labels	Count of Name
Brighton Township	30
City of Brighton	6
City of Howell	229
Cohoctah Township	17
Conway Township	5
Deerfield Township	28
Genoa Township	252
Green Oak Township	2
Hamburg Township	6
Handy Township/Fowlerville	7
Hartland Township	40
Howell Township	133
Iosco Township	9
Marion Township	158
Oceola Township	703
Other Area	50
Putnam Township	2
Tyrone Township	6
Unadilla Township	1
(blank)	2
Grand Total	1686

Nov 2023 HAPRA PARTICIPATION REPORTS

12/4/2023

Facility Usage by Location

Row Labels	Count of User
Bennett Recreation Center NERF Party Rental	1
Oceola Community Center Court 3	21
Oceola Community Center Main Meeting Room 1	17
Oceola Community Center Meeting Room 2	11
Oceola Community Center Meeting Room 3	3
Page Field Soccer Complex Aux Field	2
Grand Total	55

Oceola Community Center Drop-In

City of Howell	127
Oceola Twp	74
Marion Twp	24
Genoa Twp	20
Howell Twp	14
Other	146
Unknown	0
TOTAL	405

Facility Usage by Municipality

Row Labels	Count of User
City of Howell	8
Howell Township	1
Marion Township	4
Oceola Township	30
Other Area	12
Grand Total	55

Oceola Community Center Tours

City of Howell	1
Oceola Twp	13
Marion Twp	1
Genoa Twp	2
Howell Twp	3
Other	6
Unknown	0
TOTAL	26

Point of Sale Reports (reported as revenues)

Row Labels	Sum of Total	Sum of Quantity	Sum of Cash	Sum of Credit/Debit
POS Item: Community Center Drop-In Pass	2760	149	693	433
POS Item: DROP-IN WINTER special	205	251	1011	856
POS Item: Fitness Class/ Yoga Drop in	300	158	670	84
POS Item: FITNESS DROP - IN WINTER special	10	558	2374	1373
POS Item: Senior Fitness Class (NON-Senior member)	120			
POS Item: Senior Fitness Class (Senior Center Member)	324			
POS Item: TOT TIME DROP-IN	28			
Grand Total	3747			

Month	1	2	3	4	5	6	7	8	9	10	11	12	Budget
Jan-23	240,272.89	431,633.10	492,549.47	685,424.05	781,591.60	1,010,905.72	1,253,272.87	1,352,489.03	1,418,590.60	1,644,793.55	1,702,918.02	1,572,820.00	1,572,820.00
Cumulative Revenue	99,944.64	243,567.26	390,398.99	514,486.04	622,158.31	762,824.85	902,603.39	1,128,257.83	1,263,302.25	1,393,411.06	1,496,286.80	1,572,820.00	1,572,820.00
Cumulative Expense	99,944.64	143,622.62	146,831.73	124,087.05	107,672.27	140,666.54	139,778.54	225,654.44	225,654.44	130,108.81	102,875.74	76,533.20	76,533.20
Expense/mo	131,068.33	262,136.67	393,205.00	524,273.33	655,341.67	786,410.00	917,478.33	1,048,546.67	1,179,615.00	1,310,683.33	1,441,751.67	1,572,820.00	1,572,820.00
Cumulative Revenue %	15.28%	27.44%	31.32%	43.58%	49.65%	64.27%	79.68%	85.99%	90.19%	104.58%	108.27%	100.00%	100.00%
Cumulative Expense %	6.35%	15.49%	24.82%	32.71%	39.56%	48.50%	57.39%	71.73%	80.32%	88.59%	95.13%	100.00%	100.00%
Cumulative Surplus	140,328.25	188,065.84	102,150.48	170,938.01	159,433.29	248,080.87	350,669.48	224,231.20	155,288.35	251,382.49	206,631.22	0.00	0.00

Months NOT yet reported so the financial numbers are theoretical based on annual budget



TOTAL PARTICIPATION BY MUNICIPALITY		Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23
City of Howell	% change per month	1655	1718	1743	1776	1812	1863	1870	1898	1912	1928	1949
			3.81%	1.46%	1.89%	2.03%	2.81%	0.38%	1.50%	0.74%	0.84%	1.09%
Genoa Township	% change per month	1434	1496	1522	1542	1570	1596	1637	1645	1668	1705	1724
			4.32%	1.74%	1.31%	1.82%	1.66%	2.57%	0.49%	1.40%	2.22%	1.11%
Howell Township	% change per month	1268	1340	1357	1374	1402	1447	1469	1499	1519	1550	1567
			5.68%	1.27%	1.25%	2.04%	3.21%	1.52%	2.04%	1.33%	2.04%	1.10%
Marion Township	% change per month	1538	1611	1631	1648	1675	1730	1751	1769	1784	1804	1826
			4.75%	1.24%	1.04%	1.64%	3.28%	1.21%	1.03%	0.85%	1.12%	1.22%
Oceola Township	% change per month	2870	2972	3027	3054	3103	3193	3217	3262	3283	3348	3402
			3.55%	1.85%	0.89%	1.60%	2.90%	0.75%	1.40%	0.64%	1.98%	1.61%

DPW Reports 2023

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
WATER													
NEW	4	0	12	0	5	4	3	6	0	5	1	1	41
EXISTING													
REPLACEMENT	10		18	1									29
IRRIGATION													
NEW	2		3	4	0	7	3	0	1	6	1	1	28
EXISTING													
SEWER													
NEW	4	0	12	0	5	4	3	6	0	5	1	1	41
EXISTING													
TOTAL	20	0	45	5	10	15	9	12	1	16	3	3	139

GENERAL FUND CHECKING

Previous Balance	\$	2,689,579.50
Receipts	\$	316,118.74
Interest	\$	-
	\$	<u>3,005,698.24</u>
Expenditures	\$	356,453.80
Balance	\$	<u>2,649,244.44</u>

CEMETERY FUND

Previous Balance	\$	74,996.62
Receipts	\$	-
Interest	\$	53.62
	\$	<u>75,050.24</u>
Expenditures	\$	28.17
Balance	\$	<u>75,022.07</u>

PARKS & RECREATION FUND

Previous Balance	\$	14,607.00
Receipts	\$	-
Interest	\$	10.31
	\$	<u>14,617.31</u>
Expenditures	\$	219.42
Balance	\$	<u>14,397.89</u>

WATER - NEW USER

Previous Balance	\$	335,651.91
Receipts	\$	5,367.00
Interest	\$	320.69
	\$	<u>341,339.60</u>
Expenditures	\$	2,000.00
Balance	\$	<u>339,339.60</u>

SEWER OPERATING & MANAGEMT

Previous Balance	\$	283,710.31
Receipts	\$	64,122.15
Interest	\$	256.51
		<hr/>
	\$	348,088.97
Expenditures	\$	35,871.14
		<hr/>
Balance	\$	312,217.83

SEWER - NEW USER

Previous Balance	\$	1,564,738.64
Receipts	\$	10,023.16
Interest	\$	2,017.39
		<hr/>
	\$	1,576,779.19
Expenditures	\$	-
		<hr/>
Balance	\$	1,576,779.19

SPEC ASSESS. FUND

Previous Balance	\$	185,783.12
Receipts	\$	16,146.33
Interest	\$	198.16
		<hr/>
	\$	202,127.61
Expenditures	\$	5,050.00
		<hr/>
Balance	\$	197,077.61

ESCROW FUND

Previous Balance	\$	83,786.37
Receipts	\$	-
Interest	\$	59.75
		<hr/>
	\$	83,846.12
Expenditures	\$	1,090.58
		<hr/>
Balance	\$	82,755.54

SUMMARY TOTALS

General Fund	\$	2,649,244.44
Cemetery Fund	\$	75,022.07
Parks & Rec Capital Chk	\$	14,397.89
Water - New User	\$	339,339.60
Sewer Operating & Mana	\$	312,217.83
Sewer - New User	\$	1,576,779.19
Special Assess. Fund	\$	197,077.61
Escrow Fund	\$	82,755.54
TOTAL	\$	5,246,834.17

#101 General Fund
Transactions by Account

As of December 31, 2023

<u>Date</u>	<u>Name</u>	<u>Amount</u>
001-001 · CASH - GENERAL - FNB		
12/05/2023	LIV CO ASSESSOR'S ASSOC	-105.00
12/05/2023	NETWORK SERVICES GROUP, LLC	-3,000.00
12/05/2023	AMAZON CAPITAL SERVICES	-791.94
12/05/2023	JAMES L ANDERSON JR.	-35.48
12/05/2023	DAVID HAMANN	-95.63
12/05/2023	THE GARBAGE MAN	-60.34
12/05/2023	SHELBY DWYER	-419.30
12/05/2023	Culligan of Ann Arbor	-13.00
12/05/2023	LIV CO CLERKS ASSOC	-126.75
12/05/2023	CHERYL RANGE	-15.72
12/06/2023	SCHAFFER CONSTRUCTION INC.	-199,565.73
12/06/2023	MATTHEW DEDES	0.00
12/06/2023	GORMLEY LAW OFFICE PLC	-321.00
12/07/2023	ALERUS PAYMENT SOLUTIONS	-4,624.59
12/07/2023	VOYA Institutional Trust	-300.00
12/07/2023	Marion Township Flex Fund	-2,103.00
12/07/2023	CITI CARDS	-1,586.73
12/07/2023	Tammy Beal	-481.58
12/07/2023	VERIZON WIRELESS	-97.10
12/07/2023	DTE ENERGY	-536.35
12/07/2023	MATTHEW DEDES	-68.12
12/07/2023	LESLIE D. ANDERSEN	-405.07
12/07/2023	JAMES L. ANDERSON JR.	-172.63
12/07/2023	LARRY J. FILLINGER	-160.00
12/07/2023	SCOTT R. LLOYD	-184.79
12/07/2023	LINDA M. MANSON-DEMPSEY	-0.01
12/07/2023	BRUCE V. POWELSON	-180.55
12/07/2023	CHERYL A. RANGE	-260.56
12/07/2023	TAMMY L. BEAL	-3,059.46
12/07/2023	DIANE D. BOCKHAUSEN	-106.67
12/07/2023	GAIL A. BURLINGAME	-3,375.90
12/07/2023	MATTHEW J. DEDES	-3,388.84
12/07/2023	SANDY DONOVAN	-3,688.93
12/07/2023	GREGORY L. DURBIN	-1,271.36
12/07/2023	LAWRENCE W. GRUNN	-325.61
12/07/2023	DAVE HAMANN	-3,188.73
12/07/2023	ROBERT W. HANVEY	-4,371.68
12/07/2023	RICHARD HASLOCK	-525.70
12/07/2023	LOREEN B. JUDSON	-4,128.02
12/07/2023	SANDRA J. LONGSTREET	-2,836.46
12/07/2023	DANIEL F. LOWE	-565.09
12/07/2023	KITSEY A. RENNELLS	-3,105.41

#101 General Fund
Transactions by Account

As of December 31, 2023

<u>Date</u>	<u>Name</u>	<u>Amount</u>
12/07/2023	JESSICA S. TIMBERLAKE	-2,838.80
12/11/2023	ACCIDENT FUND CO	-2,847.00
12/14/2023	PFEFFER-HANNIFORD-PALKA	-10,000.00
12/14/2023	PFEFFER-HANNIFORD-PALKA	-1,035.00
12/14/2023	FIRE PROTECTION PLUS, INC	-378.50
12/14/2023	QUADIENT FINANCE USA, INC.- postage us	-910.00
12/14/2023	FOWLerville NEWS & VIEWS	-335.50
12/14/2023	Charter Communications	-274.08
12/14/2023	ECONO-PRINT INC.	-54.26
12/15/2023	Marion Township Flex Fund	-2,103.00
12/18/2023	QUALITY ZONING / ZACHARY MICHELS	-770.00
12/18/2023	Applied Innovation - COPY MACHINE	-195.00
12/18/2023	Colonial Life	-647.56
12/18/2023	Marion Township Flex Fund	-60,800.00
12/28/2023	SHELBY DWYER	-346.50
12/28/2023	CONSUMERS ENERGY	-576.77
12/28/2023	Blue Cross Blue Shield of Michigan	-18,621.84

INTEREST EARNED REPORT FY2024

INVESTMENT INTEREST EARNED REPORT FY2024

GENERAL FUND	BALANCE 6/30/2023	July	Aug	Sept	1st QTR	Oct	Nov	Dec	2nd QTR	EARN YTD	BALANCE
FNBH Sav #819599	\$ 323,143.24	\$ 301.93	\$ 346.54	\$ 346.01	\$ 994.48	\$ 357.94	\$ 346.77	\$ 358.72	\$ 1,063.43	\$ 2,057.91	\$ 325,201.15
FNBH Land Acq #819342	\$ 253,006.74	\$ 236.35	\$ 271.27	\$ 270.88	\$ 778.50	\$ 280.21	\$ 271.47	\$ 280.82	\$ 832.50	\$ 1,611.00	\$ 254,617.74
FNBH GEN CHECKING #11	\$ 2,951,745.69	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,649,244.44
The State Bank #37106 CD	\$ 252,667.74	\$ -	\$ -	\$ -	\$ -	\$ 4,619.77	\$ -	\$ -	\$ -	\$ 4,619.77	\$ 252,667.74
Flagstar Bank #427853054	\$ 128,751.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 133,371.17
Flagstar Bank #128018365	\$ 113,871.27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 113,871.27
Horizon Bank #199613	\$ 239,627.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 239,627.67
Monthly Totals	\$ 4,262,813.75	\$ 538.28	\$ 617.81	\$ 616.89	\$ 1,772.98	\$ 5,257.92	\$ 618.24	\$ 639.54	\$ 6,515.70	\$ 8,288.68	\$ 3,968,601.18

WATER FUND

WATER NU #205856	\$ 345,057.56	\$ 308.75	\$ 337.98	\$ 317.30	\$ 964.03	\$ 355.55	\$ 338.77	\$ 320.69	\$ 1,015.01	\$ 1,979.04	\$ 339,339.60
Monthly Totals	\$ 345,057.56	\$ 308.75	\$ 337.98	\$ 317.30	\$ 964.03	\$ 355.55	\$ 338.77	\$ 320.69	\$ 1,015.01	\$ 1,979.04	\$ 339,339.60

SEWER FUND

CIBC CD # 6981321	\$ 209,334.76	\$ 206.05	\$ 211.02	\$ 242.79	\$ -	\$ 265.19	\$ 265.49	\$ 256.51	\$ 787.19	\$ 1,447.05	\$ 209,334.76
FNBH Sew OM #194910	\$ 261,400.07	\$ 350.39	\$ 350.98	\$ 599.16	\$ 1,300.53	\$ 825.53	\$ 802.06	\$ 831.96	\$ 2,459.55	\$ 3,760.08	\$ 211,491.75
MSUFCU CD # X225	\$ 207,731.67	\$ 1,562.50	\$ 1,690.75	\$ 1,667.77	\$ 4,921.02	\$ 1,725.74	\$ 1,672.39	\$ 1,730.51	\$ 5,128.64	\$ 10,049.66	\$ 1,235,902.68
FNBH Sew NOW #206029	\$ 1,225,853.02	\$ 1,477,278.21	\$ 2,026.95	\$ 2,000.25	\$ 5,888.09	\$ 2,092.07	\$ 2,073.87	\$ 2,017.39	\$ 6,183.33	\$ 12,071.42	\$ 1,576,779.19
FNBH Sew NU #5102405	\$ 204,790.53	\$ 2,972.71	\$ 2,981.22	\$ 2,893.13	\$ 8,847.06	\$ 3,712.19	\$ 4,565.99	\$ 4,738.92	\$ 13,017.10	\$ 21,864.16	\$ 1,065,245.68
Mercantile Bank #4300172	\$ 1,043,381.52	\$ 3,094.98	\$ 3,104.33	\$ 3,013.12	\$ 9,212.43	\$ 3,122.79	\$ 3,031.04	\$ 3,141.37	\$ 9,295.20	\$ 18,507.63	\$ 1,043,518.11
CBIC CDARS #1023732161	\$ 1,025,010.48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,025,010.48
CBIC CDARS #1023732161	\$ 5,654,780.26	\$ 10,047.52	\$ 10,365.25	\$ -	\$ 20,412.77	\$ -	\$ -	\$ -	\$ -	\$ 20,412.77	\$ 4,815,762.42
Monthly Totals	\$ 5,654,780.26	\$ 10,047.52	\$ 10,365.25	\$ -	\$ 20,412.77	\$ -	\$ -	\$ -	\$ -	\$ 20,412.77	\$ 4,815,762.42
Grand Total	\$ 10,262,651.57	\$ 10,894.55	\$ 11,321.04	\$ 934.19	\$ 23,149.78	\$ 5,613.47	\$ 957.01	\$ 960.23	\$ 7,530.71	\$ 30,680.49	\$ 9,123,703.20

1st Qtr (Jul-Sept)	\$ 23,149.78										
2nd Qtr (Oct-Dec)	\$ 7,530.71										
3rd Qtr (Jan-Mar)	\$ -										
4th Qtr (Mar-Jun)	\$ -										
July to June Total	\$ 30,680.49										

Cemetery	\$ 62,622.62	\$ 37.15	\$ 64.63	\$ 62.58	\$ 164.36	\$ 68.25	\$ 58.16	\$ 53.62	\$ 180.03	\$ 344.39	\$ 75,022.07
Parks	\$ 30,453.92	\$ 17.88	\$ 23.12	\$ 19.35	\$ 60.35	\$ 14.85	\$ 10.82	\$ 10.31	\$ 35.98	\$ 96.33	\$ 14,397.89
Lockbox	\$ 202,645.00	\$ 23.58	\$ -	\$ 5.92	\$ 29.50	\$ 7.69	\$ 8.53	\$ 0.05	\$ 16.27	\$ 45.77	\$ 1,335.91
Flexible	\$ 13,340.56	\$ 8.42	\$ 10.23	\$ 9.86	\$ 28.51	\$ 10.70	\$ 9.69	\$ 13.17	\$ 33.56	\$ 62.07	\$ 76,017.20
Private Rd	\$ 204,517.36	\$ 186.72	\$ 206.54	\$ 201.63	\$ 594.89	\$ 204.83	\$ 194.80	\$ 198.16	\$ 597.79	\$ 1,192.68	\$ 197,077.61
Escrow	\$ 80,196.24	\$ 47.42	\$ 59.99	\$ 59.78	\$ 167.19	\$ 66.01	\$ 61.93	\$ 59.75	\$ 187.69	\$ 354.88	\$ 82,755.54
Curr Tax	\$ 4,975.26	\$ 359.13	\$ 942.49	\$ 5,697.19	\$ 6,998.81	\$ 111.60	\$ 39.35	\$ 584.92	\$ 735.87	\$ 7,734.68	\$ 2,953,976.55
Delinq Tax	\$ 1.39	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1.39
Relief	\$ 1,164,516.16	\$ 1,455.43	\$ 1,582.04	\$ 1,273.70	\$ 4,311.17	\$ 947.59	\$ 763.79	\$ 789.59	\$ 2,500.97	\$ 6,812.14	\$ 571,327.22
TOTAL	\$ 1,783,268.51	\$ 1,455.43	\$ 1,582.04	\$ 1,273.70	\$ 4,311.17	\$ 947.59	\$ 763.79	\$ 789.59	\$ 2,500.97	\$ 47,323.43	\$ 1,818,877.22

2023 ZONING REPORT

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Homes	1			2	3	3	3	2	1	7	2	1	25
Condo Units	3		12		5			6					26
Accessory Bldgs.			4	2	1	3	1	2	4	1		1	19
Decks	1	1	2	7	4	4	4	3	5	2	2	1	36
Pools	1	1		1		2	2	1		1			9
Additions					2	1	3			3			9
Land Balancing													0
Other													0
TOTAL LAND USES	6	2	18	12	15	13	13	14	10	14	4	3	124
Waivers	2	1	7	5	5	2	3	4	1	8	4	4	46
Finals	12	9	14	22	9	18	11	9	14	8	6	4	136
Site Plans													0
Pre-Planning Meetings													0
Sewer Inspections	1	0	4		1	2	2	4		3	1	2	20



315 South Kalamazoo Mall
Kalamazoo, MI 49007-4806
Tel: 269.341.4848
Fax: 269.276.4086
jjohnson@bfgroup.com
Web: www.bfgroup.com

January 3, 2024

Marion Township
Ms. Tammy Beal, Clerk
2877 W Coon Lake Road
Howell, MI 48843

Dear Ms. Beal and Members of the Board:

Thank you for entrusting Marion Township's property and casualty insurance to Burnham & Flower Insurance Group. It has been a pleasure serving you this past year and over the past 20+ years.

In these times, having a proven insurance program is more important than ever. The Michigan Township Participating Plan (MTPP) has been serving Michigan's Townships & other entities for over 35 years and stands ready to serve you in 2024.

Marion Township benefits from working with the Burnham & Flower Insurance Group who has specialized in working with Michigan Township's for 55 years.

Thank you again for your many years of membership in the Michigan Township Participating Plan! We look forward to serving Marion Township for many years to come.

Sincerely,

Jonathan Johnson
Account Manager

Currently, Burnham & Flower is fortunate to serve Marion Township in the following areas:

- **Property & Casualty-Tokio Marine HCC**
- **Workers' Compensation-Accident Fund**
- **Board of Directors Accidental Death & Dismemberment Coverage-Provident**
- **Employee Health Benefits-BCBS, HSA, FSA**
- **Cyber Liability Insurance-CFC**

Michigan Township Participating Plan Advantages

Premium Rate Stability:

- In 2007, Marion Twp's MTPP premium was \$54,438.
- For 2024, your premium is **\$58,660**.
- 7% increase over 17 years.

Safety Grants:

- **\$8,855** in safety Grants awarded to Marion.
- **Cycle 26: Feb 1-March 15 (up to \$5,000 grant)**

Dividends:

- **\$12,192.85** in Dividends paid to Marion to date.

Claim Payments:

- Over \$600,000 paid in claims on Marion's behalf since 2002.
- **\$130,000 paid in 2023.**
- **\$56,000 additional expense paid from 2016 claims.**

Increases in coverage:

- **TIV (total insured value)** went from **\$2,716,022** to **\$5,460,358.**

Safety & Risk Management:

- HR Muni: brand NEW human resources risk management services
- Risk Control Seminars: Cyber Risk Mitigation & Response, Fire Dept & Law Enforcement Liability, Fleet Safety & DPW Operations, and many more
- On-Site Safety assessments, plus resource materials and technical assistance

Strength in Numbers:

- 1,300 MTPP Members, 940 Michigan Township and 360 other public entities.

Legal Representation:

- MTPP contracts with legal firms specializing in Michigan Township law.
-

Leading the Way for Michigan!

PROPOSAL OF COVERAGES

Public Entity Insurance
Proposal for:

Township of Marion, Livingston County

Effective Date: 01/01/2024



Presented by:

Jonathan Johnson
(269) 341-9764
jjohnson@bfgroup.com

HOW BURNHAM & FLOWER SERVES YOU

Since 1966, Burnham & Flower Insurance Group has specialized in Michigan public entities and understands your unique coverage needs. We are your single source for Group Benefits, Property & Liability, and Group/ Individual Retirement Planning. In addition to comprehensive coverages, we provide risk management services, employee education, onsite reviews, online enrollment, 24/7 access to each employee's benefits information, and much more.

Our Property & Casualty team has over 54 years of experience in the Public Entity Insurance Business. Friendly and professional service for all your insurance needs. Below are the coverage opportunities our team has to offer.

Par Plan/ Open Property & Casualty

Broad coverage, competitive pricing, over 1300 Michigan entities with 96% retention.

CFC Cyber Insurance

Cybercrime, network security privacy, liability, system damage, business interruption and phishing scams.

Workers Compensation

Wage loss, medical treatment, rehab, death benefit and much more. Since 1912 Michigan based.

Provident: Insurance For Emergency Services

24/7 AD&D insurance, line of duty, occupational coverage and a first responder assistance program.

Additional information on any of these programs is available upon your request!

YOUR PROPERTY & CASUALTY TEAM



Jon Johnson

Ext 3163

Account Manager

jjohnson@bfgroup.com



Megan West

Ext 3178

Account Manager

mwest@bfgroup.com



Bobbi Pritchard

Ext 3111

Department Manager

bpritchard@bfgroup.com



Kate Thomas

Ext 3122

Service Representative

kthomas@bfgroup.com



MICHIGAN TOWNSHIP PARTICIPATING PLAN

- The Michigan Township Participating Plan was formed in 1985.
- The Par Plan develops coverage programs specific to every member's needs.
 - The Par Plan is a unique and proven, member-driven system that has effectively provided affordable, tailored property and casualty coverage to Michigan public entities for many years.
 - The Par Plan is a proven, historically stable program with nearly **900 Michigan Townships** and a **98% member retention rate** and a strong, long-term working relationship with its program reinsurers.
- Over **1,300 current members** already know why The Par Plan is #1 in Michigan.
- Par Plan was structured to provide more features and benefits than any other plan:
 - Non-profit Tax-exempt
 - Retain investment income
 - Stable pricing
 - Interactive website
 - Simplified application
 - Specialized loss control
 - Homogenous group

MTPP RISK REDUCTION GRANT PROGRAM

The Michigan Township Participating Plan (Par Plan) established the Risk Reduction Grant Program in 2011 to continue providing its members a concentration of expert services in the public arena. This program further allows the Par Plan to partner with members and foster cooperation in an effective risk management and loss control program.

To the extent that funds are available, the Risk Reduction Grant Program has been established to assist members in reducing specific risk exposures and to assist our members in their efforts of applying effective risk management and loss control techniques for exposures the Par Plan insures.

GRANT QUALIFICATIONS

The applicant must be a member of the Michigan Township Participating Plan. The longevity of membership will be a factor considered in the approval and the amount of grant that is issued. Since risk management and grants usually result in cost savings in future years, members with long continuous membership will be given priority.

First year Par Plan members are not eligible for funding.

GRANT SELECTION PROCESS

The proposed grant request must present an approach which may provide a unique and innovative solution in order to assist our member in their efforts of applying effective risk management and loss control techniques covered by the Par Plan program.

The impact of the grant request must be identifiable and measurable. The grant must have a positive benefit to cost ratio; the project should demonstrate a measurable and realistic outcome to an exposure(s) and must not duplicate similar efforts already undertaken by the member. The budget for the grant request must be realistic and accompanied by supporting data.

The plan of action must have a high probability of assisting or reducing the exposure(s). Statistics or other available data demonstrating the severity or extent of the exposure(s) being addressed will enhance the possibility of receiving the grant.

APPLICATION & SUBMISSION

To obtain an application visit the Michigan Township Par Plan's website at www.theParPlan.com

GRANT WINNING EXAMPLES

- Firefighter Training of Emergency Vehicle Operations
- Police Department In-Car Cameras
- Fire Vehicle Backup Cameras
- Video Surveillance Systems
- Baseball Diamond Fence Guards
- Ambulance Front Bumper Guard
- Park Bulletin Board
- Park/Playground Fall Material or resurfacing
- Police Department Taser Training
- Smoke Detector with Direct Dial in Township Hall
- Well House Video Surveillance
- Fire & Rescue Training Structure
- EMS Power Cot
- Township Hall Emergency Lighting & Exit Signs
- Employee Training or Education
- Park Bleachers
- Cemetery Signage
- Chevron Striping on Emergency Vehicles
- Media Storage / Server for Police Patrol Recordings

TMHCC RISK CONTROL SERVICE & CLAIMS



RISK CONTROL SERVICES

Provides customized loss control to a variety of Municipal Governments, including Cities, Counties, Towns, Townships and Villages. We also work closely with the different branches within these entities:

- Police & Fire Departments
- Public Works
- Parks & Recreation Programs
- Human Resources Departments

Our main objective is to assist Municipalities in reducing and/or transferring potential liability exposures. To help our members deal with these, we offer several types of risk control services:

- Risk Control site visits and subsequent report with recommendations for improvement
- Special event and hold harmless language reviews
- Resource materials
- Technical assistance
- Free Risk Control workshops and conferences

These services are provided by experienced risk control personnel who utilize proven risk control techniques and procedures. These techniques and procedures are continuously updated by conferring with TMHCC appointed counsel and HCC Public Risk Claim Service, Inc.* TMHCC Risk Control Department Representatives are available to provide risk control advice and guidance at *no additional cost* to TMHCC insureds to help them avoid, reduce and/or transfer potential liability exposures.

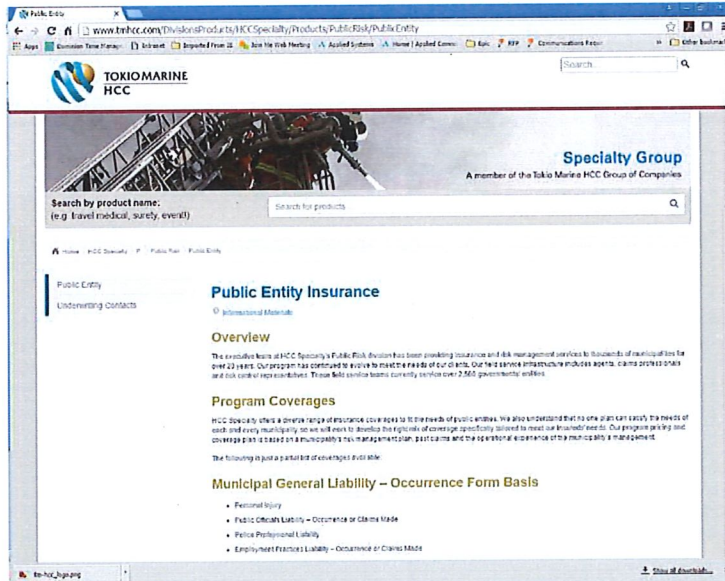
If you have any questions in regards to any of the risk control services that are provided, please contact your local TMHCC Risk Control Representative or the TMHCC Risk Control Department.

* HCC Public Risk Claim Service, Inc. is a subsidiary of TMHCC and is the claims administrator for the TMHCC program. Information regarding TMHCC and appointed counsel is on their web page at www.tmhcc.com.



Set your home page to **www.tmhcc.com** to visit The TMHCC web site, available to you 24 hours each day, 7 days each week.

Visit the site to learn about upcoming events such as annual conventions, important meetings and helpful workshops; learn about the board members who represent you; find contact information for all of the municipal coverage professionals who are eager to serve your needs.



TMHCC maintains some of the highest financial ratings available within the insurance industry:



AA-
by Standard & Poor's



AA-
by Fitch Ratings



A+
by A.M. Best Company

Service Providers



Burnham & Flower Insurance Group
Customer Service
315 S. Kalamazoo Mall
Kalamazoo, MI 49007
888.748.7966



Michigan Township Participating Plan
1700 Opdyke Court
Auburn Hills, Michigan 48326
248- 371-3100



AccidentFund
200 N. Grand Avenue
PO Box 40790
Lansing, MI 48901-7990
866-206-5851



TMHCC
Risk Control Administration
1700 Opdyke Court
Auburn Hills, Michigan 48326
800.878.9878



HCC Public Risk Claim Service, Inc.
Claims Administration
1700 Opdyke Court
Auburn Hills, Michigan 48326
800.878.9878
24 Hour Telephone: 800.225.6561
publicriskclaims@tmhcc.com



CFC Underwriting Limited
85 Gracechurch Street
London EC3V 0AA
United Kingdom

Our Service Promise

We promise.

- We will promptly respond to your phone calls and emails.
- We will expedite any changes in coverage.
- We have staff on-site with expertise in the following areas:
 - Property & Casualty
 - Workers' Compensation
 - Bonds
- We will happily review your coverage at any time. We recommend review on an annual basis.
- We have the ability to review contracts or certificates you receive from other entities.
- We are willing and able to meet with you and your team to fully review coverage.

You Serve Others. We Serve You.

Burnham&Flower
INSURANCE GROUP

▲ ACRISURE® | AGENCY PARTNER



MICHIGAN TOWNSHIP PARTICIPATING PLAN

Quote Date: November 29, 2023
Quote for: **MARION TOWNSHIP - LIVINGSTON**
Policy Term: **01/01/2024 - 01/01/2025**
Payment Plan: **Annual**
Company: **U.S. Specialty Insurance Company (USSIC)**
The Michigan Township Participating Plan (MTPP)
Policy #: **M24MTP81413-05**

General Liability - Occurrence Form (USSIC)

Subject to \$5,000,000 per Occurrence / \$0 Aggregate
Subject to \$2,500 Deductible Including Loss and Loss Adjustment Expense
Deductible Applies to: Bodily Injury/Property Damage
Basis of Deductible: Per Occurrence
Damage to Premises Rented to you \$500,000 **Subject to \$2,500 Deductible**
Medical Payments \$10,000
Government Medical Included
Cemetery Professional Included **Subject to \$2,500 Deductible**
Pesticide or Herbicide - No Coverage
General Liability Nose Coverage - No Coverage
Employee Benefits - Occurrence Form - Subject to \$1,000,000 per Occurrence / \$3,000,000 Aggregate
Subject to \$0 Deductible
Employee Benefits Prior Acts Coverage - No Coverage
Sewer Backup Liability \$500,000 per Occurrence / \$500,000 Aggregate

Cyber Liability Coverage (MTPP) - No Coverage

Liquor Liability (USSIC) - No Coverage

Special Events: Subject to receipt of Special Events Application, Risk Control review and Underwriting approval (Additional Premium may apply)

Fireworks Liability: Subject to receipt of Special Events Application, Risk Control review and Underwriting approval prior to binding coverage (Additional Premium will apply)

Wrongful Acts Liability - Occurrence Form (USSIC)

Subject to \$5,000,000 per Occurrence / \$0 Aggregate
Subject to \$2,500 Deductible Including Loss and Loss Adjustment Expense
Please note: Wrongful Acts Deductible and Loss Adjustment Expenses Apply to EPLI.
Prior Acts Coverage - No Coverage
Non-Monetary Damage \$1,000,000 Per Suit / \$1,000,000 Per Policy Limit
Private Property Use Restriction Sublimit \$1,000,000 per Occurrence / \$0 Aggregate
Subject to \$50,000 Deductible

Law Enforcement Liability (USSIC) - No Coverage

Property (USSIC)

Total Building and Contents Limit	\$5,460,358
Coinsurance	N/A
Subject to:	\$5,000 Deductible
Blanket Basis	Included
Agreed Amount	Included
Building Valuation—per schedule on file with company	Replacement Cost

Quote for: MARION TOWNSHIP



MICHIGAN TOWNSHIP PARTICIPATING PLAN

Special Form	Included
Accounts Receivable	\$250,000
Animal Mortality	\$10,000 any one occurrence
Business Income	\$500,000 any one occurrence
Extra Expense	\$500,000 any one occurrence
Debris Removal	25% of direct physical loss or damage to covered property
Electrical Utility Service Interruption	\$25,000 any one occurrence
Fire Department Service Charge	\$5,000 for your liability
Fire Equipment Recharge	\$5,000 for each separate 12 month period
Foundations of Machinery	\$250,000 any one occurrence
Golf Course Greens	\$100,000 any one occurrence
Inventory or Appraisal	\$10,000 any one claim
Newly Acquired or Constructed Prop – Bldg	\$1,000,000 for 180 days at each building
Newly Acquired or Constructed Prop – Contents	\$250,000 at each building
Outdoor Property – Specifically Listed Items	\$10,000 any one occurrence; Limited Perils
Outdoor Property – All Other Items	\$5,000 any one occurrence; Limited Perils
Personal Effects – Property of Others	\$1,000 for personal property of any one employee or volunteer
	\$50,000 any one occurrence
	\$15,000 any one occurrence for property of others
Property in Transit	\$50,000 any one occurrence
Property off Premises	\$100,000 any one occurrence
Underground Pipes, Flues or Drains	\$1,000,000
Valuable Papers & Records – Cost to Research	\$250,000 any one occurrence
Law and Ordinance Coverage	Actual Loss Sustained
Earthquake Coverage	\$1,000,000 subject to \$50,000 Deductible
Flood Coverage	\$100,000 subject to \$10,000 Deductible

(Any location in the following flood zones is excluded: Flood Zones A, AO, AH, A1 - A30, A99, V, V1-V30. Any area later designated by FEMA as a "special flood coverage area" at the time of a Covered Cause of Loss is also subject to this limitation. Any area removed by FEMA from a "special flood coverage area" designed at the time of a Covered Cause of Loss is not subject to this limitation.)

Equipment & Mechanical Breakdown	Included
	Subject to: \$1,000 Deductible
	Law and Ordinance Limit \$250,000

Automobile (USSIC)

Based on 0 vehicles - Schedule on file with Company
 Subject to \$5,000,000 Liability Limit
Subject to \$0 Deductible
 Hired and Non Owned Automobile Liability
 Personal Injury Protection - No Coverage
 Property Protection Insurance - Included
 Mini-Tort Liability - Included
 Hired Auto Physical Damage - No Coverage
 Employee Vehicle Endorsement
 Nose Coverage - No Coverage
 Auto Catastrophic Coverage - No Coverage
 Garage Keepers Legal - No Coverage
 Impound Vehicles Coverage - No Coverage

Inland Marine (USSIC)

Subject to \$1,000 Deductible



MICHIGAN TOWNSHIP PARTICIPATING PLAN

Scheduled Equipment – Per Schedule on file with company	\$213,260
Valuation: Replacement Cost Valuation - per schedule on file	
Misc. Property & Equipment	\$30,311
Valuation: Replacement Cost	
Ancillary Equipment (Fire Department)	No Coverage
Valuation: Replacement Cost	
Contractors Equipment Rented From Others less than 90 days	\$0
Aircraft Non-Operating Shell	No Coverage
Total Limit:	\$243,571

EDP (USSIC)

Total Limit	\$100,000
Subject to \$1,000 Deductible	
System Breakdown Coverage	Included
Loss of Business Income	\$100,000
Extra Expense	\$100,000
Media Coverage	\$100,000

Crime (USSIC)

Coverage Form B, C & F Subject to: \$0 Deductible	
B. Forgery or Alteration	\$10,000
C. Theft, Disappearance and Destruction In/Out	\$100,000
F. Computer Fraud	\$100,000
Coverage Form O & P Subject to: \$0 Deductible	
O. Employee Dishonesty – Per Loss	\$100,000
P. Employee Dishonesty – Per Employee	No Coverage
Includes Faithful Performance	

USSIC Sub Total Premium:	\$58,660.00
MTTP Cyber Sub Total Premium:	\$.00
MCCA:	\$.00
Total Annual Package Premium:	\$58,660.00

- **Note: Terrorism option and optional quoted premiums are not included in installment plan premiums.**
- **Note: Mold, Fungi & Bacterial Exclusion Included**
- **Note: Perfluorinated Compounds (PFC)/Per-and Polyfluoroalkyl Substances (PFAS) Total Exclusion Included**
- **Note: Accounts cannot be brokered**
- **Note: All SIR's Include Loss, Loss Adjustment Expense and Supplementary Payments**
- **Note: Failure of any Dam, Levee or Dike Exclusion Included**



MICHIGAN TOWNSHIP PARTICIPATING PLAN

Limited Terrorism coverage and pricing subject to the Terrorism Risk Insurance Act as reauthorized in 2019.

TRIA DOES NOT APPLY TO AUTO LIABILITY, AUTO PHYSICAL DAMAGE, CRIME, EMPLOYEE BENEFITS, WRONGFUL ACTS LIABILITY OR LAW ENFORCEMENT

U.S. Specialty Insurance Company, Additional premium for limited terrorism coverage (not included in above package quote):

PROPERTY AND/OR CASUALTY LIMITED TERRORISM COVERAGE (REAUTHORIZED IN 2019) \$349
Please note: additional fees may apply.

Optional Quotes and Premium:

Reduce Zoning limit to \$250,000: \$5,000 credit

Reduce Zoning limit to \$100,000: \$10,000 credit

Special Conditions:

NOTE: The following forms need to be signed and returned prior to binding coverage:

- ~ Application Declaration
- ~ Terrorism Form

*As indicated herein, this quote remains valid until **01/01/2024** and cannot be amended or altered without express written consent of TMHCC. Also, please be aware that any required subjectivities must be received, reviewed and approved, prior to binding this risk*



Property Schedule Information

Loc.# Bldg #	FacLoc # Within 50ft	Address City, State, Zip, County	Year Built SQ Feet	Building Contents	Mine Subsidence	Valuation Prop Boiler	POK BF Code	BC Sprinkler	Spec Ded
1	N/A	2877 WEST COON LAKE	1980	\$4,010,300	\$0	R	10	1	N/A
1	No	(TOWNHALL/FIREHALL) HOWELL, MI 48843	11,458	\$44,287		R	100	No	
1	N/A	2861 WEST COON LAKE	2007	\$0	\$0	R	10	1	N/A
2	No	(VERIZON CO-LOCATOR) HOWELL, MI 48843	0	\$0		R	020	No	
*	N/A	2877 W COON LAKE	2009	\$37,111	\$0	R	11	1	N/A
3	No	ROAD (GAZEBO) HOWELL, MI 48843	512	\$0		R	613	No	
2	N/A	4277 NORTON ROAD (PUMP	2000	\$111,194	\$0	R	18	3	N/A
1	No	STATION C1-4) HOWELL, MI 48843	0	\$0		R		No	
3	N/A	4051 MASON (PUMP STATION	2000	\$111,194	\$0	R	18	3	N/A
1	No	C1-6) HOWELL, MI 48843	0	\$0		R	901	No	
4	N/A	3345 MASON (PUMP STATION	2000	\$108,413	\$0	R	18	3	N/A
1	No	C1-9) HOWELL, MI 48843	0	\$0		R	901	No	
5	N/A	2622 NORTON ROAD (PUMP	2000	\$122,311	\$0	R	18	3	N/A
1	No	STATION C1-1) HOWELL, MI 48843	0	\$0		R	901	No	
6	N/A	1493 ALSTOTT (PUMP	2000	\$138,991	\$0	R	18	3	N/A
1	No	STATION C2-7) HOWELL, MI 48843	0	\$0		R	901	No	
7	N/A	1052 PEAVY (PUMP STATION	2000	\$208,485	\$0	R	18	3	N/A
1	No	C2-2) HOWELL, MI 48843	0	\$0		R	901	No	
8	N/A	1418 TRACILEE (PUMP	2000	\$166,789	\$0	R	18	3	N/A
1	No	STATION C2-3) HOWELL, MI 48843	0	\$0		R	901	No	
9	N/A	862 FRANCIS (PUMP STATION	2000	\$173,738	\$0	R	18	3	N/A
1	No	C2-5) HOWELL, MI 48843	0	\$0		R	901	No	
10	N/A	3308 NORTON (PUMP STATION	2005	\$62,545	\$0	R	18	3	N/A
1	No	CX-8) HOWELL, MI 48843	0	\$0		R	901	No	
11	N/A	JEWELL (1.37 ACRES)	2006	\$0	\$0	R	10	1	N/A
1	No	HOWELL, MI 48843	0	\$0		R	010	No	
11	N/A	JEWELL (1.37 ACRES)	2006	\$0	\$0	R	10	1	N/A

Client Name: MARION TOWNSHIP
Application #: 3389033071001
Michigan Township Participating Plan



2	No	HOWELL, MI 48843	0	\$0		R	010	No	
12	N/A	COON LAKE ROAD (29.11 ACRES)	2006	\$0	\$0	R	10	1	N/A
1	No	HOWELL, MI 48843	0	\$0		R	010	No	
13	N/A	TRIANGLE LAKE ROAD (9.38 ACRES)	2006	\$0	\$0	R	11	1	N/A
1	No	HOWELL, MI 48843	0	\$0		R	010	No	
14	N/A	200 WRIGHT ROAD (PUMPSTATION)	2006	\$165,000	\$0	R	18	3	N/A
1	No	HOWELL, MI 48843	0	\$0		R	901	No	
16	N/A	DARAJKLAN PROP @ LUCY RD	2010	\$0	\$0	R	11	1	N/A
1	No	HOWELL, MI 48843	0	\$0		R	010	No	
17	N/A	FOXFIRE @ SUNRIDGE	1996	\$0	\$0	R	11	1	N/A
1	No	HOWELL, MI 48843	0	\$0		R	010	No	
18	N/A	TRACILEE & PEAVY RD 27.40 ACRES	2010	\$0	\$0	R	11	1	N/A
1	No	HOWELL, MI 48843	0	\$0		R	010	No	
19	N/A	HARGER & D19 3 1/2 ACRES	2010	\$0	\$0	R	11	1	N/A
1	No	HOWELL, MI 48843	0	\$0		R	010	No	
20	N/A	GREEN @ PINGREE & VINE 1.78 ACRES	2010	\$0	\$0	R	11	1	N/A
1	No	HOWELL, MI 48843	0	\$0		R	010	No	
21	N/A	LAKESIDE @ NORTON & BURKHARDT	2010	\$0	\$0	R	11	1	N/A
1	No	HOWELL, MI 48843	0	\$0		R	010	No	

Client Name: MARION TOWNSHIP
 Application #: 3389033071001
 Michigan Township Participating Plan



Inland Marine Coverage

#	Serial Number Dept.	Year:	Make: Type:	Model: Actual / Replacement:	Limit:	Spec Ded:
2	General Administrative		(2) VATS Commercial Articles	VOTING MACHINE R	\$9,000	N/A
3	General Administrative		(2) OKI PRINTERS Commercial Articles	R	\$650	N/A
4	Parks and Recreation		450' OF SPLIT RAIL Commercial Articles	OF FENCE @ PARK R	\$2,400	N/A
5	Parks and Recreation		BASEBALL BACKSTOP Commercial Articles	R	\$2,645	N/A
6	General Administrative		(2) EMERGENCY ALERT Commercial Articles	SYSTEM R	\$40,000	N/A
7	Parks and Recreation		ENGRAVED BRICK Commercial Articles	PAVERS R	\$6,000	N/A
8	General Administrative		(8) ELECTRONIC POLL Commercial Articles	BOOKS R	\$4,800	N/A
9	General Administrative		6-BAY BATTERY Commercial Articles	CHARGER R	\$565	N/A
10	Parks and Recreation		PLAYGROUND Commercial Articles	EQUIPMENT R	\$12,000	N/A
11	Water and Sewer		2 GENERATORS Commercial Articles	R	\$40,000	N/A
12	Parks and Recreation		(7) PICNIC Commercial Articles	TABLES R	\$1,900	N/A
13	Parks and Recreation		(1) Commercial Articles	PLAYSCAPE R	\$3,500	N/A
14	General Administrative		(7) VERITY SCANS Commercial Articles	VOTING MACHINES R	\$31,800	N/A
15	General Administrative		(56) VOTING STANDS Commercial Articles	R	\$4,000	N/A
16	General Administrative		OZONE STATION Commercial Articles	(1301 PINCKNEY ROAD) R	\$50,000	N/A
17			BUCKPOLE		\$1,000	N/A

Client Name: MARION TOWNSHIP
Application #: 3389033071001
Michigan Township Participating Plan



	General Administrative	Commercial Articles	R		
18	Cemetery	600FT CEM FENCE Commercial Articles	R	\$3,000	N/A

Total Items:	17			Schedule Sub Total:	\$213,260
		Miscellaneous Property and Equipment:		\$30,311	
		Ancillary Equipment (Fire Department):		\$0	
		Contractor's Equipment Rented From Others Limit:		\$0	
		Sub Total:		\$30,311	
				Total:	\$243,571

Client Name: MARION TOWNSHIP
 Application #: 3389033071001
Michigan Township Participating Plan



Canine Schedule

Name	Tattoo:	Description:	Year Born:	Value:
			0	\$0
Total Value:				\$0

Electronic Data Processing Coverage Information

EDP Coverage: Yes

EDP Deductible:

OR SIR:

Deductible: Yes
Amount: \$1,000

SIR: No
Amount: \$0
Aggregate Limit: \$0

Loss of Business Income Limit: \$100,000

Extra Expense: \$100,000

Media Coverage: \$100,000

System Breakdown: Yes

Electronic Data Processing Coverage Information

###	Serial Number:	Description:	Coverage:
1.		COMPUTER EQUIPMENT	\$35,000
2.		MISC	\$65,000

Total Items:	2	Total Coverage:	\$100,000
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Client Name: MARION TOWNSHIP
Application #: 3389033071001
Michigan Township Participating Plan

Premium Summary

Township of Marion, Livingston County

General Liability	Included
Employee Benefits Liability	Included
Wrongful Acts Liability	Included
Property	Included
Automobile	Included
Inland Marine	Included
EDP	Included
Crime	Included
Terrorism	Included
Total MTPP Premium:	\$59,009

****NOTICE**

This proposal is an overview of coverage and is merely descriptive and should be used for reference purposes only. Please refer to the coverage document for specific terms, conditions, and exclusions. Any questions should be referred to your independent insurance agent.

Additional Forms Required

Township of Marion, Livingston County

Additional forms to be signed and returned.

- Bind Request
- Policyholder Disclosure Notice of Terrorism Insurance Coverage Form
- Application Declaration Form
- Cyber application

****Please Note—if these forms are not returned, it will delay the issuance of your policy.****

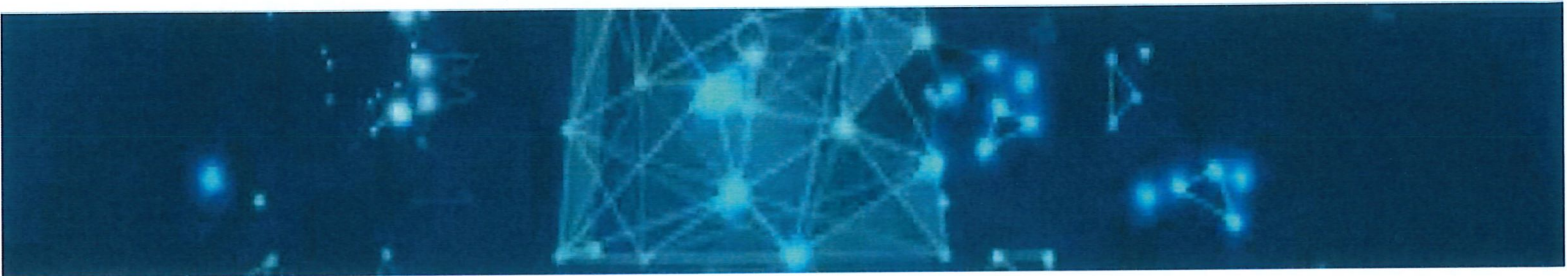
Mail to:

Burnham & Flower
Attn: Kate Thomas
315 S. Kalamazoo Mall
Kalamazoo, MI 49007



Cyber Coverage Proposal

Township of Marion, Livingston County



Effective:

1/1/2024

*Presented & Administered By:
Jon Johnson*

Burnham & Flower
INSURANCE GROUP
▲ ACRIURE[®] | AGENCY PARTNER



DECLARATIONS

THE FOLLOWING INSURING CLAUSES ARE SUBJECT TO AN EACH AND EVERY CLAIM LIMIT

INSURING CLAUSE 1: CYBER INCIDENT RESPONSE

SECTION A: INCIDENT RESPONSE COSTS

Limit of liability:	USD1,000,000	each and every claim
Deductible:	USD0	each and every claim

SECTION B: LEGAL AND REGULATORY COSTS

Limit of liability:	USD1,000,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION C: IT SECURITY AND FORENSIC COSTS

Limit of liability:	USD1,000,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION D: CRISIS COMMUNICATION COSTS

Limit of liability:	USD1,000,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION E: PRIVACY BREACH MANAGEMENT COSTS

Limit of liability:	USD1,000,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION F: THIRD PARTY PRIVACY BREACH MANAGEMENT COSTS

Limit of liability:	USD1,000,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION G: POST BREACH REMEDIATION COSTS

Limit of liability:	USD50,000	each and every claim, subject to a maximum of 10% of all sums we have paid as a direct result of the cyber event
Deductible:	USD0	each and every claim



INSURING CLAUSE 2: CYBER CRIME

SECTION A: FUNDS TRANSFER FRAUD

Limit of liability:	USD100,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION B: THEFT OF FUNDS HELD IN ESCROW

Limit of liability:	USD100,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION C: THEFT OF PERSONAL FUNDS

Limit of liability:	USD100,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION D: EXTORTION

Limit of liability:	USD1,000,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION E: CORPORATE IDENTITY THEFT

Limit of liability:	USD100,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION F: TELEPHONE HACKING

Limit of liability:	USD100,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION G: PUSH PAYMENT FRAUD

Limit of liability:	USD50,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION H: UNAUTHORIZED USE OF COMPUTER RESOURCES

Limit of liability:	USD100,000	each and every claim
Deductible:	USD2,500	each and every claim



INSURING CLAUSE 3: SYSTEM DAMAGE AND BUSINESS INTERRUPTION

SECTION A: SYSTEM DAMAGE AND RECTIFICATION COSTS

Limit of liability: USD1,000,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION B: INCOME LOSS AND EXTRA EXPENSE

Limit of liability: USD1,000,000 each and every claim, sub-limited to USD1,000,000 in respect of **system failure**

Deductible: USD2,500 each and every claim

SECTION C: ADDITIONAL EXTRA EXPENSE

Limit of liability: USD100,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION D: DEPENDENT BUSINESS INTERRUPTION

Limit of liability: USD1,000,000 each and every claim, sub-limited to USD1,000,000 in respect of **system failure**

Deductible: USD2,500 each and every claim

SECTION E: CONSEQUENTIAL REPUTATIONAL HARM

Limit of liability: USD1,000,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION F: CLAIM PREPARATION COSTS

Limit of liability: USD25,000 each and every claim

Deductible: USD0 each and every claim

SECTION G: HARDWARE REPLACEMENT COSTS

Limit of liability: USD1,000,000 each and every claim

Deductible: USD2,500 each and every claim



THE FOLLOWING INSURING CLAUSES ARE SUBJECT TO AN AGGREGATE LIMIT

INSURING CLAUSE 4: NETWORK SECURITY & PRIVACY LIABILITY

SECTION A: NETWORK SECURITY LIABILITY

Aggregate limit of liability:	USD1,000,000	in the aggregate, including costs and expenses
Deductible:	USD2,500	each and every claim, including costs and expenses

SECTION B: PRIVACY LIABILITY

Aggregate limit of liability:	USD1,000,000	in the aggregate, including costs and expenses
Deductible:	USD2,500	each and every claim, including costs and expenses

SECTION C: MANAGEMENT LIABILITY

Aggregate limit of liability:	USD1,000,000	in the aggregate, including costs and expenses
Deductible:	USD2,500	each and every claim, including costs and expenses

SECTION D: REGULATORY FINES

Aggregate limit of liability:	USD1,000,000	in the aggregate, including costs and expenses
Deductible:	USD2,500	each and every claim, including costs and expenses

SECTION E: PCI FINES, PENALTIES AND ASSESSMENTS

Aggregate limit of liability:	USD1,000,000	in the aggregate, including costs and expenses
Deductible:	USD2,500	each and every claim, including costs and expenses

INSURING CLAUSE 5: MEDIA LIABILITY

SECTION A: DEFAMATION

Aggregate limit of liability:	USD1,000,000	in the aggregate, including costs and expenses
Deductible:	USD2,500	each and every claim, including costs and expenses

SECTION B: INTELLECTUAL PROPERTY RIGHTS INFRINGEMENT

Aggregate limit of liability:	USD1,000,000	in the aggregate, including costs and expenses
Deductible:	USD2,500	each and every claim, including costs and expenses

INSURING CLAUSE 6: TECHNOLOGY ERRORS AND OMISSIONS

NO COVER GIVEN



INSURING CLAUSE 7: COURT ATTENDANCE COSTS

Aggregate limit of liability: USD100,000 in the aggregate

Deductible: USD0 each and every claim



POLICYHOLDER DISCLOSURE NOTICE OF TERRORISM INSURANCE COVERAGE

ATTACHING TO POLICY N/A

NUMBER:

THE INSURED: Township of Marion Livingston

WITH EFFECT FROM: -

Coverage for acts of terrorism is included in your policy. You are hereby notified that under the Terrorism Risk Insurance Act, as amended in 2015, the definition of act of terrorism has changed. As defined in Section 102(1) of the Act: The term "act of terrorism" means any act or acts that are certified by the Secretary of the Treasury—in consultation with the Secretary of Homeland Security, and the Attorney General of the United States—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

Under your coverage, any losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Terrorism Risk Insurance Act, as amended. However, your policy may contain other exclusions which might affect your coverage, such as an exclusion for nuclear events. Under the formula, the United States Government generally reimburses 85% through 2015; 84% beginning on January 1, 2016; 83% beginning on January 1, 2017; 82% beginning on January 1, 2018; 81% beginning on January 1, 2019 and 80% beginning on January 1, 2020, of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage.

The Terrorism Risk Insurance Act, as amended, contains a \$100 billion cap that limits U.S. Government reimbursement as well as insurers' liability for losses resulting from certified acts of terrorism when the amount of such losses exceeds \$100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced.

The portion of your annual premium that is attributable to coverage for acts of terrorism is USD0.00 and does not include any charges for the portion of losses covered by the United States government under the Act.

SUBJECT OTHERWISE TO THE TERMS AND CONDITIONS OF THE POLICY

Township of Marion, Livingston County

1/1/2024

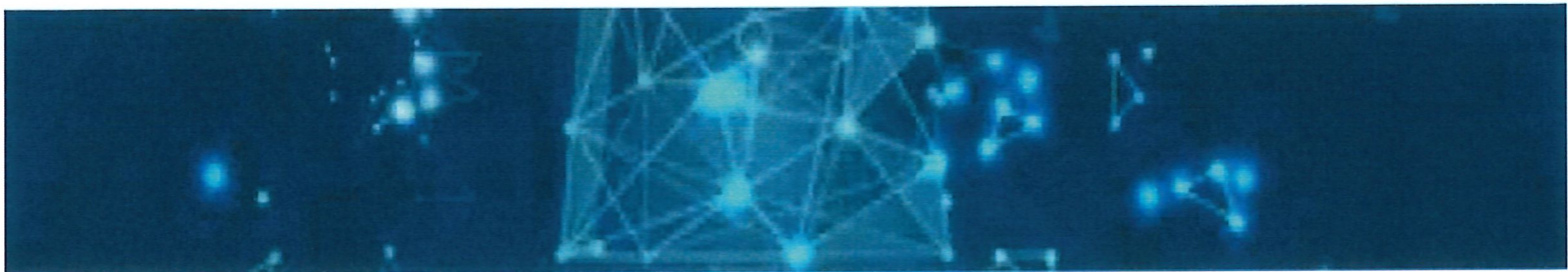
Premium Summary

\$1,000,000 Coverage Limit	\$2,450.00
Policy Fees	\$400.00
Policy Taxes	\$61.25
Total Premium:	\$2,911.25

****NOTICE:**

This proposal is an overview of coverage and is merely descriptive and should be used for reference purposes only. Please refer to the coverage document for specific terms, conditions, and exclusions. Any questions should be referred to your independent insurance agent.





Burnham & Flower
INSURANCE GROUP

▲ ACRIURE[®] AGENCY PARTNER

INVOICE /BIND REQUEST

Township of Marion, Livingston County
Tammy Beal
2877 West Coon Lake Road
Howell, MI 48843-8937

BURNHAM & FLOWER AGENCY, INC.
315 South Kalamazoo Mall
Kalamazoo, MI 49007

ENTITY NAME: Township of Marion, Livingston County

EFFECTIVE: 01/01/2024

Please bind coverage per the attached proposal premiums as indicated below.

Package

General Liability	Included
Employee Benefits Liability	Included
Wrongful Acts Liability	Included
Property	Included
Automobile	Included
EDP	Included
Crime	Included
Terrorism	Included
Cyber	Included

Total MTPP Package Premium

\$61,920.25

Total Premium Submitted

\$ _____

PAYMENT DUE ON OR BEFORE POLICY EFFECTIVE DATE

THANK YOU FOR YOUR BUSINESS AND CONTINUED SUPPORT!

AUTHORIZED SIGNATURE: _____ DATE: _____



Applicant Name: **MARION TOWNSHIP - LIVINGSTON**
Policy Effective Date: 01/01/2024
Application Number: 3389033071001

Tokio Marine HCC Public Risk APPLICATION DECLARATION

After complete investigation and inquiry, to the best of applicant's knowledge and belief, no principals, partners, directors, officers, employees, or insurance managers have knowledge of any act, error, omission, fact, incident, situation, unresolved job dispute, accident, or any other circumstance that is or could be the basis for a claim under this proposed insurance policy.

Report knowledge of all such incidents to your current carrier prior to your current policy expiration. The proposed insurance being applied for will not respond to incidents about which you had knowledge prior to the effective date of the policy nor will coverage apply to any claim or circumstance identified or that should have been identified in this application.

The applicant has read the foregoing and understands that completion of this Application does not bind the Underwriter or other party to provide coverage. It is agreed, however, that this Application is complete and correct to the best of applicant's knowledge and belief and that all particulars which may have a bearing upon acceptability as an insurance risk have been revealed. It is understood that this Application shall form the basis of the contract should the Underwriter approve coverage and should the applicant be satisfied with the Underwriter's quotation.

It is further agreed that, if in the time between submission of this Application and the requested date for coverage to be effective, the applicant becomes aware of any information which would change the answers furnished in response to any question of this Application, such information shall be revealed immediately in writing to the Underwriter.

Signature of authorized official: _____ Date _____

Print name of authorized official: _____

Title of authorized official: _____

Client Name: **MARION TOWNSHIP**
Application #: 3389033071001
Michigan Township Participating Plan

11/29/2023 2:35:44 PM

INVOICE /BIND REQUEST

Township of Marion, Livingston County
Tammy Beal
2877 West Coon Lake Road
Howell, MI 48843-8937

BURNHAM & FLOWER AGENCY, INC.
315 South Kalamazoo Mall
Kalamazoo, MI 49007

ENTITY NAME: Township of Marion, Livingston County

EFFECTIVE: 01/01/2024

Please bind coverage per the attached proposal premiums as indicated below.

Package

General Liability	Included
Employee Benefits Liability	Included
Wrongful Acts Liability	Included
Property	Included
Automobile	Included
EDP	Included
Crime	Included
Terrorism	Included

Total MTPP Package Premium

\$59,009

Total Premium Submitted

\$ _____

PAYMENT DUE ON OR BEFORE POLICY EFFECTIVE DATE

THANK YOU FOR YOUR BUSINESS AND CONTINUED SUPPORT!

AUTHORIZED SIGNATURE: _____ **DATE:** _____

**MARION TOWNSHIP RESOLUTION TO
APPROVE THE OPTING OUT OF THE 2011 PUBLIC ACT 152**

Resolution # 2024-
January 11, 2024

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 11th day of January, 2024 at 7:30 p.m. Eastern Standard Time.

PRESENT:

ABSENT:

The Township of Marion has adopted a resolution to adopt annual exemption option as set forth in 2011 Public Act 152, the Public Funded Health Insurance Contribution Act, as presented.

The Resolution was offered by _____ and supported by _____.

Upon roll call vote the following voted "Aye":

No:

RESOLUTION DECLARED _____.

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 11th day of January, 2024, 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: Poverty Guidelines and Letter Appeals
Date: January 11, 2024

Attached are two resolutions we adopt every year. One is the Guidelines for Poverty Appeals. As in the past, the income levels are the Federal Guidelines are moved up one level. The Township level for family size one is the Federal level for family size two, etc. The asset test is the same as in previous years.

The other allows residents to submit a letter appeal rather than appearing in person.

**RESOLUTION TO ADOPT POVERTY EXEMPTION POLICY AND GUIDELINES
FOR 2023 INCOME AND ASSET TESTS**

RESOLUTION #2024-nn, January 11, 2024

_____ motioned to adopt a resolution to set the following policy and guidelines for 2024 Poverty Exemptions, Seconded by _____

In order to qualify for a poverty exemption, property owners must submit an application using the State of Michigan form 5737. Form 5739 to prove ownership must also be submitted. Property owners that are not required to file a Federal Income Tax Return must also file form 4988. These forms will be available at the Township Office and links to the forms will be posted on the Township website: www.mariontownship.com.

The Board of Review shall consider the income and asset guidelines listed below. Applicants exceeding the guidelines in one of the tests may qualify for partial exemption (25%, 50%, or 75% consistent with state law) if they have shortages in the other test. Poverty appeals may be filed at the March, July, or December Boards of Review.

Income Test: The income guidelines shall be the adjusted Federal Poverty Guidelines as follows:

<u>Size of Family Unit</u>	<u>Poverty Guidelines</u>
1	\$ 19,720
2	\$ 24,860
3	\$ 30,000
4	\$ 35,140
5	\$ 40,280
6	\$ 45,420
7	\$ 50,560
8	\$ 55,700
For each additional person	\$ 5,140

Asset Test: To be eligible for a 100% poverty exemption for 2024, property owners shall have a maximum of \$50,000 in net assets, excluding their principal residence, retirement accounts, and accounts having a substantial penalty for withdrawals.

Upon roll call vote, the following voted "Aye":

The following voted "Nay":

The following abstained:

The supervisor declared the resolution _____.

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 11th day of January 2024, and further certify that the above Resolution was adopted at said meeting.

Marion Township Clerk

Date

RESOLUTION TO ALLOW RESIDENTS TO FILE LETTER APPEALS
TO THE BOARD OF REVIEW FOR 2024

RESOLUTION #2024-nn
January 11, 2024

_____ motioned to adopt a resolution to set the following policy for 2024 Letter Appeals to the Board of Review, Seconded by _____

Marion Township property owners may file an appeal of the assessed value of their real or personal property by written letter to the Board of Review for consideration. The letter will preserve their right to appeal to the Michigan Tax Tribunal. The letter must arrive at the township by noon on Tuesday March 12, 2024, the last day of the final scheduled Board of Review hearings.

This date may be changed due to State of Michigan orders or statutes.

Upon roll call vote, the following voted "Aye":

The following voted "Nay":

The following abstained:

Resolution

The supervisor declared the motion

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 11th day of January 2024, and further certify that the above Resolution was adopted at said meeting.

Marion Township Clerk

Date

Livingston County Road Commission

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

December 15, 2023

Dear Livingston County Township Managers and Supervisors,

The Livingston County Road Commission has budgeted approximately \$3,000,000 for Primary and Local Road Pavement Preservation. We hope to maximize our program again by asking Townships to submit primary road and local projects that they would consider partnering on.

We have carried over our Pavement Preservation Program contract for another year with Rieth Riley Construction Company Inc. This enables us to keep the low bid prices from 2022 and allows us to start work immediately in the spring as soon as the weather breaks.

Attached is a costing guide for budgeting purposes only. We ask that you select projects for 2024 that are of importance to your area. This will help us plan the upcoming construction season.

The Livingston County Road Commission is currently matching 50% on all Primary and Local Roads (not subdivisions). Once we have all the projects identified we will evaluate projects and available dollars to maximize our 2024 pavement program.

2024 Projects					
Road Name	Termini	Length	Base Cost (Max)	Total Cost	Twp Match \$

Please submit your road candidates by February 29th.

Thank You,



Jodie Tedesco, P.E.

County Highway Engineer

Enclosures

2024 PPP Average Cost / Mile

Treatment	Average Cost / Mile	Recommended Road Candidate Condition
Reconstruct Gravel Road and HMA Pave	\$3.5 Million	Gravel Road with ADT greater than 1,000
2.0" Hot Mix Asphalt(HMA) Overlay	\$210,000	Paser Rating high 4, Surface raveling or first signs of wheel path cracking. Block cracking over 50%, patches in good condition.
HMA Wedge Course and 2.0" HMA Overlay	\$375,000	Paser Rating 3 or low 4, Moderate Rutting, extensive block cracking, patches in poor condition.
Base Repair/HMA Wedge Course/ 2.0" HMA Overlay	\$440,000	Paser Rating high 2 or 3. Significant road deterioration. Patches 1,000 syds or less per mile. Unbuilt road with poor underlying soils.
2.5" Mill existing pavement/ 3.0" HMA Pavement 2-Lifts	\$450,000	Paser Rating 2 – 4. Roadway with curb and gutter or grade control. Surface raveling, cracking, poor patches.
2.5" Mill existing pavement/ 4.0" HMA Pavement 2-Lifts with 3.0 paved shoulder	\$650,000	Paser Rating 2 – 4. Roadway with grade control. Surface raveling, cracking, poor patches. With high traffic volumes
Crush and grade existing pavement. HMA Pave, 400#/Syd 2-Lifts	\$475,000	Paser Rating 2 or 3. Significant road deterioration. Patches in poor condition greater than 1000 syd per mile. Decent underlying road base.
Chip Seal with a Fog Seal	\$48,000	Low volume rural paved road. Minor surface defects and cracking.
HMA Wedge with a Chip Seal and Fog Seal	\$260,000	Low volume rural paved road. Minor rutting and deformation of pavement.
Reclamite HMA pavement surface rejuvenator	\$30,000	3-5 year old newly paved roadway. Rejuvenates bitumen in the pavement to extend pavement life.
Overband Crack Seal	\$10,000	Cracks 1/4" or larger
Subdivision Street - 4.0" Mill/4.0" Pave Curb and Gutter with 26' Width	\$700,000	Paser Rating 2-4. Roadway with curb and gutter. Surface raveling, cracking, poor patches. Drainage Improvements.

MEMO

To: Marion Township Board
From: Bob Hanvey
Subject: Marion 3 Drain Assessment
Date: January 11, 2024

The Marion Township "at large" portion of the Marion 3 Drain project is \$373,285. The assessment can be paid annually over 15 years or in a single payment. The estimated interest over the 15 years is about \$172,000.

Attached to this memo is the 15 year installment schedule and correspondence with Ken Palka about the advantage of making the single payment.

If the Board chooses the single payment option, we need to make the payment tomorrow (January 12, 2024) and make a General Fund Budget Amendment.

	Approved	Amended
527-000 · DRAINS		
527-931 · DRAIN MAINTENANCE		\$400,000
527-000 · DRAINS - Other	\$5,000	\$1,000

The \$5,000 was in the wrong account when approved in June.

Remaining Installments Payment Schedule

User: KenR

Parcel: 10

DB: Livingston Drain Assessing

Project: XM2402 MARION NO. 3

Year	Begin Bal.	Principal	Interest	Total	Outstanding	YE Done
2024	\$373,285.28	\$24,885.69	\$16,897.69	\$41,783.38	\$348,399.59	No
2025	\$348,399.59	\$24,885.69	\$20,781.52	\$45,667.21	\$323,513.90	No
2026	\$323,513.90	\$24,885.69	\$19,297.13	\$44,182.82	\$298,628.21	No
2027	\$298,628.21	\$24,885.69	\$17,812.73	\$42,698.42	\$273,742.52	No
2028	\$273,742.52	\$24,885.69	\$16,328.34	\$41,214.03	\$248,856.83	No
2029	\$248,856.83	\$24,885.69	\$14,843.94	\$39,729.63	\$223,971.14	No
2030	\$223,971.14	\$24,885.69	\$13,359.55	\$38,245.24	\$199,085.45	No
2031	\$199,085.45	\$24,885.69	\$11,875.15	\$36,760.84	\$174,199.76	No
2032	\$174,199.76	\$24,885.69	\$10,390.76	\$35,276.45	\$149,314.07	No
2033	\$149,314.07	\$24,885.69	\$8,906.37	\$33,792.06	\$124,428.38	No
2034	\$124,428.38	\$24,885.68	\$7,421.97	\$32,307.65	\$99,542.70	No
2035	\$99,542.70	\$24,885.68	\$5,937.58	\$30,823.26	\$74,657.02	No
2036	\$74,657.02	\$24,885.68	\$4,453.18	\$29,338.86	\$49,771.34	No
2037	\$49,771.34	\$24,885.68	\$2,968.79	\$27,854.47	\$24,885.66	No
2038	\$24,885.66	\$24,885.66	\$1,484.39	\$26,370.05	\$0.00	No
Total:		\$373,285.28	\$172,759.09	\$546,044.37		

From: Bob Hanvey <supervisor@mariontownship.com>
Sent: Friday, December 22, 2023 2:30 PM
To: KENNETH PALKA <KPALKA@PHPCPA.COM>
Cc: Sandy Donovan <treasurer@mariontownship.com>; Tammy Beal <tammybeal@mariontownship.com>
Subject: FW: Marion No. 3

Hi Ken:

Attached is the payment schedule for the Marion 3 Drain.

It would be helpful if you would send an email with your recommendation about us making a single payment or paying over 15 years.

We need your response by noon on 1/4/2024 to get it in the packet for the 1/11/2024 Board meeting.

Merry Christmas!
Thanks
Bob Hanvey

Hi Bob,

In reviewing the payment schedule and the amount of interest being charged, (appears to be between 4 and 5%) I would pay the entire amount due of \$373,285.

The amount of interest you are saving is over \$172,000. The Township definitely has the cash available to do so.

Kenneth J. Palka, CPA
Pfeffer, Hanniford & Palka CPA's
225 E. Grand River, Suite 104
Brighton, MI 48116

MEMO

To: Marion Township Board
From: Bob Hanvey
Subject: Sewer usage rate
Date: January 11, 2024

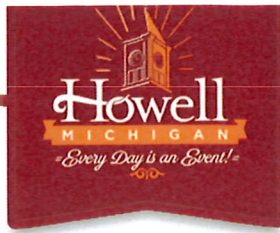
Attached to this memo is a letter from the City of Howell informing us that they are going to increase the rate they charge us for processing our wastewater. The increase is about 7%.

Also attached is the last page of our audit report that shows the operating results for the sewer fund. Last year was the first year with a reasonable income.

This income is what we will use to fund maintenance on the entire collection system. Our collection system is about twenty years old and so far we have had only a few major issues. The failure of the pressure line from the Peavy pump station to the sewer plant was our most expensive repair so far at about \$100,000.

We are planning to do some infiltration work this year which will require around \$50,000.

I suggest that we wait until we have the billing for October – December quarter so we can get a six-month report to decide what rate increase we need.



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

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

December 15, 2023

Dear Mr. Hanvey,

Please be advised that the City of Howell Council approved a rate increase to the City Wastewater Treatment Rate. This increase was approved under Resolution Number 20-24 and included annual rate increases through 2025. Based on this resolution, rates will be adjusted each year as of January 1st. Currently the City charges Marion Township \$4.18 per thousand gallons, this rate will be increased to \$4.47 per thousand gallons effective January 1, 2024.

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

Sincerely,

Matt Davis
Public Service Director



517-546-7510



517-546-6019

**PROPRIETARY SEWER FUND
STATEMENT OF REVENUES AND EXPENSES FOR OPERATIONS ONLY
FOR THE YEARS ENDED JUNE 30, 2014 - 2023**

	6/30/2023	6/30/2022	6/30/2021	6/30/2020	6/30/2019	6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014
REVENUE										
User charges -										
Quarterly charges for usage	461,359	410,058	359,303	325,193	\$ 290,146	\$ 298,756	\$ 289,447	\$ 264,297	\$ 254,001	\$ 239,446
EXPENSES										
Contract labor	26,013	33,792	23,798	30,703	35,643	32,098	25,544	38,433	45,275	39,527
Sewer usage fee	280,371	297,710	227,645	239,767	192,157	197,379	178,739	153,914	151,343	137,972
Repairs and maintenance	675	5,410	13,384	15,943	35,804	674	33,937	714	1,658	13,840
Utilities	13,730	12,802	12,034	12,156	11,498	10,436	9,749	10,326	8,164	10,237
Telephone	4,742	5,624	15,598	14,664	12,696	10,044	7,158	5,189	7,485	5,988
Administrative fees -										
Reimbursement to general fund	3,000	3,000	3,000	3,000	6,000				5,000	4,000
Billing administrative (Genoa Twp.)	26,579	24,269	22,886	21,523	20,597	20,229	19,877	18,971	18,055	16,915
Professional fees	6,688	9,261	6,300	7,812	13,171	35,632	45,999	25,238	7,531	17,218
Refunds						1,494		17,683		
Miscellaneous									440	
Total expenses	361,798	391,868	324,645	345,568	327,566	307,986	321,003	270,468	244,951	245,697
Net operating income (loss)	\$ 99,561	\$ 18,190	\$ 34,658	\$ (20,375)	\$ (37,420)	\$ (9,230)	\$ (31,556)	\$ (6,171)	\$ 9,050	\$ (6,251)

MEMO

To: Marion Township Board
From: Bob Hanvey
Subject: Nuisance Ordinances
Date: January 11, 2024

I received the attached draft ordinances from Attorney Gormley with this comment:

As I mentioned yesterday, I have revised the nuisance Ordinance to avoid some of the issues we were dealing with at the last meeting. Since that Ordinance discusses MCI tickets, I also drafted a Penalty Ordinance. You cannot have MCI tickets without the language in the penalty ordinance, in my opinion.

These are rough drafts. Take a look at them and we can talk.

Let's discuss them at the Board meeting January 11, 2024.

DRAFT

STATE OF MICHIGAN
COUNTY OF LIVINGSTON
TOWNSHIP OF MARION
LIVINGSTON COUNTY, MICHIGAN
MARION TOWNSHIP NUISANCE ORDINANCE NO. _____

Section 1: Title:

This ordinance shall be known and cited as the Marion Township Nuisance Ordinance.

Section 2: Purpose

The purpose of this ordinance is to secure public health, safety and general welfare and to deter loud noises and disturbances of the peace, quiet and comfort of the residents and property owners of the township by any person, their possessions, or owned animal.

Section 3: Definition:

The word "nuisance" as used in this ordinance means any act or acts or omission to act on the part of any person which creates or permits the existence of a situation which annoys, injures, or endangers the peace, welfare, order, health, or safety of the public in their persons or property, as determined by the Township in its sole reasonable judgment. As defined herein, a nuisance includes, but is not limited to, conditions which render persons insecure in the use and enjoyment of their property, such as effects and emanations from noise, glare, lights, vibration, dust, smoke, odor, gas, steam, fly-ash, soot, acids, chemicals, fumes, cinders, worms, insects, rodents, flies, decaying matter, whether such effects and emanations are natural or result from human or mechanical alteration or manipulation of materials, as determined by the Township in its sole reasonable judgment. A nuisance also includes residues or leaching from deposits of matter which seep into water on the surface or in the ground thereby making it unfit or unpalatable for human consumption, or for use by domestic animals, as determined by the Township in its sole reasonable judgment. A nuisance includes a condition which is indecent, obnoxious, or offensive to the senses, as determined by the Township in its sole reasonable judgment.

Section 4: Abatement:

If the Township finds a Nuisance, as defined above in its sole reasonable judgment, it shall be the duty of the person who creates, causes, allows, suffers, or permits the existence of a nuisance, to abate the same.

- 4.1 The term "abate" or "abatement" shall include demolition removal, repair, maintenance, construction, reconstruction, replacement and reconditioning of structures, appliances, appurtenances or equipment; and it shall also include removal, transportation, buying, disposal and treatment of refuse, manure or other substance or media capable of causing obnoxious odors or of attracting or breeding flies, and the application of chemicals insecticides or other substances or the use of mechanical means to control, eradicate and eliminate the nuisance conditions, including screening by vegetation and/or fences.
- 4.2 The Township shall determine in its sole reasonable judgment if the actions taken by a person who creates, causes, allows, suffers, or permits the existence of nuisance are sufficient to abate same.

Section 5: Procedure:

When a nuisance occurs, the following procedure shall be followed:

A) Offended party shall peaceably contact the offender to discuss/inform of the issue. If the offended party is unwilling/unable to contact the offender or there is no resolution then,

B) The Offended party shall notify the Township by filing a written complaint (containing information about who, what, when, where). The Township may provide a standardized form for collecting such complaints. The Township will then independently view the alleged nuisance contained in the written report to make an independent determination as to the existence of the nuisance in its sole reasonable judgment:

- B1) If the Township determines no nuisance exists, then it shall close the complaint and write a letter to the Offended party advising them of same;
- B2) If the Township determines that a Nuisance does exist, in its sole reasonable judgment, then the Township staff will attempt to resolve the issue with the Offending party,

C) In case there is no reasonable resolution, after a possible site visit by township staff, a further resolution may be attempted by the Township Supervisor taking one of the following administrative steps:

- C1) Scheduling a Board of Trustees show cause hearing for the Offending party,
- C2) Contacting Township Attorney to take legal action against the Offending party under this or any other legal ordinance of the Township,
- C3) Contacting other government agencies relating to the situation and issues involved and requesting assistance in resolving same, or
- C4) Take no further action.

Section 6: Violation, Enforcement, and Penalties:

Violation of this ordinance shall constitute a municipal civil infraction, subject to the penalties stated herein. The Supervisor is hereby authorized to enforce this ordinance, and he/she may delegate the enforcement to any administrative official, employee, or contractor of the Township, including the Township Attorney. The Township may, also, seek abatement of a nuisance and such other relief as may be obtained by civil proceedings in court, if the Offending Party is issued 3 or more Municipal Civil Infraction Tickets for the same nuisance offense in any sixty (60) day period. The penalties for each Municipal Civil Infraction Ticket shall be set forth as established in a Municipal Civil Infraction Ordinance of the Township.

Section 7: Saving Clause:

If any section, subsection, sentence, clause, or phrase of this Ordinance is, for any reason, held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Township of Marion declares that it would have passed this Ordinance and each section, subsection, clause, or phrase hereof, irrespective of the fact that any one or more section, subsections, sentences, clauses, and phrases be declared unconstitutional.

Section 8: Effective Date of Ordinance:

That this Ordinance and the related rules, regulations, provisions, requirements, orders, and matters established shall take effect one day after publication, except any penalty provisions which shall take effect thirty (30) days after publication, pursuant to MCL 41.184 (2) (a) and (b).

Section 9: Repealer:

All Ordinances or parts of Ordinances in conflict with this Ordinance are repealed only to the extent necessary to give all provisions of this Ordinance full effect.

9.1 This Ordinance repeals and replaces Ordinance 19-01 in its entirety.

The Marion Township Nuisance Ordinance No. _____ can be purchased, examined, or inspected at the Marion Township Hall, 2877 Coon Lake Road, Howell, MI 48843, Monday through Thursday between the hours of 9:00 A.M. and 5:00 P.M.

Motion by _____, supported by _____. Motion carried _____.

Tammy L. Beal, MMC
Marion Township Clerk

Date adopted by the Township Board:

Date published by the newspaper:

Name of the newspaper: Fowlerville News & Views

Effective date:

Date filed with the Livingston County Clerk:

Date recorded in Township's Ordinance Book:

DRAFT

STATE OF MICHIGAN
COUNTY OF LIVINGSTON
TOWNSHIP OF MARION
LIVINGSTON COUNTY, MICHIGAN
MARION TOWNSHIP MUNICIPAL CIVIL INFRACTION
ORDINANCE NO. _____

Section 1: Title:

This ordinance shall be known and cited as the Marion Township Penalty Ordinance.

Section 2: Purpose

The purpose of this ordinance is to provide a procedure for handling different types of penalties for violation of Ordinances of the Township of Marion.

Section 3: Definition:

- 3.1 The words “municipal civil infraction” means an act or omission that is prohibited by Ordinance of the Township of Marion, but which is not a crime under any other Ordinance of the Township, and for which civil sanctions, including without limitation, fines, damages, expenses and costs, may be ordered, as authorized by Chapter 87 of Act No. 236 of the Public Acts of 1961, as amended. [MCL 600.8701, *et seq*] A municipal civil infraction is not a lesser included offense of a violation of this Ordinance that is a criminal offense.
 - 3.1.1 Unless a violation of a Township Ordinance is specifically designated a misdemeanor, then the Violation shall be a municipal civil infraction.
 - 3.1.2 For the purpose of this Ordinance any reference to a person violating a municipal civil infraction ordinance shall mean a person, firm, corporation, or legal entity
 - 3.1.3 The word "violation" includes any act prohibited or made or declared to be unlawful or an offense, by a Township Ordinance, including any omission or failure to act where the act is required by a township ordinance.
- 3.2 Misdemeanors. A person convicted of a violation of any Township Ordinance not designated a civil infraction, a nuisance per se, or a municipal civil infraction shall be guilty of a misdemeanor.
- 3.3 Civil infraction. Civil infractions involving traffic or parking violations are governed by the Michigan Motor Vehicle Code and the Michigan Uniform Traffic Code.
- 3.4 Criminal action of nuisance per se. Except as otherwise provided by law or designated by other Township Ordinance, a use of land or a dwelling, building, or structure, including a tent or recreational vehicle, used, erected, altered, razed, or converted in violation of a zoning ordinance or regulation adopted under the Zoning Enabling Act can be a criminal action of nuisance per se.
- 3.5 Civil Action of Public Nuisance. All claims by the Township based on or to abate a public nuisance is defined as an unreasonable interference with a common right enjoyed by the general public. The term “unreasonable interference” shall include conduct that (1) significantly interferes with the public’s health, safety, peace, comfort, or convenience,

(2) is prohibited by law, or (3) is known or should have been known by the actor to be of a continuing nature that produces a permanent or long-lasting, significant effect on those rights.

Section 4: Penalty provisions.

- 4.1 Misdemeanors. A person convicted of a violation of any Township Ordinance not designated a civil infraction, a nuisance per se, or a municipal civil infraction shall be guilty of a misdemeanor and shall be punished by a fine of not more than \$500.00 and the cost of prosecution, or by imprisonment for not more than 90 days, or by both such fines and costs, and imprisonment. Each act of violation and every day upon which such violation shall occur shall constitute a separate offense.
- 4.2 Civil infraction. Civil infractions involving traffic or parking violations are governed by the Michigan Motor Vehicle Code and the Michigan Uniform Traffic Code, both of which are or could be adopted by reference by ordinance of the Township of Marion, including the appropriate fees and costs.
- 4.3 Municipal civil infraction. Any person violating any provision of a Township ordinance not designated a misdemeanor or a civil infraction (traffic) shall be adjudged responsible for a municipal civil infraction as set forth below. Each and every day such violation continues beyond any permissible grace period, constitutes a separate municipal civil infraction violation for which an additional ticket maybe written to the person.
 - 4.3.1 The sanction for a civil infraction shall be a fine in the amount provided by this section, plus costs, damages, expenses, equitable relief and other sanctions, authorized under Chapter 87 of Act No. 236 of the Public Acts of Michigan of 1961, as amended, and other applicable law (MCL 600.8701 et seq.).
 - 4.3.2 Unless otherwise provided in a township ordinance, the fine for a civil infraction violation shall not be less than \$50.00, plus costs and other sanctions.
 - 4.3.3 Increased civil fines may be imposed for repeated violations by a person of any requirement or provision of a Township ordinance. As used in this section, "repeat offense" means a second (or any subsequent) municipal civil infraction violation of the same requirement or provision:
 - i. Committed by a person within a six-month period (unless some other period is specifically provided by a Township ordinance); and
 - ii. For which the person admits responsibility or is determined to be responsible.
 - 4.3.4 Unless otherwise provided in a Township ordinance, the increased fine for a repeat offense shall be as follows:

- i. For a first repeat offense shall not be less than \$250.00, plus costs and other sanctions.
- ii. For a second or repeat offense or any subsequent repeat offense shall not be less than \$500.00, plus costs and other sanctions.

4.3.5 The Township Supervisor, Township Code Enforcement Officer, Township Zoning Administrator, Township Police Officer (including a contract police officer or force), and/or Township building inspector shall each have the authority to issue municipal civil infraction citations applicable to a Township ordinance, after an investigation and upon authorization by the Township attorney, pursuant to MCL 600.8702(2).

4.3.6 Violations of the following Township Ordinances are designated as municipal civil infractions:

- i.
- ii.
- iii.
- iv.

4.4 Nuisance per Se.

4.4.1 Criminal action of nuisance per se. Except as otherwise provided by law or designated by other Township Ordinance, a use of land or a dwelling, building, or structure, including a tent or recreational vehicle, used, erected, altered, razed, or converted in violation of a zoning ordinance or regulation adopted under the Zoning Enabling Act can be a criminal action of nuisance per se. The court shall order the nuisance abated, and the owner or agent in charge of the dwelling, building, structure, tent, recreational vehicle, or land is liable for maintaining a nuisance per se. The court shall order such nuisance abated and the owner and/or agent in charge of such dwelling, building, structure, tent, mobile home, or land shall be adjudged guilty of maintaining a nuisance per se. Anyone violating any of the provisions of this Ordinance shall upon conviction thereof be subject to a fine of not more than "as per council resolution" and the costs of prosecution thereof, by imprisonment in the county jail for a period not to exceed 30 days, or both. Each day that a violation is permitted to exist from the time of formal citation by the township shall constitute a separate offense. The imposition of any sentence shall not exempt the offender from compliance with the requirements of any other Township Ordinance.

- 4.5 Civil action of nuisance. Pursuant to MCL 600.2940, the Township may bring a civil public nuisance cause of action in the circuit court to abate the repeated violation of any Township Ordinance:
- 4.5.1 All claims based on or to abate nuisance may be brought in the circuit court. The circuit court may grant injunctions to stay and prevent nuisance.
 - 4.5.2 When the Township prevails on a claim based on a public nuisance, the Township may have judgment for damages and may have judgment that the nuisance be abated and removed unless the judge finds that the abatement of the nuisance is unnecessary.
 - 4.5.3 Repeated violations shall mean any repeat violation of the same Township Ordinance within six (6) months of the original or last violation.
- 4.4.3 If the judgment is that the public nuisance shall be abated, the court may issue a warrant to the proper officer, requiring him to abate and remove the nuisance at the expense of the defendant, in the manner that public nuisances are abated and removed. The court may stay the warrant for as long as six months to give the defendant an opportunity to remove the nuisance, upon the defendant giving satisfactory security to do so.
- 4.4.4 The expense of abating and removing the public nuisance pursuant to such warrant, shall be collected by the officer in the same manner as damages and costs are collected upon execution, excepting that the materials of any buildings, fences, or other things that may be removed as a nuisance, may be sold by the officer, in like manner as goods are sold on execution for the payment of debts. The officer may apply the proceeds of such sale to defray the expenses of the removal, and shall pay over the balance thereof, if any, to the defendant upon demand. If the proceeds of the sale are not sufficient to defray the said expenses, he shall collect the residue thereof as before provided.
- 4.4.5 Actions under this section are equitable in nature unless only money damages are claimed.
- 4.4.6 The Township Supervisor, Township Code Enforcement Officer, or the Township Zoning Administrator shall each have the authority to authorize the issuance of civil public nuisance charge and the Township Police shall have the authority to authorize the issuance of a criminal nuisance per se charge. In both cases, the issuance shall be for a violation of an applicable Township Ordinance, after an investigation and upon the additional authorization by the Township Attorney.

Section 5: Miscellaneous.

- 5.1 The penalties provided in this Ordinance, unless another penalty is expressly provided in an Ordinance adopted subsequent to this Ordinance, shall apply without the necessity of providing for a penalty in any future Ordinance making the revision.
- 5.2 Notwithstanding subsection 4 above, the Township may also bring a civil action for an injunction or other process against a person to restrain, prevent, or abate any violation of any Township Ordinance
- 5.3 The remedies and penalties provided herein are cumulative and in addition to any other remedies provided by law.

Section 6: Saving Clause:

If any section, subsection, sentence, clause, or phrase of this Ordinance is, for any reason, held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this Ordinance. The Township of Marion declares that it would have passed this Ordinance and each section, subsection, clause, or phrase hereof, irrespective of the fact that any one or more section, subsections, sentences, clauses, and phrases be declared unconstitutional.

Section 7: Effective Date of Ordinance:

That this Ordinance and the related rules, regulations, provisions, requirements, orders, and matters established shall take effect one day after publication, except any penalty provisions which shall take effect thirty (30) days after publication, pursuant to MCL 41.184 (2) (a) and (b).

Section 8: Repealer:

All Ordinances or parts of Ordinances in conflict with this Ordinance are repealed only to the extent necessary to give all provisions of this Ordinance full effect.

The Marion Township Nuisance Ordinance No. _____ can be purchased, examined, or inspected at the Marion Township Hall, 2877 Coon Lake Road, Howell, MI 48843, Monday through Thursday between the hours of 9:00 A.M. and 5:00 P.M.

Motion by _____, supported by _____. Motion carried _____.

Tammy L. Beal, MMC
Marion Township Clerk

- Date adopted by the Township Board:
- Date published by the newspaper:
- Name of the newspaper: Fowlerville News & Views
- Effective date:
- Date filed with the Livingston County Clerk:
- Date recorded in Township's Ordinance Book:

Lot No. 526 Gr. 5 E Permit No. 693

Date Purchased 9/22/14

Price \$ 500 Date Paid 9/22

Perpetual Care Lakeside

Permit Owner Name Robyn Taulbee

Address [Redacted]

City Howell

State, ZIP Code MI 48843

Date of Burial	Name and Address	Age	Sex	Sexton
A				
B				
C				
D				

Sexton

Lot No. 526 Gr. 3 E Permit No. 717

Date Purchased 7/13/17

Price \$ 1000 Date Paid 7/13

Perpetual Care Lakeside

Permit Owner Name Robyn & Terry Taulbee

Address [Redacted]

City Howell MI 48843

State, ZIP Code _____

Date of Burial	Name and Address	Age	Sex	Sexton
A				
B				
C				
D				

Sexton

1. _____

MARION TOWNSHIP
Building Committee
December 13, 2023

MEMBERS PRESENT: Sandy Donovan, Tammy Beal
MEMBERS ABSENT: Scott Lloyd

OTHERS PRESENT: Jason Lipa, David Robson and Deanna Bader of Schafer Construction

CALL TO ORDER

Meeting called to order at 3:00 pm

- Schafer Construction is looking for a double-sided digital lock for the door between the meeting room and the firehall so that we don't have to have a key.
- We will be keeping the old paper towel dispensers and garbage containers (built in ones) instead of purchasing new ones.
- David from Schafer will remove one light fixture from the gang bathrooms so that Tammy and Sandy can go to Home Depot and pick out 2 new light fixtures.
- Meeting room and bump out are being painted this week.
- Kitchen cabinets and permanent board table will be installed next week.
- Hand rail and half wall in the bump out room was discussed, it will be painted the darker grey with a dark grey hand rail, black brackets. Deanna will see if they can get matching Corian for the top.
- The folding wall will not be available until June of 2024.
- Kitchen flooring and meeting room carpet will be installed on Wednesday, Thursday and Friday next week.
- Budget was discussed.
- Next Meeting is Wednesday, December 20th at 3 pm.

ADJOURNMENT

Tammy L. Beal 12-14-23
Tammy L. Beal, Township Clerk Date

MARION TOWNSHIP
Building Committee
December 20, 2023

MEMBERS PRESENT: Sandy Donovan, Tammy Beal, Scott Lloyd
MEMBERS ABSENT: Dave Hamann

OTHERS PRESENT: Jason Lipa, David Robson and Deanna Bader of Schafer Construction

CALL TO ORDER

Meeting called to order at 3:00 pm

- Schafer Construction located a double-sided digital lock for the door between the meeting room and the firehall, David from Schafer Construction will install it.
- Public restroom light fixtures, toilets, sinks and faucets have been installed.
- Landscaping is being completed this week, they have filled the ruts with topsoil, seeded and put down straw mats. They have also put natural stone around the back of the bump out. They will be replacing the large landscaping boulders by the walk out basement door.
- Meeting room, bump out and kitchen flooring is being installed this week.
- Kitchen cabinets and permanent board table are being installed
- Hand rail and half wall in the bump out room was discussed, it will be cut down 4 inches so that the person sitting on the end can see the audience.
- The IT cabinet should have been placed in a different spot but because of the wiring it must remain in the location where it is. Deanna will look into options for a different cabinet that locks.
- Next Meeting is Thursday, January 4th at 3 pm.

ADJOURNMENT

Tammy L. Beal 12/21/23
Tammy L. Beal, Township Clerk Date

Additional Early-Voting Clerks Hours/Amounts

Year	Number of Elections	Type of Election (hours)		Total Hours	Hourly Rate*	Total Amounts	
		Smooth	Issues				
2024	3	60	80	180	40.00	\$ 7,200.00	\$ 9,600.00
Totals:						\$ 7,200.00	\$ 9,600.00

Amounts based on 4-years of Clerks Elections (assuming odd years off)

Hours are in addition to the normal 32 hours of office hours.

These hours do not include the 20 hours worked on Election Day.

**Clerk to be paid out for elections worked if not re-elected.

I am requesting the median amount of \$8400 per year or \$700 per month.

Thank you for your consideration on this-- Tammy L. Beal

MEMO

To: Marion Township Board
From: Bob Hanvey
Subject: Planning Commission Appointments
Date: January 11, 2024

The terms of Planning Commissioners Anderson and Powelson expired last month. I contacted them and they are willing to continue on the Commission.

I am nominating them for reappointment for a three-year term ending in December of 2026 pending approval by the Township Board.



(<https://michigantownships.org>)



Conference registration is OPEN! Click here to register.

When members of a township team come together, there's nothing they can't accomplish! Whether it's your "teammates" working together for the good of your community, collaborating on a regional level, or joining as **One Team** to protect and improve laws and policy impacting all townships, with the right playbook and players uniting toward a goal, townships can make it happen.

MTA's *2024 Educational Conference & Expo* will help inspire the team leadership, attitude and spirit for a better township and a better Michigan. Join us at the **Grand Traverse Resort** in **Acme Township** (Grand Traverse Co.) **April 22-25**. This can't-miss event offers everyone on your township team—regardless of whether you are elected or appointed, a staff member or volunteer, new to the township or with years of experience, or from a community large or small.

MTA 2024 allows you to:

1. Connect with municipal experts, inspiring speakers and nearly 1,000 of your fellow officials
2. Choose from 50 timely township topics at sessions crafted to keep you on top of the changes, requirements and expectations of today's local leaders
3. Meet more than 100 municipal vendors offering services that can help you improve your community

Looking for information on our upcoming Annual Conference & Expo? All the details will be in the January issue of your *Township Focus* magazine. Can't wait? Want a sneak peek now? [Click here to view the full conference brochure now.](#)

Conference housing opens Jan. 24. Remember, you must first register for the Conference to receive your personalized housing code (which will be provided in your confirmation).

We look forward to seeing you in Grand Traverse for MTA 2024. Go Team!

[Click Here to Download the
Conference Registration Form](#)

As you plan for our 2024 Conference, check out our *MTA 2024* promo to see what the "Township Event of the Year" is all about.