

MARION TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
Thursday, January 24, 2019
7:30 p.m.

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

- 1) Approval of Agenda
- 2) Consent Agenda
 - a. Approval of January 13, 2019 Regular Meeting Minutes
 - b. January 15, 2019 Organizational Meeting Minutes
 - c. January 15, 2019 Regular HAPRA Minutes
 - d. January 16, 2019 HAFD Agenda/Minutes
 - e. January 16, 2019 MHOG Agenda/Minutes
 - f. December 2018 Financial Report
 - g. 2018 Last Quarter Investment Report
 - h. Peavy Road Flow Meter Readings
- 3) 6 Month to Date Budget Report
- 4) Health Insurance PA 152 Opt-out Resolution
- 5) Sanitary Sewer Flow Comparison
- 6) Final Review of Txt Amendment #02-18 Section 17.04 A & B Automobile Repair Garage, Automobile Fueling/Mixed Use Stations Special Use
- 7) Cost of Enforcement Memo
- 8) Letter Board of Review Appeal Changes
- 9) HomeTown Ice Rink Request
- 10) Minutes Up Date
- 11) Building Addition and Maintenance
- 12) Employee Handbook Update
- 13) Tri Star Electrical Estimate
- 14) Zoning Board Of Appeals Report

Correspondence and Updates

Catholic Charities
Livingston County Report
Livingston County Emergency Operations Open House

Call to the Public
Adjournment

Next Board Packet will be ready after 3pm on Thursday, February 7, 2019

MARION TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 10, 2019

DRAFT

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

MEMBERS ABSENT: Dan Lowe

OTHERS PRESENT: Phil Westmoreland, Spicer

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

Amber and Casey Felkins, 3043 Pingree, were present to ask for an update on the nuisance ordinance. Mrs. Felkins also said many communities have a light ordinance. She has forwarded information to the board members for review. Bob Hanvey asked if she would be willing to draft a document for the board's review. Mr. Felkins said the neighbor is now going to ask for a variance for a second driveway and asked why there are ordinances if people are allowed to not follow them; Mr. Hanvey said some properties have unique circumstances. He also said the nuisance ordinance is being reviewed by the attorney but will have to be approved by the board again, because the 30-day window has passed.

APPROVAL OF AGENDA

Item #6 needs to be changed to Board of Review Appointments. Les Andersen motioned to approve the agenda as amended. Scott Lloyd seconded. **Motion carried.**

CONSENT AGENDA

Les Andersen motioned to approve the consent agenda. Duane Stokes seconded. **Motion carried.**

BURNHAM & FLOWER PROPERTY AND CASUALTY INSURANCE RENEWAL

Tammy Beal motioned to adopt a resolution to accept the proposal from Burnham & Flower for the Michigan Township Participating Plan Property & Casualty insurance, including the terrorism coverage, for a total of \$41,620. Les Andersen seconded. Discussion: Greg Durbin asked for clarification on why "residence" is included; the answer was that some communities have board members working at their home. Roll call vote: Lloyd, Beal, Hanvey, Durbin, Andersen, Stokes—all yes. **Resolution passed 7-0.**

2019 POVERTY EXEMPTION GUIDELINES

Les Andersen motioned to adopt a resolution to approve the 2019 Poverty Exemption Guidelines as presented. Duane Stokes seconded. Roll call vote: Durbin, Stokes, Hanvey, Lloyd, Beal, Andersen—all yes. **Resolution passed 7-0.**

BOARD OF REVIEW LETTER APPEALS

Scott Lloyd motioned to adopt a resolution to allow residents to file letter appeals to the Board of Review for 2019, as presented. Greg Durbin seconded. Roll call vote: Beal, Andersen, Stokes, Durbin, Hanvey, Lloyd—all yes. **Resolution passed 7-0.**

BOARD OF REVIEW APPOINTMENTS

Scott Lloyd motioned to appoint Cheryl Range to the Board of Review for the two-year term beginning January 2019. Les Andersen seconded. **Motion carried.**

Greg Durbin motioned to appoint Diane Bockhausen to the Board of Review for the two-year term beginning January 2019. Les Andersen seconded. **Motion carried.**

Les Andersen motioned to appoint Richard Dell to the Board of Review for the two-year term beginning January 2019. Tammy Beal seconded. **Motion carried.**

PARKING LOT LIGHTING

Tammy Beal said the estimate from DTE will be approximately \$1,100 less than was approved, and work should begin in 6-8 weeks. She has talked with Scott Schnute about the building lights and he will submit an estimate.

CRYSTALWOOD ROADS

Bob Hanvey reported that Rick Elkow delivered a check and signed the contract today.

BUILDING ADDITION AND MAINTENANCE

Tammy Beal presented the board with the packet of information/photos on the need for more space. Les Andersen said he would like the board to have a permanent "platform" so that things didn't have to be continuously moved. He suggested that the board members visit other townships to see different options. Phil Westmoreland said his company does design plans. He said there is no charge for the proposal to do the work.

CORRESPONDENCE & UPDATES

The next CIRAB meeting is scheduled for January 31, from 8-10 am, at the City of Howell.

A special Board of Trustees meeting is scheduled for January 17 at 2 pm to discuss the recent ZBA case on landscape operations.

A motion for summary disposition in the Witkowski case is scheduled for February 7.

A meeting on recreational marijuana sponsored by the MTA Livingston Chapter is scheduled for January 30 at 6:30 pm at the Howell Chamber of Commerce.

The MTA meeting is scheduled for April in Grand Rapids, and those interested in attending should let the clerk know.

CALL TO THE PUBLIC

Phil Westmoreland, 2995 Sunset Meadow Dr., said he doesn't want his tax dollars being used on court cases that involve neighbor disputes.

ADJOURNMENT

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

Submitted by: S. Longstreet

Tammy L. Beal, Township Clerk Date

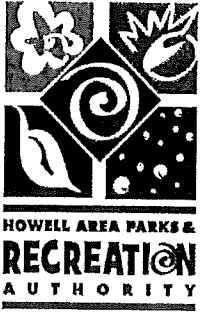
Robert W. Hanvey, Township Supervisor Date

Request for Zoning Administrator, **Dave Hamann**, to be present at
the Board of Trustee meeting on JANUARY 24, 2019.

Date

Requested by Robert W. Sawyer.

Signature



Howell Area Parks & Recreation Authority
Bennett Recreation Center

Organizational Meeting Minutes

January 15, 2019

Call to Order Chairman Sean Dunleavy called meeting to order at 7:04 PM.

Attendance: Chairman Sean Dunleavy, Treasurer Bob Ellis, Secretary Tammy Beal, Trustee Jean Graham

Absent: Co-Chair Diana Lowe

Staff: Director Tim Church, Chris Techetin

Public: None

Pledge of Allegiance

Officer Positions

New Officers need to be designated for 2019.

Jean Graham motioned to keep the officers the same as in 2018; Sean Dunleavy for Chairman, Diana Lowe for Vice Chairman, Bob Ellis for Treasurer, Tammy Beal for Secretary, Jean Graham for Trustee. Supported by Bob Ellis. Motion carried 4-0.

Motion to adjourn by Bob Ellis at 7:06 pm, supported by Tammy Beal. Motion carried 4-0.



Howell Area Parks & Recreation Authority
Bennett Recreation Center

Regular Board Meeting Minutes

January 15, 2019

Call to Order

Chairperson Sean Dunleavy called the meeting to order at 7:06 PM.

Attendance

Chairman Sean Dunleavy, Secretary Tammy Beal, Treasurer Bob Ellis, Trustee Jean Graham

Absent

Vice Chairperson Diana Lowe

Staff

Director Tim Church, Chris Techetin

Public

None

Approval of Agenda

Bob Ellis made a motion to approve the agenda, supported by Jean Graham. **Motion carried 4-0.**

Approval of Minutes

Bob Ellis motioned to approve the December 18, 2019 regular meeting minutes, supported by Jean Graham.
Motion carried 4-0.

Call to the Public

None heard.

Staff Comments

None heard

Aquatic Center Management Agreement

The agreement was approved at last night's School Board meeting, we added that Tim, Kristie, Erin and Rick will meet monthly thru the end of the school year. The High School will take care of the maintenance and Aqua Source will take care of the pool maintenance. The agreement will be made retro-active back to August of 2018.

ICMA 401 and ICMA 457 (b) Plan Contributions for 2019

ICMA 401-Recreation Department puts in 10% of what the full time employee earns. ICMA 457 (b)-for full time employees, Recreation Department matches the employee's contribution. Motion by Bob Ellis to continue the same contributions to ICMA 401 and ICMA 457(b) as in 2018, supported by Jean Graham. **Motion carried 4-0.**

Payment in Lieu of Health Insurance for 2019

Bob Ellis motioned to continue paying \$250 per quarter to full time employees that do not take the health insurance, Jean Graham supported. **Motion carried 4-0.**

Health Care Coverage 2019

Director Church said that the health insurance had a 1.45% increase over last year's rates. Bob Ellis motioned to continue with the current health care benefits with the slight increase, Tammy Beal supported. **Motion carried 4-0.**

Employee Health Care Premium Contributions for 2019

Bob Ellis motioned to keep the same 80/20 employee contributions for employee health care as last year, supported by Jean Graham. **Motion carried 4-0.**

Check Register, Bank Statements and Financial Reports ending December 31, 2018

Check register and Bank statements look good. Bob Ellis reported that we ended 2018 with a surplus of \$144K, compared to a target of \$54K (chosen to eliminate our unrestricted balance deficit). This gives us a total fund balance of \$102,159.91 and an unrestricted balance of approximately \$90K (assuming restricted funds for dog park and prepaid fees are similar to last year's figure of \$12,259) to start 2019. Although our budget process is designed for revenues to equal expenses, our financial targets were to collect 95% of budgeted revenue and spend 90% of budgeted expenses in order to meet our deficit reduction plan. We actually collected 101% of budgeted revenue and spent 91% of budgeted expenses. Youth Sports, Festivals, Senior Center and Teen Center revenues all significantly exceeded the amounts budgeted. At this point our beginning fund balance is 7.5% of our annual budget and if we can do as well next year an optimal fund balance of 15-20% of our annual expenses.

Directors Report

- Foundation Update- Director Church met with Attorney John Gormley and he stated that as soon as we get the five members for the Foundation Board then he will file the paperwork and the Foundation should be up and running. Director will have the member's biographies ready for our next meeting in February.
- 2018 Participation numbers-Director passed out a handout with participation numbers, but until we have been with Rec Pro a full year we cannot compare it to last year's numbers.
- MParks Conference-State conference is in Kalamazoo in two weeks, seven members will be attending.

- Hive-Director requested that the For Sale signs be removed until after the Foundation is established and they are down. We will be entering into negotiations to extend our lease. Kellogg Foundation said that if we could come up with a grant with matching funds that they could probably match up to \$25K.

2018 Executive Director Evaluation

Motion at 8:10 pm by Bob Ellis to go into executive session to conduct the Executive Director's evaluation for 2018, supported by Jean Graham. Roll call vote- Ellis, Graham, Beal, Dunleavy-all yeas.

Motion carried 4-0.

Board came out of Executive Session at 9:23 pm.

Jean Graham motioned to continue the meeting in open session at 9:23 pm, Bob Ellis supported. **Motion carried 4-0.**

Bob Ellis motioned to place one hard copy of the Directors review in his permanent file, supported by Jean Graham. **Motion carried 4-0.**

Old Business

Sean Dunleavy reported that Ocoala Township approved their expansion of sports fields and parking lot at the Ocoala Center.

New Business

- Director Church reported that the employee handbook needs to be amended to address Marijuana use.
- Jean Graham asked about having the meetings at different locations maybe every other month.
- Director Church reported that Genoa Township purchased new goal nets at \$5K each.

Next Meeting

The next regular meeting is Tuesday, February 19, 2019 at 7 pm at the Bennett Center.

Motion to adjourn at 9:30 p.m. by Tammy Beal, supported by Bob Ellis. **Motion carried 4-0.**

Approved

Date

Respectively Submitted by: Tammy L. Beal, Secretary

MHOG Water Authority Meeting

January 16, 2019

5:00 PM at Oceola Township Hall

AGENDA

1. Approval of the Minutes of December 18, 2018
2. Call to Public
3. Reports
 - Staff Reports: Greg Tatara and Tesha Humphriss
 - Treasurer (Robin Hunt)
 - Engineer (Gary Markstrom)
 - CPA (Ken Palka)
4. New Business
 - Correspondence
5. Old Business
6. Adjournment

MHOG Water Authority Meeting MINUTES

The Marion, Howell, Oceola, Genoa Water Authority met on December 18, 2018 at 5:00 PM at the Oceola Township Hall. Members present were Bamber, Coddington, Rogers, Hanvey, Schuhmacher, Hunt, Lowe and Counts.

The meeting was called to order by Chairman Hanvey.

A motion was made by Rogers to approve the minutes of the November 28, 2018 meeting. The motion was seconded by Schuhmacher and carried.

A call to the public was held.

A motion was made by Rogers to purchase a 4 MB Memory Controller from Mc Naught-McKay Electric Co. for \$8,456.79. The motion was seconded by Coddington and carried.

A motion was made by Schuhmacher to approve expenditure of \$470,516.23 from the M.H.O.G. Operating Fund represented by checks numbered 7877 thru 7909 and for direct deposit debits 428 thru 434. The motion was seconded by Rogers and carried.

A motion was made by Rogers to approve an expenditure of \$31,555.00 from the M.H.O.G. Capital Reserve Replacement Fund represented by checks numbered 1058 and 1059 from First National Bank and \$24,661.65 from State Bank represented by checks numbered 1001 and 1002. The motion was seconded by Coddington and carried.

A motion was made by Hunt to adjourn. The motion was seconded by Schuhmacher and carried.

William J. Bamber, Secretary

HOWELL AREA FIRE AUTHORITY MEETING

Oceola Township Hall

1577 N. Latson Rd. – Howell, MI

January 16, 2019 – 6:00 PM

Authority Board
Members and Other
Officials:

Bill Bamber
Oceola Township
Chairman

Mike Coddington
Howell Township
Vice Chairman

Mark Fosdick
Cohoctah Township
Secretary

Robert Hanvey
Marion Township
Member

Nick Proctor
City of Howell
Treasurer

Andy Pless
Fire Chief

Laura Walker
Asst. Sec/Treasurer

1. Meeting called to order at 6:00 pm.
2. Pledge of Allegiance (all stand)
3. Approve minutes of the regular meeting of December 19, 2018
4. Call to Public (items not on agenda)
5. Discussion/Approval Resolution 01-19: A Resolution to exempt the Howell Area Fire Authority from the requirements of Public Act 152 for the next succeeding year.
6. Chief's Comments:
7. Approve payment of bills and payroll in the amount of \$251,997.16
8. New Business
9. Old Business
 - a. Update on Main Station building addition status
 - b. Update on LUCAS fundraiser
10. Adjourn

WELCOME!

Visitors are invited to attend all meetings of the Howell Area Fire Authority Board.

If you wish to address the Board you will be recognized by the Chairman.

HOWELL AREA FIRE AUTHORITY

December 19, 2018 – 6:00 pm

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

Present: Chairman Bill Bamber, Vice Chairman Mike Coddington, Secretary Mark Fosdick, Member Bob Harvey, Attorney Kevin Gentry, Fire Chief Andy Pless, Asst. Sec/Treas. Laura Walker

Absent: Treasurer Nick Proctor

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

Approve the minutes of the regular meeting of November 28, 2018: MOTION by Mr. Coddington, SUPPORT by Mr. Harvey to approve the minutes of the regular meeting of November 28, 2018. MOTION CARRIED UNANIMOUSLY.

Call to Public: No Response

Approve Payment of Bills and Payroll: MOTION by Mr. Fosdick, SUPPORT by Mr. Coddington to authorize payment of bills and payroll in the amount of \$412,968.74. MOTION CARRIED UNANIMOUSLY.

Adjourn: MOTION by Mr. Fosdick, SUPPORT by Mr. Coddington to adjourn the meeting at 6:08pm. MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted: _____
Laura Walker, Asst. Secretary/Treasurer

Approved By: _____
Mark Fosdick, Secretary

MONTHLY UPDATE TO THE BOARD

TO: HOWELL AREA FIRE AUTHORITY BOARD OF DIRECTORS
FROM: ANDREW PLESS, FIRE CHIEF
SUBJECT: MONTHLY HAFD REPORT FOR DECEMBER, 2018
DATE: JANUARY 8, 2019

During the month of December, the HAFD responded to a total of 107 calls for service. There were 148 calls in December of 2017. The total year-to-date runs for 2018 was 1379. Last year's total at the end of December was 1554.

Some of the more significant events for the month included:

On December 1st Howell Firefighters responded to a reported structure fire in the 1000 block of County Farm Rd in Marion Township. On arrival firefighters found a fully involved attached garage on fire with flames spreading to the second story and attic of the home. The fire was quickly brought under control and the fire was stopped before any significant damage was done to the home. The cause of the fire was determined to be from an overloaded circuit in the garage. The garage and its contents were a total loss.

On December 11th Howell Firefighters responded to assist Brighton Area on a fully involved detached garage fire on South Hughes Rd in Genoa Township. The Oceola Engine was first on scene and attacked the fire. The fire was extinguished and the scene turned over to Brighton units. Cause of the fire is under investigation.

On December 24th Howell Firefighters responded to a single vehicle accident with a possible fatal injury. On arrival firefighter found the single occupant trapped under the vehicle deceased. Firefighters remained on scene to assist LCSD with the investigation and then extricated the victim from the vehicle. Cause of the accident is under investigation by LCSD.

On December 27th Howell Firefighters responded to a reported structure fire in the 3700 block of Norton Rd. On arrival firefighters found the entire first floor involved in fire with flames blowing out the front windows. The fire was brought under control within a few minutes and units remained on scene conducting overhaul for a little over an hour. The family pet unfortunately did not survive the fire. The owner was not home at the time of the fire. Cause of the fire was determined to be from an overloaded electrical circuit in the family room.

Training for the month of December consisted of fuel tanker and propane tanker response review put on by Corrigan Oil, and annual SOG and policy review.

The next meeting of the Howell Area Fire Authority Board is scheduled for Wednesday January 16th, 2019 at 6:00 pm.

**HOWELL AREA FIRE DEPARTMENT
FIRE MARSHAL DIVISION**

1211 W. Grand River
Howell, MI 48843
517-546-0560
FAX: 517-546-6011
firemarshal@howellfire.net

DATE: January 10, 2019
TO: Chief Pless
Fire Authority Board
FROM: Jamil Czubenko, Battalion Chief/Fire Marshal
REF: December 2018 Month End

The month of December 2018 was busy in the Fire Marshal Division.

The FMD also participated in emergency responses and department training throughout the month. With the new addition, the FMD began moving files and equipment over to the new offices, as well as setting up new equipment and furniture.

The FMD has been involved with buyers and sellers of property for vacant property and existing buildings throughout our jurisdiction. A few proposals for projects have been submitted for review and comment.

The HAFD visited 4 homes and installed a total of 15 smoke detectors and no CO/Smoke detectors. To date, 221 working smoke detectors plus the 141 smokes and 20 CO/Smoke detectors we've installed.

On December 4, 2018, the HAFD continued with the Red Cross in Howell for their smoke detector giveaway program in the Fairlane Mobile Home Community in Oceloa Twp. We were able to complete 8 scheduled installs with 16 total detectors. We hope to continue with this program. This event is not included in our smoke detector numbers above.

15 new inspections and 10 re-inspections were completed. 32 plan reviews/consultations and 2 fire safety tests were also completed.

January 2019 brings us more planning for future projects, various fire prevention events and a New Year.

Dear chief Pless, I am proud
to be supporting your ~~department~~ department
I have raised \$4,800 for Lucas's,
this is only the first deposit
hopefully I can get you 3
more Lucas's. Thank you for
letting me support ~~your~~ your business.

Sincerely Lucas Vetter

MUTUAL AID
Information technology

Incident List by Alarm Date/Time

Alarm Date Between {12/01/2018} And {12/31/2018}
and Aid Given/Received In "1 ", "2 ", "3 ", "4 ", "5 "

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
18-0001273-000	12/01/2018	05:09:19	1172 COUNTY FARM RD	111 Building fire
18-0001289-000	12/06/2018	13:45:39	145 AL DON DR /PINCKNEY,	322 Motor vehicle accident with
18-0001293-000	12/07/2018	20:05:46	10613 N LATSON RD /HOWELL	571 Cover assignment, standby, m
18-0001303-000	12/10/2018	13:12:40	1429 W GRAND RIVER AVE	311 Medical assist, assist EMS c
18-0001305-000	12/11/2018	13:21:16	S HUGHES RD & ARROW DR	111 Building fire
18-0001307-000	12/11/2018	21:12:40	6734 W JULIE CT /FOWLLEVI	571 Cover assignment, standby, m
18-0001321-000	12/17/2018	05:27:08	E I96 & LATSON RD	322 Motor vehicle accident with
18-0001344-000	12/22/2018	19:34:00	4671 DUTTON RD /FOWLLEVI	111 Building fire
18-0001371-000	12/28/2018	21:17:03	2184 E GRAND RIVER	611 Dispatched & cancelled en ro
18-0001377-000	12/31/2018	09:12:42	1316 STARLIGHT CT	611 Dispatched & cancelled en ro

Total Incident Count 10

MARION TWP
Information technology

Incident List by Alarm Date/Time

Alarm Date Between {12/01/2018} And {12/31/2018}
and Township = "MTP"

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
18-0001273-000	12/01/2018	05:09:19	1172 COUNTY FARM RD	111 Building fire
18-0001274-000	12/01/2018	19:01:05	421 BONNIE CIR	111 Building fire
18-0001290-000	12/06/2018	14:41:44	JEWELL RD & CEDAR LAKE RD	600 Good intent call, Other
18-0001301-000	12/09/2018	16:19:32	PINCKNEY RD & KEDDLE RD	324 Motor Vehicle Accident with
18-0001324-000	12/17/2018	17:31:31	E I96 & PINCKNEY RD	413 Oil or other combustibile liq
18-0001328-000	12/19/2018	15:30:26	W I96 & PINCKNEY RD	131 Passenger vehicle fire
18-0001331-000	12/20/2018	03:10:13	2478 RIDGEWOOD DR	311 Medical assist, assist EMS c
18-0001338-000	12/21/2018	17:23:46	5054 QUEENSWAY	114 Chimney or flue fire, confin
18-0001346-000	12/22/2018	21:46:29	577 BONNIE CIR	311 Medical assist, assist EMS c
18-0001347-000	12/22/2018	23:19:00	5554 HINCHEY RD	311 Medical assist, assist EMS c
18-0001353-000	12/25/2018	00:18:13	977 SEXTON RD	311 Medical assist, assist EMS c
18-0001364-000	12/27/2018	21:07:12	3700 NORTON RD	111 Building fire
18-0001367-000	12/28/2018	05:28:18	5748 W COON LAKE RD	324 Motor Vehicle Accident with
18-0001369-000	12/28/2018	10:47:41	4989 VINES RD	311 Medical assist, assist EMS c
18-0001372-000	12/29/2018	03:56:04	997 COUNTY FARM RD	445 Arcing, shorted electrical e
18-0001376-000	12/31/2018	02:36:00	NORTON RD & S BURKHART RD	444 Power line down

Total Incident Count 16

STATION RESPONSES
December 2018

STA. 20 - Main Station		STA. 22 - Oceola Twp.	
Oceola Twp.	4	Oceola Twp.	18
Cohoctah Twp.	6	Cohoctah Twp.	0
Howell Twp.	21	Howell Twp.	3
Marion Twp.	10	Marion Twp.	4
City of Howell	35	City of Howell	2
Mutual Aid	5	Mutual Aid	3
TOTAL:	81	TOTAL:	30
STA. 23 - Marion Twp.		STA. 24 - Cohoctah Twp.	
Oceola Twp.	0	Oceola Twp.	5
Cohoctah Twp.	0	Cohoctah Twp.	6
Howell Twp.	1	Howell Twp.	7
Marion Twp.	10	Marion Twp.	3
City of Howell	0	City of Howell	2
Mutual Aid	2	Mutual Aid	3
TOTAL:	13	TOTAL:	26

#101 General Fund
Account QuickReport
As of December 31, 2018

Date	Num	Name	Memo	Amount
001 - CASH - GENERAL - FNB				
12/03/2018		ATT- DE...	ATT CELL TOWER LEASE PAYMENT DECEM...	2,281.31
12/03/2018		CHA JUL-...	CHARTER PAYMENT - JULY, AUGUST, SEPT...	33,718.82
12/03/2018	10279	Tiffany Richards-Payne	HALL RENTAL REFUND 12/1/2018	-100.00
12/03/2018	10280	AT&T -General	ACCOUNT# 51754666221258 / INVOCIE# 517...	-250.69
12/03/2018	10281	I.T. Right	INVOICE# 20157896	-369.00
12/03/2018	10282	Duane Stokes	NOVEMBER 2018 MILEAGE	-26.16
12/03/2018	10284	MICHAEL J. KEHOE, P.C.	INVOICE #2738; 2739; 2740; 2741; 2742; 2743;	-1,181.50
12/03/2018	10283	MICHIGAN ASSESSORS ASSOC.	LOREEN JUDSON 2019 E-MEMBERSHIP FEE...	-90.00
12/04/2018	10287	Culligan of Ann Arbor	ACCOUNT 760611 / INVOICE# 509754	-9.00
12/04/2018	10288	ALCHIN'S DISPOSAL INC	ACCOUNT# 388465 / INVOICE# 8C100006	-1,840.00
12/04/2018	10289	Charter Communications	ACCOUNT 8245124870024359 / DECEMBER 2...	-395.57
12/05/2018	10285	Shila Kiander	Dec. 5 th Ag Assessment Presentation	-284.00
12/05/2018	10290	Patrica Hughes	Dec. Special Assessing Meeting 2018 EXPENS...	-126.78
12/05/2018	10291	BEAR WATER TREATMENT	TICKET# 491884/ Dec. 5, 2018	-81.44
12/05/2018			Deposit	1,123.26
12/06/2018	10276	Marion Township Delinquent Tax Fund	PP Tax - Dan Lowe / 36th INSTALLMENT	-200.00
12/06/2018	10277	VOYA Institutional Trust	NOVEMBER 2018 PAYROLL	-400.00
12/06/2018	10278	Marion Township Flex Fund	NOVEMBER 2018 PAYROLL	-1,473.33
12/06/2018	4580DD	TAMMY L. BEAL	November 2018 PAYROLL	-2,802.76
12/06/2018	4581DD	JESSICA S. TIMBERLAKE	November 2018 PAYROLL	-2,255.46
12/06/2018	4582DD	GAIL A. BURLINGAME	November 2018 PAYROLL	-2,667.75
12/06/2018	4583DD	KITSEY A. RENNELLS	November 2018 PAYROLL	-2,242.97
12/06/2018	4584DD	DUANE M. STOKES	November 2018 PAYROLL	-2,882.91
12/06/2018	4585DD	SANDRA J. LONGSTREET	November 2018 PAYROLL	-2,042.30
12/06/2018	4586	LESLIE D. ANDERSEN	November 2018 PAYROLL	-373.61
12/06/2018	4587DD	GREGORY L. DURBIN	November 2018 PAYROLL	-1,057.66
12/06/2018	4588	SCOTT R. LLOYD	OCTOBER 2018 PAYROLL	-232.03
12/06/2018	4589	DANIEL F. LOWE	November 2018 PAYROLL	-296.59
12/06/2018	4590DD	LAWRENCE W. GRUNN	November 2018 PAYROLL	-132.14
12/06/2018	4591DD	DAVE HAMANN	November 2018 PAYROLL	-2,368.26
12/06/2018	4592	JAMES L. ANDERSON JR.	November 2018 PAYROLL	-70.48
12/06/2018	4593DD	ROBERT W. HANVEY	November 2018 PAYROLL	-3,566.62
12/06/2018	4594DD	KAREN D. HAWKINS	November 2018 PAYROLL	-1,874.16
12/06/2018	4595DD	PATRICIA J. HUGHES	November 2018 PAYROLL	-1,722.67
12/06/2018	4596DD	LOREEN B. JUDSON	November 2018 PAYROLL	-3,524.39
12/06/2018	4597DD	THOMAS A. LLOYD	November 2018 PAYROLL	-454.84
12/06/2018	4598	CHERYL A. RANGE	November 2018 PAYROLL	-73.88
12/06/2018	10286	ALERUS PAYMENT SOLUTIONS	NOVEMBER 2018 PAYROLL PLAN ID 628233 /...	-3,412.13
12/06/2018	PAY NOV...		TOTAL TAXES - NOVEMBER 2018 PAYROLL	-10,055.85
12/06/2018	PAYCH N...		PAYCHEX FEE - NOVEMBER 2018 PAYROLL	-262.98
12/06/2018	10292	B&L Services	SNOW PLOW SERVICES 11/20/2018, 11/26/2...	-380.00
12/06/2018			Deposit	346.32
12/06/2018			Deposit	200.00
12/10/2018	10293	PAULA LASSILA	HALL RENTAL 12/8/2018	-100.00
12/10/2018	10294	WATER TECH	2018 WATER TEST / INVOICE # 43787	-37.00
12/10/2018	10295	ACCIDENT FUND CO	WORKERS COMP / POLICY NUMBER WCV01...	-2,734.00
12/10/2018	10296	Greg Durbin	DECEMBER 5, 2018 BROWN BAG LUNCH MIL...	-13.08
12/10/2018	10297	ECONO-PRINT INC.	VOID: 2018 WINTER TAX PREPARATION / IN...	0.00
12/10/2018	10298	DTE ENERGY	ACCOUNT 9100 104 3211 0 / 11/2/2018 - 12/3/...	-487.96
12/10/2018	10299	NEOFUNDS BY NEOPOST	ACCOUNT # 7900044449626229 / 11/13/2018	-250.00
12/10/2018	PAYCH N...	ECONO-PRINT INC.	For CHK 10297 voided on 12/18/2018	-4,037.21
12/11/2018	10300	Marion Township Flex Fund	2019 BCBS DEDUCTIBLES - FUNDED BY EM...	-53,100.00
12/11/2018			Deposit	150.00
12/12/2018	10301	CARTRIDGE WORLD	INVOICE# 132223 / CUSTOMER PO# 132223	-642.90
12/12/2018	10302	PFEFFER-HANNIFORD-PALKA	Audit for year end June 30, 2018	-8,235.00
12/17/2018	10303	Tokio Marine	ATT: CLAIM# 186536 /Kelly Cumberworth	-2,500.00
12/18/2018	10304	ECONO-PRINT INC.	2018 WINTER TAX PREPARATION / INVOICE...	-1,913.34
12/18/2018	10305	Applied Imaging	INVOICE# 1251558 / SERVICE CALL 12/13/2018	-246.14
12/18/2018	10306	DES MOINES STAMP	INVOICE# 1132459 / CUSTOMER PO 7831072	-25.30
12/18/2018	PAYCH N...	ECONO-PRINT INC.	Reverse of GJE PAYCH NOV19 -- For CHK 102...	4,037.21
12/18/2018	10307	DTE ENERGY	Work Order Number #52643368	-1,881.35
12/20/2018	10308	Michigan.com	ACCOUNT# 115165 / INVOICE# 0002143527	-340.00
12/20/2018	10309	Blue Cross Blue Shield of Michigan	GROUP 007017906710 / COVERAGE 1-15-20...	-14,090.53
12/20/2018	10310	CONSUMERS ENERGY	ACCOUNT 100019742632 / SERVICE DATES: ...	-362.84
12/20/2018	10311	CARLISLE/WORTMAN, Inc.	INVOICE# 2150858, 2150859, 2150860, 2150861	-1,297.50
12/20/2018			Deposit	25,562.97
12/20/2018			Deposit	785.00

01/16/19

#101 General Fund
Account QuickReport
As of December 31, 2018

Date	Num	Name	Memo	Amount
12/26/2018	10312	MARION TOWNSHIP CURRENT TAX AC...	BATCH# 8043 SUMMER TAX - MISTAKE DEP...	-25,562.97
12/26/2018	10313	Colonial Life	BCN# E4270229 / INVOICE# 4270229-1201522	-265.83
12/26/2018	10314	Rebecca Kangas	HALL RENTAL 12-23-2018	-100.00
12/26/2018	10315	PNC Bank	DECEMBER 2018 EXPENSES	-199.00
12/27/2018	10316	Howell Area Parks & Recreation Authority	INVOICE# 208.1221003 1st QUARTER PARTI...	-25,806.25
12/27/2018	10317	SANDRA LONGSTREET	OCTOBER 2018 MILEAGE 2018	-11.99
12/27/2018	10318	Patrica Hughes	DECEMBER 2018 MILEAGE 2018	-68.67
12/27/2018	10319	Loreen Judson	DECEMBER 2018 EXPENSES	-100.14
12/27/2018	10320	Karen Hawkins	DECEMBER 2018 MILEAGE	-85.57
12/27/2018	10321	DAVID HAMANN	DECEMBER 2018 MILEAGE	-49.60
12/27/2018	10322	Jessica Timberlake	VOID: DECEMBER 2018 MILEAGE	0.00
12/27/2018	10323	Jessica Timberlake	DECEMBER 2018 MILEAGE	-10.90
12/27/2018	10324	Duane Stokes	DECEMBER 2018 MILEAGE	-19.62
12/31/2018			Deposit	157,998.00
12/31/2018			Deposit	100.00
Total 001 · CASH - GENERAL - FNB				30,148.29
TOTAL				30,148.29

FISCAL YEAR 2018-19

MARION TOWNSHIP
FINANCIAL REPORT

Dec-18

GENERAL FUND CHECKING

Previous Balance	\$	779,229.19
Receipts	\$	222,165.68
Interest		

	\$	1,001,394.87
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Expenditures	\$	168,397.04
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Balance	\$	832,997.83
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CEMETERY FUND

Previous Balance	\$	9,056.62
Receipts	\$	-
Interest		

	\$	9,056.62
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Expenditures	\$	2,900.00
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Balance	\$	6,156.62
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PARKS & RECREATION FUND

Previous Balance	\$	13,263.97
Receipts	\$	-
Interest		

	\$	13,263.97
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Expenditures	\$	-
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Balance	\$	13,263.97
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WATER - NEW USER

Previous Balance	\$	362,606.78
Receipts	\$	31,104.01
Interest		

	\$	393,710.79
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Expenditures	\$	35,089.44
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Balance	\$	358,621.35
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SEWER OPERATING & MANAGEMENT

Previous Balance	\$	92,215.03
Receipts	\$	43,047.98
Interest		

Expenditures	\$	135,263.01
	\$	21,657.81

Balance	\$	113,605.20

SEWER - NEW USER

Previous Balance	\$	2,703,675.12
Receipts	\$	4.58
Interest		

Expenditures	\$	2,703,679.70
	\$	6,280.00

Balance	\$	2,697,399.70

SPEC ASSESS. FUND

Previous Balance	\$	99,134.47
Receipts	\$	17,967.41
Interest		

Expenditures	\$	117,101.88
	\$	3,585.00

Balance	\$	113,516.88

SUMMARY TOTALS

General Fund	\$	832,997.83
Cemetery Fund	\$	6,156.62
Parks & Rec Capital Chkg Acct	\$	13,263.97
Water - New User	\$	358,621.35
Sewer Operating & Management	\$	113,605.20
Sewer - New User	\$	2,697,399.70
Special Assess. Fund	\$	113,516.88

TOTAL	\$	4,135,561.55

INVESTMENT INTEREST EARNED REPORT FY2019

General Fund	July	Aug	Sept	Oct	Nov	Dec	EARN YTD	BALANCE YTD
#003 FNBH Sav #599	\$ 67.57	\$ 67.59	\$ 65.42	\$ 67.61	\$ 65.44	\$ 67.64	\$ 401.27	\$ 318,634.30
The State Bank #737				\$ 3,608.12			\$ 3,608.12	\$ 235,897.44
Flagstar Bank #054			\$ 535.92			\$ 606.44	\$ 1,142.36	\$ 123,637.72
PNC Bank #148	\$ 121.34	\$ 125.53	\$ 125.67	\$ 121.75	\$ 125.96	\$ 122.03	\$ 742.28	\$ 110,099.89
FNBH Land Acq:#342	\$ 2.13	\$ 2.14	\$ 2.06	\$ 2.14	\$ 2.06	\$ 2.14	\$ 12.67	\$ 50,257.44
Key Bank #700	\$ 20.19	\$ 20.19	\$ 19.55	\$ 70.69	\$ 84.08	\$ 101.07	\$ 315.77	\$ 238,043.13
Monthly Totals	\$ 211.23	\$ 215.45	\$ 748.62	\$ 3,870.31	\$ 277.54	\$ 899.32	\$ 6,222.47	\$ 1,076,569.92

Water Fund	July	Aug	Sept	Oct	Nov	Dec	EARN YTD	BALANCE YTD
#003 CIBC CD #321							\$ 1,821.53	\$ 197,597.19
Monthly Totals	\$ -	\$ -	\$ 1,821.53	\$ -	\$ -	\$ -	\$ 1,821.53	\$ 197,597.19

Sewer Fund	July	Aug	Sept	Oct	Nov	Dec	EARN YTD	BALANCE YTD
#002 TCF #072							\$ 2,729.32	\$ 251,947.78
Chemical Bank #707						\$ 2,747.35	\$ 2,747.35	\$ 252,506.72
Monthly Totals	\$ -	\$ -	\$ -	\$ -	\$ 2,729.32	\$ 2,747.35	\$ 5,476.67	\$ 504,454.50

#004	July	Aug	Sept	Oct	Nov	Dec	EARN YTD	BALANCE YTD
Grand Total	\$ 211.23	\$ 215.45	\$ 2,570.15	\$ 3,870.31	\$ 3,006.86	\$ 3,646.67	\$ 13,520.67	\$ 1,076,569.92

July to June Total
 \$ 13,520.67
 1st Qtr (Jul-Sept) 2,996.83
 2nd Qtr (Oct-Dec) 10,523.84
 3rd Qtr (Jan-Mar)
 4th Qtr (Mar-Jun)

Peavy Road Flow Meter Readings

Date	Reading	Total Gallons	Average/Day	# of days
1/30/2017	7550300	4,842,550	151,330	32
2/27/2017	7960691	4,103,910	146,568	28
3/31/2017	8436479	4,757,880	148,684	32
4/28/2017	8952020	5,155,410	184,122	28
5/30/2017	9464581	5,125,610	160,175	32
6/30/2017	9912488	4,479,070	144,486	31
7/31/2017	10361937	4,494,490	144,984	31
8/31/2017	10776597	4,146,600	133,761	31
9/29/2017	11172020	3,954,230	136,356	29
10/30/2017	11643109	4,710,890	151,964	31
11/27/2017	12074757	4,316,480	154,160	28
12/29/2017	12546217	4,714,600	147,331	32
	Yearly Totals	54,801,720	150,142	365
1/29/2018	13009470	4,632,530	149,436	31
2/26/2018	13470473	4,610,030	164,644	28
3/29/2018	13985635	5,151,620	166,181	31
4/30/2018	14524412	5,387,770	173,799	32
5/29/2018	15052714	5,283,020	182,173	29
6/29/2018	15535818	4,831,040	155,840	31
7/30/2018	15964830	4,290,120	138,391	31
8/31/2018	16408253	4,434,230	138,570	32
9/28/2018	16805575	3,973,220	141,901	28
10/29/2018	17270618	4,650,430	150,014	31
11/30/2018	17751929	4,813,110	150,410	32
12/28/2018	18177694	4,257,650	152,059	28
	Yearly Totals	56,314,770	155,285	364
Date	Reading	Total Gallons	Average/Day	# of days

MEMO

To: Marion Township Board
From: Bob Hanvey
Subject: Six month Budget to Actual General Fund Report
Date: January 24, 2019

The attached report shows the status of the general fund about half way through the fiscal year. The right column shows the percentage of the annual total so far this fiscal year. Overall we are close to what was predicted. Some of the percentages are different than 50% due to those accounts being received or expensed on a frequency other than monthly.

This report is provided as specified in the Township General Appropriations Act that we adopted in June 2018.

#101 General Fund Profit & Loss Budget vs. Actual July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Income				
4402-20 · ACT 451 swamp land PILT	0.00	0.00	0.00	0.0%
44020 · PROPERTY TAX	146.05	365,000.00	-364,853.95	0.0%
44021 · TAX CHARGE BACKS	-122.00	-500.00	378.00	24.4%
44025 · ADMIN FEES	0.00	110,000.00	-110,000.00	0.0%
44120 · DELINQUENT PERSONAL PROP TAX	21.37	0.00	21.37	100.0%
44450 · PENALTY & INTEREST	0.00	0.00	0.00	0.0%
44759 · SPECIAL EVENTS USE PERMIT	400.00	0.00	400.00	100.0%
44760 · LAND USE PERMITS	4,450.00	7,500.00	-3,050.00	59.3%
44761 · LAND DIVISION APP	75.00	1,450.00	-1,375.00	5.2%
44762 · LAND COMBINATION PERMIT	75.00			
44770 · DOG LICENSES	174.00	300.00	-126.00	58.0%
45760 · STATE REV SHARING	600,271.00	860,000.00	-259,729.00	69.8%
45761 · PC-SITE PLAN & SPEC USE APP	1,500.00	1,000.00	500.00	150.0%
45762 · MTG FEES - ZONING	2,800.00	1,000.00	1,800.00	280.0%
46280 · SUMMER TAX COLLECT-SCHOOL&SET	14,403.00	14,000.00	403.00	102.9%
46420 · SALES & COPIES	0.00	0.00	0.00	0.0%
46500 · CABLECOM	67,162.31	126,000.00	-58,837.69	53.3%
46650 · INTEREST	481.45	700.00	-218.55	68.8%
46710 · FIRE STATION LEASE	0.00	1.00	-1.00	0.0%
46711 · AT&T CELL TOWER LEASE	14,613.62	23,800.00	-9,186.38	61.4%
46712 · METRO ACT FEES	0.00	10,000.00	-10,000.00	0.0%
46714 · ACT 425- CITY OF HOWELL	2,837.04	3,000.00	-162.96	94.6%
46717 · VERIZON (CELL TOWER) LEASE	5,290.00	11,040.00	-5,750.00	47.9%
46718 · AT&T VIDEO FRANCHISE FEES	8,490.52	15,000.00	-6,509.48	56.6%
48040 · ELECTION REIMBURSEMENTS	0.00	0.00	0.00	0.0%
48061 · Donations	100.00			
48065 · HALL RENTAL	417.00	1,000.00	-583.00	41.7%
49560 · OTHER	810.00	1,500.00	-690.00	54.0%
Total Income	724,395.36	1,551,791.00	-827,395.64	46.7%
Gross Profit	724,395.36	1,551,791.00	-827,395.64	46.7%
Expense				
6000 · PAYROLL				
755 · PAYROLL TAXES-FICA/MEDICARE	21,163.81	40,000.00	-18,836.19	52.9%
759 · BCBS INVOICE - Health Premium	84,136.15	180,000.00	-95,863.85	46.7%
760 · MISC Stipend	16,800.00	30,000.00	-13,200.00	56.0%
761 · BCBS EMPLOYEE Contribution	-10,565.37	-15,000.00	4,434.63	70.4%
766 · HSA CARD EMPLOYEE Contribution	0.00			
767 · HSA CARD EMPLOYER Contribution	53,100.00	52,000.00	1,100.00	102.1%
771 · Colonial Life Ins E4270229	-265.83	0.00	-265.83	100.0%
774 · FLEX EMPLOYEE Dependent	0.00			
775 · FLEX EMPLOYEE Health	0.00	0.00	0.00	0.0%
778 · Friend of Court	0.00	0.00	0.00	0.0%
780 · PAYROLL SERVICES	2,038.17	4,000.00	-1,961.83	51.0%
Total 6000 · PAYROLL	166,406.93	291,000.00	-124,593.07	57.2%
6101 · TOWNSHIP BOARD				
101-702 · TRUSTEES	17,616.00	30,500.00	-12,884.00	57.8%
101-703 · MEETINGS & SEMINARS	0.00	1,500.00	-1,500.00	0.0%
101-810 · MTA MEMBERSHIP	0.00	5,800.00	-5,800.00	0.0%
101-860 · MILEAGE	23.43	500.00	-476.57	4.7%
101-870 · LUNCH STIPEND	75.00	150.00	-75.00	50.0%
101-900 · PRINTING & PUB	730.00	1,500.00	-770.00	48.7%
101-910 · RECORDING SECRETARY	1,172.50	3,000.00	-1,827.50	39.1%
101-956 · MISCELLANEOUS	126.78	250.00	-123.22	50.7%
Total 6101 · TOWNSHIP BOARD	19,743.71	43,200.00	-23,456.29	45.7%

#101 General Fund
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	<u>Jul '18 - Jun 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6171 · SUPERVISOR				
171-702 · ANNUAL SALARY	26,816.58	46,200.00	-19,383.42	58.0%
171-727 · SUPPLIES	0.00	250.00	-250.00	0.0%
171-860 · MILEAGE	0.00	250.00	-250.00	0.0%
171-956 · MISCELLANEOUS	0.00	100.00	-100.00	0.0%
171-960 · TRAINING AND SEMINARS	133.00	1,350.00	-1,217.00	9.9%
Total 6171 · SUPERVISOR	26,949.58	48,150.00	-21,200.42	56.0%
6175 · PUBLIC WORKS DPT				
175-702 · SALARY	0.00	6,300.00	-6,300.00	0.0%
175-703 · REIMBURSE FROM WAT/SEWER	0.00	-6,300.00	6,300.00	0.0%
175-722 · WATERSHED PLANNING	0.00	450.00	-450.00	0.0%
175-727 · SUPPLIES	0.00	250.00	-250.00	0.0%
175-730 · SEMINARS	0.00	250.00	-250.00	0.0%
175-860 · MILEAGE	0.00	200.00	-200.00	0.0%
Total 6175 · PUBLIC WORKS DPT	0.00	1,150.00	-1,150.00	0.0%
6191 · ELECTIONS				
191-702 · SALARY PRECINCT WORKERS	19,068.00	22,000.00	-2,932.00	86.7%
191-710 · EXTRA STAFF WORKERS	345.00	500.00	-155.00	69.0%
191-715 · Equipment	2,475.00	2,000.00	475.00	123.8%
191-727 · SUPPLIES	2,107.70	2,300.00	-192.30	91.6%
191-860 · MILEAGE	133.52	250.00	-116.48	53.4%
191-900 · PRINTING & PUB	210.84	250.00	-39.16	84.3%
191-925 · POSTAGE	715.00	1,500.00	-785.00	47.7%
191-956 · MISCELLANEOUS	230.00	3,000.00	-2,770.00	7.7%
191-960 · Elections Other	1,100.00	1,500.00	-400.00	73.3%
191-970 · FOIA EXPENSE -NOV 2016 ELECTION	7.62	50.00	-42.38	15.2%
Total 6191 · ELECTIONS	26,392.68	33,350.00	-6,957.32	79.1%
6195 · LITIGATION - CHESTNUT				
195-805 · LEGAL FEES	0.00	1,000.00	-1,000.00	0.0%
Total 6195 · LITIGATION - CHESTNUT	0.00	1,000.00	-1,000.00	0.0%
6196 · LITIGATION - MARION OAKS				
196-805 · LEGAL FEES	0.00	1,000.00	-1,000.00	0.0%
Total 6196 · LITIGATION - MARION OAKS	0.00	1,000.00	-1,000.00	0.0%
6205 · PROFESSIONAL FEES				
084-092 · Professional Fees	0.00	50.00	-50.00	0.0%
205-802 · AUDIT CONTRACT	8,235.00	10,000.00	-1,765.00	82.4%
205-803 · ACCT SERVICES	0.00	1,000.00	-1,000.00	0.0%
205-804 · SOFTWARE SUPPORT	5,800.52	16,000.00	-10,199.48	36.3%
205-807 · OTHER SERVICES - EDC	0.00	0.00	0.00	0.0%
205-809 · Planner/Consultant	680.00	4,500.00	-3,820.00	15.1%
205-812 · ENGINEERING FEES	204.00	4,500.00	-4,296.00	4.5%
Total 6205 · PROFESSIONAL FEES	14,919.52	36,050.00	-21,130.48	41.4%
6209 · ASSESSOR				
209-010 · DUES & MEMBERSHIPS	350.00	250.00	100.00	140.0%
209-702 · FIELD/PREP WORK FOR ASSESSOR	2,734.38	5,500.00	-2,765.62	49.7%
209-727 · SUPPLIES	29.09	1,500.00	-1,470.91	1.9%
209-729 · Postage	1,934.14	2,500.00	-565.86	77.4%
209-801 · ASSESSOR' S SALARY	32,765.03	62,500.00	-29,734.97	52.4%
209-802 · DEPUTY ASSESSOR SALARY	36,562.41	64,000.00	-27,437.59	57.1%
209-805 · ATTORNEY	0.00	500.00	-500.00	0.0%
209-806 · OUTSIDE CONSULTANT	284.00	500.00	-216.00	56.8%
209-860 · MILEAGE	1,124.53	2,000.00	-875.47	56.2%
209-865 · LUNCH STIPEND	37.33	200.00	-162.67	18.7%
209-870 · SOFTWARE/TECHNOLOGY	0.00	500.00	-500.00	0.0%

#101 General Fund
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
209-920 · TRAINING AND SEMINARS	778.90	1,500.00	-721.10	51.9%
209-956 · MISCELLANEOUS	0.00	250.00	-250.00	0.0%
Total 6209 · ASSESSOR	76,599.81	141,700.00	-65,100.19	54.1%
6210 · ATTORNEY				
210-803 · GEN TWP ATTORNEY	6,830.69	15,000.00	-8,169.31	45.5%
210-805 · SPECIAL ATTORNEYS	0.00	700.00	-700.00	0.0%
210-808 · LEGAL SUPPORT	2,500.00	2,500.00	0.00	100.0%
Total 6210 · ATTORNEY	9,330.69	18,200.00	-8,869.31	51.3%
6215 · CLERK				
215-021 · DEPUTY CLERK SALARY	20,250.88	36,000.00	-15,749.12	56.3%
215-702 · ANNUAL SALARY	26,816.58	46,200.00	-19,383.42	58.0%
215-705 · CLERK - ASSISTANT	0.00	200.00	-200.00	0.0%
215-727 · SUPPLIES	211.94	800.00	-588.06	26.5%
215-860 · MILEAGE	137.35	1,200.00	-1,062.65	11.4%
215-865 · LUNCH STIPEND	0.00	400.00	-400.00	0.0%
215-900 · DUES AND PUBLICATIONS	440.00	500.00	-60.00	88.0%
215-956 · MISCELLANEOUS	26.31	100.00	-73.69	26.3%
215-960 · TRAINING AND SEMINARS	1,153.20	3,000.00	-1,846.80	38.4%
Total 6215 · CLERK	49,036.26	88,400.00	-39,363.74	55.5%
6225 · TAX ROLL				
225-814 · TAX ROLL PREP	1,913.34	6,000.00	-4,086.66	31.9%
225-817 · POSTAGE	3,854.19	4,000.00	-145.81	96.4%
Total 6225 · TAX ROLL	5,767.53	10,000.00	-4,232.47	57.7%
6247 · BOARD OF REVIEW				
247-702 · SALARIES	100.00	2,500.00	-2,400.00	4.0%
247-900 · PRINTING & PUBLICATIONS	270.00	1,000.00	-730.00	27.0%
247-956 · MISCELLANEOUS	100.14	200.00	-99.86	50.1%
247-960 · Training & Seminars	25.00	500.00	-475.00	5.0%
Total 6247 · BOARD OF REVIEW	495.14	4,200.00	-3,704.86	11.8%
6253 · TREASURER				
253-021 · DEPUTY TREASURER	19,581.68	35,000.00	-15,418.32	55.9%
253-022 · ASSISTANT TREAS	18,666.96	27,000.00	-8,333.04	69.1%
253-030 · Collecction Fees	0.00	200.00	-200.00	0.0%
253-702 · ANNUAL SALARY	26,816.58	46,200.00	-19,383.42	58.0%
253-727 · SUPPLIES	85.00	500.00	-415.00	17.0%
253-800 · SCANNER MAINT. FEE	0.00	600.00	-600.00	0.0%
253-805 · ATTORNEY	0.00	1,250.00	-1,250.00	0.0%
253-860 · MILEAGE	378.34	1,500.00	-1,121.66	25.2%
253-865 · LUNCH STIPEND	50.00	200.00	-150.00	25.0%
253-900 · DUES & PUBLICATIONS	60.00	250.00	-190.00	24.0%
253-956 · MISCELLANEOUS	25,562.97	100.00	25,462.97	25,563.0%
253-960 · TRAINING & SEMINARS	354.00	2,000.00	-1,646.00	17.7%
Total 6253 · TREASURER	91,555.53	114,800.00	-23,244.47	79.8%
6265 · TOWNSHIP-GENERAL				
265-020 · VOID	0.00			
265-022 · CUSTODIAL	2,325.00	5,000.00	-2,675.00	46.5%
265-702 · SECRETARY	17,339.51	21,600.00	-4,260.49	80.3%
265-705 · TRASH REMOVAL	0.00	750.00	-750.00	0.0%
265-706 · Recycle Bins	13,497.00	15,000.00	-1,503.00	90.0%
265-727 · SUPPLIES	5,889.55	12,000.00	-6,110.45	49.1%
265-728 · EQUIP. MAINT/LEASE	2,592.21	6,000.00	-3,407.79	43.2%
265-729 · POSTAGE	3,210.00	5,000.00	-1,790.00	64.2%
265-757 · MILEAGE	74.20	300.00	-225.80	24.7%
265-774 · LAWN, SNOW REMOVAL	3,565.00	10,000.00	-6,435.00	35.7%
265-775 · HALL REPAIRS	237.00	2,000.00	-1,763.00	11.9%
265-850 · TELEPHONE	3,372.76	6,000.00	-2,627.24	56.2%
265-921 · UTILITIES	4,455.18	8,000.00	-3,544.82	55.7%

10:55 AM

01/17/19

Accrual Basis

#101 General Fund Profit & Loss Budget vs. Actual July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
265-922 · Cable	539.37	1,200.00	-660.63	44.9%
265-930 · MAJOR REPAIRS & GEN UPKEEP	3,512.10	10,000.00	-6,487.90	35.1%
265-935 · INTERNET SERVICES	459.93	1,000.00	-540.07	46.0%
265-956 · MISCELLANEOUS	320.02	1,000.00	-679.98	32.0%
265-957 · BANK CHARGES	0.00	30.00	-30.00	0.0%
265-958 · Recording Fees	30.00	50.00	-20.00	60.0%
6265 · TOWNSHIP-GENERAL - Other	0.00	500.00	-500.00	0.0%
Total 6265 · TOWNSHIP-GENERAL	61,418.83	105,430.00	-44,011.17	58.3%
6276 · CEMETERY				
276-702 · SEXTON SALARY	3,500.00	6,000.00	-2,500.00	58.3%
Total 6276 · CEMETERY	3,500.00	6,000.00	-2,500.00	58.3%
6410 · ZONING ADMINISTRATOR				
410-702 · SALARY	21,880.00	38,500.00	-16,620.00	56.8%
410-704 · ASSIST. ZONING ADMIN.	0.00	8,000.00	-8,000.00	0.0%
410-706 · INSPECTION FEES	0.00	50.00	-50.00	0.0%
410-710 · ATTEND BOARD MEETINGS	640.00	1,600.00	-960.00	40.0%
410-727 · SUPPLIES	182.99	250.00	-67.01	73.2%
410-805 · ATTORNEY	0.00	250.00	-250.00	0.0%
410-860 · MILEAGE	529.75	1,500.00	-970.25	35.3%
410-870 · LUNCH STIPEND	0.00	50.00	-50.00	0.0%
410-956 · MISCELLANEOUS	0.00	100.00	-100.00	0.0%
410-957 · PLANNER	0.00	500.00	-500.00	0.0%
410-965 · ENGINEER	0.00	500.00	-500.00	0.0%
410960 · TRAINING AND SEMINARS	0.00	250.00	-250.00	0.0%
Total 6410 · ZONING ADMINISTRATOR	23,232.74	51,550.00	-28,317.26	45.1%
6411 · PLANNING COMMISSION				
411-702 · SALARIES	3,680.00	7,000.00	-3,320.00	52.6%
411-727 · SUPPLIES	0.00	150.00	-150.00	0.0%
411-730 · TRAINING FOR PLANNING COMMIS...	350.00	1,000.00	-650.00	35.0%
411-805 · ATTORNEY	0.00	750.00	-750.00	0.0%
411-860 · MILEAGE	459.00	500.00	-41.00	91.8%
411-900 · PRINTING & PUB.	2,830.80	5,000.00	-2,169.20	56.6%
411-910 · RECORDING SECRETARY	755.00	1,750.00	-995.00	43.1%
411-950 · MISCELLANEOUS	0.00	100.00	-100.00	0.0%
411-956 · MASTERPLAN 2018	4,110.00	10,000.00	-5,890.00	41.1%
411-957 · PLANNER	2,910.00	6,000.00	-3,090.00	48.5%
411-958 · PROFESS SERV - PREAPPLICATION	90.00	250.00	-160.00	36.0%
411-965 · ENGINEER	0.00	250.00	-250.00	0.0%
Total 6411 · PLANNING COMMISSION	15,184.80	32,750.00	-17,565.20	46.4%
6412 · ZONING BOARD OF APPEALS				
412-702 · SALARIES	1,920.00	5,400.00	-3,480.00	35.6%
412-727 · SUPPLIES	0.00	50.00	-50.00	0.0%
412-730 · TRAINING SEMINARS	0.00	500.00	-500.00	0.0%
412-805 · ATTORNEY	102.00	1,250.00	-1,148.00	8.2%
412-900 · PRINTING & PUB	550.00	1,250.00	-700.00	44.0%
412-910 · RECORDING SECRETARY	395.00	1,000.00	-605.00	39.5%
412-956 · MISCELLANEOUS	0.00	100.00	-100.00	0.0%
412-957 · PLANNER	332.50	1,000.00	-667.50	33.3%
412-965 · ENGINEER	0.00	250.00	-250.00	0.0%
Total 6412 · ZONING BOARD OF APPEALS	3,299.50	10,800.00	-7,500.50	30.6%
6445 · DRAINS				
445-955 · DRAIN MAINTENANCE	0.00	12,000.00	-12,000.00	0.0%
Total 6445 · DRAINS	0.00	12,000.00	-12,000.00	0.0%

#101 General Fund
Profit & Loss Budget vs. Actual
July 2018 through June 2019

	<u>Jul '18 - Jun 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6446 · ROADS				
446-806 · ROAD MAINTENANCE	35,070.35	200,000.00	-164,929.65	17.5%
446-808 · DUST CONTROL	40,778.32	70,000.00	-29,221.68	58.3%
Total 6446 · ROADS	75,848.67	270,000.00	-194,151.33	28.1%
6756 · RECREATION DEPARTMENT				
756-702 · SALARY FOR REP	1,400.00	3,500.00	-2,100.00	40.0%
756-969 · HAPRA RECR CONTRACT	50,806.25	103,000.00	-52,193.75	49.3%
756-976 · TRANS TO RECREATION FUND	0.00	12,000.00	-12,000.00	0.0%
Total 6756 · RECREATION DEPARTMENT	52,206.25	118,500.00	-66,293.75	44.1%
6856 · BONDS & INSURANCE				
856-910 · INSURANCE/BONDS	2,387.68	40,000.00	-37,612.32	6.0%
856-913 · FEES-ADMIN	0.00	500.00	-500.00	0.0%
856-914 · EMPLOYER RETIRE. CONTRIB. D.C.	20,142.60	35,000.00	-14,857.40	57.6%
856-976 · BONDS & INSURANCE - Other	41,620.00			
Total 6856 · BONDS & INSURANCE	64,150.28	75,500.00	-11,349.72	85.0%
6902 · BLDG IMP. CAPITAL OUTLAY				
902-977 · BLDG IMP. CAP OUTLAY	1,180.00	5,000.00	-3,820.00	23.6%
902-990 · TORNADO SIREN	850.00	1,000.00	-150.00	85.0%
Total 6902 · BLDG IMP. CAPITAL OUTLAY	2,030.00	6,000.00	-3,970.00	33.8%
6903 · EQUIPMENT& LAND				
903-977 · FURNITURE & FIXTURES	0.00	2,000.00	-2,000.00	0.0%
903-979 · COMPUTERS/SOFTWARE	2,109.33	10,000.00	-7,890.67	21.1%
Total 6903 · EQUIPMENT& LAND	2,109.33	12,000.00	-9,890.67	17.6%
6904 · TRANSFERS				
0450 · TRANS OUT	0.00	25,000.00	-25,000.00	0.0%
Total 6904 · TRANSFERS	0.00	25,000.00	-25,000.00	0.0%
6990 · CONTINGENCY				
990-990 · CONTINGENCY	0.00	10,000.00	-10,000.00	0.0%
Total 6990 · CONTINGENCY	0.00	10,000.00	-10,000.00	0.0%
Total Expense	790,177.78	1,567,730.00	-777,552.22	50.4%
Net Income	-65,782.42	-15,939.00	-49,843.42	412.7%

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

Resolution # 2019-04

January 24, 2019

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 24th day of January, 2019 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 24th day of January, 2019, and further certify that the above Resolution was adopted at said meeting.

Tammy L. Beal, Marion Township Clerk

MEMO

To: Marion Township Board of Trustees
From: Bob Hanvey
Subject: Sanitary sewer flows compared to water billing
Date: January 24, 2019

Attached is the updated spreadsheet that compares the quantity of wastewater received at the treatment plant to MHOG water meter readings.

The last line, highlighted in yellow, is for the fourth quarter of 2018. The quantity of wastewater exceeds the MHOG billing by about 8% for the quarter.

Overall for the last five years the cumulative difference does not seem large enough to warrant action to detect the source of differences.

Presented at Board Meeting 01/24/2019

Comparison of Peavy Road sewer meter readings with MHOG meter readings 2014 - 2018.

Time Period	Gallons on Peavy Meter	Number of metered users	Metered Gallons	Number of flat rate users	Flat Rate Estimated Gallons	Total gallons on MHOG Billing	Gallons Difference	Annual Total Difference
2014/Q1	11,927,460	753	9,070,000	66	794,980	9,864,980	-2,062,480	
2014/Q2	12,736,030	785	10,541,000	65	872,822	11,413,822	-1,322,208	
2014/Q3	11,797,470	798	13,461,000	66	1,113,316	14,574,316	2,776,846	
2014/Q4	11,945,550	804	9,903,000	66	812,933	10,715,933	-1,229,617	
								-1,837,460
2015/Q1	12,671,510	799	10,593,000	66	875,016	11,468,016	-1,203,494	
2015/Q2	12,882,986	825	11,556,000	67	938,487	12,494,487	-388,499	
2015/Q3	12,319,516	837	13,439,000	70	1,123,931	14,562,931	2,243,415	
2015/Q4	12,372,220	834	10,789,000	70	905,552	11,694,552	-677,668	
								-26,246
2016/Q1	11,825,430	825	9,917,000	71	853,463	10,770,463	-1,054,967	
2016/Q2	12,450,780	858	12,634,000	71	1,045,471	13,679,471	1,228,691	
2016/Q3	12,572,510	875	15,622,000	68	1,214,053	16,836,053	4,263,543	
2016/Q4	12,516,660	890	10,881,000	68	831,357	11,712,357	-804,303	
								3,632,964
2017/Q1	13,704,340	896	10,163,000	70	793,984	10,956,984	-2,747,356	
2017/Q2	14,760,090	901	12,134,000	74	996,577	13,130,577	-1,629,513	
2017/Q3	12,595,320	888	15,630,000	72	1,267,297	16,897,297	4,301,977	
2017/Q4	13,741,970	913	10,965,000	72	864,710	11,829,710	-1,912,260	
								-1,987,151
2018/Q1	14,394,180	928	10,470,000	72	812,328	11,282,328	-3,111,852	
2018/Q2	15,501,830	935	12,052,000	72	928,068	12,980,068	-2,521,762	
2018/Q3	12,697,570	927	15,337,000	73	1,207,768	16,544,768	3,847,198	
2018/Q4	13,721,190	930	10,390,000	73	815,559	11,205,559	-2,515,631	
								-4,302,047
Total (net) difference for selected quarters							-4,519,940	

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

TRANSMITTAL

TO: Board of Trustees

DATE January 24, 2019

PROJECT **FINAL REVIEW**
Proposed Text Amendment
TXT# 02-18 Section 17.04A & B
Automobile Repair Garage, Automobile
Fueling/Mixed Use Stations Special Use

VIA Hand Delivery

WE ARE SENDING: Herewith Under Separate Cover

THE FOLLOWING:

- Proposed text amendment – TXT# 02-18 Section 17.4A & B (Remove B.8)
- Livingston County Department of Planning review and comment Dated April 19,2018
- Attorney Letter Dated October 4, 2018
- Planning Commission Minutes Dated October 23, 2018

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

REMARKS:

The attached text amendment was sent to the Livingston County Department of Planning per Planning Commission request. This information is for a **Review and Adoption**. Let me know if you have any questions.

FROM: Dave Hamann, Zoning Administrator

Copy: file

Section 17.04 A Automobile Repair Garage

- A. **Locational Requirements:** Automobile Repair Garages are permitted by special use permit in the Highway Service District.
- B. **Site Requirements:**
1. The minimum lot size of the district shall be met.
 2. The minimum lot width and frontage shall be two hundred (200) feet.
 3. All gasoline pumps shall be located not less than thirty (30) feet from the edge of the road right-of-way and shall be arranged so that motor vehicles using them will not be parked on or overhanging any public sidewalk or road right-of-way.
 4. The entire parking area shall be hard-surfaced and adequately drained.
 5. Ingress and egress to the facility shall be only from a major thoroughfare, or from a shared access drive to such roadway.
 6. Curb cuts and driveways shall be reviewed and approved by the Livingston County Road Commission based on current standards.
 7. Driveway approach width shall meet Livingston County Road Commission current standards.
 8. ~~The site shall be no less than two hundred (200) feet from any place of public assembly such as a hospital, school, church or other institution. Measurement shall be the closest distance between exterior lot lines.~~
 8. There shall be no above-ground outdoor storage/dispensing tanks on the site without leak-proof secondary containment sufficient to accommodate one hundred twenty percent (120%) of the volume of the tank. Such containment measures shall be designed and approved by the appropriate federal, state or local authority having jurisdiction prior to installation.
- C. **Buffering Requirements:**
1. Buffer zones shall comply with the requirements of Section 6.13.
 2. Dumpsters shall be screened by vegetation, fencing or brick enclosure per requirements in Section 14.05 E.
 3. All lighting shall be shielded per requirements in Section 14.04 E.
- D. **Performance Standards:**
1. Hydraulic hoists, service pits, lubricating, greasing, washing/repair equipment and operations shall be located within a completely enclosed structure.
 2. Storage of vehicles rendered inoperative for any reason, and vehicles without current license plates and registration, shall be limited to a period of not more than thirty (30) days and then only for the purpose of temporary storage pending transfer to a junkyard. Such storage shall not occur in front of the building.

3. Sales of new and used motorized vehicles shall not be permitted.
4. No public address system shall be audible from any abutting residential parcel.
5. All floor drains shall be designed to current Township policy.
6. All flammable liquids, solvents, cleaners, and other hazardous substances capable of contaminating groundwater shall be stored within the building and secondary containment measures shall be installed and utilized to prevent spilled materials from contacting the ground. Such containment measures shall be designed and approved by the appropriate federal, state, or local authority having jurisdiction prior to installation.
7. All handling of flammable or hazardous substances shall be in accordance with local, state and federal laws and all required local, state and federal permits shall be obtained prior to final Township approval and the establishment shall remain in conformance therewith.
8. A car wash may be established as part of the principal structure or as a separate structure, but shall conform to all setback requirements for a principal structure.

Section 17.04 B Automobile Fueling/Mixed-Use Stations

A. **Locational Requirements:** Automobile Fueling/Mixed-Use stations are permitted by special use permit in the Highway Service District.

B. **Site Requirements:**

1. The minimum lot size of the district shall be met.
2. The minimum lot width and frontage shall be two hundred (200) feet.
3. All gasoline pumps shall be located not less than thirty (30) feet from the edge of the road right-of-way and shall be arranged so that motor vehicles using them will not be parked on or overhanging any public sidewalk or road right-of-way.
4. The entire parking area shall be hard-surfaced and adequately drained.
5. Ingress and egress to the facility shall be only from a major thoroughfare, or from a shared access drive to such roadway.
6. Curb cuts and driveways shall be reviewed and approved by the Livingston County Road Commission based on current standards.
7. Driveway approach width shall meet Livingston County Road Commission current standards.
8. ~~The site shall be no less than two hundred (200) feet from any place of public assembly such as a hospital, school, church or other institution. Measurement shall be the closest distance between exterior lot lines.~~
8. There shall be no above-ground outdoor storage/dispensing tanks on the site without leak-proof secondary containment sufficient to accommodate one hundred twenty percent (120%) of the volume of the tank. Such containment measures shall be designed and approved by the appropriate federal, state or local authority having jurisdiction prior to installation.

C. Buffering Requirements:

1. Buffer zones shall comply with the requirements of Section 6.13.
2. Dumpsters shall be screened by vegetation, fencing or brick enclosure per requirements in Section 14.05 E.
3. All lighting shall be shielded per requirements in Section 14.04 E.

D. Performance Standards:

1. No public address system shall be audible from any abutting residential parcel.
2. All floor drains shall be designed to current Township policy.
3. All flammable liquids, solvents, cleaners, and other hazardous substances capable of contaminating groundwater shall be stored within the building and secondary containment measures shall be installed and utilized to prevent spilled materials from contacting the ground. Such containment measures shall be designed and approved by the appropriate federal, state, or local authority having jurisdiction prior to installation.
4. All handling of flammable or hazardous substances shall be in accordance with local, state and federal laws and all required local, state and federal permits shall be obtained prior to final Township approval and the establishment shall remain in conformance therewith.
5. A car wash may be established as part of the principal structure or as a separate structure, but shall conform to all setback requirements for a principal structure.



Livingston County Department of Planning

December 20, 2018

Marion Township Board of Trustees
c/o Tammy Beal, Township Clerk
Marion Township Hall - 2877 West Coon Lake Road
Howell, MI 48843

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
PEM
Principal Planner

**Re: Z-38-18: Livingston County Planning Commission
Review of Township Ordinance Amendments:**

Article XVII Standards for Specific Special Uses:

- Section 17.04 (A) Automobile Repair Garage
- Section 17.04 (B) Automobile Fueling/Mixed Use Stations

Dear Board Members:

The Livingston County Planning Commission met on Wednesday, December 19, 2018, and reviewed the proposed zoning ordinances referenced above. The County Planning Commissioners made the following recommendation:

Z-38-18 Approval.

The proposed text amendments are reasonable and appropriate.

Copies of the staff review as well as draft Livingston County Planning Commission meeting minutes are enclosed. Please do not hesitate to contact our office should you have any questions regarding county actions.

Sincerely,


Kathleen J. Kline-Hudson, Director

Enclosures

c: Larry Grunn, Chair, Marion Township Planning Commission
 Dave Hamann, Zoning Administrator, Marion Township

Additional minutes and agendas are available at: <http://www.livgov.com/plan/Pages/agendas.asp>

Department Information

Administration Building
304 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

•
(517) 546-7555
Fax (517) 552-2347

•
Web Site
co.livingston.mi.us



Livingston County Department of Planning

LIVINGSTON COUNTY PLANNING COMMISSION MEETING

Wednesday, December 19, 2018 – 6:30 p.m.

Administration Building, Board of Commissioners Chambers

304 East Grand River, Howell, MI 48843

Agenda

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
AICP, PEM
Principal Planner

1. Call to Order
2. Pledge of Allegiance
3. Roll and Introduction of Guests
4. Approval of Agenda – December 19, 2018
5. Approval of Meeting Minutes – November 14, 2018
6. Call to the Public
7. Zoning Reviews
 - A. Z-38-18 Marion Township, Zoning Ordinance Amendment, Article XVII Standards for Specific Special Uses, Section 17.04(A) Automobile Repair Garage and Section 17.04(B) Automobile Fueling/Mixed Use Stations
 - B. MP-03-18 Putnam Township, Master Plan Amendment
8. Old Business
 - A. Progress on visits to local planning commissions
9. New Business
10. Reports
 - A. Report on December 5 Brown Bag Lunch
 - B. Other
11. Commissioners Heard and Call to the Public
12. Adjournment

Department Information

Administration Building
304 E. Grand River Avenue
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Howell, MI 48843-2323

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Livingston County Department of Planning

MEMORANDUM

TO: Livingston County Planning Commissioners and the
Marion Township Board of Trustees

FROM: Robert Stanford, Principal Planner

DATE: December 3, 2018

SUBJECT: Z-38-18 Amendments to Zoning Ordinance Article -
Article XVII: Standards for Specific Special Uses:
Section 17.04(A) Automobile Repair Garage
Section 17.04(B) Automobile Fueling/Mixed Use Stations

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
PEM
Principal Planner

The Marion Township Planning Commission proposes to revise the following Articles/Sections:

Article XVII: Standards for Specific Special Uses:

Section 17.04(A) Automobile Repair Garage Section 17.04(B) Automobile Fueling/Mixed Use Stations

The proposed amendments remove an obsolete requirement in these two Sections. The Township Planner agreed with the proposed amendment. The Township understands that the original idea for the requirement was probably due to the potential hazard, but is not necessary anymore due to the significant state and federal regulatory and safety requirements for fuel stations.

Department Information

Administration Building
04 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

(517) 546-7555
Fax (517) 552-2347

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NOTE: When existing (current) text are utilized in this review for illustrative purposes, additions (or newly proposed text) are noted in **underlined bold** font while deletions to existing text are noted in ~~striketrough~~ font (Times New Roman). Planning Staff comments are noted in ***bold italic underline*** fashion (Arial).

Marion Township proposes to revise its township zoning ordinance regarding automobile repair garages and automobile fueling stations in the following manner:



ARTICLE XVII: STANDARDS FOR SPECIFIC SPECIAL LAND USES

Section 17.04 A Automobile Repair Garage

B. Site Requirements:

8. ~~The site shall be no less than two hundred (200) feet from any place of public assembly such as a hospital, school, church or other institution. Measurement shall be the closest distance between exterior lot lines~~

Section 17.04 B Automobile Fueling/Mixed-Use Stations

B. Site Requirements:

8. ~~The site shall be no less than two hundred (200) feet from any place of public assembly such as a hospital, school, church or other institution. Measurement shall be the closest distance between exterior lot lines.~~

STAFF COMMENTS: With the removal of "item #8" in both of these sections, the Township should also renumber the current "item #9" from both of these sections as the new "item #8".

Township Recommendation: Approval. The Marion Township Planning Commission recommended **Approval** of the text amendments at their October 23, 2018 meeting. There were no public comments.

Staff Recommendation: Approval. The proposed text amendments are reasonable and appropriate.

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

TRANSMITTAL

TO: Board of Trustees

DATE January 24, 2019

PROJECT **FINAL REVIEW**
Proposed Text Amendment
TXT# 02-18 Section 17.04A & B
Automobile Repair Garage, Automobile
Fueling/Mixed Use Stations Special Use

VIA Hand Delivery

WE ARE SENDING: Herewith Under Separate Cover

THE FOLLOWING:

- Proposed text amendment – TXT# 02-18 Section 17.4A & B (Remove B.8)
- Livingston County Department of Planning review and comment Dated April 19,2018
- Attorney Letter Dated October 4, 2018
- Planning Commission Minutes Dated October 23, 2018

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

REMARKS:

The attached text amendment was sent to the Livingston County Department of Planning per Planning Commission request. This information is for a **Review and Adoption**. Let me know if you have any questions.

FROM: Dave Hamann, Zoning Administrator

Copy: file

Section 17.04 A Automobile Repair Garage

- A. **Locational Requirements:** Automobile Repair Garages are permitted by special use permit in the Highway Service District.
- B. **Site Requirements:**
1. The minimum lot size of the district shall be met.
 2. The minimum lot width and frontage shall be two hundred (200) feet.
 3. All gasoline pumps shall be located not less than thirty (30) feet from the edge of the road right-of-way and shall be arranged so that motor vehicles using them will not be parked on or overhanging any public sidewalk or road right-of-way.
 4. The entire parking area shall be hard-surfaced and adequately drained.
 5. Ingress and egress to the facility shall be only from a major thoroughfare, or from a shared access drive to such roadway.
 6. Curb cuts and driveways shall be reviewed and approved by the Livingston County Road Commission based on current standards.
 7. Driveway approach width shall meet Livingston County Road Commission current standards.
 8. ~~The site shall be no less than two hundred (200) feet from any place of public assembly such as a hospital, school, church or other institution. Measurement shall be the closest distance between exterior lot lines.~~
 8. There shall be no above-ground outdoor storage/dispensing tanks on the site without leak-proof secondary containment sufficient to accommodate one hundred twenty percent (120%) of the volume of the tank. Such containment measures shall be designed and approved by the appropriate federal, state or local authority having jurisdiction prior to installation.
- C. **Buffering Requirements:**
1. Buffer zones shall comply with the requirements of Section 6.13.
 2. Dumpsters shall be screened by vegetation, fencing or brick enclosure per requirements in Section 14.05 E.
 3. All lighting shall be shielded per requirements in Section 14.04 E.
- D. **Performance Standards:**
1. Hydraulic hoists, service pits, lubricating, greasing, washing/repair equipment and operations shall be located within a completely enclosed structure.
 2. Storage of vehicles rendered inoperative for any reason, and vehicles without current license plates and registration, shall be limited to a period of not more than thirty (30) days and then only for the purpose of temporary storage pending transfer to a junkyard. Such storage shall not occur in front of the building.

3. Sales of new and used motorized vehicles shall not be permitted.
4. No public address system shall be audible from any abutting residential parcel.
5. All floor drains shall be designed to current Township policy.
6. All flammable liquids, solvents, cleaners, and other hazardous substances capable of contaminating groundwater shall be stored within the building and secondary containment measures shall be installed and utilized to prevent spilled materials from contacting the ground. Such containment measures shall be designed and approved by the appropriate federal, state, or local authority having jurisdiction prior to installation.
7. All handling of flammable or hazardous substances shall be in accordance with local, state and federal laws and all required local, state and federal permits shall be obtained prior to final Township approval and the establishment shall remain in conformance therewith.
8. A car wash may be established as part of the principal structure or as a separate structure, but shall conform to all setback requirements for a principal structure.

Section 17.04 B Automobile Fueling/Mixed-Use Stations

- A. **Locational Requirements:** Automobile Fueling/Mixed-Use stations are permitted by special use permit in the Highway Service District.
- B. **Site Requirements:**
 1. The minimum lot size of the district shall be met.
 2. The minimum lot width and frontage shall be two hundred (200) feet.
 3. All gasoline pumps shall be located not less than thirty (30) feet from the edge of the road right-of-way and shall be arranged so that motor vehicles using them will not be parked on or overhanging any public sidewalk or road right-of-way.
 4. The entire parking area shall be hard-surfaced and adequately drained.
 5. Ingress and egress to the facility shall be only from a major thoroughfare, or from a shared access drive to such roadway.
 6. Curb cuts and driveways shall be reviewed and approved by the Livingston County Road Commission based on current standards.
 7. Driveway approach width shall meet Livingston County Road Commission current standards.
 8. ~~The site shall be no less than two hundred (200) feet from any place of public assembly such as a hospital, school, church or other institution. Measurement shall be the closest distance between exterior lot lines.~~
 8. There shall be no above-ground outdoor storage/dispensing tanks on the site without leak-proof secondary containment sufficient to accommodate one hundred twenty percent (120%) of the volume of the tank. Such containment measures shall be designed and approved by the appropriate federal, state or local authority having jurisdiction prior to installation.

C. Buffering Requirements:

1. Buffer zones shall comply with the requirements of Section 6.13.
2. Dumpsters shall be screened by vegetation, fencing or brick enclosure per requirements in Section 14.05 E.
3. All lighting shall be shielded per requirements in Section 14.04 E.

D. Performance Standards:

1. No public address system shall be audible from any abutting residential parcel.
2. All floor drains shall be designed to current Township policy.
3. All flammable liquids, solvents, cleaners, and other hazardous substances capable of contaminating groundwater shall be stored within the building and secondary containment measures shall be installed and utilized to prevent spilled materials from contacting the ground. Such containment measures shall be designed and approved by the appropriate federal, state, or local authority having jurisdiction prior to installation.
4. All handling of flammable or hazardous substances shall be in accordance with local, state and federal laws and all required local, state and federal permits shall be obtained prior to final Township approval and the establishment shall remain in conformance therewith.
5. A car wash may be established as part of the principal structure or as a separate structure, but shall conform to all setback requirements for a principal structure.



Livingston County Department of Planning

December 20, 2018

Marion Township Board of Trustees
c/o Tammy Beal, Township Clerk
Marion Township Hall - 2877 West Coon Lake Road
Howell, MI 48843

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
PEM
Principal Planner

**Re: Z-38-18: Livingston County Planning Commission
Review of Township Ordinance Amendments:**

Article XVII Standards for Specific Special Uses:

- Section 17.04 (A) Automobile Repair Garage
- Section 17.04 (B) Automobile Fueling/Mixed Use Stations

Dear Board Members:

The Livingston County Planning Commission met on Wednesday, December 19, 2018, and reviewed the proposed zoning ordinances referenced above. The County Planning Commissioners made the following recommendation:

Z-38-18 Approval.

The proposed text amendments are reasonable and appropriate.

Copies of the staff review as well as draft Livingston County Planning Commission meeting minutes are enclosed. Please do not hesitate to contact our office should you have any questions regarding county actions.

Sincerely,

Kathleen J. Kline-Hudson, Director

Enclosures

c: Larry Grunn, Chair, Marion Township Planning Commission
 Dave Hamann, Zoning Administrator, Marion Township

Additional minutes and agendas are available at: <http://www.livgov.com/plan/Pages/agendas.asp>

Department Information

Administration Building
304 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

•
(517) 546-7555
Fax (517) 552-2347

•
Web Site
co.livingston.mi.us



Livingston County Department of Planning

LIVINGSTON COUNTY PLANNING COMMISSION MEETING

Wednesday, December 19, 2018 – 6:30 p.m.

Administration Building, Board of Commissioners Chambers
304 East Grand River, Howell, MI 48843

Agenda

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
AICP, PEM
Principal Planner

1. Call to Order
2. Pledge of Allegiance
3. Roll and Introduction of Guests
4. Approval of Agenda – December 19, 2018
5. Approval of Meeting Minutes – November 14, 2018
6. Call to the Public
7. Zoning Reviews
 - A. Z-38-18 Marion Township, Zoning Ordinance Amendment, Article XVII Standards for Specific Special Uses, Section 17.04(A) Automobile Repair Garage and Section 17.04(B) Automobile Fueling/Mixed Use Stations
 - B. MP-03-18 Putnam Township, Master Plan Amendment
8. Old Business
 - A. Progress on visits to local planning commissions
9. New Business
10. Reports
 - A. Report on December 5 Brown Bag Lunch
 - B. Other
11. Commissioners Heard and Call to the Public
12. Adjournment

Department Information

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304 E. Grand River Avenue
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Livingston County Department of Planning

MEMORANDUM

TO: Livingston County Planning Commissioners and the
Marion Township Board of Trustees

FROM: Robert Stanford, Principal Planner

DATE: December 3, 2018

SUBJECT: Z-38-18 Amendments to Zoning Ordinance Article -
Article XVII: Standards for Specific Special Uses:
Section 17.04(A) Automobile Repair Garage
Section 17.04(B) Automobile Fueling/Mixed Use Stations

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
PEM
Principal Planner

The Marion Township Planning Commission proposes to revise the following Articles/Sections:

Article XVII: Standards for Specific Special Uses:

Section 17.04(A) Automobile Repair Garage Section 17.04(B) Automobile Fueling/Mixed Use Stations

The proposed amendments remove an obsolete requirement in these two Sections. The Township Planner agreed with the proposed amendment. The Township understands that the original idea for the requirement was probably due to the potential hazard, but is not necessary anymore due to the significant state and federal regulatory and safety requirements for fuel stations.

Department Information

Administration Building
14 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

NOTE: When existing (current) text are utilized in this review for illustrative purposes, additions (or newly proposed text) are noted in **underlined bold** font while deletions to existing text are noted in ~~strike through~~ font (Times New Roman). Planning Staff comments are noted in ***bold italic underline*** fashion (Arial).

(517) 546-7555
Fax (517) 552-2347

Marion Township proposes to revise its township zoning ordinance regarding automobile repair garages and automobile fueling stations in the following manner:

Web Site
co.livingston.mi.us

**LIVINGSTON COUNTY PLANNING COMMISSION
MEETING MINUTES**

DRAFT – December 19, 2018

6:30 p.m.

304 E. Grand River Ave., Howell, Michigan

PLANNING COMMISSION		
COMMISSIONERS PRESENT:	JEANNE CLUM JAMES SPARKS MATT IKLE	LAURA ABRAMSON BILL ANDERSON
COMMISSIONERS ABSENT:	BRIAN PROKUDA	CLAIRE STEVENS
STAFF PRESENT:	KATHLEEN KLINE-HUDSON ROB STANFORD SCOTT BARB	
OTHERS PRESENT:	BRUCE POWELSON – MARION TOWNSHIP PLANNING COMMISSION	

1. **CALL TO ORDER:** Meeting was called to order by Commissioner Clum at 6:33 PM.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL AND INTRODUCTION OF GUESTS:** None.

4. **APPROVAL OF AGENDA**

Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO APPROVE THE AGENDA DATED DECEMBER 19, 2018, SECONDED BY COMMISSIONER IKLE.

All in favor, motion passed.

5. **APPROVAL OF PLANNING COMMISSION MEETING MINUTES**

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO APPROVE THE MINUTES OF THE PLANNING COMMISSION MEETING DATED NOVEMBER 14, 2018, SECONDED BY COMMISSIONER ANDERSON.

All in favor, motion passed.

6. **CALL TO THE PUBLIC:** None.

7. ZONING REVIEWS:

A. **Z-38-18: MARION TOWNSHIP, ZONING ORDINANCE AMENDMENTS –
ARTICLE XVII: STANDARDS FOR SPECIFIC USES: SECTION 17.04 (A) AUTOMOBILE
REPAIR GARAGE AND SECTION 17.04 (B) AUTOMOBILE FUELING/MIXED USE STATIONS**

The proposed amendments remove an obsolete requirement in these two Sections. The Township Planner agreed with the proposed amendment. Marion Township understands that the original idea for the requirement was probably due to the potential hazard, but is not necessary anymore due to the significant state and federal regulatory and safety requirements for fuel stations.

Township Planning Commission Recommendation: Approval. The Marion Township Planning Commission recommended **Approval** of the text amendments at their October 23, 2018 meeting. There were no public comments.

Staff Recommendation: Approval. The proposed text amendments are reasonable and appropriate.

Commission Discussion: None.

Public Comment: None.

Commissioner Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER SPARKS TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER ABRAMSON.

Motion passed: 5-0

B. **MP-03-18: PUTNAM TOWNSHIP, MASTER PLAN AMENDMENT.**

Livingston County Planning Department received correspondence from Putnam Township Planning Commission requesting Livingston County Planning Commission review and comment on the proposed update to the 2012 Putnam Township Master Plan. This request is in accordance with Section 41 of the Michigan Planning Enabling Act (P.A. 33 of 2008).

Staff Recommendation: Approval. That the Livingston County Planning Commission concurs with staff's comments on the 2018 Putnam Township Master Plan Update, and submit the foregoing comments to the Putnam Township Planning Commission.

Commission Discussion: Commissioner Clum stated that it is nice to see that the Township is including a Master Plan designation for Manufactured Housing Parks.

Public Comment: None.

Commissioner Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ABRAMSON TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER ANDERSON.

Motion passed: 5-0

8. OLD BUSINESS

- A. Progress on visits to local Planning Commission meetings:** Planning staff and commissioners went over the revised schedule of visits. Visits to Deerfield, Putnam and Cohoctah Townships, as well as possibly Pinckney and Handy Townships are planned for the rest of December 2018, and January and February 2019. This leaves five communities yet to visit.

9. NEW BUSINESS: None.

10. REPORTS

A. Report on December 5 Brown Bag Lunch – Transit Plan:

Commissioners Ikle and Clum attended the session and briefly summarized their thoughts on the topic and support the Plan going forward.

B. Handout: Master Plan, Fillmore Park and Livingston County Employee United Way campaign updates: Narrative submitted for the State of the County Address in February 2019.

C. Handout: Planning Commission Year in Review for Cases.

D. Handout: 2019 Livingston County Planning Commission Meeting Schedule.

11. COMMISSIONERS HEARD AND CALL TO THE PUBLIC:

Mr. Bruce Powelson, Marion Township Planning Commission member, briefed the Planning Commissioners regarding their Township survey results. There were over 700 responses. The survey is available online. Distribution of the survey location was done through tax roll mailings, postcard reminders, the Township's website and was mentioned during election period.

12. ADJOURNMENT

Commissioner Action: IT WAS MOVED BY COMMISSIONER SPARKS TO ADJOURN THE MEETING AT 7:00 P.M., SECONDED BY COMMISSIONER IKLE.

All in favor, motion passed.

Dave Hamann

From: Michael Kehoe <mike@michaelkehoelaw.com>
Sent: Thursday, October 04, 2018 11:45 AM
To: Hamann Dave
Subject: Re: TXT #02-18 Review

Dave,

It seems ok to me to delete it. I'm not sure it makes a lot of sense for the restriction. On the other hand, maybe the bigger issue is measuring from the lot lines. Maybe the PC might want to consider having some buffering distance but have the measurement be between the buildings rather than lot lines or something like that. Since it's a special use that might be a consideration for the PC rather than deleting it completely.

Hope that helps.

Mike

Michael J. Kehoe
Attorney at Law
710 E. Grand River
Howell, MI 48843
(517) 546-4570

On Oct 3, 2018, at 10:56 AM, Dave Hamann <za@mariontownship.com> wrote:

Hi Mike, attached is a change to both special uses relating to automobile repair and fueling/mixed use where we are removing a requirement of 200 feet from public assembly. This has become an issue and required a Zoning Board of Appeals case for Schroeders Body Shop because there is a church right next to the Highway service district. That church was allowed 15 years ago when there was Howell Auto across the street and even the Benny's and now Eagles is across the street. Still waiting on the minutes from the Planning Commission but basically they motioned to set public hearing for 10/23/2018 and wanted to have you review it prior to the public hearing! John Enos agreed that it was no longer a requirement since the church chose in the special use site plan review 15 years ago to build on that SR parcel next to the HS.

Dave Hamann
Zoning Administrator
Marion Township
za@mariontownship.com

<2018 TXT 02-18 SUP 17.04AB.docx>

DRAFT

Approved by: _____
Larry Grunn, Chairperson

Date: _____

**MARION TOWNSHIP
2877 W. COON LAKE ROAD, HOWELL MI 48843
PLANNING COMMISSION
REGULAR MEETING MINUTES
October 23, 2018
7:30 P.M.**

MEMBERS PRESENT: LARRY GRUNN- *CHAIRPERSON*
BRUCE POWELSON- *VICE CHAIR*
BOB HANVEY
JAMES ANDERSON

MEMBERS ABSENT: CHERYL RANGE- *SECRETARY*

OTHERS PRESENT: DAVE HAMANN- *ZONING ADMINISTRATOR*
CHRIS ATKIN- *CARLISLE WORTMAN PLANNER*

CALL TO ORDER:

Larry Grunn called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

INTRODUCTION OF MEMBERS:

The members of the Planning Commission introduced themselves. Chris Atkin from Carlisle Wortman introduced himself.

APPROVAL OF AGENDA:

Regular Meeting Agenda for October 23, 2018

Bruce Powelson motioned to approve the agenda. Jim Anderson seconded. Motion carried

APPROVAL OF MINUTES:

Regular Meeting Minutes for September 25, 2018

Jim Anderson motioned to approve the minutes as presented. Bruce Powelson seconded. Motion carried

APPROVAL OF MINUTES:

Special Meeting Minutes for October 12, 2018

Bruce Powelson motioned to approve the minutes. Jim Anderson seconded. Motion carried

CALL TO THE PUBLIC:

NONE

PUBLIC HEARING:

TXT #02-18, 17-04 A & B Automobile Repair Garage

Opened Public Hearing. No comments were made. Closed Public Hearing.

OLD BUSINESS:

TXT #02-18, 17.04 A & B Automobile Repair Garage

*Jim Anderson motioned to remove item #8 under Site Requirements for TXT #02-18, 17.04 A & B. It will then be sent to the county for review and approval. Bob Hanvey seconded. **Motion carried***

Proposed Changes to TXT #07-17 Lots

Chris Atkin reviewed what was submitted and thinks that if we completely change all of the language, then that is going to involve an extensive amount of work. Not just the language in the definition. but all the follow up, such as the interpretation and the intent. You also don't want to overcomplicate things by being too specific with the language. Implementing minor changes would not require a public hearing because it would not be changing the content of the ordinance.

Dave Hamann explained that the Land Division ordinance is still sitting out there because the board has some issues with the easement requirements. They actually conflict with the zoning ordinance. When you look at the definitions in each of them, they contradict one another because the zoning ordinance requires frontage on the road, but the land division ordinance still allows an easement. The board still has to decide which one of these ordinances they want to change.

Chris said that regardless, all of the pre-existing lots without frontage will still be allowed access, even without an easement or private driveway. Bob Hanvey said that maybe we tackle the lot issues one at a time. Some of these issues regarding lots are more important than others. Chris stated that some of the issues are items he has never seen happen before, but we can prioritize based on importance.

*Bob Hanvey motioned to postpone this topic until he comes up with a prioritized list of specific lot issues for the next meeting. Jim Anderson seconded. **Motion carried***

TXT #01-18, 6.20 Private Roads

Dave said that he, John Enos and Phil Westmorland are working on the engineering standards language so we can avoid public hearings for certain issues. Dave sent the first cut to Phil and John for review and is waiting for them to respond. Larry Grunn asked why Phil and John haven't come up with anything on this yet. Dave explained that they are the ones that have to come up with the engineering standards language for different ordinances. They need to differentiate what information goes in the engineering standards and what goes in the ordinances.

*Jim Anderson motioned to postpone this topic until John Enos and Phil Westmoreland get information back to us regarding the language for engineering standards. Bruce Powelson seconded. **Motion carried***

MASTER PLAN SURVEYS

Chris explained that all of the Master Plan surveys will be due on November 15, 2018.

*Bruce Powelson motioned to have a special meeting on December 11, 2018 at 7:30pm, to review and work on the Master Plan. Jim Anderson seconded. **Motion carried***

TXT #03-18 Home Occupation

Jim Anderson motioned to postpone this item until the November Planning Commission meeting so John Enos can be present. Bob Hanvey seconded. Motion carried

NEW BUSINESS:

Solar Panels for Residential and Commercial Use

Home based solar panels may be on the roof or they can be free-standing in the backyard. Chris mentioned that they have to be facing south. Bob Hanvey thinks that we need to have an ordinance regarding the use of solar panels. Dave Haman has only had one permit requesting solar panels and would just give a waiver for the ones located on the roof.

Bob Hanvey motioned to request information from Carlisle Wortman regarding solar panels, both for electricity and water heaters. Bruce Powelson seconded. Motion carried

CORRESPONDENCE AND UPDATES:

NONE

CALL TO THE PUBLIC:

NONE

ADJOURNMENT:

Jim Anderson motioned to adjourn the meeting at 9:00pm. Bruce Powelson seconded. Motion carried

MEMO

TO: Board of Trustees
FROM: Dave
DATE: January 24, 2019
SUBJECT: Cost of Enforcement Memo

This memo is to provide the Board of Trustees with information relating to the ongoing discussing concerning Zoning Ordinance Enforcement, as well as General Ordinance Enforcement. You will always hear your planner say your ordinances are only as good as your enforcement. However, he fails to mention that with every ordinance enforcement comes a cost. It was brought to my attention that insurance only covers the cost of defending your ordinance and even that will have a cost of \$2500 deductible for each occurrence and a \$50,000 deductible should the case go to trial and the township should lose. For all cases that you take residents to court for violation of either a zoning ordinance or a general ordinance, there is no coverage. Therefore, a budget needs to be set up to address any planned cost of enforcement.

An alternative to court enforcement would be a municipal civil infractions ordinance that would allow an ordinance enforcement officer to ticket residents for violations. Of course, if the resident doesn't resolve the violation and pay the tickets at the Treasurer's office, then you will still have to set aside budget funds to take them to court. This cost is why many municipalities will tell me they enforce complaints only and are not proactive in enforcement. Cities and suburbs have the ability to assess resident's tax millage to provide funds for more aggressive enforcement.

With the new pending Nuisance General Ordinance, there will be the need to qualify what is considered a complaint that the township should address and what is merely a neighborly conflict and then provide funds to cover the cost of enforcing this Nuisance ordinance. If Carlisle Wortman is going to be asked to handle the enforcement responsibility, then there will need to be funds available to have them handle those violations.

Another issue that comes up is illegally-built structures and the question for the Board is do we spend money to make them compliant or just address them with the assessing process?

Let me know if you have any questions.

HCC Public Risk Claim Service, Inc.

Report Date: 1/10/2019 4:07:50 PM
Individual Loss Run By Policy Period

File No.	Occur Date	Major/Minor Code	DESCRIPTION	LOSS RESERVE	LOSS PAYMENT	EXPENSE RESERVE	EXPENSE PAYMENT	RECOVERY	TOTAL INCURRED
MARION TOWNSHIP-LIVINGSTON - MR12074									
Policy Period: 1/1/2002 to 1/1/2003									
104264	CL	3/1/2001	171-101 Zoning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105136	CL	2/1/2002	171-102 Zoning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107594	CL	6/3/2002	171-101 Zoning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Policy Period: 1/1/2003 to 1/1/2004									
110530	CL	3/3/2003	171-101 Zoning	\$0.00	\$5,000.00	\$0.00	\$9,473.20	\$0.00	\$14,473.20
114562	CL	12/4/2003	171-101 Zoning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Policy Period: 1/1/2004 to 1/1/2005									
111427	CL	6/7/2004	171-101 Zoning	\$0.00	\$5,000.00	\$0.00	\$9,473.20	\$0.00	\$14,473.20
118142	CL	8/31/2004	171-101 Zoning	\$0.00	\$0.00	\$0.00	\$1,335.50	\$0.00	\$1,335.50
118212	CL	8/16/2004	171-101 Zoning	\$0.00	\$0.00	\$0.00	\$100,000.00	\$0.00	\$100,000.00
Policy Period: 1/1/2011 to 1/1/2012									
155603	CL	8/2/2011	270-200 Misc - Boiler & Machinery	\$0.00	\$1,829.70	\$0.00	\$0.00	\$0.00	\$1,829.70
Policy Period: 1/1/2012 to 1/1/2013									
158398	CL	2/28/2012	170-124 Medical Pay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Policy Period: 1/1/2016 to 1/1/2017									
180698	CL	6/11/2016	170-101 Bodily Injury	\$0.00	\$20,000.00	\$0.00	\$3,083.25	\$2,500.00	\$22,583.25
180856	CL	3/16/2016	170-101 Bodily Injury	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
181916	CL	10/5/2016	090-103 Scheduled Property	\$0.00	\$1,010.08	\$0.00	\$0.00	\$0.00	\$1,010.08
183030	OP	10/15/2016	171-107 Non-Monetary	\$0.00	\$0.00	\$4,774.38	\$20,225.62	\$2,500.00	\$22,500.00
186536	OP	5/11/2016	171-107 Non-Monetary Defense Costs	\$0.00	\$0.00	\$17,145.99	\$7,854.01	\$2,500.00	\$22,500.00

MEMO

To: Marion Township Board
From: Bob Hanvey
Subject: Re-do of resolution for letter appeal for BOR
Date: January 24, 2019

Attached is another version of the letter appeal to BOR resolution. This version explicitly includes "personal property."

RESOLUTION TO ALLOW RESIDENTS TO FILE LETTER APPEALS
TO THE BOARD OF REVIEW FOR 2019

RESOLUTION #2019-nn
January 24, 2019

_____ motioned to adopt a resolution to set the following policy for 2019
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 the last day of the final scheduled Board of Review hearings.

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 10th day of January 2019, and further certify that the above Resolution was adopted at said meeting.

Marion Township Clerk

Date

Bob Hanvey

From: Charles Hainstock <chainsto@gmail.com>
Sent: Thursday, January 17, 2019 12:21 AM
To: supervisor@mariontownship.com
Subject: Hometown Village of Marion hockey rink request
Attachments: Ice Rink Design.jpg; Rink border with brackets.jpg; Scan0002.pdf

Bob,

I am writing to ask if Marion Township would grant the residents of the Hometown Village of Marion (HTV) permission to use a small segment of the Township owned land, Parcel 4710-11-200-018 to build a temporary DIY style ice rink.

The rink would be built similar to the attached photos, of a size not to exceed 40'x80' in size (the largest ice rink liner found for sale), though likely smaller due to costs. The rink would be removed as weather no longer permits its use, or a set date established by the Township. I would solicit HTV residents to volunteer to construct, maintain and disassemble the rink as needed throughout the winter. The rink would be available for use to all HTV residents.

The rink would likely be constructed of 2"x12" lumber or other comparable material and will utilize a 6 mil rink liner to contain the water within the rink area. The intended location, as depicted in the attached map, is selected as a general location based on ground slope and suitability.

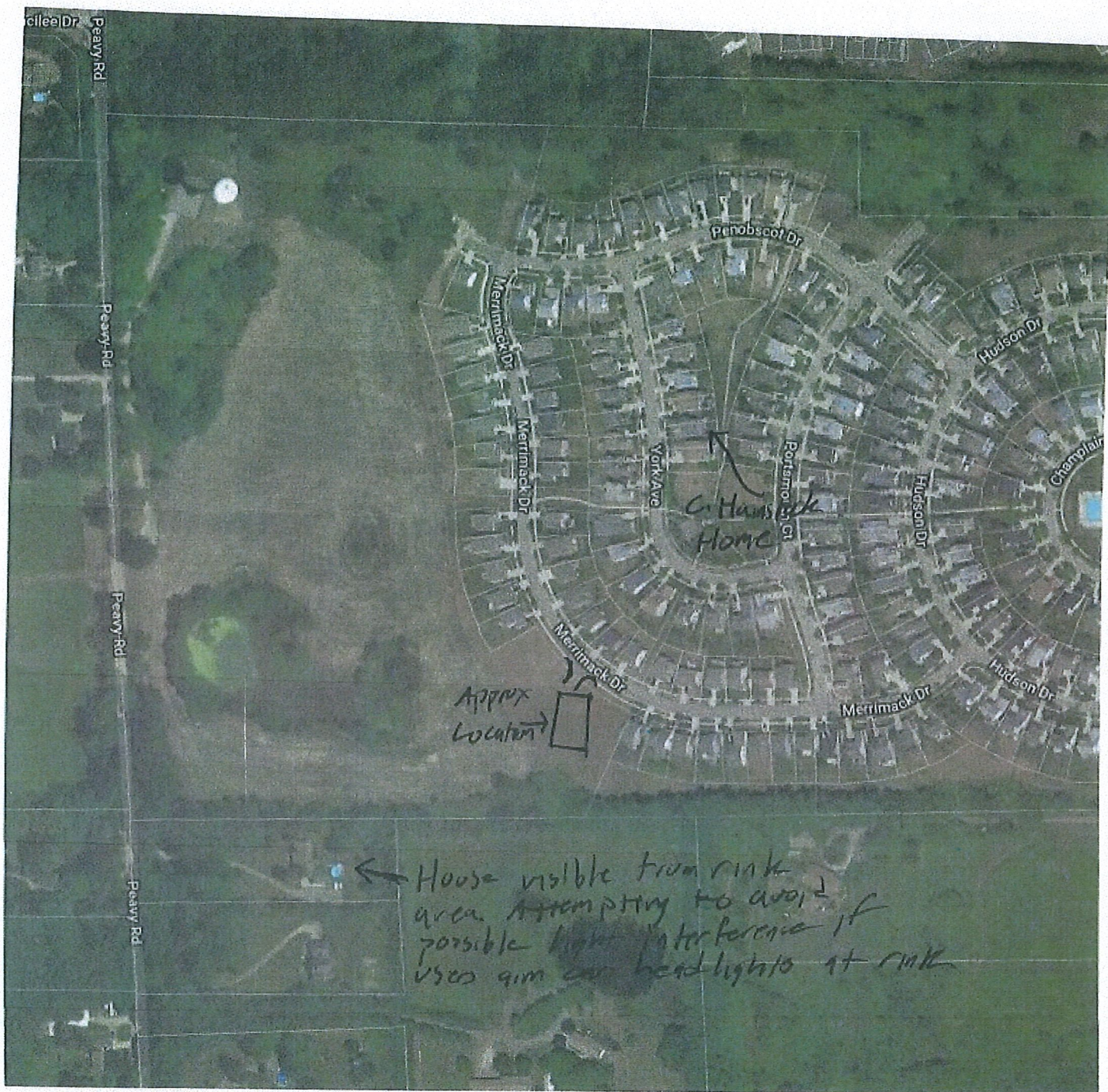
The rink would be oriented to minimize interference of light and noise to neighbors (both within and behind the subdivision) and minimize the risk of stray hockey pucks causing damage to vehicles or buildings (for clarity, the note on the map says "House visible from rink area. Attempting to avoid possible light interference if users aim car headlights at rink").

If the board is willing to permit this request, I would ask for clarification on the following items:

- Does the Township require any sort of signage that use of the premises is at one's own risk or declaration that the Township shall be held harmless of any claims?
- Does the Township wish to establish a set date for the dismantling of the rink?
- Are we required to get a majority approval of this request from the residents of Hometown Village, or specific approval from the residents closest to the proposed location?
- If this request is permitted, will the request span multiple years or only apply to this year, requiring new requests in future years for reconsideration?

I appreciate your consideration in this request.

Charles Hainstock
1175 York Ave
Howell, MI 48843



Parcel Disclaimer

Ruler

Legend







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[Index of Topics G-L](#)
[Index of Topics M-P](#)
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Q. What determines if a general law township is required to publish its minutes?

MCL 41.72a, Public Act 465 of 1996, exempts general townships with a taxable value under a threshold from the requirement of publishing in a newspaper the minutes of its board meetings. The threshold, \$50 million for 1997, is adjusted annually based on the increase in the Detroit CPI. The Michigan Department of Treasury is required to annually determine the adjusted amount.

Pursuant to PA 465, the Michigan Department of Treasury has determined that for 2018, the adjusted amount is \$85 million.

Pursuant to PA 465, the Michigan Department of Treasury has determined that for 2019, the adjusted amount is \$88 million.

Q. Are charter townships required to publish?

MCL 42.8: (1) The proceedings of the township board shall be published at least once each month. A publication of a synopsis of the proceedings, prepared by the township clerk and approved by the supervisor, showing the substance of each separate proceeding of the board is in compliance with this section.

(2) The board shall determine the method of publication of all notices, ordinances, and proceedings for which the method of publication is not prescribed by law.

(3) In making a determination under subsection (2), the board shall require 1 or both of the following:

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- [Additional, Non-Statutory Duties of Elective Offices](#)
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- [Campaign Finance Act Compliance](#)
- [Compensation for Township Officials](#)
- [Conflict of Interest](#)
- [Ethics and Conduct](#)
- [Filling Township Board Vacancies Due to Death or Resignation Expanded version Dec. 2015](#)
- [Freedom of Information Act Compliance](#)
- [Lawful Expenditures](#)
- [Liability, Risk Management and Governmental Immunity](#)
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[OR]

(b) That publication be made by posting in the office of the clerk and in 5 other public places in the township [OR] by posting in the office of the clerk and on the township's website.

[PLUS]

(4) If publication is made by posting under subsection (3)(b), a notice of the posting describing the purpose or nature of the notice, ordinance, or proceeding posted and the location of the places where posted shall be published at least once in a newspaper as required under subsection (3)(a) within 7 days of the posting.

Q. What information is required to be included in the minutes?

Minutes are basically a record of actions taken by the township board. They are not meant to be a word-for-word record of the meeting. The basic statutory requirements for minutes are outlined in the [Open Meetings Act \(OMA\)](#), Public Act 267 of 1976 (MCL 15.261, *et seq.*).

"Each public body shall keep minutes of each meeting showing the date, time, place, members present, members absent, any decisions made at a meeting open to the public, and the purpose or purposes for which a closed session is held. The minutes shall include all roll call votes taken at the meeting. The public body shall make any corrections in the minutes at the next meeting after the meeting to which the minutes refer. The public body shall make corrected minutes available at or before the next subsequent meeting after correction. The corrected minutes shall show both the original entry and the correction." (MCL 15.269)

The township board determines the format of its minutes, which are the record of the actions taken by the board, and the clerk is responsible for seeing that the township board minutes are prepared (MCL 41.66). Information over and above the requirements of the OMA and other statutes may be included in the format of the minutes, at the discretion of the township board.

Additional MTA Programs Member

resolutions made, supported and results of the motion; and any action taken by the body which is not specifically indicated in motions or resolutions. When a public body conducts a public hearing (always within a public meeting), the minutes should include the comments and arguments of those promoting or opposing a particular matter which is the subject of the public hearing and the fact that an opportunity to be heard was given to those present."

One example of this is a hearing held to confirm a special assessment roll. MCL 41.726 requires a person objecting to the roll to file his or her objection in writing with the township clerk, but it is also important for the township to record in the minutes who appeared to protest so the township can demonstrate at any State Tax Commission proceedings that it provided the person an opportunity to be heard. Another example is noting in the March Board of Review meeting minutes when a taxpayer has appeared to appeal his or her assessment.

Also according to MTA Legal Counsel, "Although the minutes do not have to include a verbatim recitation of all statements made at the meeting, a record of the topics or issues addressed during a meeting and any motions made (whether carried or not) provides a complete description of the proceedings of the meeting. We also note that if the township board has adopted a policy of following the provisions of Robert's Rules of Order, it requires the recordation of all motions (whether passed or not) in the meeting minutes. Finally, we note that an accurate record of all motions offered, and their disposition, can avoid future disagreements or questions concerning those motions."

Tip: Boards should adopt the habit of writing motions down before voting on them. This ensures that the board members all know what the motion says when they are voting, and it gives the clerk an accurate record of the motion for the minutes. The extra minute taken to clarify the motion will save hours of discussion on confusing votes later.

Q How should township board minutes be corrected?

All board members must have an opportunity to review minutes before voting to approve them--and each board member should take this responsibility to review and approve the minutes seriously.

Any board member may propose corrections to the minutes,

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The corrected minutes must show both the original language of the proposed minutes submitted to the township board for approval and the final, corrected language of those minutes as proposed by the township board.

The minutes may be corrected in handwriting by inserting new text in the original minutes with a "A" and drawing a line through deleted text, as long as it is still visible. If the minutes are produced on a computer or typewriter, the corrections should be shown using ALL CAPS for added text and strikethrough for deleted text.

Q As clerk, I tape record our board meetings. Do we have to keep all the tapes?

If the tape was made for the purpose of transcribing the official minutes of the meeting, the tape must be retained until the minutes of that meeting are approved. At that time, the tape may be erased, taped over or destroyed, unless a Freedom of Information Act (FOIA), Public Act 442 of 1976 (MCL 15.231, et seq.) request has been received for a copy of the tape.

Recordings made for the purpose of transcribing the official minutes are subject to disclosure under the FOIA. Recordings made by board members or the public for a purpose other than transcribing the official minutes are not subject to FOIA disclosure. Once the FOIA request has been completed, the tape may be destroyed.

The exception to this rule is when a tape is made of a closed session held during a public meeting. Although it is questionable whether it is appropriate to make a tape of a closed session (since the minutes of a closed session are limited to the time closed session begins and ends, a list of who is present, and the purpose of the session), if a tape is made, it must be sealed with the minutes of the closed session and retained for one year and a day after the meeting at which the minutes are approved. After that it may be destroyed, along with the closed session minutes.

Created on Tuesday, July 31, 2012



512 Westshire Dr.
Lansing, MI 48917



January 16, 2019

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

RE: Township Hall Assessment and Concept Study
Scope of Services

Mr. Hanvey:

Please find attached the proposed scope of services for the Township Hall Assessment and Concept Study, as requested by the Board at the January 10, 2019 meeting.

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

Sincerely,

A handwritten signature in black ink, appearing to read "P.A. Westmoreland".

Philip A. Westmoreland, P.E.

Senior Project Manager
SPICER GROUP, INC.
125 Helle Blvd., Suite 2
Dundee, MI 48131
P: (517) 375-9449

CC: SGI File

AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES

PROJECT TITLE: Township Hall Assessment and Concept Study

Marion Township is considering renovating and/or expanding their current Township Hall. The existing structure has been expanded since its original construction and workflow, storage, and usable space issues have begun to surface. The Township population has continued to grow and upgrades or replacements are needed to accommodate the staff's needs. The Township desires a study to determine the feasibility of rehabilitating and/or expanding the existing structure. The study will take into account the current staff needs as well as potential for accommodating future growth.

Spicer will prepare a conceptual design plan that outlines the project parameters. The purpose of this phase is to determine the site requirements and challenges to a level of detail sufficient to allow informed decision making on the project's feasibility. The study will include:

- I. Arrange and attend a pre-design meeting with representatives of Township and other project stakeholders to review the project scope and desired outcomes, discuss project concepts and approach, finalize how to communicate between team members, and finalize schedule. Spicer will prepare a summary of action items and distribute after the meeting.

- II. Pre-planning
 - a. Document existing site conditions using existing topographical surveys, county GIS information, or other material available from the Township.
 - b. Prepare a base map of the site which shows the site conditions based on the available information.
 - c. Prepare a schematic plan of the existing Township Hall indicating, as accurately as possible based on record plans and field investigation, the location of all major building elements including:
 - Structural and non-structural interior partition walls
 - Major electrical and IT components
 - Major mechanical systems including furnaces
 - Major plumbing fixtures such as water heaters
 - d. The development of the plans will include a brief analysis on the condition of the systems and their ability to support the potential building renovation.

- III. Planning and project programming for renovating and/or expanding the current Township Hall will include:
 - a. Prepare a "Project Statement" that provides basic information and parameters about the structure, the site, the cost and the time of completion.
 - building site development (location, dimensions, area, contours, landscape, easements, stormwater detention, utilities, etc.)

- personnel data and needs (number of employees, equipment and furnishings)
- patron needs (outside and inside)
- building design data (rough dimensions, square footages)
- building materials desired (interior walls, interior doors, interior trim, cabinetry, hardware, floor coverings, wall coverings, ceilings, lighting fixtures)
- space needs (rooms, quantities and sizes)
- building electrical system
- mechanical equipment (heating system, cooling system, electronic air cleaning, water heating, humidification, and dehumidification)
- communications system, security system, fire suppression system and fire alarm system
- special features (skylights, atriums, vaults)
- miscellaneous information and notes.

- IV. Up to 4 unique conceptual plans will be developed for the existing hall rehabilitation and/or expansion that will include preliminary floor plans, site development, and other major items of work.
- V. Develop a preliminary estimate of cost.
- VI. We will arrange and attend a Township review meeting to discuss the conceptual design and any changes that may be necessary to complete the project. We will prepare and distribute meeting minutes that summarize the major discussion items.
- VII. The final analysis will be presented to the entire Township Board at a public meeting if requested.

Payment for this item of work shall be based on the Standard Hourly Rates Method of Payment with a price not to exceed of **\$16,900**. Any additional services related to this work will be furnished only after the Township has authorized the work. Our fee for any additional services will be determined at the time they are performed.

If you agree with us performing the study and report phase, please sign and return one copy to us as our authorization to proceed.

Dated: _____, 20__

Authorized by: **MARION TOWNSHIP**

Proposed by: **SPICER GROUP, INC.**

Robert Hanvey, Supervisor

Philip Westmoreland, P.E.
Sr. Project Manager

MARION TOWNSHIP POLICY HANDBOOK

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

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

INTRODUCTION

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

ETHICAL STANDARDS/CONFLICT OF INTEREST

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

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

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

Tri Star Electrical & Lighting
 9901 Weber Street, Suite #2
 Brighton, MI 48116
 810-225-9605
 info@tristarelectrical.com

Estimate



ADDRESS
Tammy Beal Marion Township 2877 Coon Lake Rd. Howell, MI 48843

SHIP TO
Tammy Beal Marion Township 2877 Coon Lake Rd. Howell, MI 48843

ESTIMATE #	DATE
2019-2928	01/17/2019

SALES REP/TECH
 Scott

PROJECT
 Site Lighting

DESCRIPTION	QTY	RATE	AMOUNT
PART A - PARKING LOT:			
Construction of a 24' concrete light-pole base; erect a 4" x 20-foot square pole; furnish/install an LED pole-mount flood light.	0	2,260.00	0.00
Directional Boring - per/foot including conduit: 1" PVC with 3 #12 copper conductors.	0	14.00	0.00
Photocell - Provide/install to control parking lot lighting dusk-to-dawn.	0	65.00	0.00
20-amp circuit from panel	0	4.00	0.00
Conduit stub-ups and wire-terminations.	0	320.00	0.00
Permits, inspections, and site meetings.	0	285.00	0.00
			Subtotal: 0.00
PART B - WALKWAYS AND DOORS			
Replacement wall-mount fixture: LED wall pack, 44W, 4,641 Delivered Lumens (Town/Assembly Halls)	6	358.00	2,148.00
New location (high-mounted on gable) wall-mount fixture: LED wall pack, 44W, 4,641 Delivered Lumens (on Fire-Station).	1	488.00	488.00
Replacement wall-mount fixture: LED wall pack, 22W, 2,495 Delivered Lumens, (on Fire-Station)	1	340.00	340.00
			Subtotal: 2,976.00
PART C - MAINTENANCE			
Replaced T5HO fluorescent lamps in 2-lamp pendant fixtures. (QUANTITY TO BE FIELD VERIFIED)	4	32.00	128.00

Terms:
Fixture Deposit - \$1,500.00
Balance on completion

TOTAL

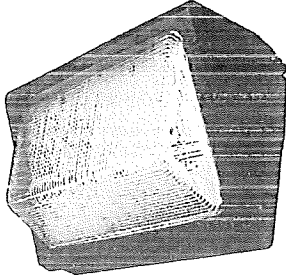
\$3,104.00

Accepted By

Accepted Date



LWP - FT2 LED Wall Pack



Catalog Number:	
Project:	
Comments:	
Prepared By:	Date:

Description

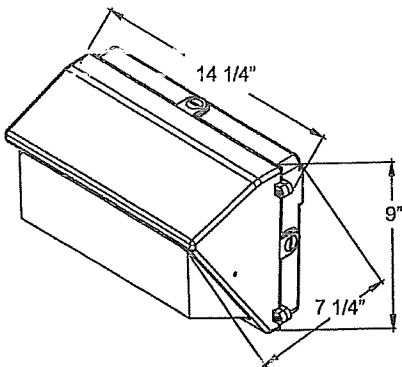
The LWP-FT2 forward throw wall pack is ideal for distributing light in an outward direction. The LWP-FT2 can replace up to a 400W HID one-for-one making it a perfect fixture for building facades, general security, storage areas, and entry door applications.

Performance Data

Model	Watts	Equiv	Delivered Lumens	Efficacy
LWP-FT2-20	19W	175W HID	2,085 Lm	107 LPW
LWP-FT2-45	44W	250W HID	4,641 Lm	104 LPW
LWP-FT2-55	55W	250W HID	5,760 Lm	105 LPW
LWP-FT2-70	70W	400W HID	7,775 Lm	112 LPW

Dimensions & Weights

Model	Width	Height	Depth	Weight
LWP-FT2	14 1/4"	9"	7 1/4"	9.9 lbs.



Technical Specifications

Input Voltage: 120-277V or 347-480V

Housing: Die cast aluminum housing with hinged front frame and textured architectural bronze powder coat finish over a chromate conversion coating. 1/2" coin plugs with O-rings for conduit & photocell installation.

Lens/Optics: Injection molded acrylic optics are placed over each LED to maximize light distribution to exactly where is needed. A molded prismatic borosilicate glass outer lens provides watertight protection of the LEDs.

Mounting: Cast-in template for wall or junction box mounting. Mount directly over a 4" recessed outlet box, or use 1/2" surface conduit.

Effective Projected Area (EPA): 0.75 ft²

Color Temperature: 2700K WW, 4000K NW (standard), 5000K CW.

LED Lifetime: All LED's are rated for a minimum of 100,000 hours of continuous operation at ambient temperatures from -40°F/-40°C to 95°F/35°C.

Color Rendering Index (CRI): Minimum of 70 or higher.

Dimming: 0-10V standard dimming capability.

Surge Protection: Thermally protected 20kA/ 40kV varistor type surge suppressor is included and meets IEEE/ANSI C62.41.2 guidelines for "C High exposure." Also meets IEC61643-11 Class II / EN61643-11 Type 2, and US Dept of Energy MSSLC Model Spec for surge protection. The device is wired in series with the luminaire input power in order to interrupt power to the luminaire when consumed, protecting the LED power supply and circuit boards from additional electrical surges.

Lumecon ETD™ System: The enhanced thermal dissipation system engines are thermally bonded to provide maximum thermal dissipation to the exterior of the fixture to ensure long life. To protect the light engine panel from moisture and corrosion, the LED light engine panel is uniformly coated with a UV stabilized acrylic polymer resin that meets MIL and ASTM dielectric standards, UL, and IPC standards for durability, moisture resistance and thermal shock.

Battery Back-Up (Optional): When triggered into emergency mode, the BBU operates the LEDs for a code-compliant 90 minutes. When AC power is restored, the driver automatically returns to charging mode. The BBU is a UL recognized component and meets all applicable safety standards.

Occupancy Sensor (Optional): Microwave sensor technology rated for -40°F to 130°F. Available in on/off and dim/high functionality.

Certification Data: ETL Listed to UL 1598, UL 8750 and CSA 22.2 No. 250 for Wet Locations. *Full compliance and test documentation is available for TM-21, LM-79, LM-80, ETL Listing to UL1598 and UL 8750 and Lighting Facts.

Manufacturing Origin: US Manufactured and Assembled.

Buy American: Meets Buy American requirements within the ARRA.

Warranty: 10 Year L70 performance based warranty. For full warranty terms, please visit our website: www.lumecon.com





LWP - FT2 LED Wall Pack

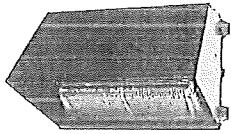
Ordering Information

LWP - FT2 Options / Ordering Example: LWP-FT2-20-DB-1-NW-PC1-OC1

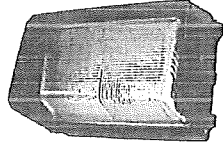
WATTAGE	COLOR	VOLTAGE	COLOR TEMPERATURE
20 - 19 Watts	DB - Dark Bronze	1 - 120v - 277v	NW - Neutral
45 - 44 Watts	C - Custom	2 - 347v - 480v	CW - Cool
55 - 55 Watts			WW - Warm
70 - 70 Watts			

Options & Accessories

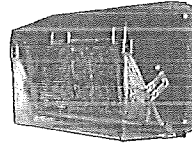
F - Full Cutoff	BB1 -120v BBU	SC - Split Circuit
S - Side Cutoff	BB2 -277v BBU	PC1 - 120/277v Photo Cell
P - Polycarbonate	BBC1 -120v BBU Cold Temp Rated*	PC2 - 347/480v Photo Cell
W - Wire Guard	BBC2 -277v BBU Cold Temp Rated*	OC1 - On/Off
	<i>* Requires external box</i>	OC2 - Dim/High



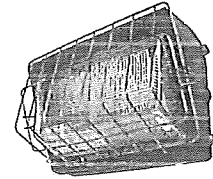
LWP-FT2
Full Cutoff



LWP-FT2
Side Cutoff



LWP-FT2
Polycarbonate Guard

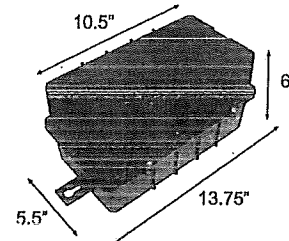


LWP-FT2
Wire Guard

Battery Back-Up

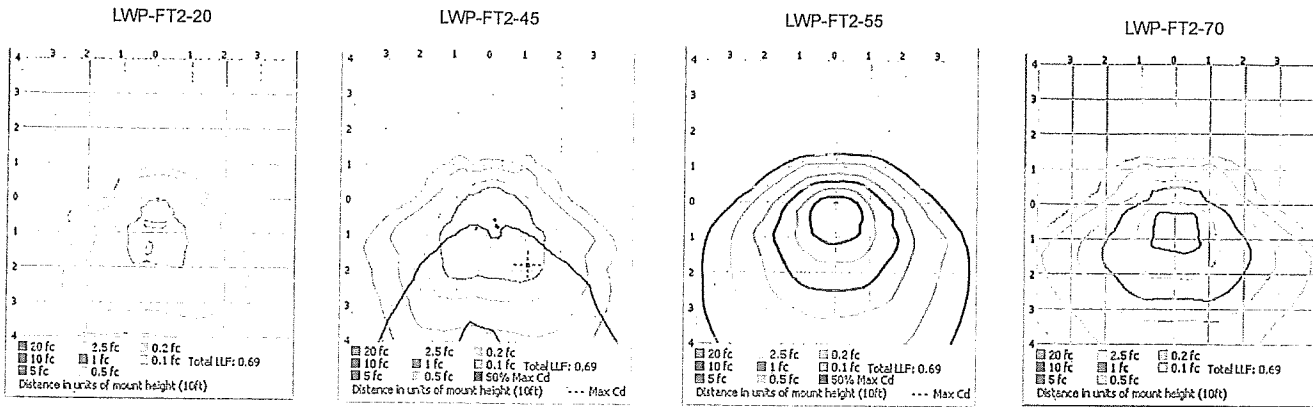
UL Component Recognized / CSA certified

Lumecon's Emergency LED driver has been tested in accordance with the standards set forth in UL 924, "Emergency Lighting and Power Equipment," and with the standards set forth in C22.2 No. 141, "Unit Equipment for Emergency Lighting." Our Emergency LED driver's are UL Component Recognized and CSA for factory installation only. Emergency illumination time exceeds the National Electrical Code (NEC), Life Safety Code (NFPA-LSC), National Building Code of Canada (NBC), National Fire Code of Canada (NFC) and UL 90-minute requirements.



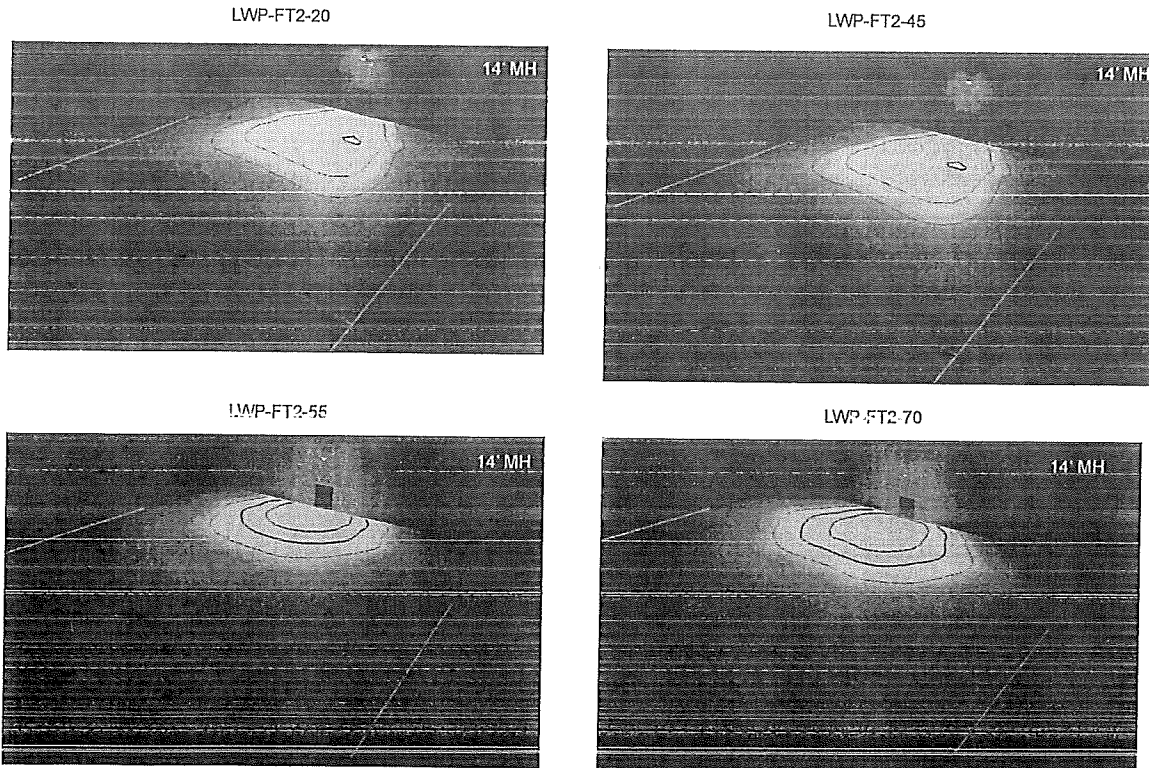
Photometric Data

For .ies files of this product, please visit the downloads tabs on the LWP-FT2 product page: <http://lumecon.com/products/lwp-ft2-forward-throw/>



Photometric Illustration

For .ies files of this product, please visit the downloads tabs on the LWP-FT2 product page: <http://lumecon.com/products/lwp-ft2-forward-throw/>





LWP - FT2

LED Wall Pack

Performance Data

ELECTRICAL LOAD DATA

Fixture Model	Drive Current (mA)	System Watts (W)	AC Current Load (A)	
			120V	277V
LWP-FT2-20	700	19.4	0.18	0.08
LWP-FT2-45	850	44.45	0.41	0.18
LWP-FT2-55	1050	54.9	0.51	0.22
LWP-FT2-70	700	69.51	0.64	0.28

LUMEN MAINTENANCE

Data in the table below references projected performance in a 25°C ambient and is based on 10,000 hours of LED testing. Performance data has been tested per IESNA LM-80-08 and projected per IESNA TM-21-11.

Use the lumen maintenance factor that corresponds to the desired number of operating hours below to calculate LLF.

Fixture Model	Lumen Maintenance Factors @ 25°C, by hours:				
	0	25,000	50,000	70,000	100,000
LWP-FT2-20	1.0	0.97	0.95	0.93	0.90
LWP-FT2-45	1.0	0.97	0.95	0.93	0.90
LWP-FT2-55	1.0	0.97	0.95	0.93	0.90
LWP-FT2-70	1.0	0.97	0.95	0.93	0.90



LIVINGSTON COUNTY
**CATHOLIC
CHARITIES**
HELPING LIVES GROW

2020 E. Grand River, Suite 104 • Howell, MI 48843 • Office: (517) 545-5944 • Fax: (517) 518-8275 • Livingstoncatholiccharities.org

December 28, 2018

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

Dear Bob & Friends,

- “Thank you all very much for my Christmas box. What a wonderful present!” P.G.
- “I am enjoying every bit of the wonderful things... I am so appreciative of everything...” E.S.
- “I am very thankful for all the Christmas things. This really eases financial burdens for us. Please tell everyone I wish them a great Christmas.” L.K.
- “I am so overwhelmed by all that was delivered. I have not received this much for Christmas since I was a child. You are all wonderful people. It’s good to know there are still generous, thoughtful and helpful people in the world.” L.F.

These are just a few of the calls and comments that we received at the office from the seniors who had joyfully received blessings through the 2018 Christmas Blessing project. They were overwhelmed and so thankful for the generosity of all who donated. Not only does this delivery bring them much needed items, but also the realization, as you can see by the comments, that there are people out there, like you, that care about them and are thinking of them this Christmas season.

Thank You for your generous donation of the use of the township hall for 30 days as a packing and distribution location for the 2018 Christmas Blessing project, a community endeavor that Livingston County Catholic Charities (LCCC) hosts each year for homebound and low-income senior citizens. We couldn’t do it without you! Your generosity, along with others is a huge part of this project each year. This year, with your support, we served 146 seniors, an increase of 34 individuals over last year.

Thank you for being a part of such a worthwhile endeavor...loving and serving our brothers and sisters in need. Please visit Livingston County Catholic Charities’ Facebook page to view photos from the overall project. Enclosed is a listing of all of the generous donors that we gave each senior with their packages so they can see the tremendous number of people and organizations involved. Merry Christmas and God Bless you all!

Sincerely,

Suzanne Snyder
Director of Senior Services

Thank you
very much!!

Jra



Christmas Blessing items were lovingly provided by:

Marion Township Hall, Dearborn Sausage Co., **Cowdrey Family**, Dan Hall—Pinckney Chrysler Jeep Dodge Ram, **Daughters of Isabella Society St. Augustine**, Holy Spirit Catholic School, **Storm Chiropractic**, Pinckney Pathfinder Middle School—Choose to Lead Class, **Jim and Charlotte Ratke**, St. Agnes Parishioners, 5&6 Gr. Religious Ed & Christian Service, **St. Augustine Parishioners**, St. John the Baptist Parishioners & Christian Service Commission, **Lester & Lori Vincent**, Kindred Hospice, **St. Mary Catholic School and Religious Ed**, St. Mary Magdalen Parishioners, **St. Patrick School Families**, St. Patrick Christian Service & Parishioners, **Richard Lim Photography**, Kensington Woods Schools, **Universal Container Corp**, Congressman Mike Bishop's Office, **Beth Newman**, K of C #7304, **Hartland Lions Club**, Elaine Perlong, **St. Joseph Quilters**, Catholic Council on Aging, **William & Mary Reichert**, Rick & Pam Abernethy, **Bette Klann**, Medilodge of Howell, **LCCC Employees**, Gift of Joy Dance, **Dept. of Health & Human Services**, Joanne Belloli, **Hamburg Twp. Senior Center**, LACASA, **Perspectives Therapy Svc.**, St. Mary's Men's Club, **Coalition of Oral Health for Aging**, St. John Episcopal, **K of C #11761**, K of C #8169, **Joel & Lucinda Clark**, Greg Rohkohl, **Brighton Kroger**, Hartland Senior Center, **Creative Eldercare**, Eileen Somers, **Paula Hamlin**, Mary McGovern, **Busch's Market**, St. Joseph School, **Heather Aeschliman**, Frontal Lobe Coworking, **Livingston County Consortium on Aging** and **Right at Home Senior Care**.



LIVINGSTON COUNTY
CATHOLIC
CHARITIES
HELPING LIVES GROW

All boxes were packed by staff and volunteers from Livingston County Catholic Charities and many community volunteers.



Liv.Co UPDATE

Monthly News from the
Livingston County Commissioners



January 2019

Livingston County Board of Commissioners

District 1 - Kate Lawrence

District 2 - William Green

District 3 - Wes Nakagiri

District 4 - Douglas G.
Helzerman

District 5 - Donald S. Parker
(Board Chairman)

District 6 - Robert J. Bezotte

District 7 - Carol S. Griffith

District 8 - Dennis L. Dolan
(Board Vice-Chairman)

District 9 - Gary Childs

Monthly Meetings

1/7/2019 - General Government &
Health & Human Services
Meeting at 7:30 PM

1/14/2019 - Full Board Meeting at
7:30 PM

1/16/2019 - Personnel
Committee at 8:00 AM

1/22/2019 - Infrastructure &
Development & Public Safety
at 7:30 PM

1/23/2019 - Finance Committee
at 7:30 AM

1/28/2019 - Full Board Meeting at
7:30 PM

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

2019 Board Of Commissioner Updates

Elections for Board Chair and Vice Chair were held at the January 2nd Board meeting. Donald Parker has been elected Board Chair and Dennis Dolan has been elected Board Vice Chair for 2019. The Board also welcomed new Commissioner Wes Nakagiri, who represents District 3. Livingston County wishes the best in retirement to Dave Domas, who served 22 years as a County Commissioner. You will find the 2019 Livingston County Board Meeting Calendar and Committee Distribution list attached with this newsletter.

2019 Operating Budget Approved

The 2019 Operating Budget has been approved by the Board. The budget is balanced and was prepared using conservative, yet reasonable estimates and assumptions. The \$50 million General Fund budget includes an estimated 4% increase in tax revenue and a 1% increase in State Share Revenue. The 2019 Operating Budget includes a 2% adjustment to the salary scale for most employee groups, step increases for eligible employees, as well as a 7.6% increase in employee benefit costs. There is \$500,000 budgeted specifically for an additional payment to pension in 2019. Also new in the 2019 Budget is the transfer of the oversight of Public Defender services from the Courts to the County.

New County Employee Recognition Program

A new county Employee Recognition Program has been established to recognize all of the hard work county employees contribute to the county's vital public services. Livingston County residents, employees, and department leadership can recognize employees that provide outstanding customer service by submitting a nomination form either online or a paper form. An Employee Recognition Committee will review all nominations and select an employee as the top nominee in each calendar quarter. The selected employee will be recognized at the annual State of the County Address, be featured in a county newsletter and website, and receive a certificate and token of appreciation.

Resolutions Passed by the Board of Commissioners & Appointments

- 3-month extensions of substance abuse treatment services have been granted for the Specialty Courts Programs.
- The Board approved a contract with AvFuel Corporation to supply aviation fuel and services.
- Grant funding from the Department of Licensing and Regulatory Affairs - Bureau of Medical Marihuana for education, communication and outreach has been approved.
- The 2019 State Grant Agreement, Grant Administrator, GPS Facilitator, and Surveyor contracts for the Remonumentation and State Plan Coordinate Determination of the Public Land Survey Corners in Livingston County has been approved.
- 9 month extensions for Felony Public Defender Contracts with a 25% increase have been authorized by the Board.
- The 2019 Memorandum of Agreement with MSU Extension was authorized.
- The Livingston County Employee Drug-Free Work Place Policy Statement and Personnel Manual have been amended due to the Passage of the Michigan Regulation and Taxation of Marihuana Act.
- The Livingston County Commissioners have taken a wage freeze since 2009 and have decided to continue to waive any increases for the years 2019 and 2020.
- A renewal agreement with ACC Business/AT&T for internet services has been authorized.
- Software maintenance renewals for 2019 have been approved to ensure continuity of technical support services and software upgrades.
- Renewal of software support for Fidar Technologies has been approved.
- The Board signed a 2019 Administrative Services Agreement, Schedules, and Exhibits with Blue Cross Blue Shield of Michigan. The county contracts with Blue Cross Blue Shield of Michigan to administer health and dental benefits to its employees and retirees.
- A 4th quarter supplemental appropriation to the fiscal year 2018 budget was approved.
- The following appointments have been made to Livingston County Boards and Committees:
 - Stephan Crane has been appointed to the Livingston County Road Commission with a term expiring December 31, 2024
 - Barbra Spalding, Roxanne Garber, and Sharon Slaton have been appointed to the Community Mental Health Authority Board with terms expiring December 31, 2021
 - Tom Boylan, Tim Parks, Kurt Weiland, George Kilpatrick, John Hamlin, and Mike Kennedy have been appointed to the Building Construction Appeals Board with terms expiring December 31, 2020
 - Bob Bezotte and Joe Riker have been appointed to the Livingston County Veterans' Affairs Committee with terms expiring December 31, 2022

Pending Resolutions

- The Drain Commissioner is seeking approval to prepay and purchase notes issued by the Livingston No. 29 Drainage District.
- Car Pool will be requesting authorization to replace 11 vehicles, purchase 2 additional vehicles, and complete a budget amendment.
- The County Administrator will make a recommendation to the Board for the appointment of the Livingston County Public Defender Administrator.



LIVINGSTON COUNTY
EMERGENCY OPERATIONS CENTER

OPEN HOUSE

WHEN: THURSDAY, JANUARY 24, 2019 from 10 am to 2 pm

WHERE: 1911 TOOLEY RD, HOWELL, MI 48855

WHAT: Tour the new Livingston County Emergency Operations Center
Meet the Emergency Management Team
Enjoy some coffee and light snacks



We look forward to seeing you at this exciting event!
No need to RSVP ... just come and take the tour!