

MARION TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
Thursday, March 28, 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 March 14, 2019 Regular Meeting Minutes
 - b. February 19, 2019 HAPRA Minutes
 - c. March 20, 2019 MHOG Agenda/Minutes
 - d. March 20, 2019 HAFA Agenda/Minutes
- 3) 2019/2020 HAFA Budget
- 4) Howell City Sewer Plant Improvements
- 5) Primary Roads/ Mason Road/Dust Control
- 6) Crystalwood Estates Roads Special Assessment
- 7) Mundy Donation
- 8) Car Show

Correspondence and Updates

Marihuana Response
Pingree Road Response
AJR Group Mediation- Tuesday, April 9, 2019-8:30 am

Call to the Public
Adjournment

Next Board Packet will be ready after 3pm on Monday, April 8, 2019

MARION TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
MARCH 14, 2019

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

MEMBERS ABSENT: Greg Durbin, Dan Lowe

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

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

No response.

APPROVAL OF AGENDA

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

CONSENT AGENDA

Les Andersen motioned to approve the consent agenda. Scott Lloyd seconded. **Motion carried.**

FINAL REVIEW OF TORATOLA LANE SITE CONDO SPR #03-18

James Barnwell from Desine Inc. was present to ask for final approval and to answer any questions the board members have. Les Andersen said he's not excited about the limited common space; Mr. Barnwell said many developments have that feature. All of the documents have been received from all entities for this development; the next step would be pre-construction meetings. Les Andersen motioned to grant final approval for SPR #03-18 Toratola Lane Site Condos. Tammy Beal seconded. **Motion carried.**

PINGREE ROAD LIGHTING COMPLAINT

Tammy Beal shared an email from Greg Durbin about his recent conversations with Amber & Casey Felkins and Janet Godfrey. Mrs. Godfrey has agreed to lower the lights on the trees, put the lights on a timer, and put a shield on the DTE light; Amber & Casey Felkins have agreed to remove the flag.

Casey Felkins, 3043 Pingree, said that nothing has changed. The timer only turns the lights off from 3-6 am, and there's no shield on the DTE light. Mrs. Godfrey has removed the top string of lights, but the lights still shine through the fence.

Kay Johnson, 3235 Pingree, said this isn't just a problem between the two neighbors; the light situation affects the whole neighborhood.

Duane Stokes asked if the attorney had sent the letter yet. Bob Hanvey will follow up.

HAWTHORNE COMPLAINT

Lee Mason, 4724 Hawthorne, said the township's attorney didn't contact the Secretary of State, he just interpreted the manual. Mr. Mason said the only change he's made in the past five years is off-street parking, he doesn't do paint/body work, no fluids are dumped, no repairs. He approached the township about this business and was told it was a Class 1 Home Occupation.

Rick Bigham, 4748 Hawthorne, said he approached the township and was asked if he had talked to the neighbor. He feels that the township should have informed the neighbors of this business before approving.

Bob Hanvey said it appears that the current operation would be considered a Class 2 Home Occupation. Les Andersen said he would still like the attorney to contact someone at Secretary of State for clarification.

CRYSTALWOOD ESTATES ROADS SPECIAL ASSESSMENT

The board members agreed that the process to create a special assessment district for road paving should be started with the first informal meeting.

RECREATIONAL MARIHUANA ORDINANCE

Les Andersen motioned to adopt a resolution to approve the Prohibition of Recreational Marihuana Establishments ordinance, as presented. Tammy Beal seconded. Roll call vote: Stokes, Hanvey, Lloyd, Beal, Andersen—all yes. **Resolution passed 5-0.**

Les Andersen motioned to adopt a resolution to adopt the above-mentioned ordinance, as presented. Duane Stokes seconded. Roll call vote: Beal, Andersen, Stokes, Hanvey, Lloyd—all yes. **Motion carried 5-0.**

LIGHTING BIDS

Tammy Beal said she received one bid, which was higher than Tri Star's. She's waiting for an additional bid.

PRIMARY ROADS/GORSKI HAULING ESTIMATE

The board members discussed possible projects with Phil Westmoreland. He suggested County Farm from Sanitorium to Mason (M-155), crack sealing on D-19 from Coon Lake Road to I-96, Norton Road chip & seal, and Burkhart Road. He will discuss with Jodie Todesco from the LCRC.

Tammy Beal motioned to accept the estimate from Gorski Hauling for \$2,650 for roadside pickup. Les Andersen seconded. Roll call vote: Hanvey, Beal, Lloyd, Stokes, Andersen—all yes. **Motion carried 5-0.**

ALLOCATION BUDGET

Les Andersen motioned to authorize the clerk, treasurer and supervisor sign the allocation budget and submit to Livingston County.

CIRAB

Scott Lloyd updated the board members on the recent meeting. Another meeting is scheduled for Monday, March 18, 5pm at Howell City Hall.

MUSSON GRAVESITE

Les Andersen motioned to transfer a grave plot in Harger Cemetery or the new section to the Musson family. Tammy Beal seconded. Roll call vote: Lloyd, Stokes, Andersen, Beal, Hanvey—all yes. **Motion carried 5-0.**

ZBA REPORT

Dave Hamann reported on the March 4 ZBA meeting. Variances were given for a property owner to split a family farm into two parcels.

CORRESPONDENCE & UPDATES

The Livingston County Update monthly newsletter is in the packet.

The Spring 2019 newsletter from Livingston HSCB is in the packet.

Mediation is scheduled for April 9, 8:30 am, at the Harris & Literski law firm in Brighton.

A luncheon is scheduled for Sunday, March 17 from 1-3 pm for Charlie Musson.

CALL TO THE PUBLIC

Bruce Powelson, 3466 Pingree, suggested chip & seal for Cedar Lake at Norton.

Cathy Szabelski, 3158 Pingree, asked where the township stands with the light situation. Bob Hanvey said the Planning Commission is working on a light ordinance.

Forrest Wyckoff, 3145 Cedar Lake Road, asked how many graves are available in the township. Tammy Beal said she didn't know the exact amount, but several in each cemetery and some larger plots in Lakeside.

Lee Mason, 4724 Hawthorne, said if the township is considering improvements, the bushes in front of the hall could be removed.

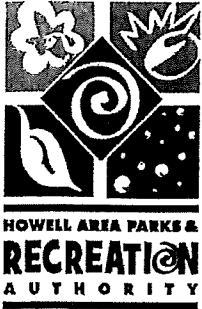
ADJOURNMENT

Les Andersen motioned to adjourn at 8:53 pm. Duane Stokes seconded. **Motion carried.**

Submitted by: S. Longstreet

Tammy L. Beal, Township Clerk Date

Robert W. Hanvey, Township Supervisor Date



Howell Area Parks & Recreation Authority
Bennett Recreation Center

Regular Board Meeting Minutes

February 19, 2019

Call to Order

Chairperson Sean Dunleavy called the meeting to order at 7:00 PM.

Attendance

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

Staff

Director Tim Church, Kyle Tokan, Kevin Troshak

Public

None

Approval of Agenda

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

Card Connect System

We have had Rec-Pro for 2 years now with Forte Credit Card System. There have been a lot of problems with the Forte Credit Card System, such as inconsistent results. We would like to try Card Connect Services, 6 Rec-Pro users have already switched to them. Would like preapproval for Tim and Jen to transfer to Card Connect after they have researched it further. Bob Ellis motioned to give preapproval to transfer to Card Connect System at the rental rate of \$100 per month, after further research has been completed, supported by Diana Lowe. **Motion carried 5-0.**

Approval of Minutes

Bob Ellis motioned to approve the January 15, 2019 organizational meeting minutes, supported by Jean Graham. **Motion carried 5-0.**

Diana Lowe noticed in the Directors report that Ocoela Township should have been the ones that purchased soccer nets not Genoa Township, corrections were made to the minutes. Bob Ellis motioned to approve the January 15, 2019 regular meeting minutes as amended, Jean Graham supported. **Motion carried 5-0.**

Call to the Public

None heard.

Staff Comments

Kevin Troshak reported that the Hive will be having a trivia night on Friday, March 15th from 7-9:30. The price is \$10 per person or \$30 for teams of 4 people or \$50 for teams of 6 people. Donations of prizes are being collected at this time.

Check Register, Bank Statements and Financial Reports ending January 31, 2019

Check register and Bank statements look good. Bob Ellis passed out handouts with graphs and a monitoring plan. He stated that we are meeting our targets as of the end of January. Our current deficit is \$9,000 which we would owe 25% of that to the HPS for the Aquatic center.

Aquatic Financial Report ending January 31, 2019

Bob reported that the budget does not match the projection but it doesn't matter as long as the expenses and revenues are correct. He would like the total expenses and revenues by month for the last fiscal year. Director Church reported that things are going great at the pool. Kristy is going through LGA training so she will be able to train lifeguards, there have been 6 new applicants for staff and HPS would like a representative on our board.

Directors Report

- Leadership Report-full time staff will meet and review the 2019 conference and set goals for the next year. It will be March 2nd from 8am-4pm with a coffee chat with Erin McGregor from 9-10am.
- Conference recap-best conference that Director Church has ever attended, with a lot of focus on personal development. Director met with the Chamber and DDA to discuss coordinating event themes.
- Foundation Update- Director Church has secured the 5 board members but attorney has not responded.
- Melon fest planning has started, all documents have to be reworked because of all the street construction.
- Audit went well and should be on the March agenda.

Old Business

Tammy Beal asked where the disc golf score cards were purchased as she talked to Paul Drake this week and he and his son are interested in reworking the course so new score cards with maps would have to be purchased. Director thought they came from First Impressions Printing.

Sean Dunleavy updated the board on Ocoela Township's purchase of new soccer nets, new pavilion, new siding for the Ocoela Center, men's restrooms and parking lot.

New Business

None

Next Meeting

The next regular meeting will be moved to Tuesday, March 26, 2019 at 7 pm at the Bennett Center.

Motion to adjourn at 8:10 p.m. by Bob Ellis, supported by Diana Lowe. **Motion carried 5-0.**

Approved

Date

Respectively Submitted by: Tammy L. Beal, Secretary

MHOG Water Authority Meeting

March 20, 2019

5:00 PM at Oceola Township Hall

AGENDA

- 1. Approval of the Minutes of February 20, 2019**
- 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 February 20, 2019 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 January 16, 2019 meeting. The motion was seconded by Schuhmacher and carried.

A call to the public was held.

A motion was made by Schuhmacher to approve a contract with Tetra Tech for Water Main Design, Permitting and Bidding Services for the sum of \$58,800.00. The motion was seconded by Coddington and carried.

A motion was made by Rogers to have K & J Electric install two VFD replacements at the Butler Road Booster Station for a cost of \$16,277.00. The motion was seconded by Counts and carried.

A motion was made by Schuhmacher to adopt the MHOG Updated Design Standards. The motion was seconded by Coddington and carried.

A motion was made by Schuhmacher to amend the DPW 2020 Budget as presented. The motion was supported by Counts and carried.

A motion was made by Schuhmacher to adopt the DPW 2020 Budget as amended. The motion was supported by Hunt and carried.

A motion was made by Rogers to approve expenditures of \$175,187.78 from the M.H.O.G. Operating Fund represented by checks numbered 7942 thru 7973 and for direct deposit debits 443 thru 449. The motion was seconded by Schuhmacher and carried.

A motion was made by Counts to approve an expenditure of \$16,390.00 from the M.H.O.G. Capital Reserve Improvement Fund represented by check number 1121 & 1122. The motion was seconded by Schuhmacher and carried.

A motion was made by Schuhmacher to pay check number 1001 from the Bond Payment Fund for \$47,371.88. The motion was seconded by Coddington and carried.

A motion was made by Counts to approve a bill from TLS for \$2,200.00 for a tap a 699 County Farm Road. A motion was seconded by Coddington and carried.

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

HOWELL AREA FIRE AUTHORITY MEETING
Oceola Township Hall
1577 N. Latson Rd. – Howell, MI
March 20, 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 February 20, 2019
4. Call to Public (items not on agenda)
5. Discussion/Approval: Resolution 02-19 Cadet Program
6. Discussion/Approval: Purchase turnout gear \$21,000
7. Discussion/Approval: Purchase of Cascade compressor \$24,421.35
8. Discussion/Approval: Howell Area Fire Authority proposed 2019-2020 budget and send to Townships and City for Board approval.
9. Chief's Comments:
 - a. Discussion/labor attorney
10. Approve payment of bills and payroll in the amount of \$137,050.12
11. New Business
12. Old Business
 - a. Update on main station remodeling options
13. 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

February 20, 2019 – 6:00 pm

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

Present: Chairman Bill Bamber, Vice Chairman Mike Coddington, Secretary Mark Fosdick, Treasurer Nick Proctor, Member Bob Hanvey, Fire Chief Andy Pless, Asst. Sec/Treas. Laura Walker

Absent: Attorney Kevin Gentry

Chairman Bill Bamber called the meeting to order at 6:04 pm

Approve the minutes of the regular meeting of January 16, 2019: MOTION by Mr. Proctor, SUPPORT by Mr. Hanvey to approve the minutes of the regular meeting of January 16, 2019. MOTION CARRIED UNANIMOUSLY.

Call to Public: No Response

Discussion/Approval: Remodeling options for Howell Area Fire Authority Main Station: MOTION by Mr. Proctor, SUPPORT by Mr. Coddington to proceed with making improvements based on immediate need within the current 2019 Fiscal Year Budget up to the amount of \$72,000 The remaining improvements will be budgeted into the next 2020 Fiscal Year budget. MOTION CARRIED UNANIMOUSLY

Approve Payment of Bills and Payroll: MOTION by Mr. Fosdick, SUPPORT by Mr. Hanvey to authorize payment of bills and payroll in the amount of \$157,758.60. MOTION CARRIED UNANIMOUSLY.

Adjourn: MOTION by Mr. Bamber, SUPPORT by Mr. Fosdick to adjourn the meeting at 6:25pm. MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted: *Laura Walker*
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 FEBRUARY, 2019
DATE: MARCH 10, 2019

During the month of February, the HAFD responded to a total of 107 calls for service. There were 87 calls in February of 2018. The total year-to-date runs for 2019 was 224. Last year's total at the end of February was 203.

Some of the more significant events for the month included:

The Department responded to Three reported chimney fires in February that caused significant damage to the homes. We have posted on our Facebook page the importance of having your chimney cleaned and checked to help remind the citizens of the importance of maintenance in helping to prevent fires.

On February 10th Howell Firefighters responded to a reported structure fire in the 1000 block of Bellavista Dr in Oceola Township. On arrival firefighters found the rear sunroom on fire. Cause of the fire was due to improper disposal of ashes from the fireplace. Damage was limited to the room and the outside of the home.

On February 12th Howell Firefighters responded to 2 working fires Automatic Aid. The first fire was in Deerfield Township and was a kitchen fire. Howell units arrived first and controlled the fire. Damage limited to the kitchen. The second fire was in Conway Township and involved a small barn with animals. The barn was a total loss on arrival and cause of the fire is under investigation.

On February 14th Howell Firefighters from the Oceola and Cohoctah stations responded AMA to Hartland Area fire for a large barn on fire. On arrival firefighters battled the extreme cold and high wind conditions to keep the fire contained to the barn of origin. Several animals perished in the fire. Cause of the fire was determined to be from a heat lamp that was not secured properly in a stall in the barn.

On February 21st Howell Firefighters along with Brighton, Green Oak, Putnam, and Hamburg assisted Unadilla Township fire with a residential fire in the 18000 block of Donohue Rd in Unadilla Township. The second story of the residence was fully involved in fire when the first units arrived. The home was a total loss due to early collapse of the structure. Cause of the fire is under investigation.

Training for the month of February consisted of Medical continuing education credits for CPR and Firefighter health and safety

The next meeting of the Howell Area Fire Authority Board is scheduled for Wednesday March 20th, 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: March 11, 2019
TO: Chief Pless
Fire Authority Board
FROM: Jamil Czubenko, Battalion Chief/Fire Marshal
REF: February 2019 Month End

The month of February 2019 was busy in the Fire Marshal Division.

Captain Hager started the EMU Staff and Command Program on 2/11/19. This is a 1 week per month for 9 months program. The program is designed to prepare the professional fire officer to effectively manage their fire agency.

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

Planning has already began for the 2019 Livingston Home Show, scheduled for April 5-7 and the 2019 Michigan Challenge Balloonfest, scheduled for June 28-30. With future event sharing for special events in the City, several meetings are occurring to plan for fencing around the Balloonfest event. I will have more updates as the event gets closer.

The HAFD participated in the 2019 Community Connect on February 2, held at the Parker Middle School with Freddie the Fire Truck and handed out fire safety materials. There were approximately 500 adults and 150 children that participated in this event.

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 10 homes and installed a total of 8 smoke detectors and 4 CO/Smoke detectors. To date, 36 working smoke detectors plus the 12 smokes and 5 CO/Smoke detectors we've installed.

27 new inspections and 8 re-inspections were completed. 39 plan reviews, consultations and fire safety tests were also completed.

March 2019 brings us more planning for future projects and various fire prevention events.

STATION RESPONSES
February 2019

STA. 20 - Main Station		STA. 22 - Oceola Twp.	
Oceola Twp.	2	Oceola Twp.	17
Cohoctah Twp.	5	Cohoctah Twp.	0
Howell Twp.	21	Howell Twp.	2
Marion Twp.	11	Marion Twp.	5
City of Howell	34	City of Howell	2
Mutual Aid	2	Mutual Aid	2
TOTAL:	75	TOTAL:	28
STA. 23 - Marion Twp.		STA. 24 - Cohoctah Twp.	
Oceola Twp.	1	Oceola Twp.	1
Cohoctah Twp.	0	Cohoctah Twp.	6
Howell Twp.	2	Howell Twp.	4
Marion Twp.	14	Marion Twp.	3
City of Howell	2	City of Howell	2
Mutual Aid	1	Mutual Aid	3
TOTAL:	20	TOTAL:	19

MARION TWP
Information technology

Incident List by Alarm Date/Time

Alarm Date Between {02/01/2019} And {02/28/2019}
and Township = "MTP"

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
19-0000118-000	02/01/2019	02:55:00	5400 CEDAR LAKE RD	311 Medical assist, assist EMS c
19-0000122-000	02/01/2019	20:13:33	273 SUMMER SHADE DR	114 Chimney or flue fire, confin
19-0000129-000	02/02/2019	17:38:36	2671 DUTCHER RD	311 Medical assist, assist EMS c
19-0000133-000	02/03/2019	10:06:42	3456 MAYBERRY RD	600 Good intent call, Other
19-0000137-000	02/04/2019	14:22:55	D-19 SOUTH OF BRIGHTON RO	600 Good intent call, Other
19-0000139-000	02/05/2019	09:33:53	196 NEWBERRY LN	311 Medical assist, assist EMS c
19-0000144-000	02/07/2019	11:27:31	56 S BURKHART RD	311 Medical assist, assist EMS c
19-0000145-000	02/07/2019	13:58:32	1320 PINGREE RD	114 Chimney or flue fire, confin
19-0000148-000	02/07/2019	20:41:18	5540 BENTLEY LAKE RD	444 Power line down
19-0000150-000	02/08/2019	07:35:02	PINCKNEY RD & E COON LAKE	463 Vehicle accident, general cl
19-0000158-000	02/09/2019	07:39:04	1222 HUDSON DR	611 Dispatched & cancelled en ro
19-0000176-000	02/13/2019	10:05:08	E I96 & PINCKNEY RD	600 Good intent call, Other
19-0000183-000	02/16/2019	17:52:24	4058 SOUTHWOODS DR	311 Medical assist, assist EMS c
19-0000186-000	02/18/2019	06:48:17	W I96 & PINCKNEY RD	324 Motor Vehicle Accident with
19-0000204-000	02/24/2019	07:21:31	4845 CEDAR LAKE RD	311 Medical assist, assist EMS c
19-0000206-000	02/24/2019	11:33:29	4430 ADRIA DR	311 Medical assist, assist EMS c
19-0000209-000	02/24/2019	17:05:19	3359 JEWELL RD	442 Overheated motor
19-0000212-000	02/24/2019	23:34:25	2877 W COON LAKE RD	700 False alarm or false call, O
19-0000213-000	02/25/2019	08:24:29	4058 SOUTHWOODS DR	311 Medical assist, assist EMS c
19-0000218-000	02/26/2019	22:14:25	W I96 & W I96 PINCKNEY RD	322 Motor vehicle accident with
19-0000221-000	02/27/2019	19:48:08	707 GLENLIVET ST	311 Medical assist, assist EMS c

Total Incident Count 21

To: Howell Area Fire Authority Board Members
From: Chief Andrew J. Pless
Date: 03/20/2019
Re: 2019/2020 Annual Budget

Members of the Board,

Fiscal Year 2018/2019 budget projections should finish out the year within budget.

The proposed 2019/2020 budget includes some changes that will keep us moving forward.

Key Proposed Budget Requests:

- Proposed wage increases / adjustments for all employees
- Continued weekend staffing at the Main Fire Station (Year-Round)
- Addition of (1) Fulltime Firefighter
- Increased funding of the Equipment fund for future apparatus replacement
- Up-grade to new fire reporting software
- Physical Fitness Incentive Program
- Continued replacement of Firefighter Turnout gear
- Purchase of an additional LUCAS CPR device

The remainder of the budget allows for slight increases for inflation. We will also continue to fund our Building Reserve, and Retiree Health funds to ensure monies will be available for future needs. All of these changes can be accomplished while maintaining a well balanced budget.

I would ask that the Board consider the proposed budget for approval at the March 20th, 2019 Howell Area Fire Authority Board Meeting

Respectfully Submitted,

Andrew J. Pless

**HOWELL AREA FIRE AUTHORITY
FY20 Preliminary Budget Worksheet**

UNAUDITED

	FY18 AUDIT 6/30/18	FY19 Original Approved Budget	FY19 1st Amended Approved Budget	FY20 Preliminary Budget
GENERAL FUND - REVENUES				
TOTAL HAFA GENERAL FUND REVENUES	2,824,518	3,893,300	3,893,300	2,799,605
GENERAL FUND EXPENDITURES				
GENERAL ADMINISTRATION EXPENDITURES (336.00)				
PERSONNEL	\$ 1,475,819	\$ 1,618,536	\$ 1,970,327	\$ 1,867,220
PROFESSIONAL FEES	\$ 42,576	\$ 57,750	\$ 59,750	\$ 66,500
INSURANCE	\$ 40,460	\$ 43,000	\$ 43,000	\$ 43,000
SUPPLIES	\$ 31,813	\$ 42,500	\$ 41,500	\$ 46,000
EQUIPMENT & CAPITAL OUTLAYS	\$ 542,817	\$ 2,696,050	\$ 2,596,050	\$ 511,927
COMMUNICATIONS	\$ 7,021	\$ 14,000	\$ 14,000	\$ 17,000
UNIFORMS	\$ 26,774	\$ 33,000	\$ 33,000	\$ 39,000
TRAINING	\$ 10,851	\$ 22,500	\$ 21,500	\$ 21,500
REPAIRS & MAINTENANCE	\$ 45,656	\$ 56,500	\$ 56,500	\$ 58,500
UNALLOCATED	\$ 13,315	\$ 32,800	\$ 32,800	\$ 50,000
TOTAL - HAFA GENERAL ADMINISTRATION EXPENDITURES	2,237,100	4,616,636	4,868,427	2,710,647
CENTRAL STATION #20	22,273	33,001	33,001	38,101
TOTAL OCEOLA TOWNSHIP STATION #22	10,530	17,901	17,901	17,901
TOTAL MARION TOWNSHIP STATION #23	5,372	12,001	12,001	12,001
TOTAL COHOCTAH TOWNSHIP STATION #24	12,622	13,001	13,001	13,001
TOTAL EXPENDITURES (BEFORE ESTIMATED FUND BALANCE)	2,287,897	4,692,540	4,944,331	2,791,651
FUND 101 - GENERAL FUND				
CHANGE IN FUND BALANCE - CURRENT YEAR	\$ 536,621	\$ (799,240)	\$ (1,051,031)	\$ 7,954
FUND BALANCE - BEGINNING OF THE YEAR	\$ 2,427,348	\$ 2,963,969	\$ 2,963,969	\$ 1,912,938
FUND BALANCE - END OF THE YEAR	\$ 2,963,969	\$ 2,164,729	\$ 1,912,938	\$ 1,920,892
FUND 206 - RESERVES FUND				
TOTAL FIRE FUND RESERVES - REVENUES	\$ 39,697	\$ 215,500	\$ 195,500	\$ 351,000
TOTAL HAFA FUND EXPENDITURES (BEFORE EST. FUND BALANCE)	\$ 136,796	\$ 450,000	\$ 450,000	\$ -
CHANGE IN FUND BALANCE - CURRENT YEAR	\$ (97,099)	\$ (234,500)	\$ (254,500)	\$ 351,000

**HOWELL AREA FIRE AUTHORITY
FY20 Preliminary Budget Worksheet**

UNAUDITED

	FY18 AUDIT 6/30/18	FY19 Original Approved Budget	FY19 1st Amended Approved Budget	FY20 Preliminary Budget
FUND BALANCE - BEGINNING OF THE YEAR	\$ 921,920	\$ 824,821	\$ 824,821	\$ 570,321
FUND BALANCE - END OF THE YEAR	\$ 824,821	\$ 590,321	\$ 570,321	\$ 921,321
FUND 296 - BUILDING RESERVES FUND				
TOTAL BUILDING RESERVES FUND - REVENUES	\$ 51,676	\$ -	\$ -	\$ -
TOTAL BLDG RESERVE EXPENDITURES (BEFORE EST. FUND BALANCE)	\$ -	\$ 749,000	\$ 749,000	\$ -
CHANGE IN FUND BALANCE - CURRENT YEAR	\$ 51,676	\$ (749,000)	\$ (749,000)	\$ -
FUND BALANCE - BEGINNING OF THE YEAR	\$ 839,146	\$ 890,822	\$ 890,822	\$ 141,822
FUND BALANCE - END OF THE YEAR	\$ 890,822	\$ 141,822	\$ 141,822	\$ 141,822
FUND 298 - RETIREE HEALTH CARE RESERVES FUND				
TOTAL RHCRF RESERVES FUND - REVENUES	\$ 64,966	\$ 100,000	\$ 351,790	\$ 75,000
TOTAL RHCRF RESERVE EXPENDITURES (BEFORE EST. FUND BALANCE)	\$ 504	\$ -	\$ -	\$ -
CHANGE IN FUND BALANCE - CURRENT YEAR	\$ 64,461	\$ 100,000	\$ 351,790	\$ 75,000
FUND BALANCE - BEGINNING OF THE YEAR	\$ 187,061	\$ 251,522	\$ 251,522	\$ 603,312
FUND BALANCE - END OF THE YEAR	\$ 251,522	\$ 351,522	\$ 603,312	\$ 678,312

MEMO

To: Marion Township Board
From: Bob Hanvey
Subject: Howell Wastewater Treatment Plant
Date: March 28, 2019

Attached are several documents describing the situation at the Howell sewer plant:

- Memo from the DPS director to Howell City Council.
- Presentation describing the project and cost sharing
- CIRAB resolution on the project and cost sharing spreadsheet
- Draft of Non-Binding Resolution of Understanding
- Proposed Resolution of Howell City Council

Representatives from the City will attend the meeting to go into more detail and answer questions.

A similar non-binding resolution from the Township will provide a basis for further detailed discussions on the project and funding.

CITY OF HOWELL
MEMORANDUM

TO: MAYOR & CITY COUNCIL
FROM: ERVIN J SUIDA, DPS DIRECTOR
DATE: MARCH 22, 2019
RE: RESOLUTION 19-06 - COST SHARING IN THE CITY OF HOWELL WWTP
RENOVATION/UPGRADE PROJECT

The Capital Improvement & Rate Advisory Board (CIRAB) has been working on the Capital Improvements at Waste Water Treatment Plant (WWTP) identified in the fall of 2010. The resolution presented tonight is based on several meetings and many hours with Board members representing the City of Howell, Marion Township and Livingston County. The CIRAB board has recommended that staff bring a resolution to each governing body to approve, in concept, the path forward in the Capital Improvement Project.

OVERVIEW

The CIRAB Board was created in 1997 with representatives from Marion Township, the City of Howell and Livingston County. The Board was established to provide guidance on the 2000 WWTP expansion, which provided expanded treatment capacity to accept residential sewage from the new Marion Township sewer district. It was also tasked with providing future recommendations to both governing bodies on expansions, capital improvement projects and rates associated with the treatment of sewage. CIRAB is fortunate to currently have one original member remaining, Mike Arens – Marion Township Representative. His insight and guidance has been instrumental in moving this process forward.

In 2012 the CIRAB board was provided with the 2012 WWTP capital improvement plan that outlined needed improvements at the plant. Some of those improvements were delayed from the initial 2000 expansion and were to be incorporated for what at that time was a Phase 1a or Phase 2 expansion project based on future growth forecasts. Unfortunately, the anticipated rate growth did not occur and during the 2008 recession new home growth came to a complete stop for many years. This resulted in planned expansion and improvements to be delayed for 10-15 years beyond anticipated projections. Marion Township flows remain well under what was anticipated resulting in lower rate revenues, yet since 2000 the WWTP continues to operate as a 2.45 MGD plant. The CIRAB board recognized these issues and began discussion on the project scope and how the costs would be divided equitably between communities.

During the time that CIRAB was meeting to discuss a way forward with the project plan, the City continued to complete critical projects that could not be delayed. These included improvements to the Final Effluent Water (FEW) system; replacement of one of the two final clarifier mechanisms; and the switch gear/backup generator replacement. These small pay as you go projects are extremely limited in scope, making them difficult to attract bidders and we believe resulting in higher costs per project. In 2013 the City of Howell, along with HRC, developed a

project plan to incorporate all needed improvements into a single project scope. Additionally, the City was approached by two other entities looking to partner with the WWTP for specific needs: Pepsi Bottling Group and the Livingston County Drain Commission (LCDC). These partnerships were exploring potential expansion opportunities to address their outstanding needs. Preliminary data reviewed by City Staff and CIRAB revealed that while there were some challenges, the partnerships would provide cost relief to both the City and township on the improvements, enhance the treatment process and provide additional sources of revenue once completed. This made the total project feasible and beneficial to incorporate into the current project plan. In August 2018, the LCDC notified the City that they would no longer be able to participate due to issues with their existing Septage Receiving Station.

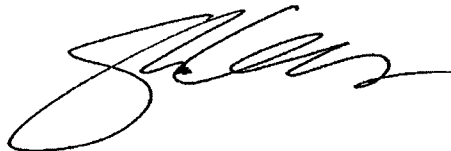
Currently, the CIRAB Board and City Staff are prepared to present a plan on moving forward that includes a CIRAB approved scope and cost sharing resolution. This plan includes incorporating the Pepsi requested improvements along with their financial participation. The Board also wanted to address the fact that time is of the essence as our potential partnership with Pepsi and special State Revolving Fund (SRF) funding has specific timelines. City Staff was requested by CIRAB to provide a presentation to both the City of Howell and Marion Township governing bodies. Additionally, it was asked that each governing body approve a resolution of understanding that was developed and approved by the CIRAB Board.

The proposed resolution is not a binding agreement rather a resolution acknowledging the CIRAB Board's approved path to move forward with this critical project. Staff recommends that Council authorize resolution 19-06 showing their tentative agreement with the CIRAB Boards recommendation on project scope, cost sharing, timeline and rate structuring.

ACTION REQUESTED:

Motion to adopt Resolution No. 19-06 Waste Water Treatment Plant Framework Improvement Plan and Cost Sharing.

REVIEWED & APPROVED FOR SUBMISSION:

A handwritten signature in black ink, appearing to read 'Shea Charles', written in a cursive style.

Shea Charles,
City Manager

The background of the entire page is a light blue color with several water droplets of various sizes scattered across it. The droplets are rendered with soft shadows and highlights, giving them a three-dimensional appearance. The text is centered on the page.

CAPITAL IMPROVEMENT PROJECT PLAN AND COST SHARING

MARCH 25, 2019

WASTEWATERS TREATMENT PLANT IMPROVEMENTS AS RECOMMENDED
BY THE CIRAB BOARD

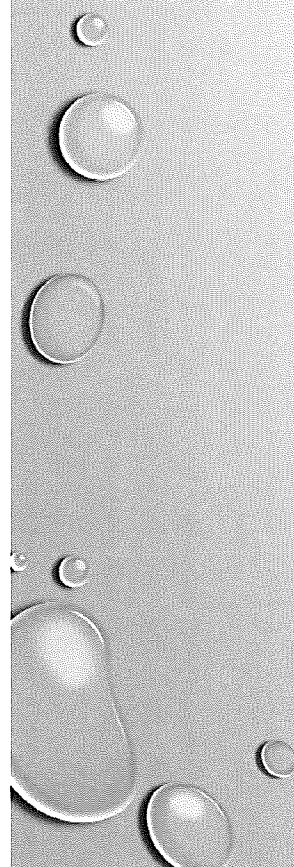
PLANT OVERVIEW

- 2.45 MGD PLANT
- SERVES CITY OF HOWELL & MARION TOWNSHIP
- ACTIVATED SLUDGE OPERATION
- EXPANDED IN 2000 TO ACCOMMODATE MARION TOWNSHIP SEWER SYSTEM
- CURRENT FLOWS 1.4 MGD (1.2 CITY, .17 MGD MARION)





MARION TOWNSHIP & CITY OF HOWELL PARTNERSHIP

- ORIGINAL AGREEMENT SIGNED IN 1998 TO EXPAND CITY OF HOWELL PLANT TO ACCOMMODATE NEW SANITARY SEWER DISTRICT IN MARION TOWNSHIP.
 - PLANT EXPANDED IN 2000 AT 100% COST TO MARION TOWNSHIP
 - ORIGINAL 2000 PROJECT WAS REDUCED WHEN RECEIVED BIDS EXCEEDED BUDGETARY ESTIMATES.
 - TOWNSHIP/CITY AGREEMENT AMENDED IN 2001 SETTING COST ALLOCATION FOR PHASE I PLANT EXPANSION AT 80% TOWNSHIP/20% CITY GOING FROM 2.45 MGD TO 3.6 MGD
 - COMMUNITIES EXPECTED PHASE I EXPANSION WOULD OCCUR WITH 5-6 YEARS OF ORIGINAL EXPANSION.
- 

2010 ANALYSIS

- BY 2010 IT WAS APPARENT THE PLANT WOULD NOT NEED A CAPACITY EXPANSION IN THE FORESEEABLE FUTURE.
 - ECONOMIC RECESSION & WATER SAVING DEVICES.
- CITY UNDERTOOK INITIAL ANALYSIS TO IDENTIFY NEEDED PROJECTS. MANY OF THE PROJECTS WERE TO HAVE BEEN INCORPORATED IN 2000 EXPANSION, BUT DEFERRED DUE TO BUDGETARY CONSTRAINTS.
- 2010 ANALYSIS IDENTIFIED \$4 MILLION IN NEEDS.

WWTP CAPITAL IMPROVEMENT PROGRAM
 PROPOSED SCOPING FOR PHASE I
 City of Howell
 November 11, 2010
 HRC Job No. 2009007529



PHASE IA (1-2 YEARS OUT)				
Proposed WWTP Improvement	Howell Only Cost	Combined Project Cost	Marion Only Cost	
Influent Screen Pump Upgrade (Estimated Cost \$250,000)		\$250,000		
By-pass Channel with Manual Screen		\$146,000		
Primary Concrete Structural Rehabilitation		\$71,000		
Two New Final Settling Tank Mechanisms		\$582,000		
Marion Top Free Main Inlet Addition			\$20,000	
Influent Street Lane to Emergency 89'-7" Pass Structure	\$800,000			
Concrete & Steelplate Replacement		\$320,000		
SUB-TOTAL PHASE IA	\$904,000	\$1,478,000	\$20,000	\$2,328,000
PHASE IB (4+ YEARS OUT)				
Proposed WWTP Improvement	Howell Only Cost	Combined Project Cost	Marion Only Cost	
Grit Pump Enclosure		\$181,000		
Replaces Aeration Blower		\$161,000		
Flow Storage Basin Concrete Fill to Improve Manual Operation		\$290,000		
Primary Screen Pile Ramping		\$40,000		
Convert 15 Remote Sites to Cellular Trenchery	\$103,000	\$100,000	\$155,000	
WWTP Admin Building Modification		\$450,000		
SUB-TOTAL PHASE IB	\$103,000	\$1,425,000	\$155,000	\$1,685,000
UNKNOWN TIMING				
Proposed WWTP Improvement	Howell Only Cost	Combined Project Cost	Marion Only Cost	
Pilot Replacement / Upgrade				
GRAND TOTAL	\$1,110,000	\$2,843,000	\$175,000	\$4,023,000

2013 ANALYSIS

- IN 2013 THE CITY UNDERTOOK A SUBSEQUENT ANALYSIS TO MAKE POTENTIAL EXPENDITURES ELIGIBLE FOR THE STATE OF MICHIGAN SEWER REVOLVING FUND (SRF).

- ANALYSIS IDENTIFIED \$5.4 MILLION IN PLANT IMPROVEMENTS (OTHER NEEDS WERE INCLUDED DIRECTLY RELATED TO THE EITHER CITY OR TOWNSHIP COLLECTION SYSTEM FOR A TOTAL OF \$6.1 MILLION)

Remaining Improvements Identified in 2013 Project Plan
 City of Howell
 Wastewater Treatment Plant

October 7, 2015

No. Item	Est. Cost ¹
1. Influent bypass channel	\$72,000
2. Aeration efficiency improvements	\$72,000
3. Install heated enclosure over grit system	\$232,000
4. Ferric feed system improvements/repair	\$428,000
5. RAS pump VFD addition	\$68,000
6. Primary clarifier tank concrete repairs	\$120,000
7. Biocide system addition	\$100,000
8. Building over UV/UV system upgrades	\$960,000
9. Replace final clarifier mechanisms/add baffling	\$360,000
10. Replace 2nd primary clarifier mechanisms	\$589,000
11. Replace screw pumps	\$756,000
12. New telemetry at remote pump station sites	\$315,000
13. Replace backup generator/new electrical feed	\$756,000
14. Replace MCCs	\$468,000
15. Replace primary switchgear	\$504,000
16. Dam Site Pump Station Rehabilitation	\$300,000
Total	\$6,100,000

¹ = Project costs from July 2013 Project Plan for the WWTP plus 20% for inflation

WORK DONE TO DATE

- THE CITY HAS COMPETED SOME OF THE PROJECTS IDENTIFIED WITHIN THE 2010 & 2013 PLANS.
- FEW (FINAL EFFLUENT WATER) AND ODOR CONTROL
- FIRST OF TWO FINAL CLARIFIER MECHANISM
- BACKUP GENERATOR & SWITCHGEAR
- TOTAL COST \$1.2 MILLION



COST ALLOCATION DISCUSSION

- AS THESE PROJECTS WERE BEING BID IT WAS IDENTIFIED THAT DUE TO THEIR RELATIVELY SMALL SIZE (LESS THAN \$1 MILLION) THE COMMUNITIES WERE PAYING A PREMIUM FOR THE WORK.
- HRC RECOMMENDED IN ORDER TO GAIN ECONOMY OF SCALE THAT ONE LARGER PROJECT WOULD BE BENEFICIAL.
- COMMUNITIES BEGAN CONVERSATION LEADING TO AUGUST 8, 2016 RESOLUTION CONFIRMING NEEDS AND DEFERRING COST ALLOCATION TO THE BOARDS OF RESPECTIVE COMMUNITIES.

CIRAB RESOLUTION AFFIRMING PROJECT NEED HOWELL WASTEWATER TREATMENT PLANT REHABILITATION PROJECT CITY OF HOWELL - MARION TOWNSHIP

WHEREAS, the City of Howell Wastewater Treatment Plant ("WWTP") is in need of major repairs and is scheduled to be closed in HRC's Remaining Improvements Identified in the Project Plan dated October 2015; and,

WHEREAS, the City of Howell has developed a preliminary scope for a project to renovate these components, currently estimated at approximately \$5.4 million; and,

WHEREAS, the 1997 City of Howell - Marion Township Contract, as amended ("Contract") does not address how to allocate cost between the parties for major renovation or repair projects costing in excess of funds available in the WWTP Capital Requirements Fund; and,

WHEREAS, the Contract was developed to expand WWTP capacity to serve major anticipated development in Marion Township and the City of Howell which has not yet occurred, and the postponement of planned WWTP expansion has resulted in certain components becoming deteriorated; and,

WHEREAS, the purpose of the Capital Improvement & Rate Advisory Board ("CIRAB") is to advise the parties on the need for capital improvements to the WWTP;

NOW THEREFORE BE IT RESOLVED that the Capital Improvement & Rate Advisory Board ("CIRAB") affirms the need for a project to renovate certain components of the WWTP as generally described in HRC's "Remaining Improvements Identified in the Project Plan" dated October 2015, currently estimated at \$5.4 million.

BE IT FURTHER RESOLVED that the CIRAB recommends that officials of the City of Howell and Marion Township continue to work toward agreement on the allocation of project costs between the parties to the Contract.

Adopted by the Capital Improvement & Rate Advisory Board ("CIRAB") at its scheduled meeting on August 8, 2016.

CERTIFICATION


I hereby certify that the foregoing is a true and complete copy of the CIRAB Resolution Affirming Project Need and the Resolution Adopted by the Capital Improvement & Rate Advisory Board between the City of Howell and Marion Township, adopted by the CIRAB at the City of Howell, Livingston County, Michigan, at a meeting held on the 8th day of August, 2016 and that the meeting was held and the minutes were filed in compliance with Act No. 267 of the Public Acts of 1976.

IN WITNESS WHEREOF, I have affixed my official signature this 8th day of August, 2016.

BY: *Michelle Peterson*
Howell Deputy City Clerk

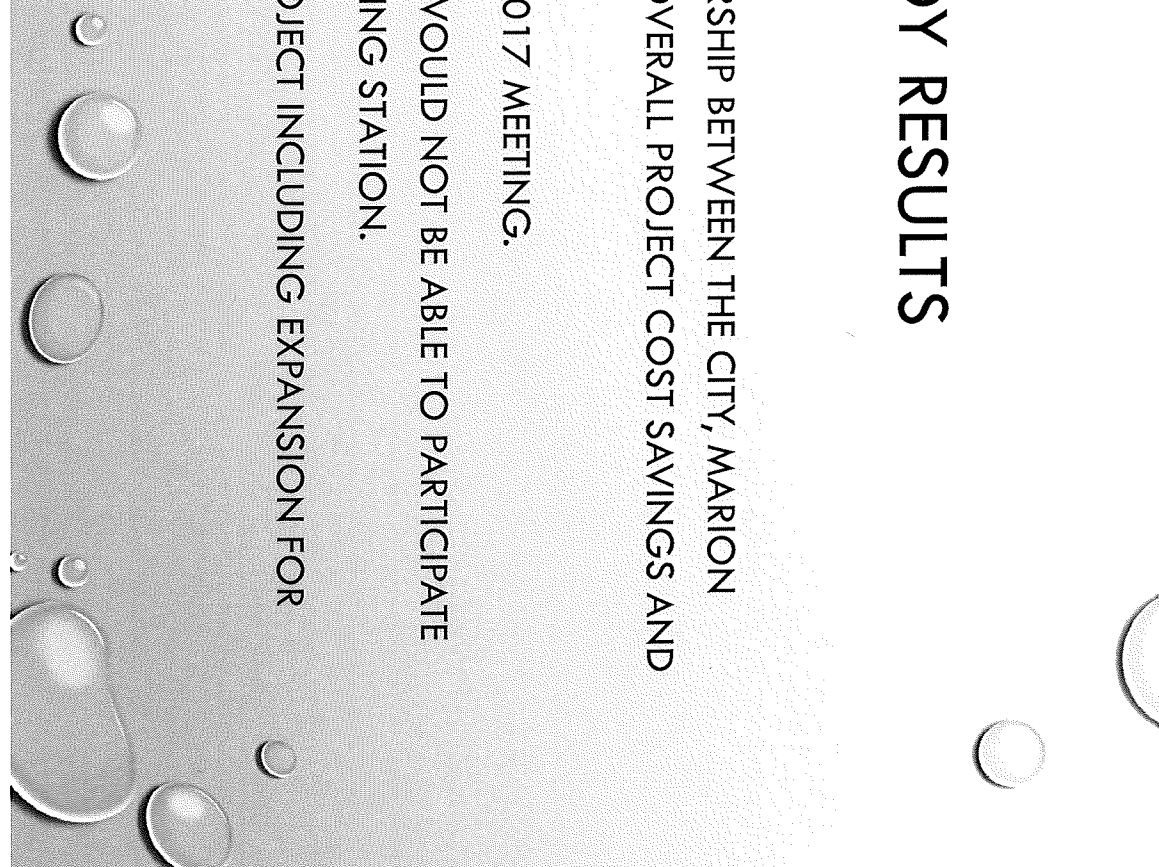


PEPSI & LIVINGSTON COUNTY DRAIN COMMISSIONER

- SUBSEQUENT TO THE RESOLUTION THE CITY ENGAGED IN TWO SEPARATE CONSERVATIONS WITH PEPSI AND THE LIVINGSTON COUNTY DRAIN COMMISSIONER (LCDC)
 - BOTH ENTITIES WERE EXPLORING POTENTIAL EXPANSION OPPORTUNITIES TO ADDRESS THEIR OUTSTANDING NEEDS.
 - PEPSI – LOOKING TO EXPAND WWTP TO ALLOW FOR DIRECT DISCHARGE OF HIGH STRENGTH ORGANIC LOADING.
 - LCDC – ESTABLISHMENT OF ADDITIONAL SEPTAGE RECEIVING STATION TO SERVICE LIVINGSTON COUNTY.
 - BOTH ENTITIES PAID FOR SEPARATE FEASIBILITY STUDIES.
- 

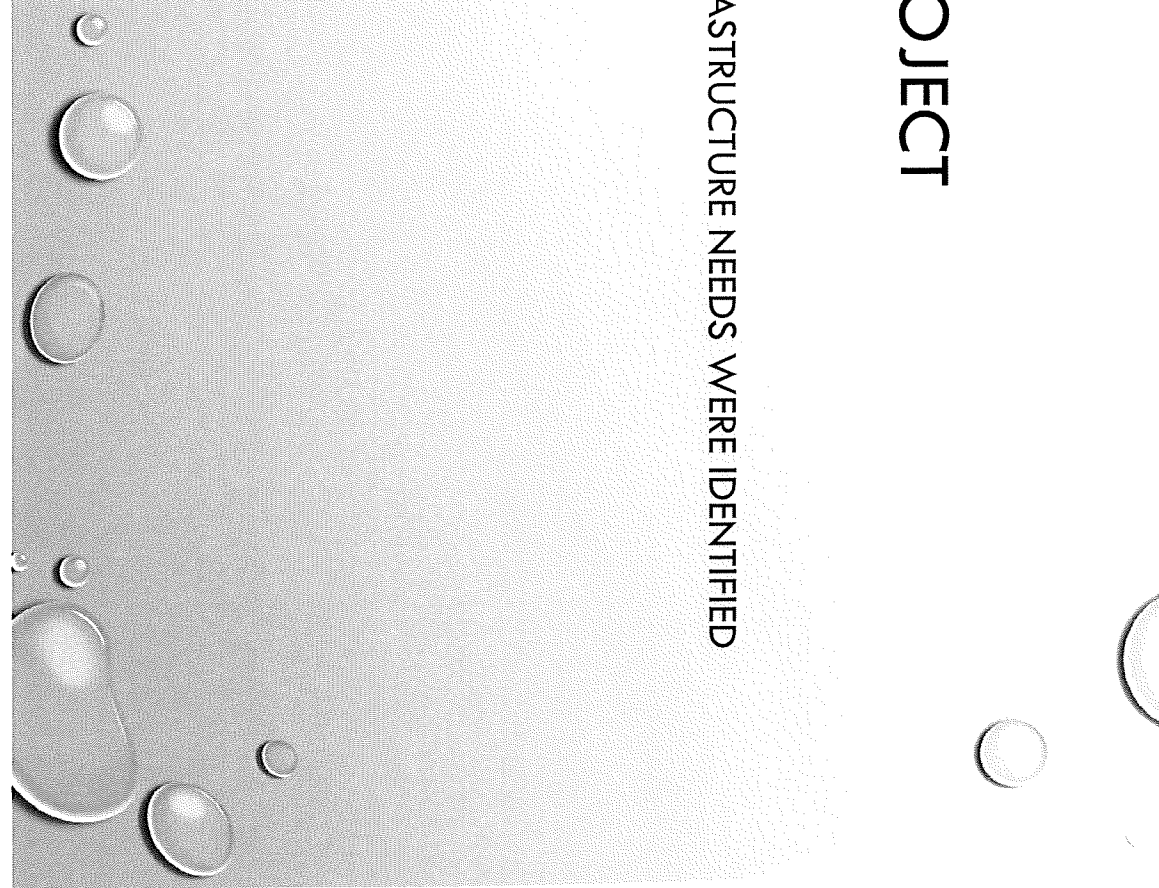


PEPSI & LCDC STUDY RESULTS

- ALL OF THE ANALYSIS SHOWED A POTENTIAL PARTNERSHIP BETWEEN THE CITY, MARION TOWNSHIP, PEPSI AND THE LCDC WOULD RESULT IN OVERALL PROJECT COST SAVINGS AND PROVIDE HIGHER QUALITY EFFLUENT.
 - CONCEPTUAL RESULTS SHARED WITH CIRAB AT JULY 2017 MEETING.
 - IN AUGUST 2018 THE LCDC NOTIFIED THE CITY THAT WOULD NOT BE ABLE TO PARTICIPATE DUE TO ISSUES WITH THEIR EXISTING SEPTAGE RECEIVING STATION.
 - CITY IS NOW READY TO PROCEED WITH OVERALL PROJECT INCLUDING EXPANSION FOR PEPSI.
- 

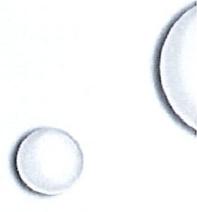


PROPOSED PROJECT

- DURING PEPSI AND LCDC ANALYSIS ADDITIONAL INFRASTRUCTURE NEEDS WERE IDENTIFIED FOR THE PLANT – SEPARATE FROM PEPSI PARTNERSHIP
 - POTENTIAL HEAD WORKS EXPANSION
 - BIO-SOLIDS DEWATERING (I.E. SLUDGE PRESS)
 - MISCELLANEOUS OTHER IMPROVEMENTS
- 

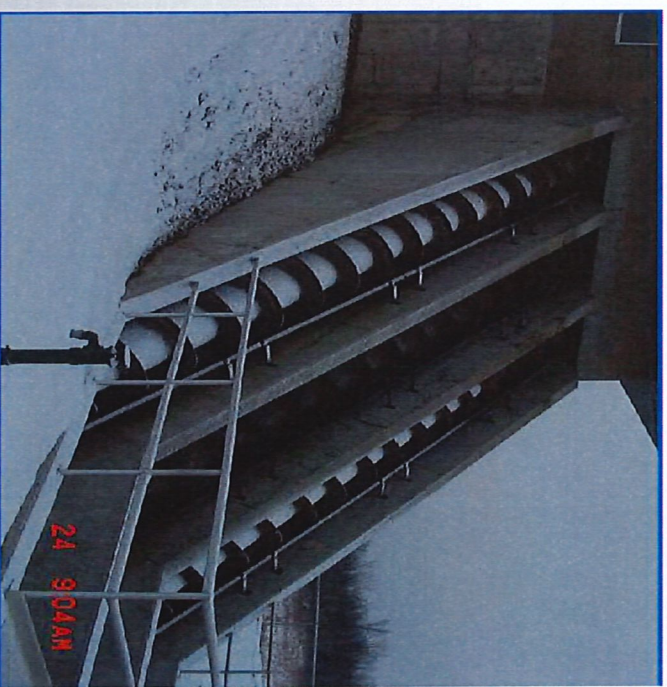


PEPSI

- PEPSI IS PROPOSING ELIMINATING THEIR EXISTING PRE-TREATMENT SYSTEM AND PARTNER WITH CITY OF HOWELL TO ACCOMMODATE A DAILY FLOW OF 3,500/LBS OF BOD
 - BOD – BIOLOGICAL OXYGEN DEMAND
 - PROPOSED IMPROVEMENTS
 - NEW AERATION BASIN (\$1.2 MILLION)
 - CONVERTING EXISTING AERATION BASINS FROM ACTIVATED SLUDGE TO BIOLOGICAL NUTRIENT REMOVAL (BNR) (\$1.1 MILLION)
 - INCREASED BIO-SOLIDS MANAGEMENT (PROPOSED BIO-SOLIDS DE-WATERING) - \$4.4 MILLION COSTS TO BE SHARED
- 

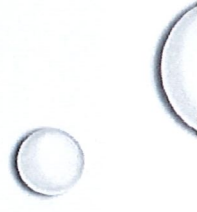
HEAD WORKS EXPANSION

- CURRENT HEAD WORKS RATED FOR 2.45 MGD
- PEAK FLOW CAPACITY 8 MGD
- CURRENT FLOWS 1.4 MGD (1.2 CITY, 0.2 MARION)
- 2013 ANALYSIS IDENTIFIED \$1.1 MILLION IN NEEDED UPDATES INCLUDING:
 - REPLACE SCREWS (\$756,000)
 - ENCLOSE GRIT REMOVAL CHAMBER (\$232,000)
 - NEW BY-PASS CHAMBER (\$72,000)





HEAD WORKS - CONTINUED

- HEAD WORKS IS CURRENTLY AT PEAK FLOW CAPACITY OF 8 MGD DURING SIGNIFICANT RAIN EVENTS.
 - ANY MAJOR EXPANSION WILL REQUIRE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY PERMIT – CONCERN THAT MDEQ WILL REQUIRE UPDATE TO HEAD WORKS TO MEET EXISTING FLOWS
 - PROPOSED HEAD WORKS UPDATE TO ACCOMMODATE CURRENT AND FUTURE FLOWS
 - ESTIMATED \$3.3 MILLION
- 

BIO-SOLIDS (AKA SLUDGE)


- TRADITIONALLY BIO-SOLIDS HAVE BEEN LAND APPLIED TO LOCAL FARM FIELDS
- IN 2017 CITY'S BIO-SOLIDS HAULER STOPPED OPERATIONS, REQUIRING SWITCH TO NEW HAULER CHARGING 60% MORE THEN PREVIOUS CONTRACTOR.
- IN 2017 CITY CONSTRUCTED A TEMPORARY SLUDGE PRESS (PEPSI SOLD EXISTING SLUDGE PRESS TO CITY FOR \$1)
- ON-GOING CONCERN ABOUT BIO-SOLIDS REMOVAL VIA LAND APPLICATION
- COSTS, LACK OF AVAILABLE LAND, SHIFTING WEATHER PATTERNS LIMITING FIELD AVAILABILITY.



05/18/2009



BIO-SOLIDS

- REGARDLESS OF PEPSI PARTNERSHIP COMMUNITIES WILL NEED TO CONSIDER MOVING TOWARDS BIO-SOLIDS DEWATERING AS LONG TERM SOLUTION.
 - ESTIMATED DE-WATERING SYSTEM, INCLUDING PEPSI, \$4.4 MILLION
 - IF CONSTRUCTING DE-WATERING FACILITY AND PLANNING FOR NO FUTURE EXPANSION ESTIMATED \$3.3 MILLION PER HRC.
 - GENOA TOWNSHIP IMPLEMENTED SIMILAR SOLUTION IN 2017 AT A COST OF \$2-\$3 MILLION
- 

REMAINING PROJECT PLAN WORK

ITEM NO.	DESCRIPTION	QUANT.	UNIT	AMOUNT	UNIT	TOTAL AMOUNT	TOTAL AMOUNT w/Engineering
1	RAS pumps with VFDs	4	EA	\$30,000		\$120,000	\$156,000
2	RAS pump VFD, valve/flowmeter improvements	1	LS	\$20,000		\$20,000	\$26,000
5	Aeration butterfly valves	8	EA	\$2,000		\$16,000	\$20,800
6	Aeration piping leak fixes/replace piping	1	LS	\$30,000		\$30,000	\$39,000
7	Yard hydrants/piping replace	10	EA	\$1,500		\$15,000	\$19,500
8	FEW pump skid	1	LS	\$125,000		\$125,000	\$162,500
11	Upgrade primary piping/aeration gates	1	LS	\$75,000		\$75,000	\$97,500
14	Primary Tank concrete repairs	1	LS	\$100,000		\$100,000	\$130,000
15	Primary Tank mechanism replacement	1	LS	\$490,000		\$490,000	\$637,000
16	UV Disinfection system replacement/building	1	LS	\$800,000		\$800,000	\$1,040,000
17	Final Clarifier tank rehab/new mechanism	1	LS	\$301,000		\$301,000	\$391,300
18	Replace motor control centers	1	LS	\$390,000		\$390,000	\$507,000
Total						\$2,482,000	\$3,226,600

REMAINING PROJECT WORK HEAD WORKS

ITEM NO.	DESCRIPTION	QUANT.	UNIT	UNIT AMOUNT	TOTAL AMOUNT	TOTAL w/Engineering
12	New Headworks (11.5 MGD)	1	LS	\$2,533,220	\$2,533,220	\$3,293,186
	Previous Head works					
	Influent bypass channel					\$72,000
	Install heated enclosure over grit system					\$232,000
	Replace screw pumps					\$756,000
	Total					\$1,060,000

REMAINING PROJECT WORK OTHER MISCELLANEOUS

ITEM NO.	DESCRIPTION	QUANT.	UNIT	UNIT AMOUNT	TOTAL AMOUNT	TOTAL w/Engineering
3	Primary sludge pumps with VFDs	2	EA	\$35,000	\$70,000	\$91,000
4	Primary sludge valves with motor operators	4	EA	\$13,000	\$52,000	\$67,600
10	Plant Driveway	1	LS	\$65,000	\$65,000	\$84,500
9	SCADA	1	LS	\$300,000	\$300,000	\$390,000
13	Building improvements	1	LS	\$240,600	\$240,600	\$312,780
Total					\$727,600	\$945,880

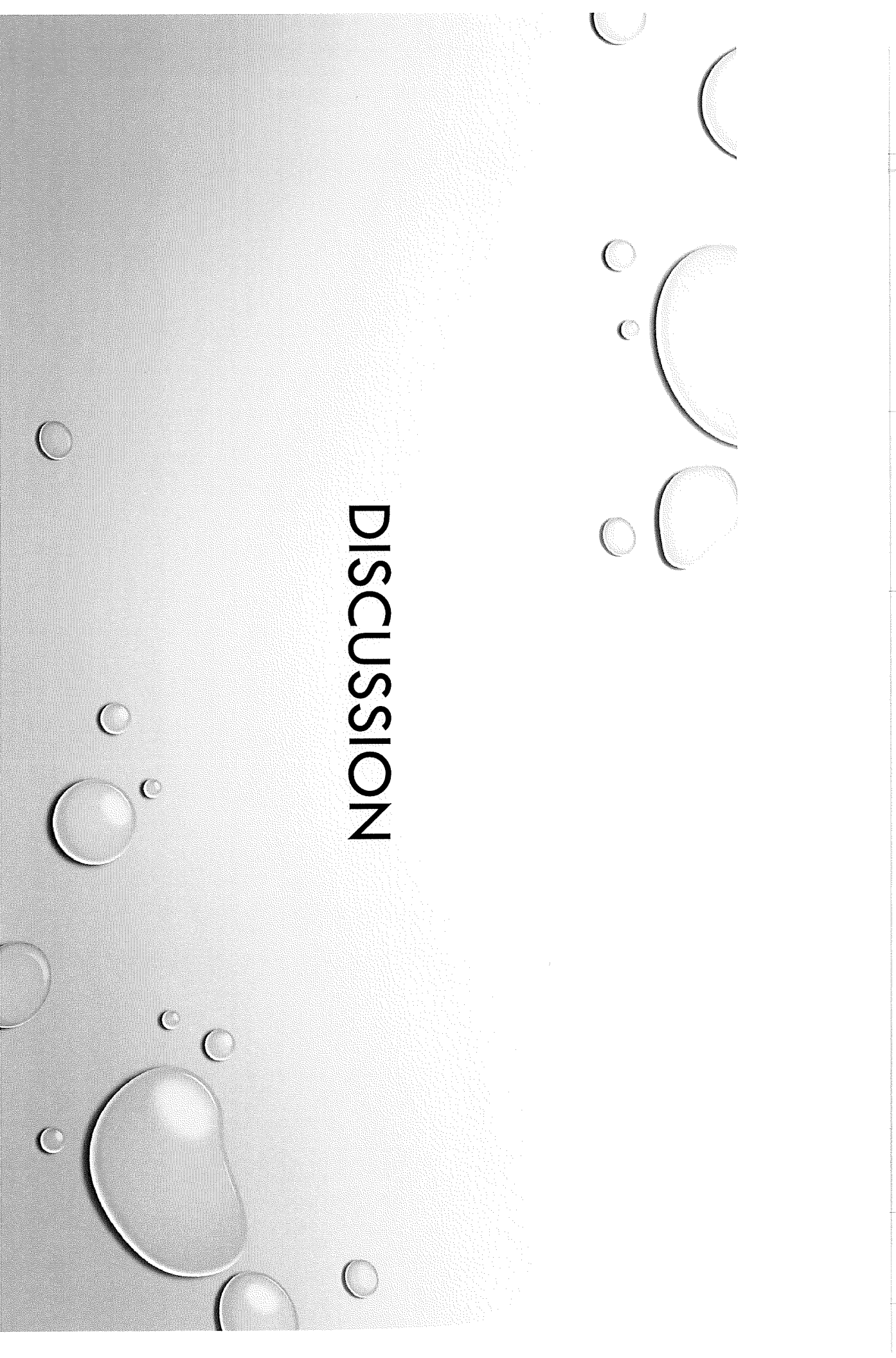
PEPSI & BIO-SOLIDS PROJECT

ITEM NO.	DESCRIPTION	QUANT.	UNIT	UNIT AMOUNT	TOTAL AMOUNT	TOTAL w/Engineering
19	Solids Dewatering	1	LS	\$3,400,000	\$3,400,000	\$4,420,000
20	Aeration Tank	1	LS	\$940,000	\$940,000	\$1,222,000
21	BNR	1	LS	\$850,000	\$850,000	\$1,105,000
Total					\$5,190,000	\$6,747,000

COMBINED PROJECT COST

ITEM	DESCRIPTION	QUANT.	UNIT	UNIT AMOUNT	TOTAL AMOUNT	TOTAL w/Engineering
NO.						
Total	Remaining Project plan				\$2,482,000	\$3,226,600
Total	Pepsi & Bio-Solids				\$5,190,000	\$6,747,000
Total	New Headworks (11.5 MGD) Includes \$1,060,000 – Original Project Plan	1	LS	\$2,533,220	\$2,533,220	\$3,293,186
Total	Other Work Identified				\$727,600	\$945,880
	Total Overall Project all included					\$14,210,000

DISCUSSION



CIRAB RESOLUTION AFFIRMING PROJECT NEED
HOWELL WASTEWATER TREATMENT PLANT REHABILITATION PROJECT
CITY OF HOWELL – MARION TOWNSHIP

WHEREAS, the City of Howell Wastewater Treatment Plant (“WWTP”) is in need of renovation of certain deteriorated components, as detailed in HRC’s “Remaining Improvements Identified in the Project Plan” dated October 2015; and,

WHEREAS, the City of Howell has developed a preliminary scope for a project to renovate these components, currently estimated at approximately \$5.4 million; and,

WHEREAS, the 1997 City of Howell - Marion Township Contract, as amended (“Contract”) does not address how to allocate costs between the parties for major renovation or repair projects costing in excess of funds available in the WWTP Capital Replacement Fund; and,

WHEREAS, the Contract was developed to expand WWTP capacity to serve major anticipated development in Marion Township and the City of Howell which has not yet occurred, and the postponement of planned WWTP expansions has resulted in certain components becoming deteriorated; and,

WHEREAS, the purpose of the Capital Improvement & Rate Advisory Board (“CIRAB”) is to advise the parties on the need for capital improvements to the WWTP.

NOW THEREFORE BE IT RESOLVED that the Capital Improvement & Rate Advisory Board (“CIRAB”) affirms the need for a project to renovate certain components of the WWTP as generally described in HRC’s “Remaining Improvements Identified in the Project Plan” dated October 2015, currently estimated at \$5.4 million.

BE IT FURTHER RESOLVED, that the CIRAB recommends that officials of the City of Howell and Marion Township continue to work toward agreement on the allocation of project costs between the parties to the Contract.

Adopted by the Capital Improvement & Rate Advisory Board (“CIRAB”) at its scheduled meeting on August 8, 2016.

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of the CIRAB Resolution Affirming Project Need for the Howell Wastewater Treatment Plant Rehabilitation Project between the City of Howell and Marion Township, adopted by the CIRAB at the City of Howell, Livingston County, Michigan, at a meeting held on the 8th day of August, 2016 and that the meeting was held and the minutes were filed in compliance with Act No. 267 of the Public Acts of 1976.

IN WITNESS WHEREOF, I have affixed my official signature this 8th day of August, 2016.

BY: 
Howell Deputy City Clerk

CIRAB Meeting
 March 18, 2019
 Exhibit #1

Original 2013 Project Plan (2018 Rev)		Headworks Expansion	Pepsi and Biosolids	Remaining Misc. Work (Not in Orig PP)	All Improvements
Recommended Cost Allocation - Pepsi at \$4.5 Million					
Pepsi Bottling Co	0.00%	0.00%	66.70%	0.00%	<u>Totals</u> 4,500,000
City of Howell	75.89%	63.92%	21.29%	63.92%	6,721,257
Marion Township	24.11%	36.08%	12.02%	36.08%	2,991,409
	0	0	0		14,212,666
				Est. Yr Debt Payment - Howell	\$417,390
				Est. Yr Debt Payment - Marion	\$185,766

Original 2013 Project Plan (2018 Rev)		Headworks Expansion	Pepsi and Biosolids	Remaining Misc. Work (Not in Orig PP)	Option 1 All Improvements
Recommended Cost Allocation - Pepsi at \$3.5					
Pepsi Bottling Co	0.00%	0.00%	51.87%	0.00%	<u>Totals</u> 3,500,000
City of Howell	75.89%	63.92%	30.76%	63.92%	7,360,441
Marion Township	24.11%	36.08%	17.36%	36.08%	3,352,225
					14,212,666
				Est. Yr Debt Payment - Howell	\$457,083
				Est. Yr Debt Payment - Marion	\$208,173

Assumes \$62,100 per Million Borrowed
 SRF - 20 Years @2%

DRAFT

Non-Binding Resolution of Understanding

Framework for Cost-Sharing in the City of Howell WWTP Renovation/ Upgrade Project

City of Howell (City) - Marion Township (Township)

March 11, 2019

Recitals

WWTP Agreement Summary - Under a contract (dated - October 8, 2001 as amended: the Contract), the parties agreed that the City will provide the Township with wastewater treatment services, necessary plant expansion, allocations of current and future capacity (among other things), and that the Township will pay to the City the costs for the plant expansion and will commit to its prorata cost share of future plant expansions (among other things);

Summary of CIRAB - A Capital Improvement and Rate Advisory Board was established under the Contract, consisting of two representatives each of the City and Township, and one of the Livingston County Board of Commissioners, to advise the parties on rates and capital improvements related to the WWTP;

Summary of Work Needed WWTP is in need of work to repair and replace deteriorated components, to upgrade headworks and dewatering processes, to accommodate increased waste strength from Pepsi in return for certain considerations, and other items;

CIRAB's Consideration of the Project - CIRAB has been considering a WWTP project to address needed work, in various forms, since 2010;

CIRAB's Confirmation of Need - The CIRAB has confirmed the need, scope and estimated cost of the project as currently developed to address needed work;

Extra-Contract Solution Needed - The Contract did not anticipate and does not address funding or cost-sharing for a project of this nature, and insufficient funds exist in WWTP capital reserves for the project, and therefore the parties must negotiate a mutually-agreeable cost sharing formula;

CIRAB's Approval of Cost-Sharing Framework - The CIRAB has approved a conceptual framework for cost sharing for the proposed project;

Other Considerations – The City has been in conversations with Pepsi Bottling Group to cost share for plant enhancements to allow for treatment consolidation providing a public private partnership enabling both achieve cost savings. The City is also pursuing low interest loans opportunities through the State of Michigan's State Revolving Fund (SRF) that all parties can utilize if so desired.

Agreement

It is Therefore Tentatively Agreed:

The parties tentatively agree to the conceptual framework for cost sharing as outlined in Exhibit 1, subject to further development of project scope and third-party funding;

The City will continue to direct its consultants to proceed with project design, finance planning, and will continue discussions with other parties as necessary toward finalizing an agreement; and that the Township may direct its consultants to perform peer review of project design;

Inasmuch as the Township may advance funds for its cost share and may not require rate increases to generate those funds, while the City will require a rate increase for its cost share, it is agreed that the requirement for the Township's wastewater treatment rates to be at least equal to the City's rates (ref. Contract para. 7D, as amended) will be revised to allow an appropriate rate differential;

The parties will continue negotiating in good faith toward an amendment of the Contract based on this conceptual framework.

Need to insert signatures –

Need to remove Option 2

RESOLUTION NO. 19-06
WASTE WATER TREATMENT PLANT FRAMEWORK IMPROVEMENT PLAN
AND COST SHARING

WHEREAS, Under a contract (dated - October 8, 2001 as amended: the Contract), the parties agreed that the City of Howell will provide Marion Township with wastewater treatment services, necessary plant expansion, allocations of current and future capacity, and that the Township will pay to the City the costs for the plant expansion and will commit to its pro-rata cost share of future plant expansions; and,

WHEREAS, a Capital Improvement and Rate Advisory Board was established under the Contract, consisting of two representatives each of the City of Howell and Marion Township, and one of the Livingston County Board of Commissioners, to advise the parties on rates and capital improvements related to the WWTP; and,

WHEREAS, WWTP is in need of work to repair and replace deteriorated components, to upgrade headworks and dewatering processes, to accommodate increased waste strength from Pepsi in return for certain considerations; and,

WHEREAS, CIRAB has been considering a WWTP project to address needed work, in various forms, since 2010; and

WHEREAS, the CIRAB has confirmed the need, scope and estimated cost of the project as currently developed to address needed work; and

WHEREAS, the Contract did not anticipate and does not address funding or cost-sharing for a project of this nature, and insufficient funds exist in WWTP capital reserves for the project, and therefore the parties must negotiate a mutually-agreeable cost sharing formula; and

WHEREAS, the CIRAB has approved a conceptual framework for cost sharing for the proposed project; and

WHEREAS, the City has been in conversations with Pepsi Bottling Group to cost share for plant enhancements to allow for treatment consolidation providing a public private partnership enabling that all parties achieve cost savings. The City is also pursuing low interest loan opportunities through the State of Michigan's State Revolving Fund (SRF) that all parties can utilize if so desired.

NOW THEREFORE BE IT RESOLVED, that the parties tentatively agree to the conceptual framework for cost sharing as outlined in Exhibit 1, subject to further development of project scope and third-party funding;

The City will continue to direct its consultants to proceed with project design, finance planning, and will continue discussions with other parties as necessary toward finalizing an agreement; and that Marion Township may direct its consultants to perform peer review of the project design;

Inasmuch as the Township may advance funds for its cost share and may not require rate increases to generate those funds, while the City will require a rate increase for its cost share, it is agreed that the requirement for the Township's wastewater treatment rates to be at least equal to the City's rates (ref. Contract paragraph 7D, as amended) will be revised to allow an appropriate rate differential;

The parties will continue negotiating in good faith toward an amendment of the Contract based on this conceptual framework.

ADOPTED this 25th day of March, 2019.

NICKOLAS PROCTOR, MAYOR

JANE CARTWRIGHT, CLERK

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of Resolution No. 19-06, adopted by the City Council of the City of Howell, Livingston County, Michigan, at a regular meeting held on the 25th day of March 2019 and that the meeting was held and the minutes therefore were filed in compliance with Act No. 267 of the Public Acts of 1976.

IN WITNESS WHEREOF, I have hereto affixed my official signature this 25th day of March, 2019.

BY: Howell City Clerk

Chloride Solutions

Ice & Dust Control

RATE QUOTE

Date: March 11 2019

*We have been awarded the Livingston County Application for Dust Control for the 2019 season.

We are offering the same rate to your Township*

Customer: Marion Township

Product: Dust Control - Mineral Well Brine

Applied Rate: \$.194 per gallon / 9,500 gallons per load

Discount Offered: 1% net 10 days of receipt; net 30 days

Customer Signature: _____

Date: _____

Quoted By: *Brian Hitchcock, President*

If awarded this bid, please sign and return to our office.

~ Fax: 517-521-4503 ~ Telephone: 517-521-2124 ~

~ Email: brian@mbhtrucking.net~

Chloride Solutions, LLC

672 N. M-52

Webberville, MI. 48892

Quote is good through the 2019 season

Bob Hanvey

From: [REDACTED]
Sent: Sunday, March 24, 2019 6:44 PM
To: supervisor@mariontownship.com
Subject: Thanks

Bob-

Thanks to you and to the Board for not allowing marijuana sales in Marion Township.

John [REDACTED]

Tammy Beal

From: Dave Hamann <za@mariontownship.com>
Sent: Monday, March 25, 2019 9:13 AM
To: gbdurbin@charter.net
Cc: supervisor@mariontownship.com; Tammy Beal Clerk MMC; Duane Stokes; info@mariontownship.com
Subject: FW: Trustee
Attachments: file.png

fyi

Dave Hamann
Zoning Administrator
Marion Township
za@mariontownship.com

From: Janet Godfrey [mailto:janet@pitametals.com]
Sent: Sunday, March 24, 2019 8:04 AM
To: 'Dave Hamann' <za@mariontownship.com>
[mailto:janet@pitametals.com]
Subject: Trustee

Hi again Dave, I was contacted by one of the trustees, trying to come up with a plan that may result in this ridiculous "war". Trustee asked me to please comply with several of his thoughts that might help this situation. I complied completely and within hours. I told TRUSTEE it was not going to help, but just make it worse. The trustee was told that the vulgar flag was removed from my vi. OK lets pray. But, of course not. I now have a new flag, might have a positive



meaning to some, but was scary to me... and spent the entire day and evening all the way up to midnight listening to gun shots. This is what I mean. SEE SOMETHING, HEAR SOMETHING, SAY SOMETHING! Please communicate directly with me from this day forward. Cheyanne is not a good contact anymore. Please show this to the trustees. The one that contacted me.
313-727-7564.

Thank you,

Janet Godfrey