

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
Thursday, January 9, 2025  
7:30 pm

THIS MEETING WILL BE HELD IN PERSON WITH ONLINE PARTICIPATION OPTIONS

Call to Order

Pledge of Allegiance

Members Present/Members Absent

Call to the Public

- 1) Approval of the Agenda
- 2) Consent Agenda
  - a. December 19, 2024 Regular Meeting Minutes
  - b. December 17, 2024 HAPRA Agenda/Minutes
  - c. December 18, 2024 MHOG Agenda/Minutes
  - d. December 18, 2024 HAFDA Agenda/Minutes
  - e. Complaint Report
  - f. DPW Report
  - g. Zoning Report
- 3) Health Insurance PA #152 Opt Out Resolution
- 4) 2025 Poverty Exemption Guidelines
- 5) Board of Review Letter Appeals
- 6) Resolution for Conducting School Elections
- 7) Over/Under Tax Payment Resolution
- 8) General Fund Budget Amendments
- 9) Darakjian Property Appraisal Quotes

Correspondence and Updates

Call to the Public

Adjournment

Next Board Packet will be ready after **3 pm on Thursday, January 16, 2025.**

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
December 19, 2024

**MEMBERS PRESENT:** Scott Lloyd, Bill Fenton, Tammy Beal, Les Andersen, Dan Lowe, Jim Witkowski, and Sandy Donovan

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** John Gormley, Attorney; Phil Westmoreland, Spicer

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**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

**BOARD MEMBERS PRESENT**

The board members introduced themselves.

**CALL TO THE PUBLIC**

John Martin, 446 Trestle, wanted to remind the board that at a previous meeting, he asked for information on the Marion Oaks clubhouse, pool, and trees.

Andy Herald, 1881 Cedar Lake Road, said if the board intends to change meeting times, he would like to have the meetings available on video.

**APPROVAL OF AGENDA**

Tammy Beal motioned to approve the agenda as presented. Sandy Donovan seconded. **Motion carried.**

**CONSENT AGENDA**

Scott Lloyd asked for clarification of the November 20, 2024 Special Meeting minutes and the hourly rate for the deputy supervisor. Les Andersen motioned to approve the consent agenda as presented. Tammy Beal seconded. **Motion carried.**

**FY 2023-24 AUDIT REVIEW**

Ken Palka from Pfeffer, Hanniford and Palka, was present for this agenda item. He thanked the staff for their help, and told the board members that he's available to answer questions, meet with them, etc.

After reviewing the information, Tammy Beal motioned to adopt a resolution to receive the 2023-24 FY audit and pay Pfeffer, Hanniford and Palka. Les Andersen seconded. Roll call vote: Lowe, Lloyd, Beal, Fenton, Witkowski, Andersen, Donovan—all yes. **Resolution passed 7-0.**

**MEADOWS NORTH PRELIMINARY SITE PLAN REVIEW**

Pat Keough from Ace Civil Engineering was present on behalf of the developer, Mitch Harris. He said the Planning Commission has recommended the Special Use request, and tonight they are asking for preliminary site plan approval.

Jim Witkowski said there are several issues with the entrance, the cul-de-sac exceeds 700', interconnections, etc. Some of these issues would require a variance because they don't meet the requirements of the zoning ordinance.

Rich Parker, 852 Spirea, is with the HOA and their concern is additional traffic and no remuneration for wear and tear on the roads.

Jim Witkowski mentioned the landscape buffer; Pat Keough said that would be handled during the final review. Jim also said there are conflicts with the private road ordinance. Pat Keough said that doesn't apply as the roads are a general common element.

Dan Lowe asked Mr. Keough how long ago he had talked with MDOT, and presented information from MDOT that states they absolutely have access to D-19

Pat Keough said he will have to discuss this with MDOT for further clarification.

Les Andersen motioned to table this item at the developer's request. Bill Fenton seconded. **Motion carried.**

### **LESA RESOLUTION TO COLLECT 2025 SUMMER TAXES**

Tammy Beal motioned to authorize collection of 2025 LESA taxes and sign the agreement, as presented. Les Andersen seconded. **Motion carried.**

### **HAPRA MASTERPLAN/RESOLUTION**

Tammy Beal said that once this is adopted by all of the participating municipalities, they will be able to apply for grants. Les Andersen motioned to adopt a resolution to approve the Howell Area Parks and Recreation Authority Parks and Recreation Master Plan, as presented. Tammy Beal seconded. Roll call vote: Donovan, Witkowski, Fenton, Lloyd, Beal, Andersen, Lowe—all yes. **Resolution passed 7-0.**

### **TOWNSHIP-WIDE LARGE ITEM COLLECTION**

Tammy Beal said she would like to schedule this with the May 3 shred event. Dan Lowe questioned whether there is a weight limit. Les Andersen motioned to authorize Tammy Beal to schedule this event; if there is a weight limit or additional fees, she will bring it back to the Board of Trustees. Sandy Donovan seconded. Roll call vote: Beal, Andersen, Donovan, Witkowski, Lowe, Fenton, Lloyd—all yes. **Motion carried 7-0.**

### **2025 MEETING SCHEDULE**

Les Andersen motioned to keep the board meetings at 7:30 pm. Scott Lloyd seconded.

Discussion: Tammy Beal and Bill Fenton said they have received requests for this. Les Andersen said it shouldn't be changed and they are available to view online. Bill Fenton said he's working to make the audio better. Dan Lowe said there's no reason to change.

Roll call vote: Fenton—no; Lowe—yes; Witkowski—yes; Beal—no; Lloyd—yes; Donovan—no; Andersen—yes. **Motion passed 4-3.**

### **DECEMBER 2, 2024 ZBA REPORT**

Jim Witkowski reported that the ZBA granted two variances for a pool on Coon Lake. He said there are sections of the ordinance that refer to lot line vs. high water mark that should be reviewed. Bill Fenton will ask the Planning Commission to work on this.

### **CORRESPONDENCE & UPDATES**

A Planning Commission At-a-Glance from the Livingston County Planning Department is included in the packet.

John Gormley said he received an email that the circuit court judge said the City of Howell has no authority for the "road" by the real estate office on D-19 because it's not in their jurisdiction; there may be an appeal.

Les Andersen said there are several old trees along the north drive of Lakeside Cemetery that should be inspected; he asked the board members to drive through and take a look.

**CALL TO THE PUBLIC**

No response.

**ADJOURNMENT**

Les Andersen motioned to adjourn at 8:43 pm. Sandy Donovan seconded. **Motion carried.**

Submitted by: S. Longstreet

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

\_\_\_\_\_  
Bill Fenton, Township Supervisor      Date

DRAFT

# HOWELL recreation

Howell Area Parks & Recreation Authority  
Organizational Meeting  
Oceola Community Center  
Tuesday, December 17, 2024, 6:30 pm

Call to Order

Pledge of Allegiance (all stand)

1. Discussion/Approval – Officer Positions for 2025
  - Chair –
  - Vice-Chair –
  - Secretary –
  - Treasurer –
  - Trustee -
2. Adjournment

Howell Area Parks & Recreation Authority  
Regular Meeting  
Oceola Community Center  
Tuesday, December 17, 2024, 6:30 pm

Call to Order

Call to the Public (for any items not on the agenda)

## Approval- Consent Agenda

1. Regular Board Meeting Minutes dated Tuesday, November 19, 2024
2. Check Register Report Ending November 30, 2024
3. Bank Statements Ending November 30, 2024
4. Financial Reports Ending November 30, 2024

## Approval- Regular Agenda

1. Discussion/Approval – Howell Recreation Passport
2. Discussion/Approval- 2025 Howell Recreation Budget
3. Discussion/Approval- 4Q Howell Recreation Budget Amendments
4. Discussion/Approval- 2024 Audit Agreement
5. Discussion/Approval- 2025 BCBS Insurance Renewal
6. Discussion/Approval- HAPRA Medical Leave Policy

7. Events & programs Reports
  - a. Events & programs
  - b. Sponsorship & marketing updates
    - i. 2024 Impact Report
8. Preventive Maintenance Report
9. Directors Report
  - a. New member rates
  - b. Timeline for Interviews
  - c. Board Member Orientation
10. Board Member Reports
  - i. City of Howell Board Rep:
  - ii. Oceola Township Board Rep:
  - iii. Marion Township Board Rep:
  - iv. Genoa Township Board Rep:
  - v. Howell Township Board Rep:
11. Old Business
12. New Business
13. Next Meeting: January 21<sup>st</sup>, 2025 @ 6:30 pm Oceola Community Center
14. Adjournment

# HOWELL recreation

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

Regular Board Meeting Minutes

November 19, 2024

## **Call to Order**

Chair Diana Lowe called the meeting to order at 6:30 pm.

## **Attendance**

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

**HAPRA Staff:** Director Tim Church, Kyle Tokan, Jordan Hilbrecht, and Kevin Troshak

**Public:** Erin Britten (City of Howell), Hunter Britten (City of Howell), Steve Hoxie (City of Howell), Gary Beal (Marion Township), Susan Appold (Howell Township), Elaina Rocco-Hoxie (City of Howell), Erica Selesky (City of Howell)

## **Call to the Public**

None

## **Public Hearing: Howell Area Parks and Recreation Authority – Recreation Master Plan**

Mike Daly-Martin and Faith Vignola of Spicer Group provided information on the structure of the Recreation Master Plan. Public input was sought through the use of an online survey that was open for approximately one month. 367 responses were received with the greatest number of respondents falling into the 30 to 49 age group. Faith provided a summary of the results and informed those in attendance that from the information gathered goals were developed and timelines were established to assist in reaching these objectives. Audience members provided comments on what they would like to see in the community.

Minor edits to the Recreation Masterplan were requested by members of the Board. Following the completion and submittal of the Recreation Master Plan to the DNR, HAPRA will be eligible for grant opportunities. The Recreation Masterplan will need to be updated every five (5) years.

### **Approval of Consent Agenda**

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

### **Approval of Regular Agenda**

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

### **Discussion/Approval – Resolution 4-24 Recreation Master Plan**

Vice Chair Terry Philibeck made a motion to approve Resolution 4-24 Recreation Master Plan with requested edits, supported by Treasurer Nikolas Hertrich. **Roll Call Vote: Treasurer: Tammy Beal – Yes, Trustee: Sue Daus, Vice Chair: Terry Philibeck – Yes, Chair: Diana Lowe – Yes, Secretary: Nikolas Hertrich – Yes. Motion carried 5 – 0.**

### **Discussion/Approval – Amended Wage Tier**

Director Church shared with the Board the potential impacts that the passing of legislation related to Minimum Wage and Sick Time will have on HAPRA. Prior to the election three wage tiers were developed with the proposed wage tier budgeted for following passing of the millage. Director Church requested the formation of a work group to assist in the hiring of a Deputy Director. Secretary Nikolas Hertrich made a motion to approve the Amended Wage Tier, supported by Vice Chair Terry Philibeck. **Motion carried 5 – 0.**

### **Discussion/Approval – 2025 HAPRA Board Meeting Schedule**

Treasurer Tammy Beal made a motion to approve the 2025 HAPRA Board Meeting Schedule, supported by Vice Chair Terry Philibeck. **Motion carried 5 – 0.**

### **Discussion/Approval – 2025 Facility Closure Dates**

Vice Chair Terry Philibeck made a motion to approve the 2025 Facility Closure Dates, supported by Secretary Nikolas Hertrich. **Motion carried 5 – 0.**

### **Events & Programs Reports**

- i. Rec the Halls: On December 14, 2024, all departments will be participating in Rec the Halls. Throughout the day there will be various activities including pictures with Santa, an ugly sweater pickleball tournament, a tree lighting, and bingo. Volunteers are needed.
- ii. Sleepy Howell was well attended. More than 700 individuals ran the 5k, beautiful weather probably contributed to the turnout.
- iii. 18 deer were presented at the Marion Township buck pole. It was estimated that ~50% of the hunters were female.
- iiii. Start Smart Basketball for ages 3-5 will be on Tuesdays and Thursdays beginning in mid-November. There will be six (6) teams comprised of 12 players.



b. Sponsorship & marketing updates

- i. Kevin Troshak informed the Board that the Hot Ones Challenge will be this Friday and is being sponsored by Detroit Wing Company.
- ii. Traverse City Pie Company partnered with Preschool Staff to raise funds for pictures. Through the sale of 135 pies \$700.00 was raised.
- iii. As the New Year is approaching sponsors are slowly beginning to reach out to staff regarding 2025 opportunities.

**Preventative Maintenance Report**

Kyle Tokan informed the Board that he is waiting on an update from the City of Howell on crack sealing and water repairs at Page Field, the Oceola Township bathroom has been delivered but a location needs to be found to store it, garage construction will be in 2025 and ~45 trees will need to be removed, the HVAC system at the Oceola Community Center is being evaluated by a 3<sup>rd</sup> party, progress is being made, and the elevators have been repaired. In Genoa Township the reading trail was kicked off and approval to fix the soccer field drainage issue was approved by the Township Board. The repair will be made in spring following the soccer season. MHOG assisted with the drilling of the holes for the buck pole at the Marion Township Hall and both the walking path and playground are being utilized.

**Directors Report**

- a. Hiring Committee: For the hiring of an individual for the Deputy Director position, Director Church asked for two Board members to volunteer to participate in the interview process. As Director Church may know the potential applicants he is looking for other opinions. The position will be posted on December 2<sup>nd</sup> and will be open through December with an offer being made to the qualified candidate in January.
- b. Organizational Meeting: The annual organization meeting will occur during the December Board meeting following the introduction of the budget. Director Church recommended that the individual selected to represent Genoa Township be someone who can vote.

**Board Member Reports**

- a. Secretary Nikolas Hertrich shared with the Board agenda items from recent Howell City Council Meetings which included approval of various civic events, approval of budget amendments, changes to the Boat Launch Rules and Park Permit Fees, and the approval of a Quit Claim Deed for Rolling Oaks Park.
- b. Vice Chair Terry Philibeck informed the Board that other than the updates Kyle previously provided voter turnout in Oceola Township was ~ 80.5%
- c. Treasurer Tammy Beal shared with the Board newly elected Board member will be taking their seats at the next meeting, that a bench was recently installed along the walking path and there is a resident

who is interested in purchasing three new benches. Marion Township is now part of the HAPRA maintenance program.

- d. Chair Diana Lowe shared that repairs needed to address the soccer field drainage issues were approved at the last township board meeting.
- e. Trustee Sue Daus did not have an update to provide.

**Old Business**

A question was presented to the Board if there was still interest in purchasing a banner. The Board indicated that there is.

**New Business**

None

**Next Meeting**

Regularly Scheduled HAPRA Meeting - Tuesday, December 17, 2024, at 6:30 pm at Oceola Community Center.

**Adjournment:**

A motion to adjourn the meeting was made by Vice Chair Terry Philibeck and supported by Treasurer Tammy Beal at 7:50 pm. **Motion carried 5-0**

\_\_\_\_\_  
Approved

\_\_\_\_\_  
Date

Respectfully Submitted by: Nikolas Hertrich, Secretary



## AGENDA

### MHOG Sewer and Water Authority Regular Meeting December 18<sup>th</sup>, 2024 5:00 PM

1. Call to Order\*
2. Approval of Agenda
3. Approval of Minutes of November 13th, 2024 Meeting
4. Call to the Public\*
5. System Improvement, Operation, and Maintenance Report
  - Capital Improvement – Transmission Mains
    - Attachment 5a – Site Readiness Grant Fact Packet
    - Attachment 5b – Status Report Prepared by Tetra Tech
    - Attachment 5c – Disbursement Request No. 1 for Site Readiness Grant
    - Attachment 5d – Additional Temporary Construction Easement Drawing
    - Attachment 5e – Compensation Agreement for Additional Temporary Easement
  - New Development
    - Attachment 5f- New Development Summary for December 2024
    - Attachment 5g– Water Tap Installation at Michigan Storage Barns
  - Marion 2 Painting
    - Attachment 5h – Final Inspection Report and Pictures of Completed Project
  - Storage and Equipment
    - Attachment 5i – Watermain, Hydrants, Valves and Repair Sleeves Moved to Storage Barns
  - Reliability Study
    - Attachment 5j– Modeling Runs from 2024 Reliability Study
  - Lime Calciner Feasibility
    - Attachment 5k – Modeling Runs from 2024 Reliability Study
  - Billing and Administrative Staff Planning
    - Discussion on Planning for Future Administrative Vacancies
6. Deputy Director Report
  - Attachment 6a - MHOG Water Treatment Plant Monthly Production
  - Attachment 6b – MHOG Fall / Winter Daily Production
  - Attachment 6c – MHOG Monthly Production by Pressure District
  - Attachment 6d – Wellhead Grant Agreement
  - Attachment 6ei – Well Pump 1 Preventative Maintenance Overhaul Proposal (Best Case Scenario)



## AGENDA

### MHOG Sewer and Water Authority Regular Meeting December 18<sup>th</sup>, 2024 5:00 PM

- Attachment 6eii – Well Pump 1 Preventative Maintenance Overhaul Proposal (Worst Case Scenario)
- Attachment 6f – Monthly Miss Dig Log
- Attachment 6g – November 2024 Non-Metered Water Loss

**7. CPA Report\***

**8. Treasurer's Report (*Distributed at Meeting*) \***

- Checks for Disbursement

**9. Correspondence \***

**10. New Business \***

- Attachment 10a – Proposed 2025 Meeting Schedule

**11. Old Business\***

**12. Board Member Updates\***

**13. Adjournment**

\*= Nothing Included in Board Packet



## Minutes of the Regular Meeting November 13, 2024

The M.H.O.G. Sewer and Water Authority met at 5 pm in the Oceola Township Hall. Members present were Hanvey, Lowe, Coddington, Counts, Dunleavy, Henshaw, Rogers and Hunt. Also present were Greg Tatara, Alex Chimpouras, Ken Palka, Shelby Byrne and Bill Fenton.

Dunleavy moved to approve the agenda as presented. Second by Rogers, motion passes.

Counts moved to approve the October 16, 2024 minutes as presented. Second by Hunt, motion passes.

A call to the public was held, no response.

Ken Palka distributed and discussed the MHOG O&M budget to actual report for FY ending 9-30-2024 and the Genoa DPW budget to actual for FY ending 3-31-2025.

Dunleavy moved to approve MHOG Operating checks PR 986 through 10101 totaling \$265,537.30. Second by Counts, motion passes.

Counts moved to approve MHOG Reserve Replacement Fund Checks 126 & 127 totaling \$98587.24. Second by Coddington, motion passes.

Dunleavy moved to approve MHOG connection Fees checks 1038 & 1039 totaling \$46,771.50. Second by Coddington, motion passes.

Appointment of Officers: Dunleavy moved to name Coddington as Chairman. Second by Rogers, motion passes.

Rogers moved to name Dunleavy as Vice Chairman. Second by Coddington, motion passes.

Rogers moved to name Hunt as Treasurer. Second by Counts and Coddington, motion passes.

Dunleavy moved to name Henshaw as Secretary. Second by Rogers, motion passes.

Hunt moved to adjourn. Second by Dunleavy, motion passes.

Roberty J. Henshaw  
Secretary

# HOWELL AREA FIRE AUTHORITY AGENDA

DECEMBER 18, 2024 – 6 PM

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## BOARD MEMBERS

Mike Coddington, Howell Twp., Chairman  
Sean Dunleavy, Oceola Twp., Vice Chairman  
Mark Fosdick, Cohoctah Twp., Secretary  
Bill Fenton, Marion Twp.

Bob Ellis, City of Howell, Member  
Ron Hicks, Fire Chief  
Barbara Souchick, Admin Asst  
Kevin Gentry, Attorney

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## 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.

Meeting called to order at 6:00 pm

Pledge of Allegiance

Discussion/Approval: Minutes of the regular meeting of November 13, 2024

Call to the public (items not on agenda)

Discussion/Approval: Renewal of the contract for legal services with Kevin Gentry for 2025.

Discussion/Approval: Purchase of Mobile Data Tablets for Apparatus

Discussion/Approval: Transfer of 1.3 million dollars from the General Fund to the Building Fund, Truck Fund and Pension Fund as recommended by our Auditor Ken Palka.

Chief's Comments:

- Fantasy of Lights Parade

Approve the payment of bills and payroll in the amount of \$460,638.20 for period ending December 6, 2024

New Business

Old Business

Adjourn

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## MONTHLY UPDATE TO THE BOARD

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**TO:** HOWELL AREA FIRE AUTHORITY BOARD OF DIRECTORS  
**FROM:** RON HICKS, FIRE CHIEF  
**SUBJECT:** MONTHLY HAFD REPORT FOR NOVEMBER 2024  
**DATE:** DECEMBER 18, 2024

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During the month of November, the HAFD responded to a total of 124 calls for service. There were 140 calls in November of 2023. The total year-to-date runs for 2024 are 1678. Last year's total at the end of November was 1808.

Some of the more significant events for the month included:

On November 1st, Howell Firefighters were dispatched AMA to Brighton Fire for a reported structure fire in the 600 block of Sunrise Park Dr. in Genoa Township. Upon arrival crews reported a working fire in a 2-story detached garage. HAFD crews assisted with fire ground operations.

On November 1<sup>st</sup>, Howell Firefighters were dispatched for a reported vehicle crash in the 1900 block of Latson Rd in Oceola Township. Upon arrival crews reported a 2-car crash with one driver requiring extrication from his vehicle.

On November 2nd, Howell Firefighters were dispatched AMA to Fowlerville Fire for a reported structure fire in the 200 block of Garden Ln. in the Village of Fowlerville. Upon arrival of HAFD, crews reported a working fire in an eight unit /2 story apartment complex. Crews began fire ground operations and extinguished the fire.

On November 4<sup>th</sup>, Howell Firefighters were dispatched AMA to Brighton fire for a reported structure fire in the 8000 block of Grand River. in Genoa Township. Upon arrival crews reported a working kitchen fire in a 2story home. HAFD crews assisted with fire ground operations and water supply.

On November 19th, Howell Firefighters were dispatched for a reported car vs pedestrian in the 100 block of Walnut St. in the City of Howell. Upon arrival crews reported a pedestrian lying in the crosswalk with a possible ankle fracture. Crews assisted LCA with pt packaging and loading.

Training for the month of November consisted of Continuing Education Credits for medical license.

**Next meeting of the Howell Area Fire Authority Board is scheduled for Wednesday  
December 18th, 2024, at 6:00 pm.**

**HOWELL AREA FIRE AUTHORITY**

November 13, 2024 - 6:00 pm

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

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**Board Members Present:** Chairman Mike Coddington, Vice Chairman Sean Dunleavy, Treasurer Bob Hanvey, Secretary Mark Fosdick, Member Bob Ellis, Deputy Chief Jamil Czubenko, Admin. Asst Barbara Souchick

**Absent:** Fire Chief Ron Hicks, Attorney Kevin Gentry

Chairman Coddington called the meeting to order at 6:00 pm.

**Approve the minutes of the regular meeting of October 16, 2024:** MOTION by Mr. Dunleavy, SUPPORT by Mr. Ellis to approve the minutes of the regular meeting of October 16, 2024. MOTION CARRIED UNANIMOUSLY.

**Call to Public:** No Response

**Discussion/Approval the 2022/2023 Hafa Audit:** Ken Palka from Pfeiffer, Haniford and Palka, the Authority's audit firm, explained the annual audit and answered questions. MOTION by Mr. Fosdick, SUPPORT by Mr. Dunleavy to accept the audit as presented. MOTION CARRIED UNANIMOUSLY.

**Discussion/Approval the 2025 Fire Authority Board Meeting Schedule:** MOTION by Mr. Ellis, SUPPORT by Mr. Dunleavy to accept the schedule as presented. MOTION CARRIED UNANIMOUSLY.

**Chief's Comments:** Deputy Chief Czubenko informed the Board that Engine 22 needed a new fuel tank installed and the cost was above the \$5,000 spending limit without Board approval. It was explained to the Board that this was an Emergency Repair that was a necessity and needed to be done without delay. No further action was requested by the Board.

**Approve the payment of bills and payroll:** MOTION by Mr. Ellis, SUPPORT by Mr. Dunleavy to approve the payment of bills and payroll in the amount of \$273,285.67 for the period ending November 1, 2024. MOTION CARRIED UNANIMOUSLY.

**Adjourn:** MOTION by Mr. Ellis, SUPPORT by Mr. Dunleavy to adjourn the meeting at 6:25 pm. MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted: \_\_\_\_\_

Barbara Souchick, Admin. Assistant

Approved By: \_\_\_\_\_  
Mark Fosdick, Secretary



Motion for Howell Area Fire Authority

Motion to approve transferring from the General Operating Fund a total of 1.3 Million Dollars to the following funds:

\$100,000 to Pension Fund  
\$200,000 to Truck Reserve Fund  
1 Million dollars to Building Reserve Fund

**General Fund**

Transfer out to Pension Fund – \$100,000  
Transfer out to Truck Reserve Fund - \$200,000  
Transfer out to Building Reserve Fund - \$1 million dollars



DPW Reports 2024

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
<b>WATER</b>													
NEW	0	5	17	4	2	6	5	11	1	4	4	5	64
EXISTING													
REPLACEMENT													
<b>IRRIGATION</b>													
NEW	0	3	6	4	2	4	3	5	0	4	2	5	38
EXISTING													
<b>SEWER</b>													
NEW	0	3	17	4	2	6	5	11	0	5	4	5	62
EXISTING													
<b>TOTAL</b>	<b>0</b>	<b>11</b>	<b>40</b>	<b>12</b>	<b>6</b>	<b>16</b>	<b>13</b>	<b>27</b>	<b>1</b>	<b>13</b>	<b>10</b>	<b>15</b>	<b>164</b>

2024 ZONING REPORT

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Homes		3	3	7	4	4	5	5	3	3	1	6	44
Condo Units			15			3	3	8		4	2		35
Accessory Bldgs.		2	4	3	2	2	1	4	1	1	1	3	24
Decks	1		2	4	6	5		3	5	3	2	2	33
Pools						3	1						4
Additions				1		2			2				5
Land Balancing												2	2
Other	1				1	2	1			1	2		8
<b>TOTAL LAND USES</b>	2	5	24	15	13	21	11	20	11	12	8	13	155
Waivers	2	8	4	3	7	5	7	10	9	2	4	0	61
Finals	5	10	7	4	4	9	16	22	13	27	15	19	151
Site Plans													0
Pre-Planning Meetings													0
Sewer Inspections	1	6	5	3	3	3	3	2	2	2	3	0	33

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

**Resolution # 2025-  
January 9, 2025**

**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 9<sup>th</sup> day of January, 2025 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 9<sup>th</sup> day of January, 2025, and further certify that the above Resolution was adopted at said meeting.**

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

**RESOLUTION TO ADOPT POVERTY EXEMPTION POLICY AND GUIDELINES  
FOR 2024 INCOME AND ASSET TESTS**

RESOLUTION #2025-nn, January 09, 2025

\_\_\_\_\_ motioned to adopt a resolution to set the following policy and guidelines for 2025 Poverty Exemptions, Seconded by \_\_\_\_\_

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

The Board of Review shall consider the income and asset guidelines listed below. Poverty appeals may be filed at the March, July, or December Boards of Review.

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

<u>Size of Family Unit</u>	<u>Poverty Guidelines</u>
1	\$ 20,440
2	\$ 25,820
3	\$ 31,200
4	\$ 36,580
5	\$ 41,960
6	\$ 47,340
7	\$ 52,720
8	\$ 58,100
For each additional person	\$ 5,380

Asset Test: To be eligible for a 100% poverty exemption for 2025, property owners shall have a maximum of \$50,000 in net assets, excluding their principal residence, retirement accounts, and accounts having a substantial penalty for withdrawals.

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

The following voted "Nay":

The following abstained:

The supervisor declared the resolution \_\_\_\_\_.

I, the undersigned, the duly qualified and acting Clerk for the Township of Marion, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Board of Trustees at a meeting held on the 9th day of January 2025, and further certify that the above Resolution was adopted at said meeting.

\_\_\_\_\_  
Marion Township Clerk

\_\_\_\_\_  
Date

RESOLUTION TO ALLOW RESIDENTS TO FILE LETTER APPEALS  
TO THE BOARD OF REVIEW FOR 2025

RESOLUTION #2025-nn  
January 9, 2025

\_\_\_\_\_ motioned to adopt a resolution to set the following policy for 2025  
Letter Appeals to the Board of Review, Seconded by \_\_\_\_\_

Marion Township property owners may file an appeal of the assessed value of their real or personal property by written letter to the Board of Review for consideration. The letter will preserve their right to appeal to the Michigan Tax Tribunal. The letter must arrive at the township by noon on Tuesday March 11, 2025, the last day of the final scheduled Board of Review hearings.

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

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

The following voted "Nay":

The following abstained:

Resolution

The supervisor declared the motion

I, the undersigned, the duly qualified and acting Clerk for the Township of Marion, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Board of Trustees at a meeting held on the 9th day of January 2025, and further certify that the above Resolution was adopted at said meeting.

\_\_\_\_\_  
Marion Township Clerk

\_\_\_\_\_  
Date

**MARION TOWNSHIP  
COUNTY OF LIVINGSTON, STATE OF MICHIGAN**

At a regular meeting of the Marion Township Board held on January 23, 2025, the following resolution was offered by Treasurer Sandy Donovan and supported by Supervisor Bill Fenton.

**RESOLUTION # 2025-**

**RESOLUTION TO ELIMINATE THE REFUNDS OF OVER/UNDER TAX PAYMENTS ON  
PAYMENTS OVER/UNDER \$10.00**

WHEREAS, The General Property Tax Act P.A. 206 of 1893 (as amended) requires the Treasurer of Marion Township to collect real and personal property taxes.

WHEREAS, many taxpayers and Mortgage Companies, etc. pay their taxes by personal or bank check via mail or expedited delivery service providers.

WHEREAS, on several occasions the Treasurer has received checks for the incorrect amount both deficient and excess amounts.

WHEREAS, this has resulted in a refund totaling more or less than \$10.00.

THEREFORE, BE IT RESOLVED that Marion Township Board of Trustees hereby determines that a refund will not be issued for any over/under payment of taxes totaling \$10.00.

There being all ayes, the Supervisor declared the resolution duly passed.

**CERTIFICATION**

STATE OF MICHIGAN  
COUNTY OF LIVINGSTON

I, the undersigned, the duly qualified and acting Clerk of the Township of Marion, do hereby declare that the foregoing is a complete and true copy of Resolution #2025- adopted by the Marion Township Board at a regular meeting held on January 23, 2025, the original of which proceedings is on file in my office and is available to the Public. Public notice of said meeting was given to and in compliance with Act 267, Public Acts of Michigan, 1976.

Signed \_\_\_\_\_  
Tammy Beal, Clerk

Date: January 9, 2025



MEMO

To: Marion Township Board  
From: Bill Fenton  
Subject: Budget Amendments  
Date: January 9<sup>th</sup> 2025

Attached are budget amendments for the General Fund.

The General Fund amendment is for Deputy Supervisor, and Blue Cross and Blue Shield.

Proposed at Regular Meeting  
January 9th, 2025

Marion Township General Fund  
Proposed Budget Amendments

	Actual	Approved	Proposed
	Jul '24 - Jun '25	Budget	Amended
		Jul '24 - Jun '25	Budget
Expense			Jul '24 - Jun '25
171-703 · DEPUTY SUPERVISOR WAGES	0.00	0.00	11,200.00
270-718 · BCBS INVOICE HEALTH PREMIUM	216,920.00	200,000.00	226,000.00



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**AVENUE APPRAISAL**  
COMMERCIAL REAL ESTATE VALUATION

Contact Us

248-277-4258  
616-219-0019  
313-331-3050

david@aveappraisal.com

December 2, 2024

Marion Township Supervisor  
2877 W. Coon Lake Road  
Howell, MI 48843  
[supervisor@mariontownship.com](mailto:supervisor@mariontownship.com)

RE: Proposal/ Engagement Letter for Real Estate Appraisals  
Two Parcels Vacant Land  
4717-01-200-004  
4717-01-200-005  
Howell (Marion Township), MI 48843

Dear Supervisor:

Pursuant our recent correspondence, I would like to provide the following proposal for real estate appraisal services, the terms of which are outlined below and on the following page.

Property Location:	Two Parcels Vacant Land 4717-01-200-004 4717-01-200-005 Howell (Marion Township), MI 48843
Property Type:	Vacant Land
Type of Service:	Valuation / Appraisal One stand-alone, separate appraisal for each parcel
Type of Report:	Appraisal Report (narrative)
Intended Use:	Market value determination for potential sale
Intended User:	Marion Township or related municipal entities
Property Rights Appraised:	Fee Simple
Effective Date of Valuation:	Current – date of inspection of property
Value Requested:	Market Value - "As Is"

Page Two  
Engagement Letter  
December 2, 2024

Fee for Services:	\$4,500 total fee
Payment Terms:	\$0 due upfront \$4,500 due upon completion and receipt of invoice
Report Delivery Date:	3-4 weeks+- from execution and return of contract
Report Delivery Method:	Electronic copy in PDF format to be emailed to: <a href="mailto:supervisor@mariontownship.com">supervisor@mariontownship.com</a>

We appreciate the opportunity to be of service. If you require any additional information, or would like to discuss this assignment further, please do not hesitate to contact me. If agreeable to the terms outlined herein, please execute this contract and return to me via email at [david@aveappraisal.com](mailto:david@aveappraisal.com). We will confirm receipt of the contract, and commence work immediately upon receipt.

Respectfully submitted,

**AVENUE APPRAISAL**



David F. Greig, MAI  
Principal – Avenue Appraisal  
[davidfgreig@gmail.com](mailto:davidfgreig@gmail.com)  
248-277-4258 x 1

Agreed: \_\_\_\_\_  
(Signature and date of acceptance)

**tammybeal@mariontownship.com**

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**From:** John Gormley <john@gormleylaw.onmicrosoft.com>  
**Sent:** Monday, December 16, 2024 8:31 PM  
**To:** supervisor@mariontownship.com; Sandy Donovan; tammybeal@mariontownship.com  
**Cc:** Mary Leicht  
**Subject:** Property Tax Petitions = Expert Appraisal Services

Everyone:

I have been talking to James Hartman. His quote for appraisal services for the Savage Tax Appeals is as follows:

The fee for the 4 Marion oaks appraisals, appraising each tax parcel separately, is \$6,000 if we inspect a sampling of units 50% +/- and \$7,000 if we inspect all of the units.

Time to complete is 45-60 days.

Jim's Firm information is as follows:



**James T. Hartman, MAI, SGA, AI-GRS**

Senior Managing Director,  
Valbridge Property Advisors | Southern Michigan

Lansing Office - Main

2127 University Park Dr., Ste. 390  
Okemos, MI 48864  
Phone: 517-336-0001, ext. 308

Detroit Office

1420 Washington Blvd.  
Detroit, MI 48226  
Phone: 313-986-3313

Grand Rapids Office

8253 M-140  
South Haven, MI 49090  
Office: 616-550-9882

It is my recommendation we retain his services for these tax appeals and I suggest we place this on the Township's agenda. He did quote my office to assist the Township with Appeal to the City of Howell. After receiving that quote and discussing with Bob, I have asked him for a quote to just appraise the value of that real property. That appraisal would not include any increase in value due to the discount for the potential sanitary sewer connection charges by the City under the 425 Agreement.

John L. Gormley (P-53539)

Gormley Law Offices, PLC

101 East Grand River Ave

Fowlerville, MI 48836

(517) 223-3758 (office)

(517) 223-8233 (fax)

(517) 719-7391 (cell)

[john@gormleylaw.net](mailto:john@gormleylaw.net)

[www.gormleylawoffices.com](http://www.gormleylawoffices.com)