

**MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
Thursday, October 12, 2017  
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 September 28, 2017 Regular Meeting Minutes**
  - b.) **September 19, 2017 HAPRA Minutes**
  - c.) **Peavy Road Flow Meter Readings**
  - d.) **DPW Report**
  - e.) **Zoning Report**
- 3.) **Loves Creek / Sesame Snow Plowing**
- 4.) **Crystalwood Road Escrow Agreement**
- 5.) **Engine braking**
- 6.) **Recycling Update**
- 7.) **Sound System Update**
- 8.) **Witkowski SUP**
- 9.) **Howell Landscaping**
- 10.) **Shiny Apple Small Wine Maker Resolution**
- 11.) **ZBA Report**

**Correspondence and Updates**

- **Unemployment Hearing**
- **Livingston County Updates**

**Call to the Public**

**Adjournment**

MARION TOWNSHIP  
2877 W. COON LAKE RD., HOWELL, MI 48843  
BOARD OF TRUSTEES  
REGULAR MEETING  
SEPTEMBER 28, 2017

DRAFT

MEMBERS PRESENT: Tammy Beal, Les Andersen, Greg Durbin, Dan Lowe, Scott Lloyd, Bob Hanvey, and Duane Stokes  
MEMBERS ABSENT: None  
OTHERS PRESENT: Dave Hamann, Zoning Administrator

\*\*\*\*\*  
CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

Susan Schooley, 459 E. Davis Rd., said she received a packet of information from the zoning administrator that was helpful. She said Mr. Rochowiak is running a trucking company, not a landscape nursery. He identified himself as a trucking and repair company on Facebook, and his assets & revenues are in his trucks. She would like the board to consider that when making a decision about this operation.

APPROVAL OF AGENDA

Items added to the agenda were #14—LCRC Invoices and #15—Tokio Marine Invoice. Les Andersen motioned to approve the agenda as amended. Greg Durbin seconded. **Motion carried.**

CONSENT AGENDA

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

MODIFICATIONS TO HABA ARTICLES OF INCORPORATION

Greg Durbin motioned to approve the Fourth Amended and Restated Articles of Incorporation of the Howell Area Fire Authority, as presented. Les Andersen seconded. **Motion carried.**

MEDICAL MARIHUANA RESOLUTION

Greg Durbin motioned to adopt a resolution to decline adopting an ordinance authorizing any of the five types of medical marihuana facilities within the township authorized by PA 281 of 2016, as presented. Tammy Beal seconded. Roll call vote: Lowe—no; Lloyd—yes; Beal—yes; Hanvey—yes; Durbin—yes; Andersen—yes; Stokes—yes. **Motion carried 6-1.**

GRAINGER'S SMALL WINE MAKING RESOLUTION

Jeff Grainger was present to ask the board to approve a small wine maker's license for 2588 Pinckney Road. He said they will be using excess crops, and will make a couple hundred gallons a year. Production would be in

November & December. Les Andersen motioned to authorize the clerk to sign the resolution as presented. Greg Durbin seconded. Roll call vote: Durbin, Stokes, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.**

#### ALCHIN'S DISPOSAL RECYCLING PROPOSAL

In addition to the proposal from Alchin's in the packet, Tammy Beal provided a proposal from Advanced Disposal. Dan Lowe said there is no reason for the township to do recycling. Greg Durbin suggested monitoring the usage in some way. Dave Hamann said he has heard of grants for this type of thing.

Les Andersen motioned to select Alchin's Disposal for township recycling for a one-year period, as presented. Tammy Beal seconded. Roll call vote: Beal—yes; Andersen—yes; Stokes—no; Durbin—yes; Lowe—no; Hanvey—yes; Lloyd—no. **Motion carried 4-3.**

#### HOWELL LANDSCAPING

A packet from the zoning administrator is included in the packet. Mr. Hamann said that Chris Atkins from Carlisle Wortman said he didn't feel this was an enforcement issue. Les Andersen said he would like input from the attorney. Les Andersen motioned to send this information to the attorney for his review and opinion. Bob Hanvey seconded. **Motion carried.**

#### PERKINS THIRD MUDBOG

Dan Perkins was present to ask for the board's approval for a third mud bog on October 14. Les Andersen asked the zoning administrator if there were any issues with the first two; Mr. Hamann said no. Scott Lloyd said he's not thrilled, as they are very noisy. Les Andersen motioned to approve a third mud bog for Dan Perkins as requested. Duane Stokes seconded. Roll call vote: Hanvey—yes; Lowe—yes; Durbin—no; Beal—yes; Lloyd—no; Stokes—yes; Andersen—yes. **Motion carried 5-2.**

#### BERRY MANOR

Mr. Hamann said he talked with the realtor who has the property listed, and she assured him the owner was aware of the road issue, and that the prospective buyer's have no intention of splitting the property.

#### EMPLOYEE HANDBOOK UPDATES

Les Andersen motioned to approve the changes to page 6 of the employee handbook, as presented. Tammy Beal seconded. Roll call vote: Lowe—no; Beal—yes; Andersen—yes; Stokes—no; Hanvey—yes; Lloyd—no; Durbin—yes. **Motion carried 4-3.**

#### WWTP OPERATION/LIFT STATION COMMUNICATIONS

No new information on this item.

#### PLAYGROUND EQUIPMENT GRANT

Tammy Beal updated the board members on this item; it wasn't really a grant as advertised. The company would contribute if a certain amount is purchased. She said she has a meeting scheduled with another company. No action required at this time.

#### PFEFFER, HANNIFORD & PALKA AUDIT LETTER

Greg Durbin motioned to authorize the clerk, supervisor and treasurer to sign the letter provided by the auditor, as presented. Les Andersen seconded. **Motion carried.**

**LCRC INVOICES**

Duane Stokes motioned to approve and pay the invoice for Jewell Road repairs for \$273,664.32. Les Andersen seconded. Roll call vote: Lowe, Durbin, Lloyd, Stokes, Andersen, Beal, Hanvey—all yes. **Motion carried 7-0.**

Les Andersen motioned to approve and pay the invoice for Norton Road repairs of \$79,144.97. Scott Lloyd seconded. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Durbin, Andersen, Stokes—all yes. **Motion carried 7-0.**

**TOKIO MARINE INVOICE**

Duane Stokes motioned to approve the \$2,500 invoice from Tokio Marine for deductible recovery in Mitch Harris litigation. Les Andersen seconded. Roll call vote: Durbin, Stokes, Hanvey, Lloyd, Beal, Andersen, Lowe—all yes. **Motion carried 7-0.**

**CORRESPONDENCE/UPDATES**

No information was presented.

**CALL TO THE PUBLIC**

Tim Ryan, 459 E. Davis Rd., said the smell of mulch from the Howell Landscape is overwhelming, and there is oily runoff on his property.

**ADJOURNMENT**

Les Andersen motioned to adjourn at 8:38 pm. Scott Lloyd 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

### Board Meeting Minutes

September 19, 2017

**Call to Order** Chairperson Sean Dunleavy called the meeting to order at 7:01 PM.

**Attendance:** Chairman Sean Dunleavy, Vice Chairperson Diana Lowe, Treasurer Bob Ellis, Secretary Tammy Beal, Trustee Jean Graham

**Absent:** None

**Staff:** Director Paul Rogers, Tim Church

**Public:** None

**Pledge of Allegiance**

**Approval of Agenda**

Motion by Diana Lowe to approve the agenda as presented, supported by Bob Ellis. **Motion carried 5-0.**

**Approval of Regular Minutes from August 15, 2017**

Motion by Bob Ellis to approve the minutes from the August 15, 2017 regular meeting, supported by Diana Lowe. **Motion carried 5-0.**

**Call to the Public**

None Heard

**Staff Comments**

Tim Church reported that they have reinstated 2 programs-archery and fencing. They have received an archery grant for \$15,000 and have had two instructors certified-Jaime Plis and Gina Aguzzi. The program sold out in 5 days so there are now 3 sessions offered with 12 students in each session. Jamie found a fencing instructor and after 1 week there were already 15 people signed up.

### **Revisions to Heat Emergency Policy**

Director Rogers explained that the changes were mostly with the dates, this policy is through the City of Howell. Motion by Diana Lowe to accept the Revisions to the Heat Emergency Policy with changes, supported by Bob Ellis. **Motion carried 5-0.**

### **Revisions to Cancellation, Refund & Voucher Policies**

Refunds will be given if HAPRA has to cancel a class, vouchers will be given due to the participants cancelling, there will be a \$10 administration fee withheld on all vouchers. Motion by Bob Ellis to accept the Cancellation, Refund & Voucher Policy with changes, supported by Jean Graham. **Motion carried 5-0.**

### **Revisions to Identity Theft Prevention Policies & Procedures**

This policy is to help detect, prevent and mitigate identity theft with participant's accounts. Last bullet point on page 5 should read "Require and keep only the kinds of customer information that are necessary". Motion by Jean Graham to accept the Identity Thief Prevention Policies & Procedures with changes, supported by Bob Ellis. **Motion carried 5-0.**

### **Inclement Weather Policy**

This policy defines what the procedures are and a couple additional facilities have been added. Motion by Bob Ellis to accept the Inclement Weather Policy as presented, supported by Jean Graham. **Motion carried 5-0.**

### **Revisions to Coaches Voucher Policies**

The Director explained that anyone that coaches a youth sport will receive a \$35 voucher to be used the next season, it will however expire in 12 months if not used. Motion by Diana Lowe to accept the Coaches Voucher Policies, supported by Bob Ellis. **Motion carried 5-0.**

### **2016/2017 Executive Director Performance Evaluation**

Director would appreciate it if it was filled out one last time before he retires. He will send it out in a PDF and we can fill it out and return it to Chairman Sean Dunleavy. Sean would like it returned by the end of October so he has time to comprise the results and have them back to this board by the November 16<sup>th</sup> meeting.

### **New Executive Director Search**

Search committee made up of Sean Dunleavy, Diana Lowe and Jen Savage will do a prescreening of the applications on October 9<sup>th</sup>; phone interviews on October 10<sup>th</sup> and then bring the finalists to this board at a special meeting on Monday, October 30<sup>th</sup> at 5:00 p.m. Regular meeting to follow at 7:00 p.m.

### **Check Register**

Okay

### **Bank Statements**

Okay

### **Financial Reports ending August 30, 2017**

Bob Ellis reported that we are 2/3 of the way through the year and right on track with the budget.

### Directors Report

- Budgets will be available by the October 30<sup>th</sup> meeting, then they will be taken to the five entities by December 30<sup>th</sup> for final approval.
- The Hive's patio pavers are almost done.
- The fencing class at Ocoola is making it busier there.
- This is the third week of soccer.
- The City is going to do the overlay on the floor here next summer.
- The grant money from BCBS and the Kellogg Foundation was put in the savings account then moved to the checking for tracking purposes.

### Old Business

- Plans for the Buck Pole and Legend of Sleepy Howell are underway.
- Bingo is going well, K of C is running it; people are arriving at 3:30 for a 6:30 starting time. It costs each player at least \$19 to play and the concession stand receives an average of \$2.75 per attendee per week.
- Sean Dunleavy thanked the staff for bringing the big orange chair out to Ocoola. He said that Keith is keeping the lawn mowed and wondered if anyone was using that area.
- Howell City received a grant for \$100,000 from Thia-Summit to redo the lighting at Page Field. It will probably cost an additional \$160,000 more.

### New Business

None

### Next Meeting

The Next regularly scheduled meeting on Tuesday, October 17<sup>th</sup> will be canceled. The meeting will be rescheduled as a Special meeting on Monday, October 30, 2017 -5:00 pm and at 7:00 p.m. the Regular meeting will start, both being at Bennett Center.

Motion to adjourn at 7:50 p.m. by Bob Ellis, supported by Jean Graham. **Motion carried 5-0.**

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Approved

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Date

Respectively Submitted by:  
Tammy L. Beal, Secretary

Peavy Road Flow Meter Readings

Date	Reading	Total Gallons	Average/Day	# of days
1/30/2017	7550300	4,842,550	151,330	32
2/27/2017	7960691	4,103,910	146,568	28
3/31/2017	8436479	4,757,880	148,684	32
4/28/2017	8952020	5,155,410	184,122	28
5/30/2017	9464581	5,125,610	160,175	32
6/30/2017	9912488	4,479,070	144,486	31
7/31/2017	10361937	4,494,490	144,984	31
8/31/2017	10776597	4,146,600	133,761	31



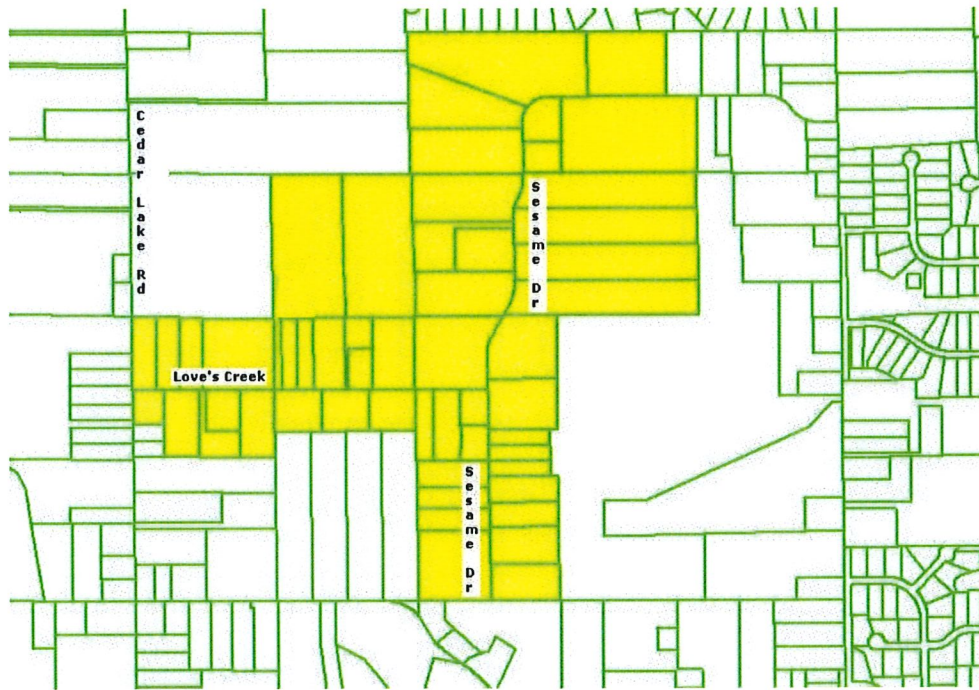
DPW Report

	2017												
	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
<b>WATER</b>													
NEW	1		7	5	2	1	1	2	2				21
EXISTING				1	1								
REPLACEMENT	1												
<b>IRRIGATION</b>													
NEW	1	1			5	1			1				
EXISTING				3									
<b>SEWER</b>													
NEW	1		7	4	2	0	1	1	2				18
EXISTING	1	1	2										
<b>TOTAL</b>	<b>5</b>	<b>2</b>	<b>16</b>	<b>13</b>	<b>10</b>	<b>2</b>	<b>2</b>	<b>3</b>					<b>53</b>



**RESOLUTION SCHEDULING HEARING ON THE CREATION OF  
LOVES CREEK/SESAME SNOW REMOVAL  
SPECIAL ASSESSMENT DISTRICT**

BE IT HEREBY RESOLVED the township board does hereby tentatively declare its intent to provide snow removal service to the following described area in Marion Township



**PARCEL NUMBERS**

4710-16-300-009	4710-16-400-016	4710-21-100-008	4710-21-100-032
4710-16-300-010	4710-16-400-019	4710-21-100-010	4710-21-100-033
4710-16-300-011	4710-16-400-037	4710-21-100-014	4710-21-100-034
4710-16-300-013	4710-16-400-038	4710-21-100-016	4710-21-100-035
4710-16-300-014	4710-20-200-005	4710-21-100-017	4710-21-100-036
4710-16-300-016	4710-20-200-006	4710-21-100-018	4710-21-100-038
4710-16-300-021	4710-20-200-024	4710-21-100-021	4710-21-100-039
4710-16-300-022	4710-20-200-034	4710-21-100-022	4710-21-100-040
4710-16-300-023	4710-20-200-036	4710-21-100-025	4710-21-100-041
4710-16-400-001	4710-20-200-037	4710-21-100-026	4710-21-100-042
4710-16-400-013	4710-20-200-038	4710-21-100-028	4710-21-100-043
4710-16-400-014	4710-20-200-039	4710-21-100-029	4710-21-100-044
4710-16-400-015	4710-20-200-040	4710-21-100-030	
	4710-21-100-007	4710-21-100-031	

BE IT FURTHER RESOLVED that the township board does tentatively designate the special assessment district against which the costs of the service is to be placed as Loves Creek/Sesame Snow Removal

District which shall include the lands and premises more particularly described above.

BE IT FURTHER RESOLVED that a hearing on any objections to the service, to the cost, and to the special assessment district proposed to be established for the assessment of the cost of such service, shall be held on October 26, 2017 at a regular meeting of the township board at the Marion Township Hall, 2877 West Coon Lake Road, Howell MI 48843, commencing at 7:30 PM.

BE IT FURTHER RESOLVED that the clerk is instructed to give the proper notice of such hearing by mailing and publication in accordance with law and statute provided.

BE IT FURTHER RESOLVED that all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Roll call vote:

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 12<sup>th</sup> day of October, 2017, and further certify that the above Resolution was adopted at said meeting.

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Marion Township Clerk

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Date

MEMO

To: Marion Township Board  
From: Bob Hanvey  
Subject: Crystalwood Road Paving Agreement  
Date: October 12, 2017

Attached is a proposed agreement for financing the pavement of the roads in Crystalwood and Crystalwood II. This is a departure from the creation of a special assessment district as agreed in the consent judgment.

This has not been reviewed by the township attorney and there will be changes required to put it into legal and recordable form.

At this time it is being presented for Township Board review and consideration.

## **Agreement to Pay for Road Improvement in Lieu of Special Assessment**

This is an agreement between Sterling Land Ventures, LLC (hereafter “Sterling”) and Marion Township (hereafter the “Township”) relating to payment of costs and expenses necessary to improve the roads known as Crystal Crossing Drive and Crystal Court and to construct the roads known as Crystalwood, Wood Court, Wood Point, and Wood Lane. Sterling and the Township are sometimes referred to individually as a “Party” and as “Parties” collectively in this agreement.

### Background

On November 25, 2013 the Livingston County Circuit Court entered a First Amended and Restated Consent Judgment (hereafter “Consent Judgment”) between Sterling and the Township. The Consent Judgment required Sterling to use its best efforts to have Crystal Crossing Drive and Crystal Court dedicated as public roads.

The Consent Judgment also required Sterling to pay all costs and expenses associated with obtaining Livingston County Road Commission acceptance of Crystal Court and Crystal Crossing Drive lying west of the boundary of the “Project” (as that term was defined in the Consent Judgment) as a public road, including payment of all expenses associated with improvements required for Crystal Court and the described portion of Crystal Crossing Drive being accepted as a public roads up to \$44,000.

The Consent Judgment provides that if Crystal Court and Crystal Crossing Drive are not accepted as public roads that Sterling shall undertake certain improvements as described in the Consent Judgment and pave the private roads known as Wood Court, Wood Point, Crystalwood, and Wood Lane with the costs to be paid by imposition of a Special Assessment District on benefitting properties in the “Project”. As of the date of this Agreement, Crystal Court and Crystal Crossing Drive have not been accepted as public roads and a Special Assessment District has not been established to pay for the construction and improvement of Wood Court, Wood Point, Crystalwood, and Wood Lane as contemplated by the Consent Judgment.

Sterling has built houses on and sold some units in the “Project” while other units are vacant and still owned by Sterling. In the absence of the establishment of a Special Assessment District, the Township desires to secure funds to pay for the required improvements in the manner described in this Agreement.

### Agreement

The Parties Agree as follows:

1. Sterling shall not be required to establish a Special Assessment District as provided in the Consent Judgment. Instead Sterling shall advance funds sufficient in amount to complete the required work as provided herein.
2. The Parties agree that \$156,981 represents a reasonable estimate of the cost complete the required paving of Crystal Court and Crystal Crossing Drive and the construction of Wood Court, Wood Point, Crystalwood, and Wood Lane as required by the Consent Judgment and that Sterling will deposit that sum with the Township (hereafter the "Escrowed Funds") as set forth herein.
3. As of the date of this Agreement, Sterling has sold the following units in the "Project":
  - a.
  - b.
4. Upon execution of this Agreement Sterling shall pay the Township the sum of \$>> representing \$>> for each of these > units sold to buyers in the "Project" to be held and disbursed as provided herein.
5. At or before closing on the sale of the remaining > units in the "Project" Sterling shall pay the Township the sum of \$>> to be held by the Township and disbursed as provided herein.
6. The Township shall use the Escrowed Funds to pay Sterling's contractor for required completed work with respect to Crystal Court and Crystal Crossing Drive upon written request by Sterling and Sterling's contractor following inspection and approval by the Township's engineer.
7. The Township shall also use the Escrowed Funds to pay for completed work on Wood Court, Wood Point, Crystalwood, and Wood Lane upon written request by Sterling and Sterling's contractor following inspection and approval by the Township's engineer.
8. The costs for engineering inspections shall be paid separately by Sterling and not from the Escrowed Funds.
9. If, as work proceeds, it appears that the cost to complete the required work will exceed the \$156,981 estimate or the balance in Escrowed Funds then the shortfall shall be paid by Sterling to the Township on a pro-rata basis as remaining lots in the Project are closed.
10. If upon completion of the required work and payment by the Township any Escrowed Funds remain unused, such funds shall be returned to Sterling within 30 days of a written request for same.

## Bob Hanvey

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**From:** Mike Goryl <mgoryl@livingstonroads.org>  
**Sent:** Tuesday, October 03, 2017 10:15 AM  
**To:** Robert Hanvey (supervisor@mariontownship.com)  
**Subject:** RE: Engine brake signs

Bob, I forgot to add that Bryan Harmison at LCSD told me that if you get an ordinance in place, you would have to contract with them for enforcement. You could also contract with MSP.

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**From:** Mike Goryl  
**Sent:** Tuesday, October 03, 2017 10:09 AM  
**To:** 'Bob Hanvey'  
**Subject:** RE: Engine brake signs

Bob,

I'm very sorry this reply has taken so long. I was in the process of writing you on Thursday, and then things went south.

I had a conversation with LCSD a while back on this subject. They advised that there is no state law covering engine braking. They stated the only way they could enforce is if there's a local ordinance in place prohibiting such. So it sounds like you would have to pass an ordinance and then we could post signs per the ordinance. LCSD could then enforce per the signs and ordinance.

However, in doing some of my own research on this subject, engine braking covers a number of different areas. I've attached a link below that does a good job explaining the types of engine braking. In the calls that I've received, it appears that most people are concerned with Jake braking, so I don't know if you would consider something specific to that, or just general engine braking. If you do choose to go forward with an ordinance you may want to consult with LCSD, as they will have to enforce.

Mike

[https://en.wikipedia.org/wiki/Engine\\_braking](https://en.wikipedia.org/wiki/Engine_braking)

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**From:** Bob Hanvey [<mailto:supervisor@mariontownship.com>]  
**Sent:** Wednesday, September 27, 2017 3:06 PM  
**To:** Mike Goryl  
**Subject:** Engine brake signs

Hi Mike – a few months ago we talked about installing engine brake signs in some locations in Marion Township. As I recall you needed to check on some things to verify the procedure. The issue has come up again.

Any progress?

What can the Township do to get some installed?

Thanks  
Bob Hanvey



MEMO

To: Marion Township Board  
From: Bob Hanvey  
Subject: Engine Braking  
Date: October 12, 2017

Attached is an email from Mike Goryl at the Livingston County Road Commission about engine braking. The link to article mentioned in the email provides some insight into the details of the issue.

There is more specific information at the Jacobs website:

<https://www.jacobsvehiclesystems.com/>

There are many other articles on the internet about the issue.

The following is from an article in a Delaware newspaper by [Karl Baker](#), The News Journal Published 9:30 a.m. ET April 25, 2017 | Updated 9:09 p.m. ET April 25, 2017:

The act, which bans the use of the cacophonous tractor-trailer braking system, known as jake brakes, passed the General Assembly last year. But a truck driver may still use the auxiliary engine-compression brakes, if there is an emergency, Delaware State Police Lt. Mike Wysock said.

“Here’s what happens when you go to court...all you have to say is ‘your honor (the traffic light) was yellow, I didn’t want to run a red light,’ so it was an emergency and (the ticket) gets dropped,” Wysock said to the crowd of more than 100 residents, who for years have been petitioning the state to more strictly regulate the heavy trucks that pass by their houses.

“Everyone thinks, ‘oh, he jake braked, so we can go and arrest him.’ Well, you can, but as soon as you stop him, he’s got a valid excuse that’s going to get (the ticket) dropped,” Wysock added.

There are other issues involving the wording on the signs and the ordinance itself.

# AnyNetwork.Com, LLC

2484 Hunter Road  
Brighton, Michigan 48114

October 5, 2017

## Marion Township

2877 W Coon Lake Road

Howell, MI 48843

Att. Ms. Beal, Township clerk

**Subject:** Offer to design, assemble, test, and document a wireless table top microphone system for use with board meetings.

Ms. Beal,

As per your request we offer the following pricing for changes to our base proposal based on the results from our site meeting on October 02, 2017 at the township hall, the results are as follow:

### CHANGE TO VOLUNTARY ALTERNATE

In place of placing all components on table top, mount them in an ABS rack case with front cover to protect and make system truly portable Original proposed cost was \$165.00. Upgrade design from table top to wheeled type; add \$120.00 to case option

**NEW TOTAL \$285.00**

### ADD ADDITIONAL SCOPE

Provide and install (6) lay-in 8-inch speakers reuse or replace existing cabling as per field conditions.

**ADD \$360.00 MUST BE PURCHASED ON SEPARATE PURCHASE ORDER**

### TERMS AND CONDITIONS:

All listed in original proposal

Contact me at any time with and concerns or comments on this proposal, thanking you in advance!

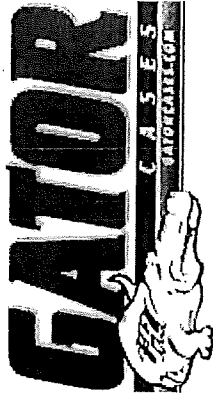
Respectfully Submitted,

*L. R. Moss*

L. R. Moss, RCDD  
Principal Engineer

orig. quote 4085  
case/labels 285  
additional w/c 675  
\$5045

+360 new speakers.



**Model**

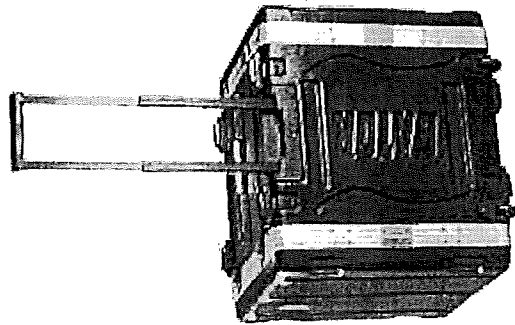
GRR-10L

**Category**

Standard Audio Racks

**Product Description**

10U Audio Rack; Rolling



**Features:**

Molded PE Rack Case; Front, Rear Rails; 10U; 19" Deep; Locking, Pull Handle, Recessed Wheels

- Lightweight polyethylene construction
- Threaded, field replaceable 7mm zinc-plated steel rack rails
- Front & rear rack rails
- Heavy-duty twist latches
- Comfortable recessed side handles
- Rugged pull-out handle
- Roller blade-style wheels
- Locking lids

**Color:**

Black

**Handles:** 2 Carry  
**Latches:** 4 Twist  
**Wheels:** Inline  
**Water Resistance:** Gasket in Lid  
**UPC Code:** 716408500911

**Interior Dimensions**

Interior Length: 16.50"  
Interior Width: 19.00"  
Interior Height: 17.50"

**Rack Dimensions**

Rackable Depth (to rear lid): 19.25"  
Rack Units: 10

**Exterior Dimensions**

Exterior Length: 22.75"  
Exterior Width: 21.50"  
Exterior Height: 20.00"  
Weight: 23.00 pounds

**Shipping Dimensions**

Exterior Length: 24.00"  
Exterior Width: 23.00"  
Exterior Height: 23.00"  
Weight: 23.00 pounds

MARION TOWNSHIP  
SPECIAL USE PERMIT

Application No: 01.17  
Date: April 3, 2017

Name of Applicant: Jim & Sally Witkowski representing  
Address of Applicant: 3111 Pinckney Rd - AJR Group  
Phone Number: 248 505 3030

\* Parcel ID Number: 10-24-200-001; 10-24-200-002 - Cornerstone  
10-24-400-002; 10-24-300-004; 10-24-100-005; Level  
The above applicant is:  Owner  Purchaser  Representative  
10-24-100-006

(Purchaser or representative will need a letter of permission from owner)

Please include the following with your request. These items are needed to determine administrative completeness:

- The current zoning of the property involved.
- Ten (10) copies of the required site plan (per Section 18.03 of the Marion Township Zoning Ordinance.)
- Supporting documentation with regard to all provisions of the Marion Township Zoning Ordinance pertaining to a Special Use Request.

The undersigned agrees to comply with all of the ordinance requirements for Marion Township. Further, the undersigned acknowledges being responsible for all costs incurred by the township in relation to this request. Such costs include, but are not limited to, engineering reviews, legal fees, newspaper notices, postage, etc. The applicant understands final approval is subject to complete payment of all incurred fees and any outstanding escrow balances.

Sally  
Applicant's Name (print)  
Sally Witkowski

Sally  
Applicant's Signature

Office Use Only  
Date Received: 4.3.17 Fee Paid: 500 - Escrow 2000 -  
Materials Received: 413 Site Plans: 413  
Application accepted by: Justin M. Namore

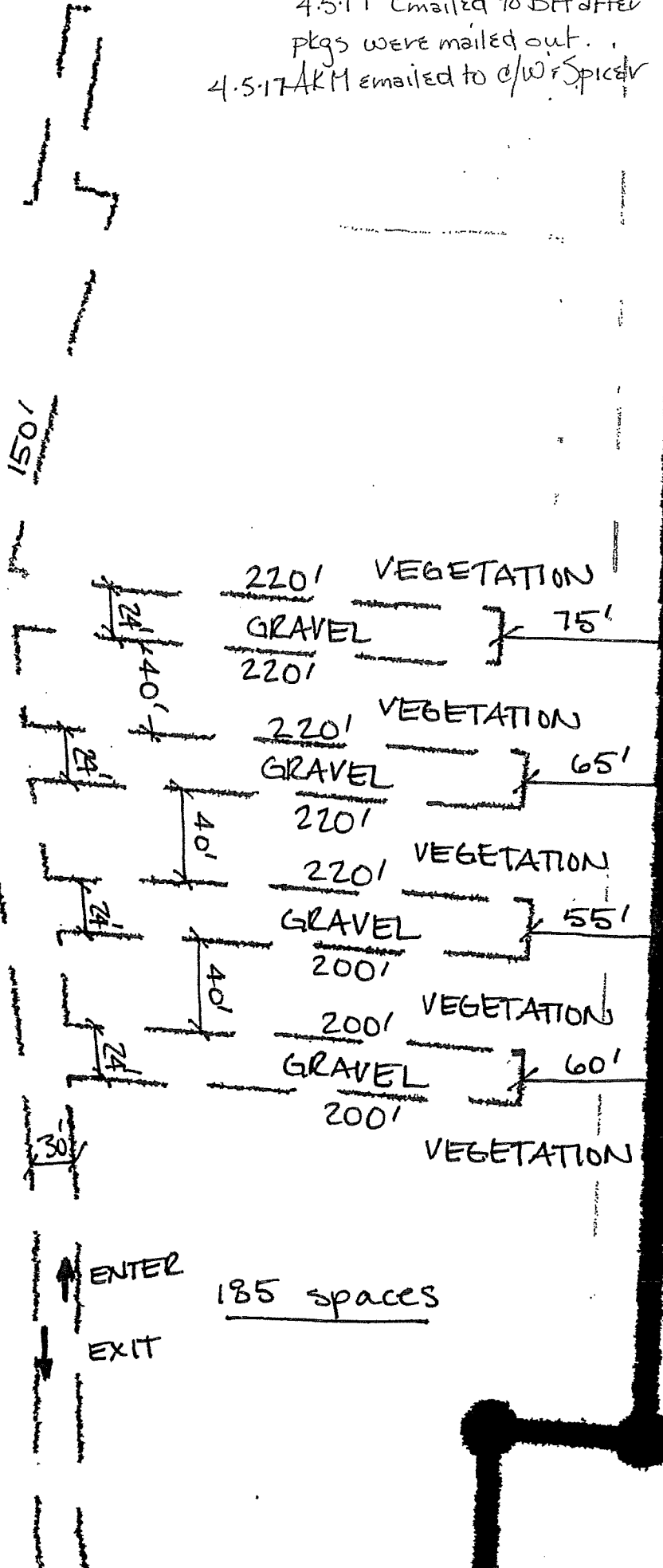
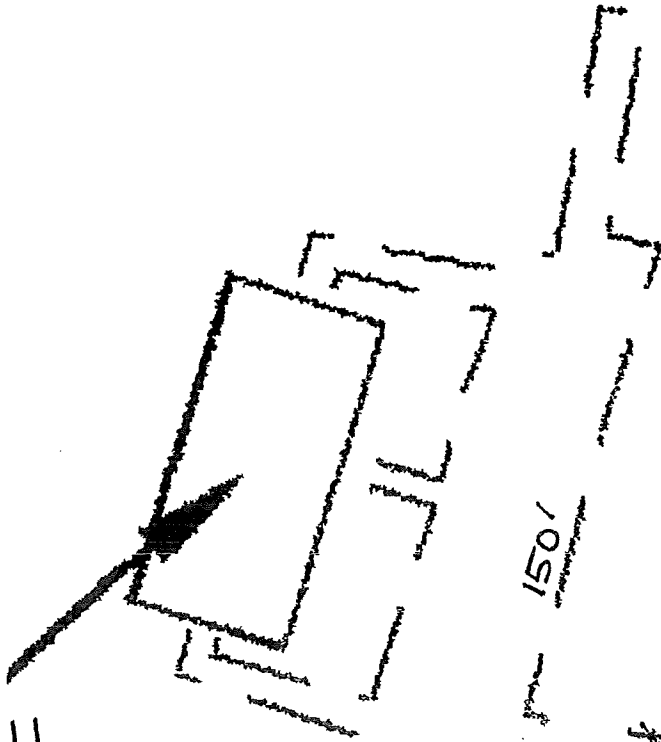
Rev. 10/08

500<sup>00</sup>  
2,000<sup>00</sup>

4.5.17 Emailed to BH after  
pkgs were mailed out.  
4.5.17 AKM emailed to c/w Spicer

#3111

EX. GRAVEL DRIVE



185 spaces

Jim and Sally Witkowski are requesting Site Plan Review, Special Use Permit and any other permits necessary to locate Agricultural-Based Tourism/Entertainment on the property at 3111 Pinckney Road. The property is zoned Rural Residential. Pursuant to Section 17.33 titled AGRICULTURAL-BASED TOURISM/ENTERTAINMENT ACTIVITIES (AGRI-BUSINESS), of the Marion Township Zoning Ordinance, the proposed Special Use is allowed in the district.

### PROJECT SUMMARY

We would like to invite the public onto our family-run, 350-acre working cattle ranch, where we live, raise and sell livestock, and grow and sell crops and produce, in order to promote the agricultural lifestyle. Inviting the public to our property for these events is an opportunity to market and promote our farm product sales and expand our revenue source for our operation to people who would otherwise never visit a working ranch and experience the rural charm and character of Marion Township.

Our principle operation is a cattle ranch. Our herd is currently over 70 cattle and we sell freezer beef in quarter, half, or full sizes. Our plan is to expand our sales into the farm market and retail sales. We are currently fencing and increasing our pasture acreage to be able to accommodate a projected 150 head by the end of 2017. By 2019, we project to have 350 cattle on our property.

Secondarily, we are growing our sheep herd, raising hogs, and raising chickens for our farm to table meals and for sale at our farm market and retail sales. Last year we planted 50 acres of corn and chopped it into silage for our own animals. This year, we are planting corn, sorghum, and an additional 45 acres of alfalfa. We will be selling our organic hay this summer and will be expanding our hay operation by leasing land from others to grow hay. This summer we are dredging our 3-acre pond and we will be able to stock it and add fish to our farm market and retail sales. We will be expanding our produce operation in 2018 as well, with more greenhouses.

These activities within the Special Use Permit are incidental to the principle use as an agricultural operation. Potential activities such as therapy, riding, and school trips, are not every day and will require very little time on very little acreage. The farm market is intermittent. Social events will only be 1 day a week, also with very little time on very little acreage, while running the ranch is 24/7.

We will have both public and private events. Public events will be the farm market, U-pick, and seasonal festivals. Private events will be riding, equine therapy, unit based agricultural school trips, farm to table dinners, and social events such as corporate events, anniversaries, birthday parties, weddings, and similar events. All private events will include farm tours of the property to market what we sell. The tour will include the greenhouse, pastures, rotational grazing, and our livestock operation which includes our bottle-fed calves. Then we will provide farm fresh food that was grown and raised on our farm, for their

event in the hopes that eating our products will turn them into customers who will buy our beef, lamb, chicken, pigs, produce, and eggs.

It has been demonstrated that the largest event desired on our property can be handled and there were no significant adverse impacts on adjacent neighbors or Township facilities and services. Also, the events did not otherwise create a detriment to public health, safety, or welfare. Additionally, the Agricultural-based Tourism/Entertainment Special Use is less intensive than other uses allowed within the Rural Residential Zoning District and will not alter the zoning of the land to highway service. There are 15 other approved Activities in Article XVII including campgrounds, excavation operations, public facilities including administrative offices, shooting ranges, and veterinary clinics that do not alter the Rural Residential Zoning to Highway Service. In remaining Rural Residential and not changing the zoning, Marion Township is not deeming our activities a commercial activity for zoning purposes.

U-pick will be the only activity that will be readily seen and is a rural activity expected in an agricultural Township. The rural character of our parcel and adjacent parcels will not be changed or affected by the addition of Ag Tourism/Entertainment.

All Procedures and Standards for Ag Tourism/Entertainment set forth in the Ordinance will ensure that the activities authorized are compatible with adjacent land uses, the natural environment, and the capacities of public services and facilities affected by the land use.

Marion Township will also benefit from our Agricultural-Based Tourism/Entertainment. Visitors and events will support the local business community and promote new businesses such as restaurants, party stores, bars, hotels, bakeries, florists, and photographers, to name a few.

### **Zoning and Permitting**

Language is clearly understood to mean that the use of Agricultural-Based Tourism/Entertainment Activities, even though they may appear to be a commercial use, will not alter or change the Rural Residential Zoning to Highway Service/Commercial Zoning in any way

Therefore, upon the sale of the property, no new owner can claim Highway Service/Commercial Zoning, per your Ordinance language, 17.33 B1

Special Use Permit runs with the land

### **Specifics:**

Existing event facility to be inspected and permitted by all applicable agencies, including Livingston County Road Commission. Estimated cost will be \$200,000.00 for any applicable improvements including roads, berms, landscaping, lighting, ADA bathrooms, USDA kitchen, widening entrance, increase septic field, and fire suppression

Duration to be year-round

Have the ability to be open for activities such as farm market or u-pick and/or host events M-Th 7:00 am to 7:00 pm, F-Sat 8:00 am to 10:30 pm with an additional ½ hour for clean-up, and Sun 10:00 am to 7:00 pm



Maximum number of persons for all social events will be 300, excluding vendors

Large events, 100- 300 people, will be limited to 4 per month which will include social events, farm to table dinners, and seasonal festivals. All will include a farm tour and farm to table food

If music will be played, music will be inside of event facility with decibel readings at lot lines under 55dB, which were measured and were below 50 dB, during previous events. Additionally, bass will be turned down and no sub woofers will be used. Outside voice amplification will be limited to conversational dB levels only and directed into property

Parking lighting to be directed away from neighboring properties and D19

There is sufficient onsite parking consisting of a gravel drive and gravel/vegetation parking area so as to minimize dust. Ample room for overflow parking is also available on site if needed

Signs will fully comply with Ordinance standards

**Phase 1 to begin upon approval:**

- Farm Market – operating out of the event facility selling beef, lamb, chicken, pork, eggs, produce, and value added products. Currently selling quarter, half, and full animals
- Seasonal Festivals – hosted in the event facility and surrounding area
- Equine Therapy – hosted in the horse paddock and event facility
- Riding – operating in the horse arena and surrounding land
- Unit Based Agricultural school trips – hosted in the event facility and surrounding land. Flex Tech in Brighton is waiting for us to tell them we have approval
- Farm to Table Dinners - hosted in the event facility
- Social Events – hosted in the event facility and surrounding area including a farm tour and farm to table food for the event
- Farm Tours – during equine therapy, riding, unit based agricultural school trips, farm to table dinners, and social events. Tour includes greenhouse, gardens, pastures, bottle fed calves, rotational grazing, livestock operation, and our 10-acre pond and beaver dam at the head of the Shiawassee River
- Farm to Table – our products will be served from our USDA kitchen at equine therapy, riding, farm to table dinners, and social events

**Phase 2 to begin late fall 2017 or spring 2018:**

- Build a horse arena, not stable, in proposed area for uses including riding and equine therapy with our horses and horses brought in, but not boarded.

**Phase 3 to begin summer 2019:**

- U-pick – operating in the field. Planting grape vines, berries, and apple trees 2017 and 2018

## COMPLIANCE

### General Standards of Article XVI

Be harmonious with and in accordance with the general principles and objectives of the Comprehensive Plan of the Township

1. Permitting us to operate Ag Tourism/Entertainment on our Rural Residential property is fitting with the Township's Comprehensive Plan and Agricultural goal of keeping a farm a viable and a visible part of the Township's future land use plan by giving farmers the tools or range of options necessary to conduct farm-related activities on their property while keeping farming viable on the rest. Ag Tourism/Entertainment also caters to a growing number of Americans who are interested in local food and supporting local farms.

Be designed, constructed, and operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such a use will not change the essential character of the area in which it is proposed

2. The character and appearance of our event facility, which was designed to resemble a barn, is fitting to Rural Residential and Agricultural. Our plans for Ag Tourism/Entertainment will be designed, operated, and maintained so as to have minimal changes with our existing character. The addition of berms will be the only physical change to be seen by neighbors. Our proposed activities will create no greater impact to the community than other activities already happening and uses that are permitted within the Township and within Rural Residential. Our proposed activities will have less of an impact on the Rural Residential character along the D19 corridor than do the existing small commercial establishments already operating. Additionally, there is a possible future D19 expansion to 4 lanes, as the Township anticipates future commercial growth along D19.

Not be hazardous or disturbing to existing or future uses in the same general vicinity and will substantially improve property in the immediate vicinity and in the community as a whole

3. Adding Ag Tourism/Entertainment will not disturb or be hazardous to existing and future uses. Agriculture will continue and zoning will remain Rural Residential. The additional traffic on D19 will only be a modest increase and will be less of an impact than a subdivision, hospital, high school, or campgrounds, rec centers, administration offices and other commercial uses that Section XVII permits in Rural Residential, would create. Large events proposed would possibly create up to 100 cars in a half-hour time frame, during non-peak traffic hours. D 19 handles semi's, other commercial vehicles, and 14,000 total vehicles per day past our site. Our parcel size, location on a paved thoroughfare, and proximity to neighbors are unique. Additionally, our adherence to our proposed specific plans will ensure that events will not disturb neighbors with traffic, noise, or dust any more than normal traffic and agricultural activities.

Be served adequately by essential public facilities and services, such as highways, streets, police, fire protection, drainage structures, refuse disposal, water and sewage facilities and schools

4. Complying with the recommendations of all applicable agencies reviewing our plan ensure that our activities will be properly served by essential public services.

Not involve uses, activities, processes, materials and equipment or conditions of operation that will be detrimental to any person, property or general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors

5. Ag Tourism/Entertainment does not produce excessive traffic and the traffic circulation pattern illustrates the parcel is large enough to handle the traffic. There are no activities requested for use that will produce smoke, fumes, glare, or odors. Noise will be controlled by adhering to Township ordinances (55 dB at lot line) and installing buffer berms with natural vegetation including evergreens to further reduce its impact.

Meet the intent and purpose of the zoning regulations; be related to the standards established in the Ordinance for the land use or activity under consideration; and will be in compliance with these standards

6. The zoning regulations governing our parcel are Rural Residential and are currently being adhered to and no zoning change is being requested. Article 17.33 Agricultural Based Tourism/Entertainment is permitted in Rural Residential and all proposed activities are commonly associated with agri-business and agri-tourism as listed by the Township's Planning Consultants. Issuing the Special Use Permit does not alter our zoning, deem our activities commercial, or imply a commercial zoning change. The property will remain agricultural. Additionally, the events allowed within the Ordinance are incidental to our principal agricultural use and farming operations. The requirements within the Special Use Section have been written to ensure compatibility between the activities and events proposed and the adjacent uses of land. All proposed activities and improvements are in compliance with the Ordinance.

Ensure that landscaping shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal, and by topographic modification, which result in maximum harmony with adjacent areas

7. Per our site plan drawings, current landscaping is preserved and the additional landscaping proposed is natural and minimal. Berms and natural vegetation, including evergreens, will be designed to further minimize the impact of our permit to surrounding parcels.

Ensure that special attention shall be given to proper site surface drainage so that removal of storm waters will not adversely affect neighboring properties

8. Per our site plan drawings, current site surface drainage is preserved and no adverse impact will be made to surfaces where storm waters are drained.

Ensure that all exterior lighting shall be so arranged that it is deflected away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets. Flashing or intermittent lights or spotlights shall not be permitted

9. Per our site plan drawings, no exterior lighting will interfere with traffic along D19. Current lighting is not a nuisance. New parking lot lighting will be pointed into our property and away from neighboring properties.

Meet the site plan review requirements of Article XVIII

10. All requirements outlined in Township Ordinance 18.03 have been adhered to.

Conform to all applicable state and federal requirements for that use

11. Review and compliance with all state and federal requirements for proposed uses will be conformed to prior to issuance of Township permit applied for.



**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

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**TO:** Marion Township Board of Trustees and Planning Commission  
**FROM:** John L. Enos, AICP, Township Planner  
**DATE:** October 1, 2017  
**RE:** Witkowski Special Use

The applicant has requested Township review and recommendation for a large scale Agricultural-Based Tourism/Entertainment Activity. The Planning Commission should make a determination as to whether submitted package is complete. The Ordinance defines the requested use as follows:

*Activities accessory to an active farming or agricultural operation that promote agriculture, rural lifestyle, or farm product sales; preserve rural open space; enhance the local agricultural economy; expand the range of revenue sources from agriculture. Such activities may include, but are not limited to, agricultural festivals and events, farm-based attraction, corn mazes, farm markets, wineries, cider mills, and farm-based educational centers.*

The Planning Commission and Township Board should be aware of the several uses proposed for the approximately 350 acre area at the southeast corner of Pinckney Road and Davis Road. The applicant has provided a comprehensive written summary of their plans for the property. This includes uses, hours of operation and design considerations. In addition, they have provided a conceptual plan for much of the property. We are of the opinion that the majority of the proposed uses outlined above clearly fall under typical agricultural activities and also the special use agricultural tourism activities. Most of the uses as noted above can commence immediately.

We understand the Township has been discussing this use for several months and have formally made the interpretation that the "event building" for use of weddings and other gathering does NOT fall under the or meet the intent of an agri-business .

The submitted site plan is weak however, the Board should approve the special use so that the property owner can be comfortable submitting a more formal site plan. In addition, we have attached a resolution of approval for the requested special use.

#### RECOMMENDATION

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We recommend approval of the special use for an agri-tourism building as conditioned upon the attached resolutions and a more professionally rendered site plan.

**SPECIAL USE APPROVAL DRAFT**  
**Witkowski Agricultural-Based Tourism/Entertainment Use**  
**3111 Pinckney Road**

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WHEREAS, Jim and Sally Witkowski formally submitted a special use application to operate and manage an Agricultural-Based Tourism/Entertainment use on their property located at 3111 Pinckney Road; and

WHEREAS, The Township of Marion held required public hearings as required by the Marion Township Zoning Ordinance; and

WHEREAS, comments received from residents received were both for and against the proposal citing positives that it would support and enhance the rural character of the Township and negatives including increased traffic, noise, and lowering of property values; and

WHEREAS, the Township has interpreted the Ordinance to NOT allow certain events within the existing event building that do not provide a rational relationship to an agri-business or that typically is not associated agriculture; and

WHEREAS, the Township will NOT permit the use of the event barn and site for non-agriculturally related use such as, but not limited to weddings, receptions, business retreats, parties, etc. and as interpreted by the Zoning Administrator; and

WHEREAS, the Township will permit the use the event barn and site for the following agriculturally based uses and others as interpreted and permitted by the Zoning Administrator:

- Working Cattle Ranch
- Raising and Sale of Sheep, Hogs, Chickens.
- Working Agricultural Farm Growing Corn, Hay, Alfalfa, Sorghum, etc.
- School or Other Group Visits and Classes
- Farm Market
- One Single Family Home
- Equine Therapy Riding
- Upick Fruits and Vegetables
- Seasonal Festivals; and

WHEREAS, the Township will only allow these uses to commence once any required outside agencies approve the proposed operation including but not limited to the:

- Livingston County Road Commission
- Livingston County Environmental Health
- Livingston County Drain Commission
- Livingston County Soil Erosion and Sedimentation Control
- Michigan Department of Environmental Quality
- Michigan Department of Natural Resources; and

WHEREAS, the applicant has agreed to the following additional conditions:

- All events are private .
- Hours of operation will be year round Sunday-Thursday 7:00 am -7:00 pm and Friday and Saturday from 8:00 am – 10:30 pm.
- Outdoor music will be limited and not exceed 65dbh at the lot lines
- Natural vegetation will remain along all lot lines acting as buffer
- No new development will occur on the site unless approved by the Township
- No onsite preparation of food or meals is permitted as part of the use
- A more detailed site plan will be submitted; and

WHEREAS, the Marion Township Board will review the proposed uses on a yearly basis for conformance to the requested special use and may add new uses as requested by the owner as they feel are appropriate and compatible with the site and the area.

THEREFORE BE IT RESOLVED, that Marion Township supports and APPROVES the use of 3111 Pinckney Road as an Agriculturally-Based Tourism/Entertainment use.

U.C.B.D.

**Dave Hamann**

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**From:** Rick Swanson <RSwanson@livgov.com>  
**Sent:** Tuesday, September 12, 2017 10:22 AM  
**To:** Dave Hamann  
**Subject:** RE: Resubmittal scope change for Witkowski Ag Tourism Application

Hello Dave,

Thanks for sending the SLU request for our review. The Livingston County Building Department inspected and issued occupancy for this single family residence & attached garage in December of 2015.

With regard to the special land use requests, it would appear that commercial use is proposed for the building. The MI Building code regulates commercial use much differently from a residential use. There are fire ratings, egress requirements, barrier free accessibility and public restroom codes just to name a few. An Architect would be required to evaluate use(s) planned for the building and determine minimal code compliance for use and occupancy.

We would request that the applicant provide additional details with code summary from a registered Architect for use(s) within the building. We would then be able to provide some feedback as it pertains to the various code requirements.

Feel free to contact me with any questions.

Rick Swanson  
Deputy Building Official  
Livingston County Building Department  
2300 E. Grand River, Suite 104  
Howell, MI 48843-7580  
Direct: (517) 552-6726  
Fax: (517) 546-7461

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**From:** Dave Hamann [mailto:za@mariontownship.com]  
**Sent:** Thursday, September 07, 2017 4:27 PM  
**To:** Rick Swanson  
**Subject:** FW: Resubmittal scope change for Witkowski Ag Tourism Application

Mimecast Attachment Protection has created safe copies of your attachments.

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Hi Rick, I am the new Zoning Administrator for Marion Township and I did not send the attached request concerning a Special use and it was suggested by my contact with the health department that I forward the attached to you and have you review in relation to any issues your Department may have with Marion Township approving a Special Use for the five uses in the note below at 3111 Pinckney Road. If you can review and provide some feedback that would help with



moving forward on this AgiTourism Special Use Request. There is board meeting next Thursday to discuss further. Thank you in advance for your input.

Dave Hamann  
Zoning Administrator  
Marion Township  
[za@mariontownship.com](mailto:za@mariontownship.com)

---

**From:** Dave Hamann [<mailto:za@mariontownship.com>]

**Sent:** Wednesday, August 23, 2017 12:28 PM

**To:** [jenos@cwaplan.com](mailto:jenos@cwaplan.com); [philaw@spicergroup.com](mailto:philaw@spicergroup.com); [AAumock@co.livingston.mi.us](mailto:AAumock@co.livingston.mi.us); [khiller@livingstonroads.org](mailto:khiller@livingstonroads.org); Jamil Czubenko <[jczubenko@howellfire.net](mailto:jczubenko@howellfire.net)>; [KRecker@co.livingston.mi.us](mailto:KRecker@co.livingston.mi.us)

**Cc:** [info@mariontownship.com](mailto:info@mariontownship.com)

**Subject:** Resubmittal scope change for Witkowski Ag Tourism Application

Hello,

My name is Dave Hamann and I have been hired to replace Annette McNamara as Marion Township Zoning Administrator. Attached is a resubmittal for a Special Use with scope that has been reduced by the township board to only five uses. Farm Market, U-pick operation, School visits and classes, Equine Therapy, and Farm Tours. Uses relating to Farm-to-Table and Social Events are no longer within scope. That being said I have been asked to forward the resubmittal for your review and comments prior to a Township Board review September 14<sup>th</sup> meeting. I realize that is a short window and will learn in time what rules of thumb for lead times need to be. Feel free to give me any feedback as I learn to step up to this new responsibility. If you have any questions please let me know.

Dave Hamann  
Zoning Administrator  
Marion Township  
[za@mariontownship.com](mailto:za@mariontownship.com)

**HOWELL AREA FIRE DEPARTMENT  
FIRE MARSHAL DIVISION**

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

**DATE:** October 9, 2017

**TO:** Mr Dave Hamann  
Marion Twp Zoning Administrator  
2877 W Coon Lake Rd  
Howell, MI 48843

**FROM:** Jamil Czubenko, Battalion Chief/Fire Marshal

**PROJECT:** 3111 Pinckney Rd, Marion Township, Updated

**REF:** Special Use Permit, Site Plan Review - **Approved w/concerns noted**, Updated

**CONCERNS:**

I have reviewed the above listed site plan and find it is **satisfactory** as presented with 2 concerns:

1. The fire department access road (driveway) shall meet the following conditions:
  - a. The minimum unobstructed width shall be 20 feet.
  - b. The minimum unobstructed height shall be 13 feet.
  - c. The access road shall be accessible at all times (i.e. snow removal) and posted as a fire lane.
  - d. The use of the Knox Rapid Entry system padlock or Knox key switch is required if a gate is going to be installed. Application forms available from the Howell Area Fire Dept.
  - e. The access road shall be constructed so it can support up to 100,000 pound fire apparatus. (IFC 2012:503.2.1)
2. Any use of the existing barn or other new construction, other than its intended use, is a change of use and will require architectural drawings and a review by the Livingston County Building Department. The need for fire suppression will be a part of their review. (IFC 2012:903.2.1.2)

Any changes in this site plan shall be submitted to the Howell Area Fire Department for additional approval. Please feel free to give me a call if there are any concerns. Thank you for the opportunity to review this site plan.

LCHD

**Dave Hamann**

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**From:** Aaron Aumock <AAumock@livgov.com>  
**Sent:** Thursday, September 07, 2017 3:53 PM  
**To:** Dave Hamann  
**Subject:** RE: Resubmittal scope change for Witkowski Ag Tourism Application

Dave,

I have reviewed the information submitted for the proposal at 3111 Pinckney Rd. In regards to the well and septic system, both were installed for residential use only. The well would need some upgrades, but possible to be utilized for this proposal. The owners would need to work with John Wilson at our office on requirements necessary to covert water supply for commercial use. The septic system would be undersized for this proposal. The owner would need to hire an engineer familiar with septic systems. The septic system would need to meet the requirements set forth in DEQ's "Michigan Criteria for On-site Wastewater Treatment". At a minimum, a new soil evaluation, along with applicable permit, and engineered plans for design would be required. The owners can contact me directly to help them through the process. Any questions, please do not hesitate to contact me. Also, It did not appear the Building Department was on email list. I would guess the Building Department would require some upgrades to the structure. Below are comments regarding the food aspect from MDARD and LCHD.

Sincerely,

Aaron Aumock, REHS, PEM  
Field Program Coordinator  
Livingston County Health Department  
2300 E. Grand River, Suite 102  
Howell, MI 48843-7578  
P: 517.552.6873  
F: 517.546.9853  
[aaumock@livgov.com](mailto:aaumock@livgov.com)

LIVINGSTON COUNTY   
Health Department



Based on the new proposal there would not be a requirement for a food service license from the local health department since there is no food being prepared onsite for immediate consumption. Any dinners/special events where food will be served to the public a food service license would be required unless the food is being served by a licensed caterer.

**From:** Keltner, Tracy (MDARD) [<mailto:KeltnerT@michigan.gov>]  
**Sent:** Thursday, August 24, 2017 3:16 PM  
**To:** Amy Aumock  
**Subject:** RE: Resubmittal scope change for Witkowski Ag Tourism Application

Looks fine to me. May not even need my regulation anymore. Depends on the farm market.

**From:** Amy Aumock [mailto:AAumock2@livgov.com]  
**Sent:** Wednesday, August 23, 2017 4:23 PM  
**To:** Keltner, Tracy (MDARD) <KeltnerT@michigan.gov>  
**Subject:** FW: Resubmittal scope change for Witkowski Ag Tourism Application

Tracy,

Please review and submit your comments to me so we can compile a list and sent to the township. Please feel free to share with other departments as you see necessary.

Amy

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**From:** Dave Hamann [mailto:za@mariontownship.com]  
**Sent:** Wednesday, August 23, 2017 12:28 PM  
**To:** jenos@waplan.com; philaw@spicergroup.com; Aaron Aumock <AAumock@livgov.com>; khiller@livingstonroads.org; Jamil Czubenko <jczubenko@howellfire.net>; Ken Recker <KRecker@livgov.com>  
**Cc:** info@mariontownship.com  
**Subject:** Resubmittal scope change for Witkowski Ag Tourism Application

Mimecast Attachment Protection has created safe copies of your attachments.

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Hello,

My name is Dave Hamann and I have been hired to replace Annette McNamara as Marion Township Zoning Administrator. Attached is a resubmittal for a Special Use with scope that has been reduced by the township board to only five uses. Farm Market, U-pick operation, School visits and classes, Equine Therapy, and Farm Tours. Uses relating to Farm-to-Table and Social Events are no longer within scope. That being said I have been asked to forward the resubmittal for your review and comments prior to a Township Board review September 14<sup>th</sup> meeting. I realize that is a short window and will learn in time what rules of thumb for lead times need to be. Feel free to give me any feedback as I learn to step up to this new responsibility. If you have any questions please let me know.

Dave Hamann  
Zoning Administrator  
Marion Township  
[za@mariontownship.com](mailto:za@mariontownship.com)



# LIVINGSTON COUNTY ROAD COMMISSION LAND SPLIT / SIGHT DISTANCE REVIEW

**\*\*NOTE: THIS IS NOT A  
DRIVEWAY PERMIT.\*\***

**Review Number** 1712-002

**Property Owner and Applicant Information**

Owner: AJR Group  
 Street Address: 3111 Pinckney Rd.  
 City, State, ZIP: Howell, MI 48843  
 Day Phone: (248) 505-0635 Fax: (877) 879-2915  
 Applicant: Sally Witkowski  
 Company:  
 Address: 3111 Pinckney Rd.  
 City, State: Howell MI, 48843  
 Applicant Phone: (248) 505-0635 Applicant Fax: (877) 879-2915

**Location**

Township: Marion Section: 24  
 Development:  
 Approach Type: Commercial  
 Speed Limit (if posted): 55  
 Speed Factors (if any):  
 Roadway On: Pinckney Side of Street: East

**Field Measurements**

Location of existing property corners from nearest crossroad: 0 and 773 feet South of Davis

Parcel	Property/ Easement Corners	Access Point(s)	Sight Distance Req. Std	Min	Sight Distance Measured	Sight Distance Comply	Clear Vision Comply	Neighbor Consent Required	Approve
Pinckney Commercial	0 773	250	875		875 North 875 South	Yes	Yes	No	Yes
Davis Commercial	0 888	250	725		725 East 275 West	Yes	Yes	No	Yes

**Comments:**

The centerline of the proposed Commercial approach on Davis Road should be moved east of the proposed location to avoid the power pole, to improve the grade of the approach, sight distance, and the intersection offset. The proposed commercial approach locations could meet the sight distance requirement, but should be moved farther away from the intersecting roadways. See the Livingston County Road Commission specification booklet, and contact this office for further requirements. A commercial driveway application would be required.

Inspection Date: 02/03/2017

Inspector:

John Shelton



4.18.17 Emailed to Applicant

ENGINEERS ♦ SURVEYORS ♦ PLANNERS ♦ ARCHITECTS

---

April 18, 2017

Annette McNamara  
Marion Township  
2877 W. Coon Lake Road  
Howell, MI 48843

RE: AJR Group Special Use Permit, 3111 Pinckney Road, SUP# 02-17  
Marion Township, Livingston County, MI

Dear Mrs. McNamara,

We have received and reviewed the preliminary site plan and narrative for the AJR Group property located at 3111 Pinckney Road, south of East Davis Road. The plans were prepared by Monument Engineering Group Associates, Inc. of Fowlerville, MI and dated March 23, 2017. We offer the following comments:

**General**

The property in question is located east of D-19 (Pinckney Road) and south of Davis road and is currently zoned Rural Residential (RR). The project involves property contained within two parcels noted as Parcel A and Parcel B. Complete legal descriptions for the two parcels are provided and close within acceptable tolerances. However, there is some discrepancy between the acreages given for Parcel B in the legal descriptions on the cover page and the sizes shown on subsequent plan sheets. Parcel B is noted as containing 5.504 acres in the legal but shown as 6.257 acres on subsequent sheets. This should be clarified on future submittals and all acreages should be checked by the developer's engineer to ensure they are correct.

The narrative supplied with the application and plans references the development is part of a 350-acre working cattle ranch used to raise and sell livestock, crops, and produce. However, it is unclear where the additional 290 acres is located, as it is not demonstrated on the plans. The narrative also references large crop acreages (50 acres in 2016 with an additional 45 acres in 2017). Again, this is not clearly shown on the plans or in the narrative so it is unclear where these activities are proposed.

The preliminary site plan package includes a cover sheet, a topographical overview and aerial image page, and a site plan sheet. The cover includes a scaled vicinity map and legal descriptions of the parcels. These plans are not stamped with a professional seal which is required for final approval.

The aerial image provided on sheet two shows property lines with bearings and distances, tax ID's of most neighboring parcels, and the location of existing features in and around the project site. The zoning and ownership names of surrounding parcels are not indicated. Two ponds are delineated, as well as three existing structures and the gravel drive/parking area. Two proposed orchard areas are also shown on sheet two.

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WWW.SPICERGROUP.COM

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Three existing structures are shown on the plans – a house, pole barn, and green house. The plan also notes two proposed structures, an outside event area and a riding arena. No detailed information on the layout of these facilities is provided.

Trees and treelines are not indicated on the plans. This information should be included to determine the extent of the clearing that will be necessary to construct the proposed improvements. Proposed landscaping is not indicated on the plans. We defer to the Township Planner on landscape and screening requirements.

No proposed outside lighting is shown for the development. The applicant should clarify if site lighting is to be provided as it is noted as being proposed in the project narrative. The lighting plan should accurately depict the locations of all site lighting and a photogrammetric plan should be provided to prove light levels do not extend beyond the property lines.

#### **Water Infrastructure**

There is no public water system in the area of the project site. An existing well is shown just north of the northwest corner of the existing house. It is unclear if this well services the outside event area, existing pole barn, existing green house, and proposed riding arena. Calculations should be shown that demonstrate the existing well has the capacity to serve the events planned for the site in conjunction with the existing and proposed facilities. The applicant should confirm with the Howell Area Fire Department that the proposed facility will not require fire suppression.

It is unclear if industrial kitchen facilities will be part of the proposed project, although meal serving at events is mentioned numerous times in the narrative. The applicant should clarify the presence or absence of food preparation facilities on the site and their respective water usage requirements so that the well can be properly sized.

#### **Sanitary Sewer Infrastructure**

There is no public sanitary sewer service available to this site. An existing septic tank and septic field system is shown on the site just south of the existing house. The permit number is given for the original construction, however no calculations have been provided which demonstrate the system has the capacity to serve the proposed event uses or the additional facilities proposed for the site. If food preparation is to be performed on site, a grease trap would be required. The applicant should clarify the presence or absence of food preparation facilities on the site so that the system can be properly sized.

The reserve area for the septic field should not be under any parking areas or driveways.

In our opinion, portable toilet facilities are not appropriate for an operation of this size and scope that has the potential to host up to 4 large events (100-300 people) per month. While there is no indication that these are being proposed, we do not recommend the Township accept this alternative if the existing septic system proves to be undersized.

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### **Grading and Stormwater Management**

Topography of the site is shown with 2' contour lines but only for a portion of the site around Parcel B. The area that includes the topography generally drains from the southeast to the northwest. No proposed grading is indicated on the plans but a proposed berm is noted along the southern property line. It is unclear how this berm will be constructed in terms of height, slope, or impact to the surrounding grading and drainage. The berm should be properly shown on the plans with contours.

Since no proposed contours or grading are shown on the site, we can not determine if the existing drainage pattern will be significantly altered.

The site plan does not propose any storm water detention measures, which are required. The design should provide detention sufficient to meet standards and design requirements of the Livingston County Drain Commissioner. Calculations for the 15' CMP culvert at the drive approach to D-19 should be provided to ensure that culvert has sufficient capacity for the drainage area it serves.

We defer to the Livingston County Drain Commissioner's office for comments on the detention requirements and any additional grading or storm sewer comments. The applicant should forward plans for their review.

### **Paving and Site Access**

The plans indicate the intention to use an existing drive approach from D-19 to access the site. The approach is currently concrete and is intended for a simple residential use. The drive approach will need to be improved as part of this project, with a width appropriate for the intended trip generation for the site and acceleration and deceleration tapers. The culvert under the drive will likely need to be lengthened and sized as noted previously. A permit will be required from the Livingston County Road Commission for all work within their right-of-way.

The existing gravel driveway will be widened to 30 feet. A road cross section is not provided and the type of aggregate being proposed for the drive is not shown. Due to potential dust concerns, we recommend the driveway and parking areas be paved, however this is not required. An aggregate surface would be acceptable assuming proper dust management procedures are followed.

The site plan shows a representation of four gravel drives on the south side of the main driveway. A sketch of the area was submitted to the township with hand drawn dimensions of the parking area. Presumably, the vegetated area is for parking and the gravel is for vehicle access to parking spaces. The strips of vegetation are 40' wide, which is sufficient for 90-degree parking. The strips of gravel are 24' wide, which is wide enough for two-way access. There will be no parking space lines, so parking may have to be directed for large events to ensure room for all vehicles. There is room for approximately 185 spaces as long as vehicles are reasonably spaced. There is no designated area for employee or vendor parking.

There are no provisions shown on the plans for ADA-accessible parking spaces, and these should be paved and conveniently located, with proper signage. We also recommend the large drive/parking area immediately south of the existing house be paved to improve access and convenience.

We defer to the Township Planner on the number of required parking spaces.



The plans should indicate if there will be additional pathways or drives to access the proposed riding arena and event area. The material used for these should be clearly shown.

No loading/unloading area is shown on the plans and should be provided for this use, especially considering the retail component.

No dumpster area or trash enclosure is shown on the site. As it is anticipated that the events will generate a significant volume of trash, appropriately sized dumpsters should be required along with the associated screening.

### **Recommendation**

Based on the number and type of comments, we recommend the plan be revised prior to Township Board or Planning Commission consideration for approval. Since the plans have only minimal information, additional comments may be generated during subsequent reviews based on new information being provided. As a minimum, the following items should be addressed:

1. Please check and revise the acreages shown for both Parcels A and B and resolve any discrepancies between the plans sheets and the legal descriptions.
2. Provide a professional seal from the engineer, architect, surveyor, landscape architect, or planner.
3. Call out zoning, land use and property owners names for parcels within 100' of the site.
4. Delineate woodland areas on the site with symbolic lines tracing the spread of the outermost branches. Describe general sizes and kinds of trees contained within the area.
5. Provide floor plans or use diagrams for the proposed riding arena and outside event area. It will be important to note if restroom facilities will be provided in either area.
6. Provide a detailed landscaping plan.
7. Provide a detailed lighting design plan and photogrammetric plan.
8. Provide calculations demonstrating the existing well has the capacity to service the proposed development.
9. The applicant should confirm with the Howell Area Fire Department that the proposed facility will not require fire suppression.
10. Provide calculations demonstrating the existing septic tank and septic field system has the capacity to service the proposed development.
11. The reserve septic field should be located outside any proposed improvements.
12. Provide a proposed grading plan for the site.
13. Provide storm water detention as required by the standards and design requirements of the Livingston County Drain Commissioner.
14. Provide a driveway approach meeting the requirements of the Livingston County Road Commission.
15. Indicate the surface material being proposed for the internal drives.
16. Provide ADA accessible parking areas.
17. Provide a loading/unloading area as required by the ordinance.
18. Provide a dumpster enclosure per the ordinance requirements.

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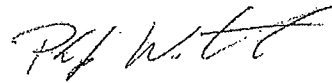
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If you have any questions or need anything further, please feel free to contact our office.

Sincerely,



**Kevin J Wilks, E.I.T.**  
Design Engineer  
**SPICER GROUP, INC.**  
125 Helle Blvd., Suite 2  
Dundee, MI 48131



**Philip A. Westmoreland, P.E.**  
Senior Project Manager  
**SPICER GROUP, INC.**  
125 Helle Blvd., Suite 2  
Dundee, MI 4813

CC: SGI File  
Ken Recker, P.E., Livingston County Drain Commissioner  
Kim Hiller, P.E., Livingston County Road Commission  
Allan Pruss, P.E, P.S., Monument Engineering Group Associates

## Annette McNamara

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**From:** Ken Recker <KRecker@livgov.com>  
**Sent:** Wednesday, April 19, 2017 11:43 AM  
**To:** Annette McNamara  
**Subject:** Re: 3111 Pinckney Road - Witkowski

Livingston County Drain Commission

Annette,  
Thanks for checking back with me. I'm digging out from a trip last week.

The only comment I have (that I already relayed to Jim) is that we need the easement for the Marion No. 3 Drain shown on the plan. I believe it's an 80 foot wide easement, but will need to check to be sure when I get back to the office.

Ken

On Apr 19, 2017, at 10:41 AM, Annette McNamara <[za@mariontownship.com](mailto:za@mariontownship.com)> wrote:

Mr. Recker,

Do you have any comments on the proposed agricultural tourism site plan? If not, that's fine, just let me know.

Thank you,

Annette McNamara  
Zoning Administrator  
Marion Township  
[za@mariontownship.com](mailto:za@mariontownship.com)

**MICHAEL J. KEHOE, P.C.**  
**ATTORNEY AT LAW**  
710 E. GRAND RIVER  
HOWELL, MI 48843



Michael J. Kehoe

517-546-4570  
Fax No. 517-546-7651

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October 9, 2017

Marion Township Board of Trustees  
Marion Township  
2877 W. Coon Lake Rd.  
Howell, MI 48843

via email only

Re: Howell Landscaping

Dear Board Members:

As requested, I've reviewed the information sent to me by Zoning Administrator Hamann that I think is close to the entire Township file on this along with the Zoning Ordinance. There are concerns about the new owner's use of the property and that is going to be what this ultimately "boils down to."

The property is zoned RR Rural Residential and one of the uses permitted by right is spelled out in 8.01 B.3. That allows "Landscape nursery operations, including retail sales of nursery stock grown on the premises." In reviewing the various documents provided to me, it appears clear that the Planning Commission did grant site plan approval for a landscaping business at this location under the zoning ordinance. Admittedly, it took some time, but site plan approval was granted.

In reviewing the Zoning Ordinance I noted there is a definition for a commercial nursery. According to the Ordinance: "Nursery, Commercial: A space, building or structure, or combination thereof, used exclusively for the storage or retail sale of live trees, shrubs or plants not grown on the property. Products used for gardening or landscaping such as, but not limited to, fertilizers, mulch, groundcovers, boulders, etc., may also be sold."

I could not find in the Ordinance where there is a permitted use for a commercial nursery in any of the districts. There also is no definition in the Ordinance for landscape nursery operations although there is the permitted use referred to above. The one distinction between these two terms is that under a commercial nursery, it includes the sale of shrubbery, etc. that is not grown on the premises where a landscape nursery operation allows the sale of stock grown on the premises. While the ordinance is less than clear regarding these two terms, overall, I think that means the two terms are interchangeable.

The definition for a commercial nursery contains a little more specificity and, in this case, that is what I think one needs to focus on. That use allows for "products used for gardening or landscaping such as, but not limited to, fertilizers, mulch, groundcovers, boulders, etc." to also be sold. My recommendation is to scrutinize the actual use that is occurring on the property. Is the use consistent with a nursery operation for landscaping purposes? Similarly, is the use that is occurring on the property consistent with the approved site plan?


I've seen where issues have been raised about the use of large trucks, gravel train type trucks and hauling. Perhaps the Township should conduct a more thorough investigation into exactly what uses are occurring on the property. What is the principal use of the property and what are the accessory uses? Are they consistent with one another? Is the use that is being conducted consistent with the Zoning Ordinance? It seems fairly clear that a landscaping business was approved previously but what isn't clear from what I've reviewed is whether the current use is consistent with a landscaping business.

I'd also suggest the Township review the Ordinance in regard to commercial nursery and landscape nursery terminology and consider amendments that would clarify what those terms are meant to be, where they are allowed to operate and so forth.

If you have any questions or desire any further information, please contact me.

Yours truly,

**MICHAEL J. KEHOE, P.C.**



Michael J. Kehoe  
Attorney at Law



Michigan Department of Licensing and Regulatory Affairs  
 Liquor Control Commission (MLCC)  
 Toll Free: 866-813-0011 • [www.michigan.gov/lcc](http://www.michigan.gov/lcc)

Business ID: \_\_\_\_\_  
 Request ID: \_\_\_\_\_  
 (For MLCC use only)

**Local Government Approval**  
 (Authorized by MCL 436.1501)

**Instructions for Applicants:**

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

**Instructions for Local Legislative Body:**

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting in which this request was considered.

At a REGULAR meeting of the MARION TOWNSHIP council/board  
(regular or special) (township, city, village)  
 called to order by SUPERVISOR ROBERT HANVEY on OCTOBER 12, 2017 at 7:30 PM  
(date) (time)  
 the following resolution was offered:

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_  
 that the application from SHINY APPLE LLC  
(name of applicant)

for the following license(s): SMALL WINE MAKERS LICENSE  
(list specific licenses requested)

to be located at: 2588 PINCKNEY ROAD HOWELL MI 48843

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: \_\_\_\_\_

It is the consensus of this body that it \_\_\_\_\_ this application be considered for  
(recommends/does not recommend)  
 approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are \_\_\_\_\_

**Vote**

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the \_\_\_\_\_  
 council/board at a \_\_\_\_\_ meeting held on \_\_\_\_\_  
(regular or special) (date) (township, city, village)

Print Name of Clerk

Signature of Clerk

Date

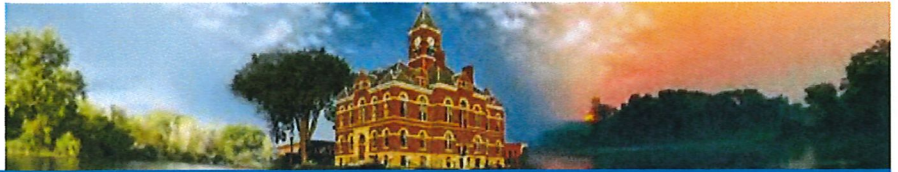
Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:  
 Michigan Liquor Control Commission  
 Mailing address: P.O. Box 30005, Lansing, MI 48909  
 Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933  
 Fax to: 517-763-0059



# Liv.Co **UPDATE**

Monthly News from the  
Livingston County Commissioners



October 2017

## Livingston County Board of Commissioners



District 1 - Kate Lawrence  
**(Board Chairwoman)**

District 2 - William Green

District 3 - David J. Domas

District 4 - Douglas G.  
Helzerman

District 5 - Donald S. Parker

District 6 - Robert J. Bezotte

District 7 - Carol S. Griffith  
**(Board Vice-Chairwoman)**

District 8 - Dennis L. Dolan

District 9 - Gary Childs

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

## Reduction in Building Permit Fees

The Livingston County Building Department currently operates with approximately half the staffing level of the previous high growth year of 2005 / 2006. The current department permit activity and inspections have increased exponentially every year since 2010. Although the new construction permit fee multiplier was reduced by 25% in September 2015, due to higher efficiencies combined with increased activity, the department fund balance is still at an amount which justifies adjustment. The Building Official is recommending another 25% reduction in the multiplier used for building permit fee calculations in addition to other adjustments in the permit fees for the Building Department as outlined in the Livingston County Building Department Fee Schedule.

## Upcoming Meetings

10/2/2017 - Full Board Meeting at  
7:30 PM

10/10/2017 - General  
Government at 7:30 PM

10/11/17 - Finance Committee at  
7:30 AM

10/16/2017 - Full Board Meeting  
at 7:30 PM

10/18/2017 - Personnel  
Committee at 8:00 AM

10/23/2017 - Infrastructure &  
Development & Public Safety  
at 7:30 PM

10/25/2017 - Finance Committee  
at 7:30 AM

## 2017 Communication Surveys

The County is conducting its annual Local Units and Public Communication Surveys to help identify effective communication efforts as well as areas that need additional attention. The goal of these surveys is to better "get the word out" about County issues and activities, to promote understanding of County government, and to encourage your local unit's input, participation, and engagement in Livingston County.

The Local Units survey will be emailed to your Village, City, or Township Clerk or Supervisor and may be re-distributed as needed. Any employee of a Village, City, or Township within Livingston County is welcome to complete the survey. You can complete the Local Units Survey by visiting <https://www.surveymonkey.com/r/livcolocalunitscommunication>.

A link to the Public Survey is posted on the [www.livgov.com](http://www.livgov.com) home page. All Livingston County residents are welcome to complete the survey, so please feel free to share this information with your friends, family, and any public members your local unit may serve. The results of the surveys will only be reported in aggregate form and all responses will be anonymous. All responses will be used in the analysis of the results to help the County keep you better informed. Livingston County appreciates your time and input to develop effective communication.

## Resolutions Passed by the Board of Commissioners & Appointments

- Dianne McCormick has been reappointed to a representative seat on the Substance Use Disorder Oversight Policy Board with a term expiring October 1, 2019.
- An amendment to the Memorandum of Agreement with MSU Extension has been approved. The amendment eliminates Livingston County's 2017 4th quarter payment obligation in regards to the Consumer Horticulture position that had remained vacant.
- The audio visual equipment that is used in the Livingston County Courts is in need of updating. A contract with Justice AV Solutions was approved for the purchase and installation of a digital audio and video recording system.
- The following individuals were appointed as Officer and Employee Delegates to the 2017 Municipal Employees' Retirement System annual conference.
  - Cindy Catanach - Officer Delegate
  - Barbara Ritchie - Alternate Officer Delegate
  - Roberta Bennett - Employee Delegate
  - Theresa St. John - Alternate Employee Delegate
- The Emergency Manager will be attending an Incident Command System Train The Trainer course at the Emergency Management Institute.
- The Sheriff's Office will apply for and enter into a contract with the State of Michigan, Office of Highway Safety Planning to continue the operation of the Secondary Road Patrol and Traffic Accident Prevention Program for 2018. The Sheriff's Office will also enter into a contract with the State of Michigan to participate in the State Traffic Enforcement Grant for 2018.
- The Livingston County Jail provides a variety of education services such as high school completion, GED, life-skills and other specialized programs deemed appropriate. The previous teacher resigned, leaving a vacancy, but a teaching position for the Jail has been approved.
- The Board will offer support for House Bill 4651 and Senate Bill 400 as they have been introduced. These bills would increase fees to replenish the State's 911 Technical funds to provide future 911 services.
- The Board approved of the elimination of one district judgeship and the creation of one circuit judgeship within the Livingston County Courts, as recommended by the State Court Administrative Office as part of their review of judicial needs. An addition of a third judgeship in the 44th Circuit Court would permit for the creation of a specialized business court docket that would enhance the timely resolution for business cases.

## Pending Resolutions

- The terms of Democratic representative Ruth Munzel and Republican representative Russ Spencer on the Livingston County Board of Canvassers expire on October 31, 2017. The Board will vote by official ballot on candidates to represent the Democratic and Republican Parties for 4-year terms, expiring October 31, 2021.
- Emergency Management is seeking approval for the Emergency Manager to attend the FEMA Instructor Training Course offered by the Center of Domestic Preparedness.
- To build law enforcement response capabilities, Emergency Management is requesting approval to purchase 115 air purifying respirators for Livingston County's law enforcement representatives.

**Please Note:** The Liv.Co Update highlights a portion of resolutions and work completed by the Livingston County Board of Commissioners. Please refer to the Board's meeting minutes for more information regarding specific resolutions. To be redirected to the Board's Meeting Minutes, please click [here](#) or visit [www.livgov.com](http://www.livgov.com).