

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
Thursday, September 9, 2021  
7:30 p.m.

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

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

- 1) Approval of Agenda
- 2) Consent Agenda
  - a. Approval of August 26, 2021 Regular Meeting Minutes
  - b. DPW Report
  - c. Financial Report
  - d. Zoning Report
- 3) Rolling Acres/Carter Court Sign Request
- 4) FY 2021-2022 Budget Amendments
- 5) Flat Rate Sewer Usage Increase
- 6) Township Parking Lot
- 7) Tamarack Place PUD Agreement
- 8) Crystal Wood Trees

Correspondence and Updates

Call to the Public  
Adjournment

Reminder: Next Board Packet will be ready after 3pm on Thursday, September 16, 2021

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR ELECTRONIC MEETING  
AUGUST 26, 2021

DRAFT

MEMBERS PRESENT: Scott Lloyd (Township Hall)  
Sandy Donovan (Township Hall)  
Bob Hanvey (Township Hall)  
Tammy Beal (Township Hall)  
Les Andersen (Township Hall)  
Greg Durbin (Township Hall)

MEMBERS ABSENT: Dan Lowe

OTHERS PRESENT: NONE

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**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

**BOARD MEMBERS PRESENT**

The board members introduced themselves.

**CALL TO THE PUBLIC**

NONE

**APPROVAL OF AGENDA**

Tammy Beal would like to add item #11, Township Wagon to the agenda. Les Andersen motioned to approve the agenda as amended. Scott Lloyd seconded. No objections were heard. **MOTION CARRIED**

**CONSENT AGENDA AND APPROVAL OF MINUTES**

Greg Durbin motioned to approve the consent agenda, the August 12, 2021 Board meeting. Tammy Beal seconded. No objections were heard. **MOTION CARRIED**

**PFEFFER, HANNIFORD, & PALKA P.C. ENGAGEMENT LETTER**

Les Andersen motioned to accept the engagement letter from Pfeffer, Hanniford, & Palka. Sandra Donovan seconded. No objections were heard.

**ROLL CALL: SCOTT LLOYD: YES; TAMMY BEAL: YES; ROBERT HANVEY: YES; GREG DURBIN: YES; LES ANDERSEN: YES; SANDRA DONOVAN: YES; 6-0 MOTION CARRIED**

**FRED BROWN PARK SOCCER USE REQUEST**

Greg Durbin made a motion to allow the Community Youth Soccer continue using Fred Brown Park. Sandra Donovan seconded. **MOTION CARRIED**

**TOWNSHIP PARKING LOT**

Phil Westmoreland was unable to attend meeting so discussion will continue at the next Board meeting.

**TAMARACK PLACE PUD AGREEMENT**

Bob Hanvey said we are still waiting for feedback from the applicant's attorney and the Township's attorney.

**CRYSTAL WOOD TREES**

Dan Lowe was not present to provide an update on the Crystal Wood tree situation.

**2020-2021 FY BUDGET AMENDMENTS**

Bob presented two General Fund budget amendments and 1 Sewer Fund budget amendment.

Les Andersen made a resolution to approve the 2 budget amendments for the General Fund. Tammy Beal seconded.

**ROLL CALL: DONOVAN: YES; DURBIN: YES; HANVEY: YES; LLOYD: YES; BEAL: YES; ANDERSEN: YES; 6-0 MOTION CARRIED**

Les Andersen made a resolution to approve the budget amendment for the Sewer Fund. Scott Lloyd seconded.

**ROLL CALL: BEAL: YES; ANDERSEN: YES; DONOVAN: YES; DURBIN: YES; HANVEY: YES; LLOYD: YES; 6-0 MOTION CARRIED**

**ASSET MANAGEMENT/IMPROVEMENT PLAN REPORT/NEW SEWER RATES**

Bob Hanvey explained that typically jurisdictions increase their Sewer rates each year and we have not raised our rates in a few years now. There are already funds set aside for expansion of our Sewer system so what we charge the residents is for the maintenance of the Sewer system.

Scott Lloyd said that we need to get the man holes repaired as soon as possible.

Les Andersen made a motion to increase the Sewer rates \$1 per 1000 gallons starting October 1<sup>st</sup>, 2021 and a 5.50% increase annually. Tammy Beal seconded.

**ROLL CALL: HANVEY: YES; DURBIN: YES; BEAL: YES; LLOYD: YES; DONOVAN: YES; ANDERSEN: YES; 6-0 MOTION CARRIED**

**LIVINGSTON COUNTY PLANNING, MASTER PLAN REVIEW**

Bob Hanvey said that the County reviewed our Master Plan and had the following suggestions:

- Enlarge and update the maps throughout the Master Plan.
- Reference their County's most recent Master Plan, instead of the previous one.
- Use the new census data.

Bob said there is a Public Hearing scheduled at the next Planning Commission meeting, September 28, 2021, to review the new Master Plan. We have still not received any new feedback from any of the residents regarding the Master Plan.

**THE TOWNSHIP WAGON**

Tammy Beal stated that the Parks and Recreation staff does not have anywhere to store the wagon so they suggested selling it to another party. Tammy said that the previous owner expressed interest in purchasing back the wagon from the Township.

Tammy Beal made a resolution to sell the wagon back to previous owner for \$500 and also to repeal the previous resolution. Sandra Donovan seconded.

**ROLL CALL: DONOVAN: YES; BEAL: YES; ANDERSEN: YES; HANVEY: YES; LLOYD: YES; DURBIN: YES; 6-0 MOTION CARRIED**

**CORRESPONDENCE & UPDATES**

The Livingston County Update was included in the packet.

Les Andersen suggested that an alternate Carlisle Wortman planner be present at the Planning Commission meetings if John Enos is unable to attend.

**CALL TO THE PUBLIC**

NONE

**ADJOURNMENT**

Sandra Donovan motioned to adjourn the meeting at 7:50pm. Les Andersen seconded. No objections were heard. **MOTION CARRIED**

*Submitted by: Jessica Timberlake*

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

\_\_\_\_\_  
Robert W. Hanvey, *Township Supervisor*                      Date

DPW Reports 2021

	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
<b>WATER</b>													
NEW	7	11	9	14	4	6	2	1					54
EXISTING													
REPLACEMENT													
<b>IRRIGATION</b>													
NEW	2	8	9	15	2	5	5	1					47
EXISTING													
<b>SEWER</b>													
NEW	7	11	8	13	5	6	4	1					55
EXISTING													
<b>TOTAL</b>	<b>16</b>	<b>30</b>	<b>26</b>	<b>42</b>	<b>11</b>	<b>17</b>	<b>11</b>	<b>3</b>					<b>156</b>

#101 General Fund  
Transactions by Account

As of August 31, 2021

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
<b>001 - CASH - GENERAL - FNB</b>				
	08/02/2021	11542	Tri Star Electrical	-240.00
	08/02/2021	11544	Renee Hocking	-355.00
	08/02/2021	11545	AT&T -General	-364.33
	08/02/2021	11546	BS & A SOFTWARE, INC	-1,410.00
	08/02/2021	11547	LIV CO TREASURER	-41.95
	08/02/2021	11548	Green Oak Township	-20.00
	08/03/2021	11549	Spicer Group Inc	-5,876.50
	08/03/2021	11550	Culligan of Ann Arbor	-9.00
	08/04/2021	11554	THE GARBAGE MAN	-42.00
	08/09/2021	11555	VERIZON WIRELESS	-57.26
	08/09/2021	11557	GORMLEY AND JOHNSON LAI	-369.15
	08/09/2021	11558	DTE ENERGY	-630.38
	08/09/2021	11559	FOWLERVILLE NEWS & VIEW	-190.00
	08/10/2021	0009860	LARRY J. FILLINGER	-138.52
	08/10/2021	0009864	CHERYL A. RANGE	-115.44
	08/10/2021	0009857	LESLIE D. ANDERSEN	-339.42
	08/10/2021	0009858	JAMES L. ANDERSON JR.	-88.10
	08/10/2021	0009859	RICHARD C. DELL	-23.09
	08/10/2021	0009861	SCOTT R. LLOYD	-168.31
	08/10/2021	0009862	DANIEL F. LOWE	-539.39
	08/10/2021	0009863	BRUCE V. POWELSON	-92.35
	08/10/2021	E74723	TAMMY L. BEAL	-2,642.39
	08/10/2021	E74724	DIANE D. BOCKHAUSEN	-115.44
	08/10/2021	E74725	GAIL A. BURLINGAME	-2,794.10
	08/10/2021	E74726	SANDY DONOVAN	-3,270.13
	08/10/2021	E74727	GREGORY L. DURBIN	-1,093.09
	08/10/2021	E74728	LAWRENCE W. GRUNN	-220.25
	08/10/2021	E74729	DAVE HAMANN	-2,755.67
	08/10/2021	E74730	ROBERT W. HANVEY	-3,768.06
	08/10/2021	E74731	ROBERT JABER JR.	-2,567.82
	08/10/2021	E74733	LOREEN B. JUDSON	-541.96
	08/10/2021	E74734	THOMAS A. LLOYD	-516.36
	08/10/2021	E74735	SANDRA J. LONGSTREET	-2,330.52
	08/10/2021	E74737	KITSEY A. RENNELLS	-2,223.57
	08/10/2021	E74738	DUANE M. STOKES	-22.03
	08/10/2021	E74739	JESSICA S. TIMBERLAKE	-2,125.52
	08/10/2021	11551	Marion Township Flex Fund	-1,593.33
	08/10/2021	11552	VOYA Institutional Trust	-300.00
	08/10/2021	11553	ALERUS PAYMENT SOLUTION	-3,552.72
	08/10/2021	11556	LIV CO REGISTER OF DEEDS	-30.00
	08/10/2021	11560	CARLISLE/WORTMAN, Inc.	-790.00
	08/10/2021	11561	THE GARBAGE MAN	-462.00

#101 General Fund  
Transactions by Account

As of August 31, 2021

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
08/10/2021	11562	MARION TOWNSHIP CEMETE	-15,000.00
08/10/2021	11563	MARION TWP RECREATION F	-12,000.00
08/12/2021	11564	Chloride Solutions	-22,485.32
08/17/2021	11565	Charter Communications	-429.59
08/18/2021	11566	B&L Services	-740.00
08/23/2021	11567	ROB WARD	-100.00
08/23/2021	11568	MICHIGAN STATE UNIVERSIT	-55.00
08/25/2021	11569	BEAR WATER TREATMENT	-98.07
08/25/2021	11570	CONSUMERS ENERGY	-27.36
08/30/2021	11571	Renee Hocking	-370.00
08/30/2021	11572	TREETOPS RESORT	-330.75
08/30/2021	11573	Blue Cross Blue Shield of Michig	-15,127.70
08/30/2021	11574	AT&T -General	-364.79
08/31/2021	11575	PNC Bank	-732.89
			-112,686.62

FISCAL YEAR 2021-22 MARION TOWNSHIP FINANCIAL REPORT

Aug-21

GENERAL FUND CHECKING

Previous Balance	\$	1,896,950.42
Receipts	\$	55,122.84
Interest	\$	203.58
	\$	<u>1,952,276.84</u>
Expenditures	\$	122,087.03
Balance	\$	<u>1,830,189.81</u>

CEMETERY FUND

Previous Balance	\$	36,849.40
Receipts	\$	16,500.00
Interest		
	\$	<u>53,349.40</u>
Expenditures	\$	1,270.00
Balance	\$	<u>52,079.40</u>

PARKS & RECREATION FUND

Previous Balance	\$	19,341.68
Receipts	\$	12,000.00
Interest		
	\$	<u>31,341.68</u>
Expenditures	\$	1,607.77
Balance	\$	<u>29,733.91</u>

WATER - NEW USER

Previous Balance	\$	478,380.93
Receipts	\$	8,885.94
Interest	\$	-
	\$	<u>487,266.87</u>
Expenditures	\$	4,620.00
Balance	\$	<u>482,646.87</u>

## SEWER OPERATING &amp; MANAGEMT

Previous Balance	\$	174,182.36
Receipts	\$	32,392.40
Interest		
	\$	<u>206,574.76</u>
Expenditures	\$	23,549.38
Balance	\$	<u>183,025.38</u>

## SEWER - NEW USER

Previous Balance	\$	671,310.89
Receipts	\$	250.00
Interest		
	\$	<u>671,560.89</u>
Expenditures	\$	-
Balance	\$	<u>671,560.89</u>

## SPEC ASSESS. FUND

Previous Balance	\$	176,887.63
Receipts	\$	1,708.47
	\$	<u>178,596.10</u>
Expenditures	\$	6,630.00
Balance	\$	<u>171,966.10</u>

## ESCROW FUND

Previous Balance	\$	73,182.28
Receipts	\$	50,000.00
	\$	<u>123,182.28</u>
Expenditures	\$	13,550.50
Balance	\$	<u>109,631.78</u>

## SUMMARY TOTALS

General Fund	\$	1,830,189.81
Cemetery Fund	\$	52,079.40



Parks & Rec Capital Chk	\$	29,733.91
Water - New User	\$	482,646.87
Sewer Operating & Mana	\$	183,025.38
Sewer - New User	\$	671,560.89
Special Assess. Fund	\$	171,966.10
Escrow Fund	\$	109,631.78
<b>TOTAL</b>	<b>\$</b>	<b>3,530,834.14</b>

Ref: Financial Report FY 2020-21

2021 ZONING REPORT

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Homes	8	15	15	12	5	7	2	3					67
Condo Units				3		2							5
Accessory Bldgs.			3	2	1	2		2					10
Decks		1	5	9	6	5	4	8					38
Pools	1	1	4	1	2	1	2						12
Additions	1	1	3	3	1	2	1	1					13
Land Balancing													0
Other			2	2		2	1	1					8
<b>TOTAL LAND USES</b>	10	18	32	32	15	21	10	15	0	0	0	0	153
Waivers	1	3	5	10	11	14	1	3					48
Finals	7	5	6	11	8	29	12	23					101
Site Plans						1							1
Pre-Planning Meetings					1								1
Sewer Inspections	2	4	12	7	11	12	0	4					52

**tammybeal@mariontownship.com**

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**From:** Bob Hanvey <supervisor@mariontownship.com>  
**Sent:** Friday, August 27, 2021 11:20 AM  
**To:** 'Jo Cook'  
**Cc:** Sandy Donovan; Tammy Beal  
**Subject:** RE: Bob Hanvey, Supervisor re Stop Sign

Hi – I will add your email to the packet for the Township Board meeting September 9, 2021.

Thanks

Bob Hanvey

**From:** Jo Cook <cook.jo7@gmail.com>  
**Sent:** Thursday, August 26, 2021 7:48 PM  
**To:** supervisor@mariontownship.com  
**Subject:** Bob Hanvey, Supervisor re Stop Sign

The Rolling Acres Homeowners Association is requesting that a STOP sign be installed at the end of Carter Ct - where it ends at Schafer Road. Our "homemade" sign has not been sturdy enough to withstand time and weather. The sign has been hit repeatedly by the school bus when it backs up to turn around, etc.

We would appreciate it if Marion Township would approve the installation of a metal sign. Thank you for your consideration.

Jo Ann Cook, Secretary Treasurer  
Kim Daugard, President  
Sandy Tessmar, Vice President

517-304-2908

MEMO

To: Marion Township Board

From: Bob Hanvey

Subject: Suggested budget amendments for FYE June 2022

Date: September 9, 2021

General Fund Budget

In January of 2019 the Township board approved an agreement with Spicer Group for an assessment and concept plan for Township Hall expansion not to exceed \$16,900. The project was stalled due to Covid with \$8,024.50 spent. To continue the project in the current fiscal year, we need to amend the budget for that account for the remainder of the work.

Account 6902-960 Township Hall Expansion \$8,875.50

We have an opportunity for our assistant assessor to complete all his required annual continuing education classes at a three-day training class. The classes are not offered locally and the total cost will be about \$750.00. We need to increase the budget from \$500.00 to \$1,000.00.

Account 6209-920 Assessor Training \$1,000.00

MEMO

To: Marion Township Board  
From: Bob Hanvey  
Subject: Sanitary sewer quarterly flat rate  
Date: September 9, 2021

When we adjusted the sanitary sewer usage rates at the last Board meeting, we did not make an adjustment in the quarterly flat rate. The current flat rate is \$69.77 per quarter. Our flat rate calculation in the past was based on average user flow and did not include the ready-to-serve fee of \$10.88.

The "average" user flow varies over the year and is influenced by weather, infiltration, time-of-year, non-metered irrigation, and other factors. A reasonable current average flow is about 160 gallons per day. Using that number to calculate a quarterly flat rate we get:

$$(((160 \times 90) / 1000) \times \$6.05) + \$10.88 = \$98.00$$

For reference purposes:

Metered rate set at \$4.48 effective October 1, 2016

Metered rate set at \$5.05 effective October 1, 2019

Metered rate set at \$6.05 effective October 1, 2021

I'm not sure when we last changed the flat rate

Attached are the sewer and water rates for the MHOG townships

Discussion:

**Water and Sewer Rates  
Marion, Howell, Ocoola & Genoa Townships**

District	Sewer			Flat Sewer		Irrigation
	Water	Sewer Min. Charge	Readiness to Serve	Flat Sewer	Irrigation	
Oak Pointe Residential Accounts	3.95 Plus \$15.00 Quarterly Capital Improvement Charge	6.75 per 1,000 gallons billed & 1.70 Sewer Debt per 1,000 over 9,000 consumption Flat Rate Grinder Pump Maintenance Charge 50.00	9.97	60.00 Min. Bill For Usage up To 9,000 gallons & 54.00 Sewer Debt Base Flat Fee	105.00 & 66.00 Sewer Debt Base Flat Fee Flat Rate Grinder Pump Maintenance Charge 50.00	3.95 per 1,000
Oak Pointe Commercial Accounts	3.95 Plus \$15.00 Quarterly Capital Charge Per Unit	6.75 per 1,000 gallons billed & 2.70 Sewer Debt per 1,000 over 54,000 consumption Flat Rate Grinder Pump Maintenance Charge 50.00	9.97	60.00 Min. Bill For Usage up To 9,000 gallons & 384.00 Sewer Debt Base Flat Fee	105.00 & 66.00 Sewer Debt Base Plus, Grinder Pump Maintenance Charge 50.00	3.95 per 1,000
Lake Edgewood	5.56 per 1,000	6.95 per 1,000 gallons billed over 8,000 consumption	9.97	60.00 Min. Bill For Usage up To 8,000 gallons	136.00	5.56 per 1,000
Lake Edgewood Conference Center Drive	5.81 per 1,000	6.95 per 1,000 gallons billed over 8,000 consumption	9.97	60.00 Min. Bill For Usage up To 8,000 gallons	N/A	5.81 per 1,000
MHOG-Lake Edgewood West	4.20 Plus .42 Debt Charge	6.95 per 1,000 gallons billed over 8,000 consumption	For water RTS see Genoa & Ocoola & Sewer RTS retired 10/1/15	60.00 Min. Bill For Usage up To 8,000 gallons		4.20 Plus .42 Debt Charge
Marion Township	4.20 Plus .42 Debt Charge	5.05 per 1,000	For water RTS see Genoa & Ocoola & S-10.88	-	69.77	4.20 Plus .42 Debt Charge per 1,000
Genoa & Ocoola Townships	4.20 Plus .42 Debt Charge	5.36 per 1,000 gallons billed over 10,000 consumption Sewer Debt per 1,000 gallons .30C Flat Rate Grinder Pump Maintenance Charge per quarter 5.00	10.00 1" & 3/4" Meter 20.00 1 1/2" Meter 40.00 2" Meter 60.00 3" Meter 80.00 4" Meter 100.00 6" Meter	53.60 Min. Bill For Usage up To 10,000 gallons	99.91 Sewer Debt per Quarter 5.00 Grinder Pump Maintenance Charge Flat Rate per quarter 5.00	4.20 Plus .42 Debt Charge per 1,000
Howell Township Bills Monthly	8.16 Their Current Charge	9.00 per 1,000	For water RTS see Genoa & Ocoola	77.07 per Qtr. 25.69 Monthly	188.31 per Qtr. 62.77 Monthly	8.16 Their Current Charge per 1,000
Howell Township Sewer Debt Fee	Not connected	Not Connected	None	Not Connected	Ended 7/1/20	Not connected

Oak Pointe Rates Last Changed 6/1/21. Sewer Debt added 11/1/14. Grinder pump Fee added on 05/01/19 \* Marion Sewer Rate Changed 10/1/2019 \* Lake Edgewood Water Rates changed 12/01/20 & Sewer Rates 6/1/21 \* MHOG rates changed 10/1/20 & GOS rates Changed 10/1/20 & Sewer Debt Fees & Grinder Maintenance fees added 10/1/18 \*.