

MARION TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
Thursday, February 8, 2024
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. January 25, 2024 Regular Meeting Minutes
 - b. DPW Report
 - c. Zoning Report
- 3) 2024 Marion Township Road Projects (bring back)
- 4.) Sewer Usage Rate Increase
- 5.) Marion Township Walking Path
- 6.) Marion Township Maintenance

Correspondence and Updates

Call to the Public
Adjournment

Reminder: Next Board Packet will be ready after 3pm on **Thursday, March 7, 2024.**

**MARION TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 25, 2024**

MEMBERS PRESENT: Scott Lloyd, Bob Hanvey, Tammy Beal, Les Andersen, Dan Lowe, Sandy Donovan, and Greg Durbin

MEMBERS ABSENT: None

OTHERS PRESENT: Phil Westmoreland, Spicer

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

BOARD MEMBERS PRESENT

The board members introduced themselves.

CALL TO THE PUBLIC

Dave Gajda, 444 Newberry Lane, was present to discuss Francis Road. He said the dust covers his deck and condo, and he has cracks in his ceilings from vibration from large trucks. He would like the board to consider paving Francis Road from D-19 to Elk Run. He also expressed an interest in having walking paths along D-19.

Steve Phillips, 1851 Fox Ridge Drive, was also present regarding Francis Road. He stated he would be willing to survey residents in the area to determine their level of interest in establishing a special assessment district for 124 homes. Bob Hanvey said there is a formal process for a petition and asked Mr. Phillips to contact him.

APPROVAL OF AGENDA

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

CONSENT AGENDA

Greg Durbin motioned to approve the consent agenda as presented. Les Andersen seconded. **Motion carried.**

2024 MARION TOWNSHIP ROAD PROJECTS

Scott Lloyd said he drove Peavy Road, Jewell Road, and County Farm. He said Peavy is the worst, Jewell isn't too bad. Les Andersen said that County Farm has long linear cracks toward the center of the lanes. He also thought Jewell Road could be pushed to 2025.

Les Andersen motioned to have the Livingston County Road Commission provide cost estimates for chip seal for Peavy Road from Mason Road to the end of the pavement; double chip seal for Norton Road from Burkhardt to County Farm Road; double chip seal for Jewell Road from Cedar Lake Road to County Farm Road; and cost estimates for Francis Road ditching and gravel, and ditching for East Davis Road. Scott Lloyd seconded. **Motion carried.**

HALL USE POLICY

Item #6 regarding recording equipment will be removed. Les Andersen motioned to approve the hall use policy as recommended by the Clerk. Sandy Donovan seconded. **Motion carried.**

SEWER USAGE RATE INCREASE

Bob Hanvey said he hasn't yet received the billing for the fourth quarter. No action on this item at this time.

NUISANCE ORDINANCE

Updated drafts of the Nuisance Ordinance and Penalty Ordinance are included in the packet. Bob Hanvey said he would like more detail on the process for a show cause hearing. He would also like a clear distinction between the zoning administrator and code enforcement. The board members agreed that complaint forms can be submitted anonymously. Dan Lowe said he would like more information on what the complaints are, not just the complaint report that the board receives monthly. It was suggested that the actual complaint form be included in the board packets. Bob Hanvey also said that Item 4.3.6 needs to be defined.

LAND ACQUISITION FUND FY 2023-24

Tammy Beal motioned to adopt a resolution to amend the General Fund budget to transfer \$50,000 to the Land Acquisition Fund. Sandy Donovan seconded. Discussion: Dan Lowe asked if the money will be restricted to land acquisition; Bob Hanvey said it's not a restricted fund. Roll call vote: Lowe, Lloyd, Beal, Hanvey, Durbin, Andersen, Donovan—all yes. **Resolution passed 7-0.**

MARION TOWNSHIP MAINTENANCE

Tammy Beal updated the board members on the building project. Dan Lowe asked why the front counter wasn't painted instead of replacing; Scott Lloyd said they didn't recommend painting it. The board members discussed the project's budget.

FEBRUARY 2024 MEETING DATE

Tammy Beal asked the board member if the February 8 meeting should be rescheduled to February 6 because the supervisor can't attend on February 8. The board members decided to leave the meeting as originally scheduled.

CORRESPONDENCE & UPDATES

Tammy Beal asked Phil Westmoreland for the status of the walking path project. He said he will have bid information early next week.

Dan Lowe mentioned the bill that just passed regarding local control for solar projects and said that petitions should be available next week.

CALL TO THE PUBLIC

No response.

ADJOURNMENT

Les Andersen motioned to adjourn at 8:29 pm. Tammy Beal seconded. **Motion carried.**

Submitted by: S. Longstreet

Tammy L. Beal, Township Clerk Date

Robert W. Hanvey, Township Supervisor Date

MEMO

To: Marion Township Board
From: Bob Hanvey
Subject: Sewer usage rates
Date: February 8, 2024

Attached is a report showing the historic comparison of the Peavy Road meter readings with the MHOG billing amounts.

Also attached is a worksheet showing the calculations I used to determine proposed usage rates to start on April 1, 2024.

These calculations are based on annual amounts. The first step is a calculation of the estimated cost for operating the system not counting the treatment cost we pay to Howell City, \$168,000.

Then an estimate of the cost for treatment at the new City rate of \$4.47 per thousand gallons. I used an estimated annual flow of 75 million gallons resulting in a cost of \$335,250.

The total of treatment + non-treatment cost is \$503,250.

I subtracted the ready-to-serve (RTS) amount from the total since that amount is not based on usage, resulting in \$442,250 that needs to be recovered based on usage.

We know that there is a gap between the Peavy Road meter reading and the total of the individual bills that is the basis of our revenue. I estimated that we would bill for about 65 million gallons.

So, if we divide the amount we need to recover by the gallons to be billed ($\$442,250 / 65,000$) we get a rate per thousand of \$6.80.

This is an increase of 7.486%, the City increase was 6.9%.

An estimate for the flat rate based on 160 gallons per day plus the quarterly ready-to-serve amount results in a flat rate of \$108.80 per quarter.

Comparison of Peavy Road sewer meter readings with MHOG meter readings 2014 - 2023.

Time Period	Gallons on Peavy Meter	Number of metered users	Metered Gallons	Number of flat rate users	Flat Rate Estimated Gallons	Total gallons on MHOG Billing	Gallons Difference	Annual Total Difference	Annual Percentage Difference
2014/Q1	11,927,460	753	9,070,000	66	794,980	9,864,980	-2,062,480		
2014/Q2	12,736,030	785	10,541,000	65	872,822	11,413,822	-1,322,208		
2014/Q3	11,797,470	798	13,461,000	66	1,113,316	14,574,316	2,776,846		
2014/Q4	11,945,550	804	9,903,000	66	812,933	10,715,933	-1,229,617	-1,837,460	-3.80%
2015/Q1	12,671,510	799	10,593,000	66	875,016	11,468,016	-1,203,494		
2015/Q2	12,882,986	825	11,556,000	67	938,487	12,494,487	-388,499		
2015/Q3	12,319,516	837	13,439,000	70	1,123,931	14,562,931	2,243,415		
2015/Q4	12,372,220	834	10,789,000	70	905,552	11,694,552	-677,668	-26,246	-0.05%
2016/Q1	11,825,430	825	9,917,000	71	853,463	10,770,463	-1,054,967		
2016/Q2	12,450,780	858	12,634,000	71	1,045,471	13,679,471	1,228,691		
2016/Q3	12,572,510	875	15,622,000	68	1,214,053	16,836,053	4,263,543		
2016/Q4	12,516,660	890	10,881,000	68	831,357	11,712,357	-804,303	3,632,964	7.36%
2017/Q1	13,704,340	896	10,163,000	70	793,984	10,956,984	-2,747,356		
2017/Q2	14,760,090	901	12,134,000	74	996,577	13,130,577	-1,629,513		
2017/Q3	12,595,320	888	15,630,000	72	1,267,297	16,897,297	4,301,977		
2017/Q4	13,741,970	913	10,965,000	72	864,710	11,829,710	-1,912,260	-1,987,151	-3.63%
2018/Q1	14,394,180	928	10,470,000	72	812,328	11,282,328	-3,111,852		
2018/Q2	15,501,830	935	12,052,000	72	928,068	12,980,068	-2,521,762		
2018/Q3	12,697,570	927	15,337,000	73	1,207,768	16,544,768	3,847,198		
2018/Q4	13,721,190	930	10,390,000	73	815,559	11,205,559	-2,515,631	-4,302,047	-7.64%
2019/Q1	13,667,710	948	11,282,000	72	856,861	12,138,861	-1,528,849		
2019/Q2	14,825,970	948	12,151,000	73	935,678	13,086,678	-1,739,292		
2019/Q3	15,053,190	956	13,974,000	73	1,067,052	15,041,052	-12,138		
2019/Q4	15,364,200	974	11,340,000	73	849,918	12,189,918	-3,174,282	-6,454,561	-10.96%

Comparison of Peavy Road sewer meter readings with MHOG meter readings 2014 - 2023.

Time Period	Gallons on Peavy Meter	Number of metered users	Metered Gallons	Number of flat rate users	Flat Rate Estimated Gallons	Total gallons on MHOG Billing	Gallons Difference	Annual Total Difference	Annual Percentage Difference
2020/Q1	16,610,980	970	11,880,000	74	906,309	12,786,309	-3,824,671		
2020/Q2	17,561,410	989	14,286,000	74	1,068,922	15,354,922	-2,206,488		
2020/Q3	15,803,730	1002	16,310,000	75	1,220,808	17,530,808	1,727,078		
2020/Q4	15,270,700	1034	12,265,000	76	901,489	13,166,489	-2,104,211	-6,408,291	-9.82%
2021/Q1	15,024,150	1029	11,758,000	76	868,424	12,626,424	-2,397,726		
2021/Q2	14,606,640	1059	14,273,000	75	1,010,836	15,283,836	677,196		
2021/Q3	19,253,939	1080	14,222,000	76	1,000,807	15,222,807	-4,031,132		
2021/Q4	19,995,350	1087	13,380,000	76	935,492	14,315,492	-5,679,858	-11,431,520	-16.60%
2022/Q1	18,375,640	1081	12,277,000	79	897,209	13,174,209	-5,201,431		
2022/Q2	18,572,120	1097	14,334,000	79	1,032,257	15,366,257	-3,205,863		
2022/Q3	16,672,790	1159	16,269,000	79	1,108,931	17,377,931	705,141		
2022/Q4	15,893,980	1267	14,867,000	79	926,987	15,793,987	-99,993	-7,802,146	-11.22%
2023/Q1	17,589,870	1270	12,070,000	79	750,811	12,820,811	-4,769,059		
2023/Q2	19,044,420	1302	16,656,000	80	1,023,410	17,679,410	-1,365,010		
2023/Q3	18,314,310	1320	17,536,000	80	1,062,788	18,598,788	284,478		
2023/Q4	17,266,700	1307	14,319,000	80	876,450	15,195,450	-2,071,250	-7,920,841	-10.97%
Total (net) difference since 2014							-44,537,299		-7.50%

PROPOSED

Marion Township Sewer Usage Rate Calculation

February 8, 2024

Rate Starting April 1, 2024

Annual Expenses

536-702 · TOWNSHIP DPW Staff	\$3,000
536-800 · PROFESSIONAL FEES	\$500
536-804 · AUDIT CONTRACT	\$7,000
536-811 · CONTRACT LABOR - CITY	\$35,000
536-934 · CONSTRUCTION	\$20,000
536-935 · R & M INFILTRATION	\$50,000
536-936 · LAWN SERVICES / 9 PUMP STATIONS	\$1,500
536-939 · ADMIN CHARGE - GENOA	\$30,000
537-000 · UTILITIES	\$15,000
538-000 · TELEPHONE	\$6,000

Non-treatment operating expense \$168,000

Treatment @ \$4.47 (75,000,000 gallons) \$335,250

Total Operating Expense \$503,250

Ready to serve income (1,400 users) \$61,000

Amount to recover by usage rate \$442,250

Township bills (gallons) 65,000,000

Rate required (per 1,000 gallons) \$6.80

Percent increase 7.486%

Quarterly Flat Rate (160 gallons/day + \$10.88 RTS) \$108.80



**TOTAL LENGTH:
4,655 FEET**

BT	MARK	DESCRIPTION	DATE
<p>MAKON TOWNSHIP HALL ALTERNATE MAKON TOWNSHIP, MICHIGAN</p>			
<p>AERIAL OVERVIEW ALTERNATE</p>			
<p>SPICER SURVEYING & ENGINEERING 20100 W. 14th Ave., Suite 2 Okemos, MI 48864-1308 Ph: 517-892-2300 Fax: 517-892-2308 www.spicer-survey.com</p>			
DATE	7/20/12	FILE NO.	146035020123
SCALE	1"=50'	SHEET #	OF 2/18

MARION TOWNSHIP MAINTAINANCE

- Front of the teller line was finished
- Video cabinet was drywalled this week, doors are being installed on Friday.
- Bump out lights will be changed the week of February 12th.
- Back splash was installed in the hall laundry tub area.
- Walk through will be done on February 7th.
- Schafer's will come through after the Election and take pictures.