

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
Thursday, January 8, 2026  
7:30pm

THIS MEETING WILL BE HELD IN PERSON WITH ONLINE PARTICIPATION OPTIONS

Call to Order

Pledge of Allegiance

Members Present/Members Absent

Call to the Public

- 1) Approval of the Agenda
- 2) Consent Agenda
  - a. December 11, 2025, Regular Meeting Minutes
  - b. December 17, 2025, MHOG Agenda/ Minutes
  - c. December 17, 2025, HAFD Agenda/ Minutes
  - d. DPW Report
  - e. Zoning Report
- 3) Zoning Administrator Monthly Update
- 4) ZBA Member Appointment
- 5) Planning Commission Member Appointment
- 6) Health Insurance PA #152 Opt Out Resolution
- 7) 2025 Poverty Exemption Guidelines
- 8) Board of Review Letter Appeals
- 9) Howell Schools Tax Collection Agreement
- 10) Marion Township Roads
- 11) Township Purchasing Policy/ACH Payments

Correspondence and Updates

LC Rosa Parks Transit Equity Day

January 15<sup>th</sup>-Parliamentary Procedures Class 4-8pm

Call to the Public

Adjournment

**\*\*Next Board Packet will be ready after 3 pm on Thursday, January 15, 2026.**

## **CALL TO THE PUBLIC POLICY - ADOPTED ON 08/25/2022**

### Marion Township Public Participation at Township Board Meetings Policy

The Public shall be given an opportunity to be heard at every Township Board Meeting following this Policy adopted by the Township Board.

The Township Supervisor is the moderator of the meeting. In the absence of the Supervisor, the Township Clerk shall hold an election of the Board Members present to select a moderator for the meeting.

Anyone attending the meeting either in-person or on-line may speak during the "Call to the Public" part of the meeting. To preserve order, those attending in-person will speak first. When all in-person attendees have been heard, the moderator will ask if any on-line attendee wishes to speak.

When recognized by the moderator, in-person attendees shall come to the podium. The moderator will request that they give their name and address before they begin their comments.

When all in-person attendees have finished speaking, the moderator will ask if anyone attending the meeting on-line wishes to speak. On-line attendees may unmute themselves and when recognized by the moderator may speak. On-line attendees will also be asked for their name and address.

All comments shall be addressed to the Township Board. The "Call to the Public" is for attendees to provide information or opinions to the Township Board and is not intended to be a dialog. Anyone needing a response should contact officials or staff during working hours.

To preserve efficiency, speakers will be asked to keep their comments to five minutes or less.

On some occasions, attendees may be asked for comments during agenda items.

**MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
DECEMBER 11, 2025**

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

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** John Gormley, Attorney

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**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

**BOARD MEMBERS PRESENT**

The board members introduced themselves.

**APPROVAL OF AGENDA**

Item #8—Moratorium was added to the agenda. Tammy Beal motioned to approve the agenda as amended. Les Andersen seconded. **Motion carried.**

**CONSENT AGENDA**

Les Andersen motioned to approve the consent agenda. Scott Lloyd seconded. Roll call vote: Lowe, Lloyd, Beal, Donovan, Witkowski, Andersen, Fenton—all yes. **Motion carried 7-0.**

**CALL TO THE PUBLIC**

Steve Ott, 366 Brighton Road, was present to discuss the condition of Brighton Road and to ask the board to consider some improvements.

**LAKE LOCHMOOR SAD ROLL CREATION PUBLIC HEARING**

Sandy Donovan motioned to open the public hearing. Tammy Beal seconded. Roll call vote: Donovan, Witkowski, Lowe, Lloyd, Beal, Andersen, Fenton—all yes. **Motion carried 7-0.**

With no objections being heard, Sandy Donovan motioned to close the public hearing. Les Andersen seconded. **Motion carried.**

Sandy Donovan motioned to adopt a resolution to approve the roll for the Lake Lochmoor Aquatic Weed Control Special Assessment District, as presented. Tammy Beal seconded. Roll call vote: Beal, Andersen, Donovan, Witkowski, Lowe, Lloyd, Fenton—all yes. **Resolution passed 7-0.**

**PFEFFER, HANNIFORD & PALKA PC CONTRACT**

Ken Palka was present to thank the board for the opportunity and to answer any questions. Tammy Beal motioned to accept and sign the contract from Pfeffer, Hanniford & Palka for fiscal years 2026, 2027 and 2028, as

presented. Les Andersen seconded. Roll call vote: Andersen, Lowe, Witkowski, Beal, Lloyd, Donovan, Fenton—all yes. **Motion carried 7-0.**

### **LIABILITY INSURANCE PRESENTATION**

Jon Johnson from Acrisure was present to review the proposal of coverage for 2026.

Tammy Beal motioned to approve the MTPP premium for \$98,022, and Cyber Coverage proposal for \$2,946.25, for a total of \$100,968.25, as presented. Les Andersen seconded. Roll call vote: Donovan, Beal, Andersen, Lowe, Witkowski, Lloyd, Fenton—all yes. **Motion carried 7-0.**

### **LESA 2026 TAX COLLECTION AGREEMENT**

Sandy Donovan motioned to accept and sign the LESA summer tax collection agreement, as presented. Tammy Beal seconded. Roll call vote: Lowe, Witkowski, Lloyd, Donovan, Andersen, Beal, Fenton—all yes. **Motion carried 7-0.**

### **KEEPING OF CHICKENS DISCUSSION**

Jim Witkowski said that Section 6.02 of the ordinance only allows chickens on lots two acres or greater. Many municipalities allow “backyard chickens”, and feels the ordinance is too restrictive.

The board members discussed whether the current zoning ordinance should be modified and a new one should be developed.

Sandy Donovan motioned to draw a line in the sand, get a canned ordinance and modify it to fit the township’s needs. Tammy Beal seconded. Discussion: Bill Fenton said that would entail putting a committee together to work on that. John Gormley suggested that the township put together a set of criteria and solicit bids. Roll call vote: Lowe—no; Lloyd—no; Beal—yes; Donovan—yes; Witkowski—yes; Andersen—no; Fenton—yes. **Motion carried 4-3.**

Les Andersen motioned to create a committee that doesn’t include the supervisor, clerk or treasurer. Dan Lowe seconded. **Motion carried.**

Tammy Beal motioned that the committee would include Jim Witkowski, Jim Anderson, Scott Richardson, Larry Fillingier, and Dean Blanchard. Bill Fenton seconded. **Motion carried 6-1** (Andersen—no.)

### **MORATORIUM**

Sandy Donovan motioned to adopt a resolution to extend the temporary moratorium on Special Use Permits, Condominium Developments and/or Planned Unit Developments through March 12, 2026, as presented. Scott Lloyd seconded. Roll call vote: Beal, Andersen, Donovan, Witkowski, Lowe, Lloyd, Fenton—all yes. **Resolution passed 7-0.**

### **CORRESPONDENCE & UPDATES**

The attorney rates are increasing for 2026.

Bill Fenton and John Gormley updated the board on the Smith cases.

Dan Lowe asked the attorney if he had reviewed the MHOG contract yet; the attorney said no.

The Livingston County master plan draft is available for review and comment.

Bill Fenton asked the board members to start thinking about roads that need attention for discussion at the next meeting.

Scott Lloyd asked about the abandoned tires; Bill Fenton said Mitch Harris is supposed to take care of them.

**CALL TO THE PUBLIC**

No response.

**ADJOURNMENT**

Sandy Donovan motioned to adjourn the meeting at 8:46 pm. Tammy Beal seconded. **Motion carried.**

Submitted by: S. Longstreet

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

\_\_\_\_\_  
William Fenton, Township Supervisor      Date



**AGENDA**  
**MHOG Sewer and Water Authority**  
**Regular Meeting**  
**December 17<sup>th</sup>, 2025**  
**5:00 PM**

- 1. Call to Order\***
- 2. Approval of Agenda**
- 3. Approval of Minutes of the November 19th, 2025 Meeting**
- 4. Call to the Public**
- 5. System Improvement, Operation, and Maintenance Report**
  - Capital Improvement – Transmission Mains
    - Attachment 5a – Status Report Prepared by Tetra Tech
    - Attachment 5b – Map Showing Progress of Water Main Installation
    - Attachment 5c – Final Grant Reimbursement Summary Sheet
    - Attachment 5d – Change Order No 1 Summary Sheet
    - Request Approval of Change Order No. 1 with DVM Utilities*
  - New Development
    - Attachment 5e - New Development Summary for December 2025
  - Data Center Due Diligence
    - Attachment 5f – Modeling of Distribution System with and Without Additional Crossing of I-96
    - Attachment 5g – Information Summary Report on Aquifer and Pumping Capacity
    - Attachment 5h – MHOG Water Consumption by Township for 2024 and 2025
- 6. Deputy Director Report**
  - Attachment 6a - MHOG Water Treatment Plant Monthly Production
  - Attachment 6b – MHOG Fall/Winter Daily Production
  - Attachment 6c – MHOG Monthly Production by Pressure District
  - Attachment 6d – Monthly MISS DIG Log
  - Attachment 6e – Non-Metered Water Loss
- 7. CPA Report\***
- 8. Treasurer's Report \***
  - Checks for Disbursement (*Distributed at Meeting*)
- 9. Correspondence \***



**AGENDA**  
**MHOG Sewer and Water Authority**  
**Regular Meeting**  
**December 17<sup>th</sup>, 2025**  
**5:00 PM**

**10. New Business**

- Attachment 10a – E-mail from Kyle O-Meara regarding Utility Service and Transfer Agreement
- Attachment 10b – Draft MHOG Utility Services Agreement with Redlines
- Attachment 10c – Draft Asset Transfer Agreement with Redlines

**11. Old Business\***

- Attachment 11a – 2026 Meeting Schedule – Tabled at Last Meeting

**12. Board Member Updates\***

**13. Adjournment**

*\*= Nothing Included in Board Packet*



## Minutes of the Regular Meeting November 19, 2025

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

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

Counts moved to approve the minutes of the October 15, 2025 meeting as presented. Second by Fenton, motion passes.

A call to the public was held. Kristen Haitalan of 2573 Hilltop Lane expressed concern about lead in drinking water.

Dunleavy moved to approve Tetra Tech change order 1 for G2 soil boring installation and pier design for the amount of \$22,300. Second by Counts, motion passes.

Dunleavy moved to approve accepting Peerless quote for a not to exceed amount of \$54,835.48 for rebuild and televising Well #2 to be paid from the Replacement Reserve Fund. Second by Spicher, motion passes.

Ken Palka, CPA, distributed and discussed the MHOG fiscal year 2025 end of the year budget to actual report prior to audit and the DPW Fund 6 month budget to actual report for fiscal year 2026.

Counts moved to approve MHOG Operating checks PR 1078 through 10437 totaling \$278,652.03. Second by Spicher, motion passes.

Counts moved to approve MHOG Capital Reserve Replacement Fund checks 1043, 1044, 1045 totaling \$48,280. Second by Spicher, motion passes.

Dunleavy moved to approve MHOG Construction Fund checks 1021, 1022, and 1023 totaling \$479,301.85. Second by Fenton, motion passes.

Hunt moved to table the G-O & MHOG 2026 meeting schedule until December. Second by Dunleavy, motion passes.

Hunt moved to approve the amended Section 5.08 of the MHOG by-laws. Second by Fenton, motion passes with a roll call vote, Fenton-Y, Lowe-N, Coddington-Y, Counts-Y, Dunleavy-Y, Henshaw-Y, Spicher-Y, Hunt-Y.

Counts moved to appoint Dunleavy and Fenton to the Personnel and Compensation Committee. Second by Spicher, motion passes.

Henshaw moved to appoint Hunt, Counts and Dunleavy to the Finance Committee. Second by Fenton, motion passes.

Henshaw moved to adjourn. Second by Fenton, motion passes.

ROBERT J. HENSHAW  
Secretary



# **HOWELL AREA FIRE AUTHORITY AGENDA**

**DECEMBER 17, 2025 – 6 PM**

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## **BOARD MEMBERS/OFFICIALS**

Mike Coddington, Howell Twp., Chairman  
Sean Dunleavy, Oceola Twp., Vice Chairman  
Mark Fosdick, Cohoctah Twp., Secretary  
Nick Hertrich, City of Howell, Treasurer

Bill Fenton, Marion Twp., Member  
Ron Hicks, Fire Chief  
Barbara Souchick, Admin Asst  
Kevin Gentry, Attorney

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## **WELCOME!**

Visitors are invited to attend all meetings of the Howell Area Fire Authority Board. If you wish to address the Board, you will be recognized by the Chairman.

Meeting called to order at 6:00 pm

Pledge of Allegiance

Discussion/Approval: Minutes of the regular meeting of November 19, 2025

Call to the public (items not on agenda)

Discussion: Quotation for E-24 Repairs

Chief's Comments: Fantasy of Lights Parade participation.

Approve the payment of bills and payroll in the amount of \$ 358,075.57 for period ending December 5, 2025.

New Business:

Old Business:

Closed Session to discuss Union negotiations.

Adjourn

**HOWELL AREA FIRE AUTHORITY**

November 19, 2025 – 6:00 pm

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

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**Board Members Present:** Chairman Mike Coddington, Vice Chairman Sean Dunleavy, Member Bill Fenton, Secretary Mark Fosdick, Member Nick Hertrich, Deputy Chief Jamil Czubenko, Attorney Kevin Gentry, Admin. Asst. Barbara Souchick

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

**Approve the minutes of the regular meeting of October 15, 2025:** MOTION by Mr. Dunleavy, SUPPORT by Mr. Fenton to approve the minutes of the regular meeting of October 15, 2025. MOTION CARRIED UNANIMOUSLY.

**Approve the minutes of the closed session of October 15, 2025:** MOTION by Mr. Fosdick, SUPPORT by Mr. Dunleavy to approve the minutes of the closed session of October 15, 2025. MOTION CARRIED UNANIMOUSLY.

**Call to Public:** No Response

**Discussion/Approval of the 2024/2025 HAFA Annual Audit:** MOTION by Mr. Hertrich to accept and approve the 2024/2025 HAFA Annual Audit as presented by Ken Palka of Accounting Firm Pfeffer, Hanniford and Palka. SUPPORT by Mr. Dunleavy. MOTION CARRIED UNANIMOUSLY.

**Discussion/Approval of the 2026 HAFA Board meeting Schedule:** MOTION by Mr. Fenton, SUPPORT by Mr. Hertrich to approve the 2026 HAFA meeting schedule with a change to the start time *from 6:00 pm to 5:30 pm*. MOTION CARRIED UNANIMOUSLY.

**Discussion/Approval purchase of Turnout Gear:** MOTION by Mr. Fenton, SUPPORT by Mr. Fosdick to approve the purchase of 10 sets of turnout gear from Phoenix Safety Outfitters in the amount of \$36,980.00. MOTION CARRIED UNANIMOUSLY.

**Discussion/Approval Repair E-24:** MOTION by Mr. Fenton, SUPPORT by Mr. Hertrich to approve the payment of the repair bill for E-24 in the amount of \$18,132.21. Also to include additional charge for towing. MOTION CARRIED UNANIMOUSLY.

**Discussion/Approval to Renew the Contract with Attorney Kevin Gentry:** MOTION by Mr. Fosdick, SUPPORT by Mr. Dunleavy to approve the contract with Attorney Kevin Gentry for legal services. MOTION CARRIED UNANIMOUSLY.

**Discussion/Approval Payment of Bills and Payroll:** MOTION by Mr. Dunleavy, SUPPORT by Mr. Fenton to approve payment of bills and payroll in the amount of \$404,242.01 for period ending November 7, 2025. MOTION CARRIED UNANIMOUSLY.

**New Business:** MOTION by Mr. Dunleavy, SUPPORT by Mr. Fosdick to nominate Mr. Hertrich to fill the vacant Treasurer position to the Board until the next scheduled Board Officer election. MOTION CARRIED UNANIMOUSLY.

**Old Business:** Chief Czubenko relayed to the Board that we need to purchase a new engine sooner rather than later. With E-21, E-22 in for repairs and slated to be sold and E-24 now also in for repairs we are in dire need of a replacement engine. Discussion has taken place with Stuphen Corp to purchase an engine using a 4 year Lease to Purchase plan which will allow us to obtain a new engine relatively soon and within our budget constraints. MOTION by Mr. Fenton to authorize Chief Hicks to enter into a 4 year Lease Purchase Agreement with Leasing 2, Inc. to finance the purchase of a new Fire Engine in the amount of \$986,608.59 from Sutphen Corp. SUPPORT by Mr. Dunleavy. MOTION CARRIED UNANIMOUSLY.

**Discussion/Approval HAFA Resolution #03-25:** MOTION by Mr. Fenton, SUPPORT by Mr. Dunleavy to adopt HAFA Resolution #03-25 which authorizes Chief Hicks to enter into the aforementioned Lease Purchase Agreement with Leasing 2, Inc. to finance the purchase of a new Fire Engine. MOTION CARRIED UNANIMOUSLY by ROLL CALL VOTE. Coddington-Yes, Dunleavy-Yes, Fenton-Yes, Fosdick-Yes and Hertrich-Yes.

**Adjourn:** MOTION by Mr. Dunleavy, SUPPORT by Mr. Fenton to adjourn the meeting at 6:46 PM.

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

Barbara Souchick, Admin. Assistant

Approved By: \_\_\_\_\_

Mark Fosdick, Secretary

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## MONTHLY UPDATE TO THE BOARD

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**TO:** HOWELL AREA FIRE AUTHORITY BOARD OF DIRECTORS  
**FROM:** RON HICKS, FIRE CHIEF  
**SUBJECT:** MONTHLY HAFD REPORT FOR NOVEMBER 2025  
**DATE:** DECEMBER 17, 2025

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During the month of November, HAFD responded to a total of 129 calls for service. There were 124 calls in November of 2024. The total year-to-date runs for 2025 are 1865. Last year's total at the end of November was 1678.

Some of the more significant events for the month included:

On November 3rd, Howell Firefighters were dispatched to a reported structure fire in the 2700 block of Armond Rd. in Howell Township. Upon arrival, crews reported a working fire in the basement. After extinguishing the fire crews found a battery backup system for solar panels and isolated the power. A third-party contractor was contacted and removed the batteries from the site.

On November 4th, Howell Firefighters were dispatched to a reported barn fire in the 300 block of E. Allen Rd. in Cohoctah Township. Upon arrival, crews reported a 60x100 pole barn 25% involved in fire. The structure and contents were a total loss. HAFD was assisted by Fowlerville, Hartland, Brighton, Putnam, Burns and Argentine fire departments.

On November 10th, Howell Firefighters were dispatched AMA to Hartland fire for a reported structure fire in the 3000 block of Mill St. in Hartland Township. Upon arrival, crews reported a working fire. HAFD crews assisted with fire ground operations, water supply and station coverage.

On November 27th, Howell Firefighters were dispatched for a reported structure fire in the 600 block of North St. in Howell City. Upon arrival, crews reported a working fire on the second floor of the home. The fire was brought under control within minutes and extinguished.

Training for the month of November consisted of: Grain bin rescues, site survey presentations and float preparations.

**Next meeting of the Howell Area Fire Authority Board is scheduled for Wednesday January 21st, 2026, at 5:30 pm.**

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# Incidents by Response Zone-copy

Howell Area Fire Department  
Address: 1211 W Grand River Rd, Howell, MI, 48843



RESPONSE ZONE	PSAP CALL DATE/TIME	INCIDENT NUMBER	ADDRESS	ACTUAL INCIDENT TYPE FOUND (NFIRS)	DISPATCHED INCIDENT TYPE
COHOCTAH TWP.	2025-11-27 14:48:47	HAFD-25-1850	6350 BYRON RD	551 - Assist police or other governmental agency	BREATH-BREATHING PROBLEM
COHOCTAH TWP.	2025-11-30 11:39:34	HAFD-25-1864	3725 CHASE LAKE RD	600 - Good intent call, other	HCEXP-HEAT/COLD EXPOSURE
MARION TWP.	2025-11-01 19:08:15	HAFD-25-1739	1065 CAMELLIA CIR	551 - Assist police or other governmental agency	CHESTPN-CHEST PAIN
MARION TWP.	2025-11-02 14:14:48	HAFD-25-1744	5960 PINCKNEY RD	311 - Medical assist, assist EMS crew	SEIZUR- CONVULSIONS/SEIZURES
MARION TWP.	2025-11-03 13:49:26	HAFD-25-1750	3635 MASON RD	631 - Authorized controlled burning	GF-GRASS FIRE
MARION TWP.	2025-11-03 08:21:33	HAFD-25-1761	98 SEDUM	551 - Assist police or other governmental agency	FALL-FALL
MARION TWP.	2025-11-06 14:03:22	HAFD-25-1763	376 TRIANGLE LAKE RD	311 - Medical assist, assist EMS crew	UNCON- UNCONSCIOUS/FANTING
MARION TWP.	2025-11-08 22:20:55	HAFD-25-1771	5242 QUEENSWAY	600 - Good intent call, other	ODOR-UNKNOWN ODOR INV
MARION TWP.	2025-11-09 09:37:58	HAFD-25-1772	4132 W SCHAFER RD	736 - CO detector activation due to malfunction	CO-CO ALARM/ OR INVESTIGATION
MARION TWP.	2025-11-09 16:37:26	HAFD-25-1776	2200 ASHBURY CT	736 - CO detector activation due to malfunction	CO-CO ALARM/ OR INVESTIGATION
MARION TWP.	2025-11-10 06:25:57	HAFD-25-1778	1369 W 196	311 - Medical assist, assist EMS crew	PIA-PERSONAL INJURY ACCIDENT
MARION TWP.	2025-11-11 09:31:37	HAFD-25-1784	843 E DAVIS RD	736 - CO detector activation due to malfunction	CO-CO ALARM/ OR INVESTIGATION
MARION TWP.	2025-11-11 11:27:07	HAFD-25-1785	794 WRIGHT RD	311 - Medical assist, assist EMS crew	BREATH-BREATHING PROBLEM
MARION TWP.	2025-11-12 18:53:48	HAFD-25-1790	5960 PINCKNEY RD	6111	ALARM-F-ALARM CALLS

# Incidents by Response Zone-copy

Howell Area Fire Department  
Address: 1211 W Grand River Rd, Howell, MI, 48843



RESPONSE ZONE	PSAP CALL DATE/TIME	INCIDENT NUMBER	ADDRESS	ACTUAL INCIDENT TYPE FOUND (MFRS)	DISPATCHED INCIDENT TYPE
MARION TWP.	2025-11-14 13:46:43	HAFD-25-1795	1440 N ALSTOTT DR	561 - Unauthorized burning	OUTFIR-OUTDOOR FIRE
MARION TWP.	2025-11-17 01:10:15	HAFD-25-1806	979 SPIREA	733 - Smoke detector activation due to malfunction	ALARM-F-ALARM CALLS
MARION TWP.	2025-11-19 11:12:11	HAFD-25-1818	152 PERCY DR	311 - Medical assist, assist EMS crew	PULARR- CARDIAC/RESPIRATORY ARREST
MARION TWP.	2025-11-19 20:30:41	HAFD-25-1820	679 HEWITT ST	600 - Good intent call, other	GASLK-GAS LEAK OR ORDOR
MARION TWP.	2025-11-21 17:16:34	HAFD-25-1825	1458 N ALSTOTT DR	551 - Unauthorized burning	OUTFIR-OUTDOOR FIRE
MARION TWP.	2025-11-22 11:19:07	HAFD-25-1827	4539 PARKER DR	551 - Assist police or other governmental agency	OUTFIR-OUTDOOR FIRE
MARION TWP.	2025-11-24 09:49:23	HAFD-25-1836	641 TRESTLE DR	745 - Alarm system activation, no fire - unintentional	ALARM-F-ALARM CALLS
MARION TWP.	2025-11-29 02:18:03	HAFD-25-1859	2066 STEELWOOD DR	743 - Smoke detector activation, no fire - unintentional	ALARM-F-ALARM CALLS
MARION TWP.	2025-11-29 08:21:29	HAFD-25-1860	3166 PAINTED DR	551 - Assist police or other governmental agency	UNCON- UNCONSCIOUS/FAINTING
MARION TWP.	2025-11-30 17:55:41	HAFD-25-1865	1118 HUDSON DR	600 - Good intent call, other	GASLK-GAS LEAK OR ORDOR
MARION TWP.	2025-11-01 09:07:01	HAFD-25-1736	1732 WHITE CLIFF DR	631 - Authorized controlled burning	SHKOUT-SMOKE INVESTIGATION OUTSIDE
MARION TWP.	2025-11-02 19:15:39	HAFD-25-1747	3999 E HIGHLAND RD	411 - Gasoline or other flammable liquid spill	GASLK-GAS LEAK OR ORDOR
MARION TWP.	2025-11-03 01:59:37	HAFD-25-1749	6745 BROPHY RD	131 - Passenger vehicle fire	VEHIF-VEHICLE FIRE
MARION TWP.	2025-11-03 19:42:51	HAFD-25-1753	2750 N HUGHES RD	743 - Smoke detector activation, no fire - unintentional	ALARM-F-ALARM CALLS

## DPW Reports 2025

[illegible]

# 2025 ZONING REPORT

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Homes	1		5	4	6	3	6	1	7	3	3	4	43
Condo Units			14			4		11	2				31
Accessory Bldgs.			3			2			5	1	1		12
Decks			2	1	7	4	1	1	1	2		2	21
Pools				2	1	2	1	1					7
Additions			1	2		1	2	1	1	1	1		9
Land Balancing				1									1
Other			1			2	1		1	2			7
TOTAL LAND USES	1	0	26	10	14	18	11	15	17	8	5	6	131
Waivers	7	5	5	9	7	6	7	6	4	1	1	1	59
Finals	4	2	11	3	16	13	14	12	6	6	2	4	93
Site Plans													0
Pre-Planning Meetings													0
Sewer Inspections	2	0	8	4	2	4	5	0	5	1	4		35



Zoning Administrator will give an oral presentation on the prior month's zoning activities.

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

**Resolution # 2026-  
January 8, 2026**

**At a meeting of the Board of Trustees for the Township of Marion, Livingston County, Michigan, held at 2877 W. Coon Lake Road, Howell, Michigan 48843, on the 8<sup>th</sup> day of January, 2026 at 7:30 p.m. Eastern Standard Time.**

**PRESENT:**

**ABSENT:**

**The Township of Marion has adopted a resolution to adopt annual exemption option as set forth in 2011 Public Act 152, the Public Funded Health Insurance Contribution Act, as presented.**

**The Resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_ .**

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

**No:**

**RESOLUTION DECLARED \_\_\_\_\_.**

**STATE OF MICHIGAN**

**COUNTY OF LIVINGSTON**

**I, the undersigned, the duly qualified and acting clerk for the Township of Marion, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Board of Trustees at a meeting held on the 8<sup>th</sup> day of January, 2026, and further certify that the above Resolution was adopted at said meeting.**

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

# RESOLUTION TO ADOPT POVERTY EXEMPTION POLICY AND GUIDELINES FOR 2026 INCOME AND ASSET TESTS

RESOLUTION #2026-nn, January 8, 2026

\_\_\_\_\_ motioned to adopt a resolution to set the following policy and guidelines for 2026 Poverty Exemptions, Seconded by \_\_\_\_\_

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

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

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

<u>Size of Family Unit</u>	<u>Poverty Guidelines</u>
1	\$ 25,820
2	\$ 31,200
3	\$ 36,580
4	\$ 41,960
5	\$ 47,340
6	\$ 52,720
7	\$ 58,100
8	\$ 63,600
For each additional person	\$ 5,500

Asset Test: To be eligible for a 100% poverty exemption for 2026, property owners shall have a maximum of \$50,000 in net assets, excluding their principal residence, retirement accounts, and accounts having a substantial penalty for withdrawals.

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

The following voted "Nay":

The following abstained:

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

I, the undersigned, the duly qualified and acting Clerk for the Township of Marion, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Board of Trustees at a meeting held on the 8th day of January 2026, and further certify that the above Resolution was adopted at said meeting.

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

\_\_\_\_\_  
Date

RESOLUTION TO ALLOW RESIDENTS TO FILE LETTER APPEALS  
TO THE BOARD OF REVIEW FOR 2026

RESOLUTION #2026-  
January 8, 2026

\_\_\_\_\_ motioned to adopt a resolution to set the following policy for 2026 Letter Appeals to the Board of Review, Seconded by \_\_\_\_\_.

Marion Township property owners may file an appeal of the assessed value of their real or personal property by written letter to the Board of Review for consideration. The letter will preserve their right to appeal to the Michigan Tax Tribunal. The letter must arrive at the township by noon on Tuesday \_\_\_\_\_, 2026, the last day of the final scheduled Board of Review hearings.

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

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

The following voted "Nay":

The following abstained:

Resolution

The supervisor declared the motion

I, the undersigned, the duly qualified and acting Clerk for the Township of Marion, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Board of Trustees at a meeting held on the 8th day of January 2026, and further certify that the above Resolution was adopted at said meeting.

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

\_\_\_\_\_  
Date



November 11, 2025

Ms. Tammy Beal  
Marion Township  
2877 W Coon Lake Road  
Howell, MI 48843

Re: 2026 Summer Tax Collection

Dear Ms. Beal,

Attached please find a copy of our annual summer tax collection resolution recently passed by the Board of Education. This resolution authorizes collection of the school district's taxes this next summer. Through its resolution, the Board has determined to collect 100% of the 18 mills non-homestead and 50% of the debt millage.

In past years we have paid a \$3.00 per parcel fee for this collection. The fee was paid to offset your costs that were incurred for collecting the summer school tax. We agree to increase the fee to \$4.00 per parcel.

Enclosed please find an Agreement for Collection of Summer School Property Taxes. If the per parcel fee is acceptable please sign and return this form to the address at the bottom of this memo.

I can be reached at 517-548-6237 if you have any questions.

Sincerely,

Ben Engelter  
Assistant Superintendent of Finance

enc.

cc: Treasurer

AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between Howell Public Schools, with offices located at 411 N. Highlander Way, Howell, MI 48843 (hereinafter "School District") and Marion Township with offices located at 2877 W Coon Lake Road Howell, MI 48843 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer levy of School District property taxes for the year 2026.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead property taxes and 50% of the school debt property taxes as certified by the School District for levy on July 1, 2026 on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$ 4.00 per parcel

It is understood that the tax rate as spread by the Township would also reflect the sum of 100% of the taxes of the Livingston Education Service Agency.

3. No later than June 15, 2026 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2026.
4. The Township Treasurer shall account for and deliver summer school tax collections as follows:
  - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1st and 15th of each month. At your discretion, you may elect to discontinue summer tax disbursements to Howell Public Schools in November, December, January, and March.

Signature authorized by Board  
of Education Resolution of  
\_\_\_\_\_ (date)

SCHOOL DISTRICT

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

TOWNSHIP

Signature authorized by Board  
of Trustees Resolution of  
\_\_\_\_\_ (date)

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Clerk

## ANNUAL SUMMER TAX RESOLUTION

Howell Public Schools

A regular meeting of the Board of Education of Howell Public Schools (the "District") was held in the Administration Building Edinburgh Room on the 10th day of November, 2025, at 5:30 o'clock p.m.

The meeting was called to order at 5:30 o'clock, p.m. by Member Tarara, President.

Present: Members Tarara, Pasini, Conn, Bedford, Dault, Zurek

Absent: Members Marhofer

The following preamble and resolution were offered by Member Bedford and supported by Member Pasini.

### WHEREAS:

1. This Board of Education previously adopted a resolution to impose a summer property tax levy to collect all of the non-homestead school property taxes, and one-half debt service, upon property located within the school district and continuing from year to year until specifically revoked by this Board of Education; and

2. The Revised School Code, as amended, requires formal action of the Board of Education every year to continue the summer tax levy.

### NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board of Education, pursuant to the Revised School Code, as amended, hereby invokes for 2026 its previously adopted ongoing resolution imposing a summer tax levy of all the non-homestead school property taxes, and one-half debt service, and continuing from year to year until specifically revoked by this Board of Education, and requests each city and/or township in which this district is located (and in which a local school district or city is concurrently imposing a summer tax levy\*) to collect those summer taxes.

2. The Superintendent, school business official, or his/her designee, is authorized and directed to forward to the governing body of each city and/or township in which this district is located (and in which a local school district or city is concurrently imposing a summer tax levy\*) a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2026 in the amount specified in this resolution. Said resolutions and the request to collect the 2026 summer tax levy shall be forwarded so that they are received by the appropriate governing bodies.

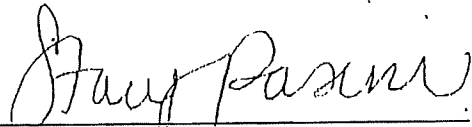
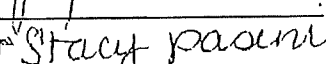
3. The Superintendent, school business official, or his/her designee, is authorized and directed to negotiate on behalf of this District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCL 380.1611 or MSL 380.1612. Any such proposed agreement shall be brought before this Board of Education for its approval or disapproval.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.


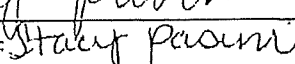
Ayes: Members Tarara, Pasini, Conn, Bedford, Dault, Zurek

Nays: Members n/a

Resolution declared adopted.

  
Meg Marhofer   
Secretary, Board of Education  
VP

The undersigned, duly qualified and acting Secretary of the Board of Education of Howell Public Schools, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a regular meeting held on the 10th day of November, 2025, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provision of the "Open Meetings Act" (1976 PA 267, as amended).

  
Meg Marhofer   
Secretary, Board of Education  
VP

\_\_\_\_\_  
\*To be used only by ISDs at their discretion.



## Township Purchasing Policy/ACH Payments

- The township's purchasing policy has not been updated since 2010. One of the suggested items that was brought up during the audit was to amend the purchasing policy to reflect economic reality. (See attached pages)
  
- Several of our township vendors are now requiring ACH payments and not checks.
  1. They include Envisions (Payroll company) and MERS-Alerus (Retirement Vendor).
  2. Our PNC Credit card sometimes must be paid early via ACH because of the limit that we have on it.
  3. Applied Innovations (Copier) at this time accepts checks but are telling us that they are likely to change over to ACH in the future.

## MARION TOWNSHIP PURCHASING PROCEDURES

### Overview

Marion Township is committed to providing the residents of the Township the best value for its tax dollar. To this end, Marion Township will seek competitive prices from vendors to find the lowest and/or best price available in the market. It is our duty to reduce the costs for goods and services without sacrificing the quality and efficiency of our local government.

### Fair and Open Competition

Marion Township provides all vendors fair and equal opportunities to compete in the bidding process. It is our policy to obtain bids or proposals from multiple vendors whenever the goods or services requested are available from multiple vendors. The Township is committed to providing an environment that is free from discrimination and shall not accept or reject bids on this basis.

### Purchasing Requirements

\$0 - \$3000	Approval by an Officer within Budget
\$3001 - \$10,000	Three written proposals (not sealed) and Board of Trustee Approval
\$10,000 +	Formal competitive sealed bids and Board of Trustee Approval

### Bidding Policy

Formal sealed competitive bids shall be obtained for all purchases in excess of \$10,000. Bids shall be procured through a public advertisement requesting bids or by invitation to vendors selected by the Marion Township Board.

Published bids shall appear in the local paper of record and placed on the township web site for no less than 2 weeks prior to bid opening. All bids must be received by the Township Clerk no later than the time indicated in the advertisement or invitation for bids. All bids will be time stamped by the Clerk or his/her designee at the time of receipt to ensure compliance with this provision. All bids which arrive late shall be returned unopened to the respective bidder. All bids must be sealed when received. All bids which are unsealed prior to the formal bid opening will be noted as such and not be considered. Bids will be opened by the Clerk or his/her designee at the place and time described in the advertisement or invitation and shall be open to the public. All bids will be recorded by the Township Clerk, or his/her designee. The contact person will notify the prospective bidders when the Board of Trustees has made an award.

The Township reserves the right to accept or reject any or all bids, in whole or in part, and accept only the bids/proposal deemed to be in the best interest of the Township. The

Township shall make every effort to post the results of the bids within a reasonable amount of time after the bid opening.

**Tax Exempt Status**

Section 4 of the General Sales Tax Act, MCL 205.54(5); MSA 7.524(5), and Michigan Sales and Use Tax Rules, 1979 AC, R205.79, provide that sales to the United States government, the State of Michigan and their political subdivisions, departments and institutions are not taxable when ordered on a purchase order and paid for by warrant on government funds. In the alternate, the government may claim exemption at the time of purchase by providing the seller with a signed statement to the effect that the purchaser is a government agency. Statement is available upon request.

**Terms**

Marion Township shall make every effort to pay bills within thirty (30) days, pending Township Board approval if required, from the date of the receipt of the invoices relating to the goods or services ordered by the Township.

**Forms**

Every vendor is required to complete form W-9 (obtained on the I.R.S. web site) or to have a W-9 form on record with the Township before any payment is released.





# 5th Annual Livingston County Rosa Parks Transit Equity Day

Wednesday, February 4, 2026  
8:00-9:30am

Cleary University in the Cleary Commons  
3750 Cleary Dr. Howell, MI 48843

Breakfast served at 8:00 am

Featuring a Liv.Well Conversation



For questions or more information,  
contact Mark Hymes



734-904-0530

MARK



markhymes@gmail.com



**Celebrating Public Transportation for All in Livingston County  
Appreciating Drivers & Riders. Facilitating Community Connections.**

# REMINDER:

Thursday, January 15<sup>th</sup> from 4pm-8pm is the Parliamentary Procedure training class. This is an educational training in how meetings should be run. It will benefit every Board member and add value to our meetings.

Please let Tammy know if you are attending so that she can have the room set up to accommodate everyone.

Thank You,

*Tammy R. Bae*