

**TYRONE TOWNSHIP
REGULAR BOARD MEETING AGENDA
APRIL 19, 2022 - 7:00 P.M.
(810) 629-8631**

This meeting will be held both in person at the township and electronically via Zoom. Details to join the meeting via Zoom follow this agenda.

CALL TO ORDER – PLEDGE OF ALLEGIANCE – 7:00 P.M.

ROLL CALL

APPROVAL OF AGENDA – OR CHANGES

APPROVAL OF CONSENT AGENDA

Regular Board Meeting Minutes – March 29, 2022

Treasurer’s Report – March 31, 2022

Clerk’s Warrants and Bills – April 10, 2022

COMMUNICATIONS

1. Livingston County Sheriff Report- March 31, 2022
2. Fire Service Report- April 12, 2022
3. Planning Commission Approved Meeting Minutes – October 12, 2021
4. Planning Commission Approved Meeting Minutes – November 17, 2021
5. Planning Commission Approved Meeting Minutes – November 30, 2021

PUBLIC REMARKS

UNFINISHED BUSINESS

NEW BUSINESS

1. Carlisle/Wortman’s proposal of services for the Master Plan.
2. Road chloride quote from Chloride Solutions.
3. ARPA budget amendment (general fund to road fund).
4. Road improvement agreement for Runyan Lake Road (Foley to White Lake).
5. Aflac disability and life insurance policy proposal.
6. Employee Covid time-off policy.
7. Quote to clean township hall carpets.
8. Approval of road-right-of-way tree cutting.
9. Commercial insurance policy for township hall.

MISCELLANEOUS BUSINESS

PUBLIC REMARKS

ADJOURNMENT

* * * * *

Supervisor Mike Cunningham

Clerk Pam Moughler

Please note: Anyone wishing to address the Township Board may do so during Public Remarks. The Tyrone Township Board of Trustees has established a policy limiting the time a person may address the Township Board at a regular or at a special meeting during the Public Remarks section of the agenda to three minutes. The Board reserves the right to place an issue under the New Business section of the agenda if additional discussion is warranted or to respond later either verbally or in writing through an appropriately appointed Township Official. Individuals with disabilities requiring auxiliary aids or services should contact the Tyrone Township Clerk at (810) 629-8631 at least seven days prior to the meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/84109196090?pwd=Rlgzb0lFeGJuVExrMGVXbDR0bHNrUT09>

Meeting ID: 841 0919 6090

Passcode: 835940

One tap mobile

+13126266799,,84109196090#,,,,*835940# US (Chicago)

+16465588656,,84109196090#,,,,*835940# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 841 0919 6090

Passcode: 835940

Find your local number: <https://us02web.zoom.us/j/84109196090?pwd=Rlgzb0lFeGJuVExrMGVXbDR0bHNrUT09>

CONSENT AGENDA

Regular Board Meeting Minutes – March 29, 2022

Treasurer's Report – March 31, 2022

Clerk's Warrants and Bills – April 10, 2022

**TYRONE TOWNSHIP
REGULAR BOARD MEETING
APPROVED MINUTES – MARCH 29, 2022 – PAGE 1**

CALL TO ORDER

Supervisor Cunningham called the meeting of the Tyrone Township Board to order with the Pledge of Allegiance on March 29, 2022 at 7:00 p.m. at the Tyrone Township Hall.

ROLL CALL

Present: Supervisor Mike Cunningham, Clerk Pam Moughler, Treasurer Jennifer Eden, Trustees Herman Ferguson, Kurt Schulze, and David Walker. Absent: Trustee Zach Tucker.

APPROVAL OF AGENDA – OR CHANGES

Trustee Walker moved to approve the agenda as presented. (Trustee Schulze seconded.) The motion carried; all ayes.

APPROVAL OF CONSENT AGENDA

**Regular Board Meeting Minutes – March 1, 2022
Treasurer’s Report – February 28, 2022
Clerk’s Warrants and Bills – March 22, 2022**

Trustee Walker moved to approve the consent agenda as presented. (Trustee Schulze seconded.) The motion carried; all ayes.

COMMUNICATIONS

- 1. City of Fenton Fire Department Annual Report 2021**
- 2. eCities 5-Star Communities of 2021**
- 3. Livingston County Sheriff Report – February 28, 2022**

Trustee Walker moved to receive and place on file Communications #1-3 as presented. (Trustee Schulze seconded.) The motion carried; all ayes.

PUBLIC REMARKS

Marcia Dicks complimented former Clerk Marcie Husted on her service.
Scott Dietrich asked the status of properties he felt were in zoning violation.

UNFINISHED BUSINESS

None.

NEW BUSINESS

- 1. Adjust and approve the 2021-2022 budget.**

Trustee Walker moved to approve the 2021-2022 fiscal year budget amendments by fund as presented. (Treasurer Eden seconded.) The motion carried; all ayes. The amendments adopted are as follows:

**TYRONE TOWNSHIP
REGULAR BOARD MEETING
APPROVED MINUTES – MARCH 29, 2022 – PAGE 2**

Proposed Final Budget Amendments by Fund for Fiscal Year 2021/2022

Fund	Department	Account No.	Account Name	Current Budget	Current Balance as of 3/29/22	Suggested Amendment
GENERAL FUND	ASSESSOR	101-257-702.000	SALARY	\$ 55,105.00	\$ 55,785.00	\$ 55,785.00
GENERAL FUND	ASSESSOR	101-257-703.000	HOURLY WAGES	\$ 39,000.00	\$ 42,587.00	\$ 44,000.00
GENERAL FUND	ZONING	101-703-703.000	HOURLY WAGES	\$ 30,900.00	\$ 31,803.00	\$ 33,000.00
GENERAL FUND	ZONING	101-703-855.004	COMPUTER HARDWARE & SUPPLIES	\$ 100.00	\$ 1,144.00	\$ 1,144.00

2. Audit service contract.

Trustee Walker moved to accept the one-year contract for the 2021-22 audit service with Gabridge & Company for the cost of \$13,920.00. (Treasurer Eden seconded.) The motion carried; all ayes.

3. American Rescue Plan Act (ARPA) funds discussion.

The township’s accountant, Casey Zaski, updated the board on the American Rescue Plan Act (ARPA). Key points explained are as follows:

- Total Allocation - \$1,105,509
 - Received \$554,980 in November 2021
 - Will receive remainder of funds Summer/Fall of 2022
- We have until December 31, 2024 to obligate the funds and must be spent by December 31, 2026
- We are eligible to use the funds for Government Services
- Final Rule – January 2022
 - Government services generally include any service traditionally provided by a government, unless Treasury has stated otherwise. Here are some common examples, although this list is not exhaustive:
 - Construction of schools and hospitals
 - Road building and maintenance, and other infrastructure
 - Health services
 - General government administration, staff, and administrative facilities
 - Environmental remediation
 - Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles) Government services is the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements.
 - Recipients should be mindful that certain restrictions, which are detailed further in the Restrictions on Use section and apply to all uses of funds, apply to government services as well.
- The Township is subject to a Single Audit if \$750,000 of Federal Funds are spend in a fiscal year

**TYRONE TOWNSHIP
REGULAR BOARD MEETING
APPROVED MINUTES – MARCH 29, 2022 – PAGE 3**

4. Charter Township eligibility discussion.

RESOLUTION #220311
TYRONE TOWNSHIP, LIVINGSTON COUNTY

OPPOSING INCORPORATION AS A CHARTER TOWNSHIP

WHEREAS, the Township Clerk has been notified by the Secretary of State of the State of Michigan that Tyrone Township has a population of 2,000 or more inhabitants, excluding the population of any incorporated village, and notice of that notification was duly published on March 27, 2022 in the Tri-County Times, a newspaper of general circulation in the township, as required by law, and

WHEREAS, under the provisions of MCL 42.3a, the Township is eligible to be incorporated as a charter township by resolution of the Township Board, and

WHEREAS, after notification is received by the clerk, the township board may adopt, by a majority vote, a resolution opposed to incorporation, and

WHEREAS, the Township Board does not desire to incorporate as a charter township,

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Tyrone Township Board does hereby declare its intent to not incorporate Tyrone Township as a charter township.

RESOLVED BY: Supervisor Cunningham

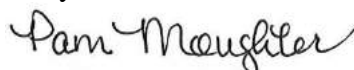
SUPPORTED BY: Trustee Schulze

VOTE: Eden, yes; Schulze, yes; Ferguson, yes; Cunningham, yes; Ferguson, yes; Moughler, yes; Tucker, absent.

ADOPTION DATE: March 29, 2022

CERTIFICATION OF THE CLERK

The undersigned, being the duly qualified and acting Clerk of Tyrone Township, Livingston County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting, held on March 29, 2022, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.



Pam Moughler
Township Clerk

**TYRONE TOWNSHIP
REGULAR BOARD MEETING
APPROVED MINUTES – MARCH 29, 2022 – PAGE 4**

5. Road improvement agreement for Center Road (Linden to O-Connell).

Trustee Walker moved to accept the agreement with the Livingston County Road Commission for road improvements to Center Road (Linden to O’Connell). (Treasurer Eden seconded.) The motion carried; all ayes. The cost of the project is \$95,000; the township will pay 100% of the cost.

6. Road improvement agreement for Center Road (Linden to Old US23).

Trustee Walker moved to accept the agreement with the Livingston County Road Commission for road improvements to Center Road (Linden to Old US23). (Trustee Schulze seconded.) The motion carried; all ayes. The cost of the project is \$360,000; the township will pay 50% of the cost, not to exceed \$180,000.

7. Road improvement agreement for Runyan Lake Road (Foley to Center).

Trustee Schulze moved to accept the agreement with the Livingston County Road Commission for road improvements to Runyan Lake Road (Foley to Center). (Trustee Walker seconded.) The motion carried; all ayes. The cost of the project is \$382,000; the township will pay 50% of the cost, not to exceed \$191,000.

8. Additional road projects.

Supervisor Cunningham said with more money available the township could potentially fund additional road improvement projects. The road commission had provided estimates for three other projects. After discussion, it was decided the township could fix north Runyan Lake Road (Foley to White Lake). Supervisor Cunningham said he will get an agreement from the road commission and bring it to the board at a later meeting. No motion was made.

9. Draft Master Plan survey.

Trustee Walker moved to approve the draft of the Master Plan survey as presented. (Trustee Ferguson seconded.) The motion carried; all ayes.

MISCELLANEOUS BUSINESS

None.

PUBLIC REMARKS

Scott Dietrich opined on a gravel road project, utilities companies not clearing trees, and the township hall parking lot.

Halina Merciez said gravel trucks on Hogan Road are unsafe.

ADJOURNMENT

Trustee Schulze moved to adjourn. (Trustee Walker seconded.) The motion carried; all ayes. The meeting adjourned at 7:45 p.m.

CONSENT AGENDA

Regular Board Meeting Minutes – March 29, 2022

Treasurer's Report – March 31, 2022

Clerk's Warrants and Bills – April 10, 2022

3/1/2022

TYRONE TOWNSHIP TREASURER'S REPORT

TD

Period ending March, 2022

TOWNSHIP FUNDS	Interest Ckg	INVESTMENTS ICS	Int Rate	MICHIGAN CLASS	Int Rate Monthly AVG	FLG PEG CD matures 8/9/22	Int rate	Grand Totals Each Fund
General 101	\$2,630,193.09	\$ 2,429,752.62	2.22%					\$ 5,059,945.71
Tech Fund 141	\$51,781.85	\$ 5,000.00	2.22%					\$56,781.85
Building & Site 145	\$136,722.87	\$ 7,500.00	2.22%					\$144,222.87
Parks/Recreation 208	\$5,934.23		0.40%					\$5,934.23
Liquor Control 212	\$0.00		0.40%					\$0.00
Road 245	\$394,204.66	\$ 44,224.80	2.22%	\$262,059.22	1.00%			\$ 700,488.68
Revolving 246	\$249,966.26	\$ 97,500.00	0.40%	\$192,510.60	1.00%			\$ 539,976.86
Right of Way 259	\$25,878.56		0.40%					\$25,878.56
Peg 274	\$184,552.08					\$ 194,450.42	0.20%	\$379,002.50
Lk Tyrone Grant 281			0.40%					\$0.00
Special Assessments								
Jayne Hill Lts 218	\$1,720.11		0.40%					\$1,720.11
Walnut Shores Lts 219	\$797.68		0.40%					\$797.68
Shannon Glen Rubbish 225	\$6,275.54							\$6,275.54
Jayne Hill Rubbish Removal 226	\$21,034.80		0.40%					\$21,034.80
Apple Orchard Rubbish Removal 230	\$7,242.73							\$7,242.73
Great Oaks Dr 232	\$10,554.16		0.40%					\$10,554.16
Laural Springs Rubbish removal 233	\$8,155.00							\$8,155.00
Silver Lake Rubbish Removal 234	\$16,176.28							\$16,176.28
Parkin Lane Snow 238	\$15,828.64		0.40%					\$15,828.64
Account Totals	\$3,767,018.54	\$ 2,583,977.42		\$454,569.82		\$ 194,450.42		\$ 7,000,016.20
Health Flex Spending 101		The State Bank						Health Flex Total
FSA Account (\$10K Loan to Open)		\$ 11,790.70	0.00%					\$ 11,790.70
								\$ 11,790.70
Public Safety- 205								
Public Safety 205 - State Bank checking		\$ 622,909.87	0.40%					\$ 622,909.87
Public Safety 205- State Bank Savings		\$ 6,403.14						\$ 6,403.14
Public Safety 205 - Level One Bank		\$ 205,533.09	0.40%					\$ 205,533.09
Public Safety ICS- 205 State Bank		\$ 774,451.59	2.22%					\$ 774,451.59
								\$ 1,609,297.69
SEWER O&M CHECKING ACCT- 590								
		Flagstar						Sewer O&M Total
Sewer Operation and Maintenance CK (5710)		\$ 242,585.99	0.70%					\$ 242,585.99
Sewer Operation and Maintenance SV (4865)		\$ 4,882.93	1.39%					\$ 4,882.93
CIBC- O&M CD(matures 8/6/22)(6337)		\$ 163,084.77	0.20%					\$ 163,084.77
O&M CDARS (matures 8/11/2022)(2729)		\$ 144,332.74	1.50%					\$ 144,332.74
O&M CDARS (matures 8/10/2022)(4710)		\$ 146,335.94	0.20%					\$ 146,335.94
								\$ 701,222.37
TYRONE TOWNSHIP SEWER 2003- 599								
		Flagstar/CIBC						Tyrone Sewer 03 Total
Debt Service 599 Flagstar Bank		\$ 1,299,544.08	0.6%					\$ 1,299,544.08
Flagstar CDARS 2003 (matures 4/21/2022)(0817)		\$ 547,547.96	0.15%					\$ 547,547.96
CIBC CD 2003 (matures 3/31/23)(7397)		\$ 1,002,571.73	0.90%					\$ 1,002,571.73
Flagstar CDARS 2003 Fund Martures 9/15/22)(6804)		\$ 469,180.07	0.15%					\$ 469,180.07
								\$ 3,318,843.84
TRUST & AGENCY- 701								
		Chase						Trust & Agency Total
Township Trust and Agency 701 Savings		\$ 1,514.41	0.18%					\$ 1,514.41
Township Trust and Agency 701 Checking		\$ 30,940.30	0.00%					\$ 30,940.30
								\$ 32,454.71
Road Improvements-								
		Flagstar						Road Improvement Total
Parkin Lane Rd 2010 (858)		\$ 34,442.31	0.70%					\$ 34,442.31
Lake Shannon 2018 (863)		\$ 404,415.37	0.70%					\$ 404,415.37
Laurel springs (864)		\$ 60,319.94	0.70%					\$ 60,319.94
Irish Hills (865)		\$ 241,131.33						\$ 241,131.33
CIBC- Parkin Lane CD(matures 8/9/2022)		\$ 127,853.69	0.20%					\$ 127,853.69
								\$ 868,162.64
								\$ 6,541,771.95
Total Township Monies								\$ 13,541,788.15

CONSENT AGENDA

Regular Board Meeting Minutes – March 29, 2022

Treasurer's Report – March 31, 2022

Clerk's Warrants and Bills – April 10, 2022

User: Casey
DB: Tyrone

CHECK DATE FROM 03/23/2022 - 04/10/2022

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 001 STATE BANK COMMON ACCOUNT					
03/29/2022	001	23065	CHASE CARD	CHASE CARD SERVICE	103.75
03/29/2022	001	23066	41	CONSUMERS ENERGY	472.37
03/29/2022	001	23067	51	FENTON PRINTING	387.20
03/29/2022	001	23068	GRIFFIN	GRIFFIN PEST SOLUTIONS, INC	51.00
03/29/2022	001	23069	259	SHOEMAKER SERVICES INC	2,543.00
04/04/2022	001	23070	DOUGIES	DOUGIE'S DISPOSAL & RECYCLING	11,705.00
04/04/2022	001	23071	EDENCHRIS	EDEN, CHRISTOPHER	150.00
04/04/2022	001	23072	RICOH LEAS	RICOH USA INC	196.28
04/04/2022	001	23073	303	WASTE MANAGEMENT	214.64
04/05/2022	001	23074	871	LIVINGSTON COUNTY TREASURER	484.50
04/05/2022	001	23075	MIASSESSOR	MICHIGAN ASSESSORS ASSOCIATION	150.00
04/05/2022	001	23076	439	REPUBLIC SERVICES#237	473.53
04/05/2022	001	23077	259	SHOEMAKER SERVICES INC	115.00
04/05/2022	001	23078	25	STAPLES ADVANTAGE	488.19
04/05/2022	001	23079	SUNSET	SUNSET MAINTENANCE, LLC	560.00
04/05/2022	001	23080	VIEW NEWS	VIEW NEWSPAPER GROUP	1,131.00
04/05/2022	001	23081	VOYA	VOYA INSTITUTIONAL TRUST COMPANY	205.00
04/05/2022	001	23082	ZASKI	ZASKI ACCOUNTING, LLC	2,625.00

001 TOTALS:

Total of 18 Checks:	22,055.46
Less 0 Void Checks:	0.00
Total of 18 Disbursements:	22,055.46

Bank 022 STATE BANK - PUBLIC SAFETY checking

03/29/2022	022	1296	CHASE CARD	CHASE CARD SERVICE	20.00
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022 TOTALS:

Total of 1 Checks:	20.00
Less 0 Void Checks:	0.00
Total of 1 Disbursements:	20.00

Bank 101 FLAGSTAR-SEWER DEBT-CKG

04/05/2022	101	1193	931	LIVINGSTON COUNTY TREASURER	520,300.00
04/05/2022	101	1194	931	LIVINGSTON COUNTY TREASURER	418,750.00

101 TOTALS:

Total of 2 Checks:	939,050.00
Less 0 Void Checks:	0.00
Total of 2 Disbursements:	939,050.00

Bank 203 TRUST & AGENCY 701 CKG

03/29/2022	203	1947	552	LIVINGSTON COUNTY 4-H COUNCIL	25.00
03/29/2022	203	1948	663	TYRONE HISTORICAL SOCIETY	40.00

203 TOTALS:

Total of 2 Checks:	65.00
Less 0 Void Checks:	0.00
Total of 2 Disbursements:	65.00

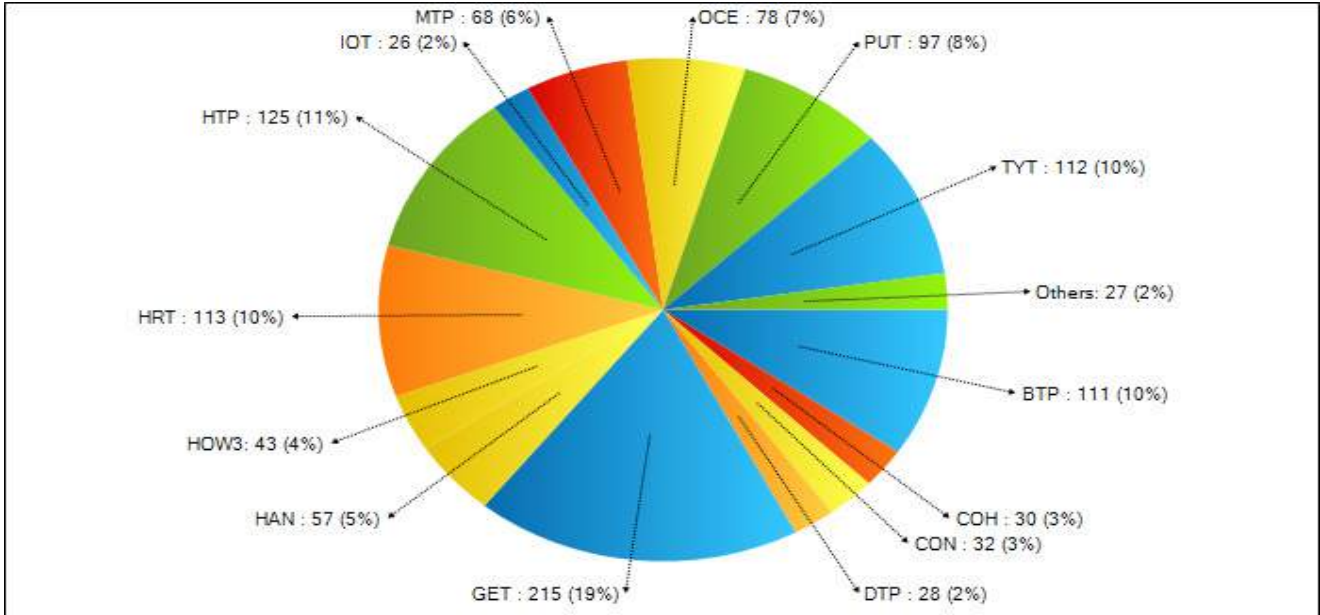
REPORT TOTALS:

Total of 23 Checks:	961,190.46
Less 0 Void Checks:	0.00
Total of 23 Disbursements:	961,190.46

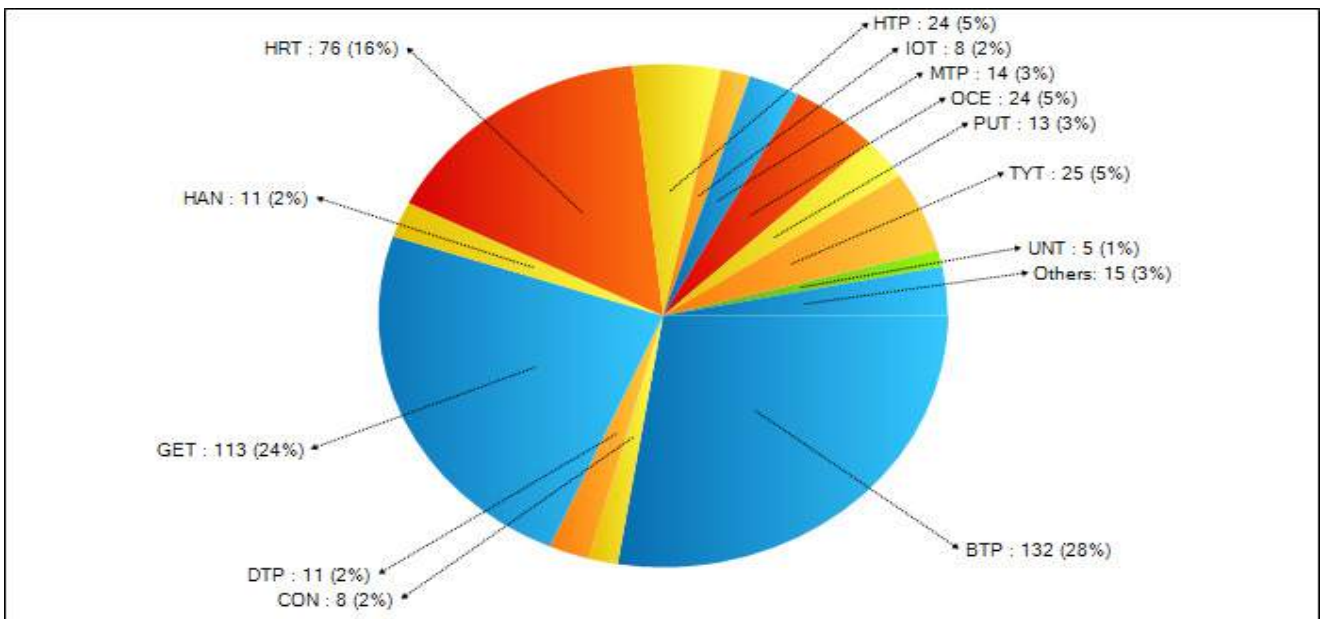
COMMUNICATION #1

Livingston County Sheriff Report- March 31, 2022

**LIVINGSTON COUNTY SHERIFF'S OFFICE
MARCH 2022 CALLS FOR SERVICE**



**MICHIGAN STATE POLICE
MARCH 2022 CALLS FOR SERVICE**



LIVINGSTON COUNTY SHERIFF'S OFFICE

TYRONE TOWNSHIP MARCH 2022

Nature	# Events
911 HANG UP	5
ALARM	9
ANIMAL COMPLAINT	8
ASSAULT REPORT ONLY	1
ASSIST EMS	5
ASSIST FIRE DEPARTMENT	3
ASSIST OTHER AGENCY	2
BURGLARY IN PROGRESS	1
CARDIAC/RESPIRATORY ARREST	1
CITIZEN ASSIST	7
CIVIL COMPLAINT	3
DHS REFERRALS	2
DOMESTIC PHYSICAL IN PROGRESS	2
DOMESTIC VERBAL	7
FRAUD	2
GAS LEAK OUTSIDE	1
HAZARD	7
HIT AND RUN ACCIDENT	2
INFO- GENERAL	2
LOST/FOUND PROPERTY	1
MDOP	1
MESSAGE DELIVERY	1
MOTORIST ASSIST	1
OUTDOOR FIRE	1
PATROL INFORMATION	5
PDA	6
PIREF (REFUSE EMS)	1
PPO VIOLATION	1
ROAD RUNOFF	1
STRUCTURE FIRE	1
SUSPICIOUS SITUATION	5
SUSPICIOUS VEHICLE	1
TRESSPASSING, LOITERING	1
UNKNOWN ACCIDENT	3
WELFARE CHECK	12
TOTAL:	112

TYRONE TOWNSHIP

<u>MONTH</u>	<u>CALLS FOR SERVICE</u>	<u>TICKETS WRITTEN</u>	<u>ARRESTS</u>
JANUARY	111	17	2
FEBRUARY	91	15	0
MARCH	112	21	2
APRIL			
MAY			
JUNE			
JULY			
AUGUST			
SEPTEMBER			
OCTOBER			
NOVEMBER			
DECEMBER			
YTD TOTALS:	314	53	4

<u>TOWNSHIP</u>	NUMBER OF CALLS <u>3:00PM - 11:00PM</u>	RESPONSE TIME CONTRACT TIME <u>3:00PM - 11:00PM</u>	NUMBER OF CALLS <u>11:00PM - 3:00PM</u>	RESPONSE TIME NON CONTRACT TIME <u>11:00PM - 3:00PM</u>	<u>TOTAL</u>
BRIGHTON	39	20:45	72	23:51	111
COHOCTAH	9	19:00	21	40:46	30
CONWAY	12	27:44	20	41:58	32
DEERFIELD	11	22:56	17	25:46	28
GENOA	93	16:11	122	23:14	215
HANDY	17	35:18	40	39:10	57
HARTLAND	42	19:05	71	24:49	113
HOWELL	45	21:27	80	19:53	125
IOSCO	9	45:05	17	48:15	26
MARION	26	16:46	42	20:34	68
OCEOLA	35	15:59	43	19:38	78
PUTNAM	45	17:33	52	44:27	97
TYRONE	69	18:32	43	31:22	112

HOWELL		IOSCO		MARION		OCEOLA		PUTNAM		TYRONE	
<u>CALLS FOR SERVICE</u>		<u>CALLS FOR SERVICE</u>		<u>CALLS FOR SERVICE</u>		<u>CALLS FOR SERVICE</u>		<u>CALLS FOR SERVICE</u>		<u>CALLS FOR SERVICE</u>	
JANUARY	144	JANUARY	29	JANUARY	82	JANUARY	84	JANUARY	75	JANUARY	111
FEBRUARY	109	FEBRUARY	22	FEBRUARY	89	FEBRUARY	78	FEBRUARY	53	FEBRUARY	91
MARCH	125	MARCH	26	MARCH	68	MARCH	78	MARCH	97	MARCH	112
APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0
MAY	0	MAY	0	MAY	0	MAY	0	MAY	0	MAY	0
JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0
JULY	0	JULY	0	JULY	0	JULY	0	JULY	0	JULY	0
AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0
SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0
OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0
NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0
DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0
	378		77		239		240		225		314

<u>TICKETS WRITTEN</u>		<u>TICKETS WRITTEN</u>		<u>TICKETS WRITTEN</u>		<u>TICKETS WRITTEN</u>		<u>TICKETS WRITTEN</u>		<u>TICKETS WRITTEN</u>	
JANUARY	71	JANUARY	1	JANUARY	21	JANUARY	23	JANUARY	6	JANUARY	17
FEBRUARY	42	FEBRUARY	1	FEBRUARY	9	FEBRUARY	18	FEBRUARY	3	FEBRUARY	15
MARCH	43	MARCH	12	MARCH	16	MARCH	38	MARCH	20	MARCH	21
APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0
MAY	0	MAY	0	MAY	0	MAY	0	MAY	0	MAY	0
JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0
JULY	0	JULY	0	JULY	0	JULY	0	JULY	0	JULY	0
AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0
SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0
OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0
NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0
DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0
	156		14		46		79		29		53

<u>ARRESTS</u>		<u>ARRESTS</u>		<u>ARRESTS</u>		<u>ARRESTS</u>		<u>ARRESTS</u>		<u>ARRESTS</u>	
JANUARY	2	JANUARY	1	JANUARY	3	JANUARY	1	JANUARY	2	JANUARY	2
FEBRUARY	3	FEBRUARY	0	FEBRUARY	3	FEBRUARY	1	FEBRUARY	1	FEBRUARY	0
MARCH	2	MARCH	1	MARCH	2	MARCH	2	MARCH	5	MARCH	2
APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0
MAY	0	MAY	0	MAY	0	MAY	0	MAY	0	MAY	0
JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0
JULY	0	JULY	0	JULY	0	JULY	0	JULY	0	JULY	0
AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0
SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0
OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0
NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0
DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0
	7		2		8		4		8		4

BRIGHTON		COHOCTAH		CONWAY		DEERFIELD		GENOA		HANDY		HARTLAND	
<u>CALLS FOR SERVICE</u>		<u>CALLS FOR SERVICE</u>		<u>CALLS FOR SERVICE</u>		<u>CALLS FOR SERVICE</u>		<u>CALLS FOR SERVICE</u>		<u>CALLS FOR SERVICE</u>		<u>CALLS FOR SERVICE</u>	
JANUARY	150	JANUARY	32	JANUARY	22	JANUARY	38	JANUARY	253	JANUARY	52	JANUARY	121
FEBRUARY	102	FEBRUARY	35	FEBRUARY	17	FEBRUARY	32	FEBRUARY	226	FEBRUARY	58	FEBRUARY	119
MARCH	111	MARCH	30	MARCH	32	MARCH	28	MARCH	215	MARCH	57	MARCH	113
APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0
MAY	0	MAY	0	MAY	0	MAY	0	MAY	0	MAY	0	MAY	0
JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0
JULY	0	JULY	0	JULY	0	JULY	0	JULY	0	JULY	0	JULY	0
AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0
SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0
OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0
NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0
DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0
YTD TOTAL:	363	97	71	98	694	167	353						
<u>TICKETS WRITTEN</u>		<u>TICKETS WRITTEN</u>		<u>TICKETS WRITTEN</u>		<u>TICKETS WRITTEN</u>		<u>TICKETS WRITTEN</u>		<u>TICKETS WRITTEN</u>		<u>TICKETS WRITTEN</u>	
JANUARY	67	JANUARY	4	JANUARY	0	JANUARY	4	JANUARY	67	JANUARY	9	JANUARY	26
FEBRUARY	43	FEBRUARY	2	FEBRUARY	3	FEBRUARY	4	FEBRUARY	53	FEBRUARY	15	FEBRUARY	83
MARCH	21	MARCH	5	MARCH	2	MARCH	6	MARCH	73	MARCH	26	MARCH	26
APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0
MAY	0	MAY	0	MAY	0	MAY	0	MAY	0	MAY	0	MAY	0
JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0
JULY	0	JULY	0	JULY	0	JULY	0	JULY	0	JULY	0	JULY	0
AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0
SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0
OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0
NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0
DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0
YTD TOTAL:	131	11	5	14	193	50	135						
<u>ARRESTS</u>		<u>ARRESTS</u>		<u>ARRESTS</u>		<u>ARRESTS</u>		<u>ARRESTS</u>		<u>ARRESTS</u>		<u>ARRESTS</u>	
JANUARY	2	JANUARY	1	JANUARY	0	JANUARY	2	JANUARY	10	JANUARY	5	JANUARY	3
FEBRUARY	1	FEBRUARY	1	FEBRUARY	0	FEBRUARY	1	FEBRUARY	10	FEBRUARY	0	FEBRUARY	4
MARCH	2	MARCH	1	MARCH	0	MARCH	1	MARCH	12	MARCH	3	MARCH	9
APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0	APRIL	0
MAY	7	MAY	0	MAY	0	MAY	0	MAY	0	MAY	0	MAY	0
JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0	JUNE	0
JULY	0	JULY	0	JULY	0	JULY	0	JULY	0	JULY	0	JULY	0
AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0	AUGUST	0
SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0	SEPTEMBER	0
OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0	OCTOBER	0
NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0	NOVEMBER	0
DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0	DECEMBER	0
YTD TOTAL:	12	3	0	4	32	8	16						

COMMUNICATION #2

Fire Service Report- April 12, 2022

EMERGENCY SERVICES BILLED TO TYRONE TOWNSHIP

4.12.22
emailed Terri

	CITY OF FENTON			FENTON TWP			HARTLAND		MONTHLY \$ TOTALS	BILLABLE		
	# RUNS		\$1,447.00	# RUNS		\$1,447.00	# RUNS	\$1,447.00				
	# MEDICAL		\$400.00	# MEDICAL		\$400.00	# MEDICAL	\$400.00				
	#EXCEPTION		\$500.00	#EXCEPTION		\$500.00	#EXCEPTION	\$500.00				
Apr-21	(3)	14	\$20,258	(1)	9	\$13,023	(1)	15	\$21,705	\$54,986	5	\$7,235
May-21		8	\$11,576	(2)	12	\$17,364	(1)	11	\$15,917	\$44,857	3	\$4,341
Jun-21	(5) 1 EXCP	15	\$20,758		11	\$15,917	(1)	17	\$24,599	\$61,274	6	\$8,682
Jul-21	(1)	12	\$17,364	(1)	10	\$14,470		10	\$14,470	\$46,304	2	\$2,894
Aug-21	(7) 1 MED	17	\$24,599		9	\$13,023	(8)	14	\$20,258	\$57,880	15 1 MED (rev)	\$20,658
Sep-21	(9)	23	\$33,281	(1)	5	\$7,235	(3)	9	\$13,023	\$53,539	13 (rev)	\$18,811
Oct-21	(8)	23	\$33,281	(3)	9	\$13,023		10	\$14,470	\$60,774	11	\$15,917
Nov-21	(2)	14	\$20,258		5	\$7,235	(2)	17	\$24,599	\$52,092	4	\$5788
Dec-21	(3)	17	\$24,599	(1)	6	\$8,682	(1)	12	\$17,364	\$50,645	5	\$7235
Jan-22		8	\$11,576	(2)	10	\$14,470	(2)	7	\$10,129	\$36,175	4	\$5788
Feb-22	(1)	9	\$13,023		3	\$4,341	(1)	11	\$15,917	\$33,281	2	\$2894
Mar-22	(4)	17	\$24,599	6 awaiting final		\$8,682	4 partial		\$5,788			
Excp												
MED												
YTD TOTALS			\$255,172			\$137,465		\$198,239	\$551,807			\$97,349
YTD RUNS		177			95 awaiting final			137 awaiting final				70
YTD Excp		1										(12-15-21 Sept revision)
YTD MED		1							awaiting final			1

**CITY OF FENTON FIRE RUNS
COLLECTION ACCOUNTS**

INCIDENT DATE	INCIDENT #	BALANCE	STATUS
Feb-16	53	\$1,391.00	COLLECTIONS
Feb-16	62	\$1,391.00	COLLECTIONS
Mar-16	76	\$1,391.00	COLLECTIONS
Aug-15	283	\$350.00	COLLECTIONS
Oct-15	354	\$390.00	COLLECTIONS
Jun-16	197	\$1,391.00	COLLECTIONS
Jun-16	225	\$1,391.00	COLLECTIONS
Jun-16	226	\$1,391.00	COLLECTIONS
Jul-16	285	\$1,391.00	COLLECTIONS
Jul-16	296	\$1,391.00	COLLECTIONS
Sep-16	371	\$1,391.00	COLLECTIONS
Aug-16	436	\$1,391.00	COLLECTIONS
Nov-16	461	\$1,391.00	COLLECTIONS
Jan-17	49	\$1,391.00	COLLECTIONS
Mar-17	371	\$1,391.00	COLLECTIONS
Mar-17	120	\$400.00	COLLECTIONS
Mar-17	125	\$1,391.00	COLLECTIONS
Jun-17	235	\$1,405.00	COLLECTIONS
Jul-17	318	\$400.00	COLLECTIONS
Jul-17	328	\$1,405.00	COLLECTIONS
Oct-17	431	\$1,405.00	COLLECTIONS
Nov-17	468	\$1,405.00	COLLECTIONS
Nov-17	483	\$1,405.00	COLLECTIONS
Jan-18	22	\$1,405.00	COLLECTIONS
Jan-18	27	\$1,405.00	COLLECTIONS
Mar-18	117	\$1,405.00	COLLECTIONS
Jul-18	296	\$1,419.00	COLLECTIONS
Nov-18	438	\$1,419.00	COLLECTIONS
Nov-18	484	\$1,419.00	COLLECTIONS
Apr-18	161	\$1,024.00	COLLECTIONS
Aug-19	327	\$1,319.00	COLLECTIONS
Oct-19	401	\$1,419.00	COLLECTIONS
Nov-19	447	\$1,261.00	COLLECTIONS
Dec-19	486	\$1,419.00	COLLECTIONS
Dec-19	499	\$400.00	COLLECTIONS
Feb-20	70	\$1,419.00	COLLECTIONS
Jun-20	177	\$1,433.00	COLLECTIONS
Jun-20	220	\$1,433.00	COLLECTIONS
Aug-20	286	\$1,433.00	COLLECTIONS
Jul-17	306	\$485.00	COLLECTIONS
Nov-20	391	\$1,433.00	COLLECTIONS
Nov-20	416	\$1,433.00	COLLECTIONS
Jan-21	2	\$1,433.00	COLLECTIONS

**CITY OF FENTON FIRE RUNS
COLLECTION ACCOUNTS**

Feb-21	67	\$1,433.00	COLLECTIONS	
Apr-21	153	\$1,447.00	COLLECTIONS	
Jun-21	239	\$1,447.00	COLLECTIONS	
Jun-21	237	\$1,447.00	COLLECTIONS	
Aug-21	373	\$1,447.00	COLLECTIONS	
Aug-21	387	\$400.00	COLLECTIONS	
Aug-21	395	\$1,447.00	COLLECTIONS	
Sep-21	401	\$1,447.00	COLLECTIONS	
Oct-20	371	\$533	COLLECTIONS	
Sep-21	405	\$1,447.00	COLLECTIONS	
Oct-21	473	\$1,447.00	COLLECTIONS	
Oct-21	493	\$1,447.00	COLLECTIONS	
Oct-21	502	\$1,447.00	COLLECTIONS	

COMMUNICATION #3

Planning Commission Approved Meeting Minutes –
October 12, 2021

1 **TYRONE TOWNSHIP PLANNING COMMISSION**
2 **REGULAR MEETING & PUBLIC HEARING MINUTES**

3 **October 12, 2021 7:00 p.m.**

4 **Meeting Held at the Tyrone Township Hall**
5 **The Meeting was Recessed at 7:30 pm for a Public Hearing**
6

7
8 **PRESENT:** Kurt Schulze, Jon Ward, Garrett Ladd, Steve Krause, Bill Wood, and Rich Erickson
9

10 **ABSENT:** None
11

12 **OTHERS PRESENT:** Ross Nicholson and Zach Michels (CWA)
13

14 **CALL TO ORDER:** The meeting was called to order at 7:00 pm by Vice Chairman Schulze.
15

16 **PLEDGE OF ALLEGIANCE:**
17

18 **CALL TO THE PUBLIC:**
19

20 Vice Chairman Schulze opened the floor to accept public comments not related to items on the
21 agenda.
22

23 Scott Dietrich (resident) stated that he feels the Planning Commission should be accepting
24 comments related to agenda items so they can take them into account while discussing. Vice
25 Chairman Schulze indicated that they will try to hear public comments regarding agenda items at
26 the time of discussion. He noted that there is a public hearing during the meeting, during which
27 time they can receive public comments related to that item.
28

29 Sara Dollman-Jersey (resident) asked if there had been any updates on the status of several
30 zoning map amendment applications that were previously received. Vice Chairman Schulze
31 indicated that there had not been any updates and the applications were technically still open.
32 Sara Dollman-Jersey asked if there is a timeframe in which the applications would expire if no
33 further action was taken. Vice Chairman Schulze indicated that the timeframe is generally one
34 year.
35

36 A member of the public in attendance (name not provided) asked the Planning Commission to
37 provide clarification on the previous question. Vice Chairman Schulze indicated that the zoning
38 map amendment applications Sara Dollman-Jersey was referring to were for those properties on
39 the west side of Old US-23, north of Center Road, which were received concurrently with the
40 previously withdrawn special land use application for an asphalt mixing plant.
41

42 Vice Chairman Schulze asked if there were any additional public comments. None were
43 received.
44

45 **APPROVAL OF THE AGENDA:**
46

47 Vice Chairman Schulze indicated that Dan Stickel, the current Planning Commission Chairman,
48 had resigned. He recommended amending the agenda to move New Business Item #2 ahead of
49 all other items to elect the Planning Commission Officers.

50
51 Bill Wood made a motion to amend the agenda, moving New Business Item #2 ahead of all other
52 items. Rich Erickson supported the motion. Motion Carried by unanimous voice vote.

53
54 **NEW BUSINESS #2: Election of Officers:**

55
56 Vice Chairman Schulze indicated that the first step in election of officers is to nominate
57 members for the three positions. He stated that Dan Stickel was the Chairman, Jon Ward is the
58 Secretary, and he is the Vice Chairman. He confirmed with Jon Ward that he would like to
59 retain his position as Secretary and indicated that he would like to retain his position as Vice
60 Chairman. He indicated that he would be unable to be elected as Chairman because he is also
61 the Ex-Officio member who sits on the Township Board of Trustees. He stated that he would
62 entertain a motion for Rich Erickson to be elected as Chairman, himself to retain the position of
63 Vice Chairman, and Jon Ward retain the position of Secretary.

64
65 Jon Ward made a motion to elect Rich Erickson as the new Planning Commission Chairman,
66 himself as the Secretary, and Kurt Schulze as the Vice Chairman. Motion carried by unanimous
67 voice vote.

68
69 Vice Chairman Schulze indicated that since they have elected a new Chairman, he would pass
70 the gavel to Rich Erickson to conduct the remainder of the meeting and public hearing.

71
72 **APPROVAL OF THE MINUTES:**

73
74 The item was deferred.

75
76 **OLD BUSINESS #1: Lake Urban Crossing Preliminary PUD:**

77
78 Chairman Erickson indicated that the applicants have provided some additional information at
79 the direction of the Planning Commission following the last discussion on the topic. He stated
80 that the Planner had not had enough time to prepare a formal review letter pertaining to the
81 recently received information. He asked Zach Michels if he could describe the latest information
82 received and provide feedback.

83
84 Zach Michels indicated that the application has been in front of the Planning Commission several
85 times previously, but the majority of discussion and the formal reviews were focused primarily
86 on the parallel plan, which is a requirement for all PUD (Planned Unit Development)
87 applications. He briefly summarized the intent and purpose of PUDs and the purpose of parallel
88 plans. He noted that the last plan he had received from the applicants before the last meeting in
89 which it was discussed had been reviewed and a number of issues were identified. He stated that
90 the majority of issues had been addressed with the latest submission. He indicated that he has
91 performed a preliminary review of the latest plans received. He provided the Planning
92 Commission with several requirements for PUDs which they have the option to waive or modify

93 including; drawing scale, depiction of structures located within five hundred feet of the subject
94 property, development impact statement, impact assessment, traffic impact statement, test wells,
95 additional landscaping/screening, street lighting, and sidewalks/walking paths. He recommended
96 that the Planning Commission discuss the items and provide direction for the applicants. He
97 indicated that he feels the application is substantially complete and could be considered for a
98 potential recommendation for the preliminary PUD plan once the aforementioned items are
99 addressed.

100

101 Zach Michels briefly explained the topic of access to the subject property. He indicated that the
102 Zoning Ordinance language requires that the PUD site shall be located so that it can be accessed
103 by a paved primary road but does not mandate that it must take access from a paved primary
104 road. He stated that one of the two phases of the proposed development would take access from
105 a paved primary road, but the other phase would not. He noted that the Zoning Ordinance
106 requires that private roads with a single access point shall not provide access to more than thirty
107 dwelling units. He noted that there are previous examples where it has been demonstrated that a
108 boulevard/separated approach to the public road adequately addresses the issue and can be
109 considered as multiple access points, allowing more than thirty dwelling units to take access
110 from a private road. He stated that the PUD standards also allow for more than thirty dwelling
111 units taking access from a private road if approved by the fire authority having jurisdiction.

112

113 Jon Ward asked Zach Michels what the purpose/intent of requiring that a PUD shall be located
114 along a paved primary road if it is not mandatory that they take access from it. Zach Michels
115 stated that his interpretation is based on the Zoning Ordinance text which is regulatory and must
116 be followed as it is written regardless of the intent. He stated that the intent may have been
117 different than the plain text that was adopted, however, it is required that the Planning
118 Commission review the application based on the text as it is written. Jon Ward stated that he
119 believes it should be researched and discussed further since he believes that the language is
120 clearly in conflict with the implied intent. Brief discussion followed.

121

122 Jon Ward stated that the first item Zach had identified that the Planning Commission should
123 discuss and provide direction to the applicants on is map scale. He indicated that he would be
124 comfortable with the Planning Commission accepting the map scale as provided due to the large
125 area of the subject property. He asked the applicants if they would be able to provide electronic
126 (CAD) files of the plans. Rade Beslac (agent for the applicants) indicated that he could send
127 them over. Jon Ward asked the Planning Commission if everyone was amicable to accepting the
128 modified map scale. No objections were received.

129

130 Kurt Schulze asked what the width of the proposed private road taking access from Runyan Lake
131 Road would be. Rade Beslac indicated that it would have a fifteen-foot lane in and two twelve-
132 foot lanes out. The Planning Commission briefly discussed.

133

134 Kurt Schulze asked if the applicants had an approximate phasing timeline for the two proposed
135 phases. Rade Beslac stated the phasing is described in the site plan documents provided (first
136 page/cover sheet) and elaborated. The Planning Commission reviewed the notes on the site plan
137 document and briefly discussed.

138

139 Chairman Erickson asked if there was sufficient area between the proposed private road and the
140 north property boundary for landscaping and screening. Rade Beslac indicated that there is
141 approximately fifteen to eighteen feet of space which would allow for the planting of trees for
142 screening.

143
144 Kurt Schulze noted that lots number six and seven are located adjacent to/directly abutting two
145 existing residential properties on White Lake Road. He asked if there was any proposed open
146 space or screening to provide a buffer between the proposed units and the existing properties.
147 Rade Beslac indicated that there is not any open space or screening currently proposed in that
148 area. Kurt Schulze briefly discussed with Rade Beslac. Zach Michels noted that, as a PUD, lot
149 areas may be reduced if granted by the Planning Commission and Township Board if warranted.

150
151 The Planning Commission briefly reviewed the site plan documents. Jon Ward asked the
152 Planning Commission if they felt that adjacent structures within five-hundred feet of the subject
153 property should be shown on the site plan. The Planning Commission briefly discussed. Zach
154 Michels suggested that the applicants could potentially obtain data on existing structures through
155 the Livingston County GIS (Geographic Information Systems) Department if the Planning
156 Commission feels that it is pertinent that they are shown.

157
158 Chairman Erickson suggested suspending the regular meeting to hold the scheduled public
159 hearing. Kurt Schulze made a motion to suspend the regular meeting to hold the scheduled
160 public hearing. Jon Ward supported the motion. Motion carried by unanimous voice vote.

161

162 **PUBLIC HEARING #1: Durocher Special Land Use and Site Plan Amendment:**

163

164 Chairman Erickson opened the public hearing and read the public hearing notice that was
165 published in the Tri-County Times on Sunday, September 26, 2021, in compliance with the Open
166 Meetings Act:

167

168 *“Notice is hereby given the Tyrone Township Planning Commission will hold a Public Hearing*
169 *on Tuesday, October 12, 2021, beginning at 7:30 pm at the Tyrone Township Hall, 8420 Runyan*
170 *Lake Road, Fenton, Michigan 48430. The purpose for the Public Hearing is:*

171

172 *To receive public comments regarding a request by Laura Durocher, represented by Gerry*
173 *Durocher, for an amendment to an outdoor storage and contractor office special land use and*
174 *site plan, regulated by Zoning Ordinance #36 Section 13A.03.U – PCI Special Land Uses and*
175 *Article 22 – Special Land Uses, located at 7079 Old US-23, Fenton, Michigan 48430, Tax ID*
176 *4704-29-400-006. The property is zoned PCI (Planned Commercial Industrial).”*

177

178 Chairman Erickson asked Zach Michels to read through the review letter he had prepared for the
179 application. Zach Michels provided a summary of the application. He indicated that the
180 Planning Commission Subcommittee determined that the proposal constitutes a major site plan
181 amendment and is, therefore, required to go through the formal Planning Commission review
182 process and be approved or denied by the Township Board. He stated that the proposal is to
183 expand an existing special land use for an outdoor storage yard and contractor’s office. He
184 stated that the original special land use for the site was granted in 2018. He noted that the

185 Zoning ordinance does not have a specific special land use for this type of operation, however,
186 during the review of the original special land use it was determined to be similar in nature and
187 consistent with similar special land uses permitted in the PCI (Planned Commercial Industrial)
188 zoning district. He stated that the western portion of the site where the expansion is proposed
189 was formerly wooded but has since been cleared. He continued to read through the review letter
190 he had prepared, noting zoning designations of adjacent and nearby properties. He stated that the
191 property is primarily flat with no wetlands present. He stated that the proposal meets the area
192 and dimensional requirements for the use and zoning district. He stated that the Planning
193 Commission may require increased setbacks greater than the minimum for the zoning district if
194 determined to be necessary for screening and/or buffering. He stated that there are some existing
195 structures that are located within required setbacks, however, they are classified as existing
196 nonconformities which are permitted to remain as long as they are not enlarged or altered in a
197 way to increase the nonconformities. He indicated that there is an existing driveway that
198 provides access to the site which is proposed to be paved in compliance with LCRC (Livingston
199 County Road Commission) standards. He stated that correspondence from the LCRC has been
200 provided indicating that the proposed approach could be approved. He stated that there are
201 specific off-street parking requirements for open storage yards, requiring the parking surface to
202 be completely paved, however, during the initial review of the special land use it was determined
203 by the Planning Commission that paving of the off-street parking would not be required since the
204 use does not match the definition of open storage yards in the Zoning Ordinance. He stated that
205 the current proposal is consistent with the original approval and, therefore, the Planning
206 Commission may waive the off-street paving requirement. He recommended
207 retaining/expanding on the site plan notes placing restrictions on heavy maintenance of
208 chemicals to reduce the risk of chemicals seeping into the ground. He stated that the proposal for
209 expansion would not require the expansion of essential services. He indicated that the
210 stormwater management improvements proposed have been reconfigured since the previous
211 version of the site plan at the direction of the Planning Commission. He stated that a berm along
212 the north side of the property is proposed to be five feet in height. He noted that there are
213 plantings of various species of evergreens for the purpose of screening along the north property
214 line but no additional landscaping and screening along other expansion areas. He noted that the
215 existing adjacent residential properties are built far off the property lines of the proposed
216 expansion area. He also noted that the Future Land Use Map designated adjacent properties for
217 medium-density single-family residential so there may be a potential for future conflicts if the
218 adjacent properties are rezoned and developed consistent with the Future Land Use Map
219 designation. He stated that, while there may be a potential for future conflict, it is not good
220 practice to requiring landscaping in anticipation of potential future development of adjacent
221 properties. He further elaborated on landscaping and screening requirements and reiterated that
222 the Planning Commission may modify those standards. He stated that there is no lighting or
223 outdoor advertising proposed as part of the expansion.

224
225 Zach Michels continued through his review letter. He explained and elaborated on the additional
226 requirements in the Zoning Ordinance which apply to all special land uses. He indicated that the
227 proposal meets the Zoning Ordinance standards for special land uses including setbacks, access,
228 hours of operation, screening, lighting, display areas, yard locations, site area, and stormwater
229 management. He stated that in addition to the standards for the specific special land use and for
230 all special land uses, there are also specific standards for site plan review. He stated that the

231 proposed expansion is generally complete and consistent with the Zoning Ordinance standards
232 except for those areas previously noted which the Planning Commission may consider
233 modifications or waivers. He stated that the proposal does not appear to have a significant
234 impact on public facilities. He stated that screening could potentially manage the negative
235 impacts of sound and light that may impact adjacent properties. He listed the standards for
236 special land uses and indicated that the proposal meets the requirements. He noted several items
237 that the Planning Commission should discuss to determine whether or not they may waive or
238 modify them. He recommended that the Township require a financial guarantee if the proposed
239 expansion is approved.

240
241 The Planning Commission briefly discussed the application. Jon Ward asked Ross Nicholson if
242 the Township Engineer would review the plans. Ross Nicholson indicated that the Township
243 Board generally requires engineering review for special land uses. He stated that the Planning
244 Commission may require engineering review prior to Township Board consideration as a
245 condition for favorable recommendation.

246
247 Jon Ward stated that the existing woodland on adjacent properties appear to provide adequate
248 screening/buffering with the exception of the property to the north where the berm and plantings
249 are proposed. He stated that he would be interested to hear if any adjacent neighbors have any
250 comments on the proposed screening to the north. The Planning Commission referenced
251 correspondence that was received regarding excessive noise emanating from the subject property
252 outside the approved hours of operation for the existing special land use. Jon Ward asked if the
253 noise reported in the correspondence was in violation of the existing special land use permit.
254 Ross Nicholson indicated that it may be a violation if verified. Jon Ward noted that
255 recommending approval of the proposed expansion may lead to an increase in noise outside of
256 approved hours of operation. Ross Nicholson stated that it could potentially occur but would be
257 enforced if a complaint is filed and verified. Jon Ward asked if the correspondence received was
258 the first mention of noise emanating from the site outside of the approved hours of operation.
259 Ross Nicholson confirmed. Jon Ward asked what would happen if the proposed expansion is
260 approved and excessive noise outside of approved business hours is reported. Ross Nicholson
261 stated that upon receipt of a written complaint, the Township would follow up to attempt to
262 verify the complaint. If verified, enforcement would commence which may include revocation
263 of the special land use permit. He stated that if the special land use permit is revoked, all
264 operations associated with the special land use on site must cease and the applicant would be
265 required to reapply if they wish to continue operations.

266
267 Steve Krause stated to the applicants that the Planning Commission received correspondence
268 from a resident indicating that on the night of September 15th, 2021, excessive noise was
269 observed until 2:30 am on September 16th. He asked the applicants for an explanation. Gerry
270 Durocher (applicant) indicated that it was an isolated incident where they needed to assist in
271 delivering materials for construction of the ramp for Owen Road off of US-23. Steve Krause
272 asked Ross Nicholson how that type of situation should be treated in terms of the Zoning
273 Ordinance. Ross Nicholson indicated that, as a special land use, a site plan amendment should
274 be required to make a statement on the site plan and/or use statement regarding emergency
275 situations.

276

277 Rich Erickson stated that there has been a sign at the site advertising screened topsoil which was
278 not approved as part of the original special land use. He asked the applicants if the sign would
279 be removed. Gerry Durocher indicated that the sign would be removed.

280
281 Chairman Erickson opened the floor to receive public comments relating to the application.

282
283 Scott Dietrich (resident) asked the Planning Commission to bring up a satellite view of the
284 subject property on the overhead display screens. He indicated that the area of the proposed
285 expansion has already been cleared and leveled. He stated that there are tires piled up on the site.
286 He stated that he knows that they are working on their trucks on the property. He stated that
287 there are a lot of problems on the site. He stated that he is worried about oil spills. He stated that
288 the Planning Commission should pay attention and take measures to prevent potential
289 contamination as a result of the operation. He stated that the driveway approach should be
290 located to the north. He stated that the owner is already in violation of a number of things. He
291 stated that he is concerned about the mechanical work being performed on trucks in the barn. He
292 stated that he is concerned about fuels being stored on the property. He stated that he has high
293 concerns in regards to machinery/equipment stored on site. He stated that there is garbage
294 behind the barn. He stated that the property is not in his backyard but is in his Township and he
295 wants to ensure that the owner is abiding by all applicable rules and regulations.

296
297 Chairman Erickson asked if there were any additional public comments regarding the
298 application.

299
300 Ben Dexter (resident) indicated that he owns the property to the north of the subject property.
301 He stated that there is a lot of noise emanating from the site very frequently. He stated that he
302 has concerns regarding the potential seepage of contaminants into the ground and aquifer which
303 could potentially contaminate drinking water. He stated that he feels the proposed five-foot
304 berm along the shared property boundary would do little to no good in mitigating nuisance noise
305 emanating from the site. He suggested that at least a twelve-foot berm would be necessary to
306 reduce the noise that is audible from his property. He stated that mud spilling from the site to the
307 roadway from trucks pulling onto Old US-23 is a safety concern.

308
309 Chairman Erickson asked if there were any additional public comments regarding the
310 application.

311
312 Angela (last name not stated) stated that the noise from the site is excessive and frequently
313 occurs outside of the permitted hours of operation. She stated that she leaves her property to go
314 to work at 4:30 am and goes to be at 8:00 pm and frequently hears noise from the subject
315 property during both times. She stated that the Planning Commission is likely wondering why
316 she has not reported the noise issues in the past. She explained that she did not feel a complaint
317 would do anything to resolve the issue. She stated that she would like to see additional
318 screening/buffering along the west side of the subject property to prevent trespassing. She also
319 indicated that she has concerns regarding potential soil and groundwater contamination.

320
321 Chairman Erickson asked if there were any additional public comments regarding the
322 application.

323
324 Mike Stiff (resident) stated that he lives in the Hills of Tyrone. He stated that he is hearing that
325 the applicants have a habitual disregard for abiding by the special land use conditions. He stated
326 that he believes that indicates an absence of good will. He stated that he believes if the Planning
327 Commission recommends approval of the proposed expansion, there would be no good
328 confidence that they would abide by the conditions placed on the use by the Township. He
329 stated that this is good justification to deny the application.

330
331 Chairman Erickson asked if there were any additional public comments regarding the
332 application. None were received. Chairman Erickson closed the public comment portion of the
333 public hearing.

334
335 Jon Ward asked the Planning Commission regarding potential for soil and/or groundwater
336 contamination if the property owners are required to comply with other environmental regulatory
337 agencies. He stated that it is a concern if they are working on equipment and potentially storing
338 hazardous materials on the site. He asked how they could mitigate the concern for
339 environmental contamination. He stated that he does not feel that paving the site would be of
340 benefit because it would likely result in excessive erosion and increased stormwater runoff. He
341 asked how they could prevent storage of materials that could potentially contaminate the soils
342 and groundwater. Kurt Schulze indicated that the Township can require a performance
343 guarantee. Kust Schulze indicated that the driveway approach was supposed to be paved within
344 two years of the initial approval. He indicated that he feels that the Township should definitely
345 require a performance guarantee if they are going to consider approval of the proposed
346 expansion. He stated that the operator should be a good neighbor to adjacent property owners
347 and abide by the approved hours of operation. He stated that there are a lot of minor items on the
348 site which are noncompliant with the approved site plan and special land use. He stated that the
349 best option to ensure the operator stays in compliance with the terms of the special land use
350 would be to require a performance guarantee.

351
352 Bill Wood asked what the hours of operation for the propane facility located directly north of the
353 subject property are. Kurt Schulze stated that the Planning Commission should verify the hours.
354 Ross Nicholson indicated that the propane facility likely predates the current standards for such
355 facilities but he can find out what the hours of operation are. Bill Wood stated that he would like
356 to know whether all of the noise that has been observed by neighbors is emanating from the
357 subject property or if some may be coming from the propane facility. He state that in the winter
358 time, the propane facility generally operates more than during other seasons. Jon Ward indicated
359 that he doesn't feel that the propane operation would be very noisy in comparison to the subject
360 property. Bill Wood indicated that they need to run pumps to fill propane tanks and they have
361 trucks equipped with air brakes, both of which may generate substantial noise. The Planning
362 Commission asked Ben Dexter if he believed any of the noise he observed to be emanating from
363 the propane facility. Ben Dexter indicated that he believes all the noise originated from the
364 subject property. The Planning Commission briefly discussed noise. They briefly discussed
365 hours of operation for the subject property. The Planning Commission asked the applicants what
366 times and how frequently they anticipate working hours outside of the permitted hours of
367 operations for emergencies. Gerry Durocher indicated that they don't typically like to work
368 during night hours but if there is an emergency situations such as sewer main breaks, they may

369 be called upon to assist. Kurt Schulze stated asked for confirmation from the applicant that he
370 would define an emergency situation as any time they are requested to work during the night
371 hours beyond the approved hours of operation. Gerry Durocher confirmed. Kurt Schulze asked
372 if those emergency circumstances are more likely to occur during certain times of the year.
373 Gerry Durocher indicated that those situations tend to occur more frequently during summer
374 months. He stated that he works in the office on the property and frequently hears excessive
375 noise from US-23 including, emergency vehicles, truck traffic, and accidents. He stated that it is
376 likely very difficult at times to differentiate between noise generated from site and noise
377 generated from freeway traffic. Zach Michels indicated that the permitted hours of operation
378 that are approved as part of the special land use are the only hours they would be permitted to
379 operate. He continued, stating that the Planning Commission may determine what the
380 appropriate hours of operation should be in order to mitigate nuisance factors including noise.
381 He stated that there is language in the Zoning Ordinance that allows the Township to revoke a
382 special land use permit if it is documented that violations to the terms of approval have occurred.
383 He stated that enforcement likely is initiated through neighbors filing complaints with the
384 Township. He stated that berms are generally an effective tool to mitigate sound, much more
385 than trees. Jon Ward asked if there is a maximum amount of sound permitted during permitted
386 hours of operation. Zach Michels indicated that there are maximum sound limits for all uses
387 with certain exceptions listed in the Zoning Ordinance. Jon Ward stated that it would be in the
388 applicant's best interest to create berms of a size to mitigate the nuisance noise generated on the
389 site. The Planning Commission briefly discussed. They determined that they would like to
390 include a performance guarantee and require berms to mitigate sound as potential conditions if
391 the application is recommended for Township Board approval. Jon Ward indicated that he
392 would suggest the applicants increase the height of the berms proposed on the site plan.

393
394 Chairman Erickson asked the applicant if they intend to mow along the west property line.
395 Gerry Durocher indicated that that area is part of the proposed drainage system. He stated that it
396 is his understanding that he can lay gravel down in that area but it cannot be used for parking of
397 vehicles, equipment, or material. Steve Krause asked the applicant if they would be opposed to
398 adding additional landscaping along the west property line for additional buffering. Gerry
399 Durocher indicated that they would be willing to add additional landscaping along other property
400 lines. He asked if the Planning Commission would permit the west property line to be graveled
401 and used as an access drive if materials, equipment, and vehicles are not stored there. Zach
402 Michels indicated that access drives are required to comply with the setbacks for the zoning
403 district. Steve Krause asked the applicant if they would be willing to increase the height of the
404 berm along the north property line to the maximum allowable height. Gerry Durocher
405 confirmed. The Planning Commission briefly discussed.

406
407 Kurt Schulze made a motion to close the public hearing to resume the regular meeting. Jon
408 Ward supported the motion. Motion carried by unanimous voice vote.

409
410 Chairman Erickson closed the public hearing to resume the regular meeting.

411
412 **OLD BUSINESS #1 (continued): Lake Urban Crossing Preliminary PUD:**

413

414 Zach Michels asked the Planning Commission to confirm that they were comfortable with
415 waiving the map scale requirement to allow the plans to be reviewed as provided. The Planning
416 Commission confirmed. He asked the Planning Commission to confirm that they would like
417 adjacent structures within five hundred feet of the subject property to be shown on the drawings.
418 The Planning Commission confirmed. He asked the Planning Commission if they would like to
419 request developmental and traffic impact studies to be provided as part of the preliminary PUD
420 review or if they would just be required as part of a complete final PUD application. The
421 Planning Commission briefly discussed. Jon Ward indicated that he would like the studies to be
422 prepared for the preliminary PUD review. Jon Ward indicated that the applicants had previously
423 stated that they have hired a traffic engineer to prepare a traffic impact study. The applicants
424 confirmed. Zach Michels asked the Planning Commission if they had any thoughts regarding
425 reducing the required lot area for certain units in the proposed development. Jon Ward asked if
426 the current proposed lot sizes were consistent with that required for the PUD based on the Future
427 Land Use Map zoning designations. Zach Michels stated that they comply for the most part
428 except for a few deviations. Jon Ward asked for the specific deviations. Zach Michels pointed
429 out that the data was provided on sheet P-1 of the site plan documents. The Planning
430 Commission briefly discussed.

431
432 Zach Michels continued with the recap of the earlier discussion regarding waivers and
433 requirement modifications. He stated that street lighting was briefly discussed but no decision
434 had been made. The Planning Commission briefly discussed street lighting. The Planning
435 Commission briefly discussed sight distance for the proposed private road approaches. Rich
436 Erickson asked the applicants if they had any information on proposed sidewalks and/or walking
437 trails. Rade Beslac pointed out where the walking trails and paths are depicted within the site
438 plan documents. Jon Ward noted that a beaver dam is depicted and labeled on the site plan. He
439 asked what the plan was for the beaver dam and if there were specific regulations regarding
440 preservation or alteration of the dam. The Planning Commission briefly discussed. Jon Ward
441 asked Zach Michels about the open space calculations. Zach Michels indicated that the provided
442 open space is just short of the requirement for the upland area open space. He stated that the
443 Zoning Ordinance sets a minimum requirement for open space but does allow for reductions if
444 warranted as well as the option for offsite open space. Jon Ward asked how short on the upland
445 open space they are. Rade Beslac stated that they are currently short 7.81 acres but have far
446 exceed the submerged land and wetland open space requirements. Garrett Ladd asked the
447 applicants for clarification on whether the proposed walking paths would use woodchips or
448 gravel. Rade Beslac stated that the Department of Environment, Great Lakes, and Energy
449 (EGLE) would need to let them know if they need to use gravel or woodchips since the paths
450 would be located within regulated wetlands. Bill Wood asked if the proposed walkways would
451 be located on a separate property. Rade Beslac indicated that the walkways would be located
452 within the open space area. Bill Wood asked if they would cut through any private property.
453 Rade Beslac indicated that they would not.

454
455 Bill Wood asked if the Planning Commission had received any feedback or comments from the
456 fire department regarding the proposed private road layout. Rade Beslac indicated that they had
457 not yet heard back from the fire department. The Planning Commission briefly discussed fire
458 department jurisdiction. They determined that the fire department having jurisdiction over the
459 subject property would be through the City of Fenton. Rade Beslac asked if they would need to

460 go through the Township to communicate with the fire department. Ross Nicholson indicated
461 that the applicants can contact the fire department directly and relay correspondence to the
462 Township for review.

463
464 Garrett Ladd asked who would be responsible for maintain the private roads and walkways.
465 Rade Beslac indicated that private roads and walkways would be maintained through the
466 condominium association.

467
468 Jon Ward asked the applicants if the proposed alterations to the wetland areas would be
469 permitted by EGLE. Rade Beslac indicated that EGLE permits will be required. Garrett Ladd
470 asked if they had contacted EGLE regarding the proposed wetland alterations. Rade Beslac
471 indicated that they had not yet applied for permits through EGLE. The Planning Commission
472 briefly discussed the proposed filling and alteration of wetland areas.

473
474 Jon Ward stated that he has heard a lot of comments regarding the suitability of the soils on the
475 site to support the dwellings proposed. He asked the applicants if they have concerns regarding
476 whether or not they could actually build the number of dwellings they are proposing. Rade
477 Beslac stated that they do not have concerns and are willing to invest in any special foundations
478 necessary to support the proposed dwellings. Garrett Ladd asked the applicants if they have had
479 soil borings done to test the suitability of the soils for supporting new dwellings. Rade Beslac
480 stated that they have not yet done soil boings because they need to wait until they receive
481 preliminary PUD approval. The Planning Commission briefly discussed the soils with the
482 applicants. Wilson Lahoud explained that they need to receive preliminary approval before they
483 can seek out the necessary agency reviews and have testing done. He stated that the results of
484 those reviews and tests would be required for final PUD review. Zach Michels confirmed that
485 Wilson Lahoud's statement on preliminary versus final PUD review was accurate. He indicated
486 that preliminary PUD approval is necessary before they can apply for the necessary agency
487 reviews and have tests done.

488
489 A resident in attendance asked if the proposed development would be required to connect to the
490 public sanitary sewer system. Jon Ward confirmed that sewer connection into the Livingston
491 Regional Sewer System (LRSS) would be required. The resident asked if the Township has
492 enough available sewer capacity to adequately serve the proposed development. Ross Nicholson
493 indicated that, in theory, based on the number of available Residential Equivalency Units
494 (REUs), that there should be sufficient capacity available. He stated that it is possible that a new
495 lift (pump) station may be required for the proposed development.

496
497 Kurt Schulze brought up the topic of required open space area and asked Zach Michels how the
498 Planning Commission should proceed. Rade Beslac read from the Zoning Ordinance regarding
499 waivers and modifications to the open space requirements. Zach Michels elaborated. He stated
500 that the Planning Commission has the option to recommend waiving or modifying the open
501 space requirements. He stated that the Township could also require that offsite open space be
502 created to offset the deficiency. The Planning Commission briefly discussed open space
503 calculations and a potential waiver amongst themselves and with the applicants. The Planning
504 Commission decided that they would like to receive a revised review letter from Zach Michels

505 based on the latest plans and application documents prior to determining whether or not they will
506 recommend granting a waiver for the open space discrepancy.

507
508 Chairman Erickson opened the floor to accept public comments regarding the application in
509 consideration of the public in attendance.

510
511 Jeff Cooper (resident) indicated that he lives directly adjacent to the subject property. He
512 indicated that Runyan Lake Road is not a primary road and a private road approach off of
513 Runyan Lake Road should not be permitted. He referenced the site plan drawings on the
514 overhead displays and described the natural flow of surface water in the area. He indicated that
515 all of the runoff from the subject property flows into Runyan Lake. He stated that wetlands
516 should not be developed. He stated that he has walked the property in the past and knows that
517 the majority of the subject property is submerged.

518
519 Mike Stiff (resident) stated that he is the president of the Homeowners Association for the Hills
520 of Tyrone. He stated that the Hills of Tyrone development is located directly north of the subject
521 property. He pointed to the site plan and noted that people live in homes in the Hills of Tyrone.
522 He stated that the existing homes have a great view of the wetland areas and would not like to
523 see a new road built. He stated that he is disappointed that Zach Michels suggested that the
524 Planning Commission could grant waivers and modify requirements. He stated that the Planning
525 Commission should consider the residents living in the Hills of Tyrone before considering
526 granting waivers or modifying requirements. He stated that the site plan does not accurately
527 depict the actual upland areas or the wetland areas on the subject property. He stated that the
528 criteria for the Planning Commission to consider recommending waivers or modified
529 requirements are very subjective. He stated that if the Planning Commission were to walk in the
530 Hills of Tyrone and other adjacent properties, they would not consider granting waivers or
531 modifying requirements. He reiterated that he believes waiving or modifying requirements
532 would not be appropriate based on the existing adjacent development. He stated that Runyan
533 Lake Road is not a primary access road and the Township should not consider permitting a
534 private road for the proposed PUD to take access from it.

535
536 Scott Dietrich (resident) stated that he would like to answer a question asked by another member
537 of the public in attendance. He cited a news article describing a sewer line break that led to
538 contamination of a river in Genessee County. He stated that the fact that the proposed PUD
539 would connect to the public sanitary sewer would not guarantee that the wetland would not
540 become contaminated. He stated that the subject property is part of a major water tributary
541 system that flows into other lakes and streams. He stated that the existing wetlands on the
542 subject property currently act as a natural filtration system that cleans the water before flowing
543 into Runyan Lake and beyond. He stated that building on wetlands is not right. He stated that
544 the Planning Commission needs to protect the community. He stated that he cares about the
545 community.

546
547 Jim Sporer (resident) read to the Planning Commission from a letter that he had previously
548 submitted. The letter described issues he had with the original parallel plan. He stated that a
549 large percentage of the structures depicted on the parallel plan do not comply with the minimum
550 setback requirements. He stated that he is concerned about the proposed private road entrance

551 off of Runyan Lake Road because Runyan Lake Road is not a County primary road. He stated
552 that is it a very important and compelling issue. He cited data from a traffic study of Runyan
553 Lake Road from 2006. He stated that the proposed PUD would result in more than four hundred
554 additional vehicles travelling on Runyan Lake Road per day based on the data from the traffic
555 study. He stated that the present condition of Runyan Lake Road is very poor. He thanked the
556 Planning Commission.

557
558 John Leece (resident) stated that the proposed development would be a major eyesore for him.
559 He stated that himself and his neighbor has spent a lot of money making their properties nice.
560 He stated that his sump pump is constantly running due to the high-water table and wetlands in
561 the area of his property and the subject property. He stated that the site plan does not accurately
562 depict upland and wetland areas. He stated that he has talked with the State of Michigan
563 regarding wetlands. He indicated that the State told him that one the Township approves a plan,
564 wetland regulation is out of their hands. He stated that he didn't sign up for additional
565 development on the subject property when himself and his neighbor bought their homes. He
566 suggested that the Planning Commission go to the subject property to look at the amount of
567 wetlands present on the site. He described drainage issues that occur on his property.

568
569 Chairman Erickson asked if there were any additional public comments. None were received.

570
571 Jon Ward made a brief statement regarding setbacks for proposed structures and delineation
572 between wetlands and open water depicted on the site plan. He stated that engineering review
573 will be required for the proposed drainage systems.

574
575 Zach Michels explained the purpose and intent of zoning ordinances and zoning regulation in
576 general. He indicated that the most difficult aspect of zoning is trying to balance property rights
577 to ensure everyone is being treated as fairly as possible. He stated that the question is not
578 whether or not the property can be developed. He stated that the property could be developed by
579 right as it currently exists. He stated that the question is whether or not the property can be
580 developed under the standards for Planned Unit Developments. He explained the purpose of
581 PUD regulations. He indicated that PUDs are a tool provided to local governments through the
582 Michigan Zoning Enabling Act. He further elaborated on the intent of the PUD standards. He
583 noted that there is a lot of balancing and discretionary measures involved in the PUD process.

584
585 Zach Michels stated that there are three criteria to be considered when defining an area as
586 wetlands; the presence of water, the types of soils, and the presence of wetland plants and
587 vegetation. He stated that at least two of the three criteria must be present for an area to be
588 considered a wetland. He stated that wetland delineations are necessary for determining what
589 areas are considered wetlands. He noted that wetlands can be dynamic and may change over
590 time. He cited an example from his personal experience of a wetland area significantly changing
591 within a five-year period.

592
593 Jon Ward stated that he believes there may be too many lots proposed based on the concerns
594 expressed regarding potential traffic impacts and wetlands. He stated that he is not prepared to
595 recommend a reduction in the required open space. The Planning Commission briefly discussed.

596

597 The Planning Commission discussed the application with the applicants and Zach Michels
598 regarding the number of proposed units within the PUD, lot sizes, the public sanitary sewer
599 system, wetlands, and the challenges associated with developing the site.

600
601 Steve Krause made a motion to table the application based on the question of whether or not the
602 proposed private road approach from Runyan Lake Road could be permitted and resolving the
603 open space calculation and number of lots question. Kurt Schulze supported the motion. Motion
604 carried by unanimous voice vote.

605
606 **OLD BUSINESS #2 (continued): Durocher Special Land Use Site Plan Amendment:**

607
608 Kurt Schulze made a motion to table the application. Jon Ward supported the motion. Motion
609 carried by unanimous voice vote.

610
611 **NEW BUSINESS #1: Foster Storage Condominium Special Land Use:**

612
613 Chairman Erickson introduced the topic and brought up the application documents on the
614 overhead display screens. He stated that this is the first time the application is being formally
615 reviewed by the Planning Commission. He asked the applicant to briefly summarize the
616 application.

617
618 Brendan Foster (applicant) summarized the request. He indicated that the subject property is ten
619 acres located at the southwest corner of Faussett Road and Old US-23 and was rezoned to PCI
620 (Planned Commercial Industrial) in 2018. He stated that he originally received approval to build
621 a light manufacturing/assembly/warehouse facility for his company but subsequently decided to
622 move to the industrial park in Fenton. He stated that he is currently proposing one hundred and
623 fourteen storage condos on the site. He stated that the condominium units would be privately
624 owned by individuals and used for storing recreational vehicles, boats, classic cars, etc.. He
625 stated that the units are proposed to be approximately nine hundred square feet. He stated that he
626 is proposing class A buildings with a modern farmhouse design featuring white and black colors.

627
628 Bill Wood asked if the units would be sold individually. Brendan Foster confirmed. He stated
629 that the proposal is to set them up as condominiums so each unit would be privately owned and
630 the facility as a whole would be owned and maintained through the condominium association.
631 Bill Wood asked if there is a mechanism to prevent businesses from purchasing units and
632 operating commercially from them. Brendan Foster stated that it is not his intent to have
633 businesses run from the condominium units. He stated that it may be possible for businesses to
634 store materials/products at the facility but would not be able to operate/conduct business on the
635 premises.

636
637 Kurt Schulze asked if the units could be sublet. Brendan Foster indicated that subletting would
638 not be permitted and that the condominium bylaws would be written in a way to prohibit the use.
639 Kurt Schulze asked how the bylaws would be enforced. Brendan Foster stated that the bylaws
640 would be written by him and approved by the Township. He stated that the condominium
641 association and owners would be responsible for enforcement of the bylaws. Kurt Schulze asked

642 if the bylaws have been drafted yet. Brendan Foster indicated that they have not yet been
643 drafted.

644
645 Bill Wood cited an example of storage condominiums in the area on Thompson Road and asked
646 Brendan Foster of his proposal would be similar to those. Brendan Foster indicated that he is
647 proposing a similar but higher end facility with more aesthetic appeal. He stated that he intends
648 that the facility act as a small community within itself where people can store their
649 vehicles/items and enjoy the lifestyle associated with the storage condominium.

650
651 Kurt Schulze inquired about planned security measures. Brendan Foster stated that the entire
652 facility would be fences with a keypad locked entrance, security cameras, and security lighting.
653 Kurt Schulze asked if the owners of individual units would be permitted to furnish the interior of
654 their units as they please. Brendan Foster stated that they do not have a specific plan for interior
655 furnishing except that each unit would include rough plumbing for a half bathroom. Kurt
656 Schulze asked if they intend on allowing people to live within the units. Brendan Foster stated
657 that the bylaws would prohibit utilizing the units as dwellings. He stated that they may allow
658 owners to put a small mezzanine up with a television and couch so their friends can stop by to
659 hang out for a few hours, similar to a “man cave” setup. Kurt Schulze asked if the units would
660 have individual electrical connections for powering furnaces, televisions, and similar appliances.
661 Brendan Foster confirmed that the electrical for each unit would be individualized.

662
663 Bill Wood stated that he is concerned that people may be inclined to park recreational vehicles in
664 the units and live out of them. He asked for further explanation on how the bylaws could
665 effectively prevent such situations from occurring. Brendan Foster stated that the bylaws would
666 be strict and easily enforced through the condominium association.

667
668 Kurt Schulze asked what he anticipates selling individual units for. Brendan Foster stated that he
669 anticipates they may sell for around one hundred to one hundred and thirty thousand dollars.

670
671 Garrett Ladd asked what the size of each unit would be. Brendan Foster stated that the units
672 would be roughly nine hundred square feet. Garrett Ladd asked if buyers could purchase more
673 than one unit. Brendan Foster confirmed.

674
675 Steve Krause asked Brendan Foster if he has had any engineering done on the proposed hard
676 surface. He stated that it appears that the proposed detention basin may be insufficient in size to
677 properly manage stormwater runoff. Brendan Foster indicated that he has had some preliminary
678 engineering done but understands that additional engineering will be necessary.

679
680 Chairman Erickson asked where owners and visitor would park their vehicles when visiting their
681 units. Brendan Foster stated that the bylaws would regulate where vehicles not being contained
682 within individual units could be parked. He stated that there would be one individual parking
683 space in front of each unit. He stated that it is not his intent to create excessive parking spaces so
684 people could hold gatherings in the units. Chairman Erickson asked if there would be signage
685 proposed for the site. Brendan Foster indicated that there would not be signage other than on
686 individual units to identify them.

687

688 Kurt Schulze indicated that the Planning Commission wants to make sure that individuals would
689 not be growing marijuana within the units. Brendan Foster stated that growing of marijuana
690 would be prohibited through the bylaws which would be enforced through the condominium
691 association.

692
693 Jon Ward asked Ross Nicholson what standards the application is being reviewed under. Ross
694 Nicholson stated that the proposal would be required to go through site plan and special land use
695 review. He stated that the Planning Commission Subcommittee previously determined that the
696 proposed use is similar enough in nature to listed special land uses in the zoning district,
697 specifically mini-warehouses.

698
699 Zach Michels stated that the applicant should initiate discussion with the fire department having
700 jurisdiction regarding fire suppression and site access/circulation. He stated that the PCI zoning
701 district has specific architectural standards which should be considered during review of the
702 application. He stated that additional landscaping and screening may be required. He stated that
703 the dumpster location may need to be relocated so it can be more easily accessed by waste
704 collection trucks. Brendan Foster noted that they are currently working to determine whether or
705 not they will have a dumpster on site or if they will require individual owners to remove their
706 own refuse from the site. Zach Michels stated that the fire department will likely require
707 individual numbering/addressing for each of the units. He stated that the site plan should include
708 additional information on utilities, landscaping, and stormwater management. He asked if the
709 plan was to connect the facility to the public sanitary sewer. Brendan Foster confirmed. Zach
710 Michels recommended consulting with those responsible for ensuring the sewer system can
711 handle the capacity proposed. He stated that the condominium documents would need to be
712 reviewed carefully and recommended that language be included requiring Township review and
713 approval of any proposed amendments to the documents. He stated that the proposal will be
714 more complex than most site plan review due to the separate standards for condominium
715 developments.

716
717 Steve Krause asked Brendan Foster if he is proposing block fire walls between the units.
718 Brendan Foster indicated that block fire walls are not currently proposed. Steve Krause asked
719 what the proposed eave height for the buildings would be. Brendan Foster indicated that he is
720 proposing around twenty-four feet overall height with fourteen-foot doors.

721
722 Chairman Erickson asked for information on site lighting. Brendan Foster stated that the
723 specifics have not yet been determined but they will likely be proposing soft lighting. Zach
724 Michels suggested using motion detectors for site lighting.

725
726 Bill Wood asked if the units would be accessible to owners twenty-four hours a day. Brendan
727 Foster confirmed but noted that it is not likely that owners would be accessing the units late at
728 night. He asked if each building would contain ten units. Brendan Foster indicated that most of
729 the buildings would include ten units with several exceptions.

730
731 Jon Ward asked if there are any use specific standards for mini-warehouses that the proposal
732 would not comply with. Zach Michels indicated that more information will be necessary to
733 determine whether or not all standards will be met.

734
735 Steve Krause asked Ross Nicholson if the Zoning Ordinance allows for doors facing the road
736 sides of the property. Ross Nicholson indicated that he believes the door configurations may
737 conflict with the standards but could potentially be waived if sufficient landscaping and
738 screening is provided. He stated that there are specific architectural standards for uses in the PCI
739 district and that he would need to review them to confirm. Zach Michels confirmed and cited the
740 standards in the Zoning Ordinance. Brendan Foster noted that he is proposing all of the doors to
741 face inwards except for several in one area.

742
743 Chairman Erickson asked if there were any additional questions pertaining to the application.

744
745 A resident in attendance (name not stated) asked the Planning Commission if a public hearing
746 would be required for the application. Chairman Erickson confirmed.

747
748 Scott Dietrich (resident) stated that he believes there is going to be future potential to build an
749 exit ramp at Faussett and Old US-23. He stated that he is concerned that the Zoning Board of
750 Appeals granted setback variances for the subject property. He stated that he believes the
751 applicant is proposing an accident looking for a place to happen. He stated that people will treat
752 the units as apartments and will generate noise pollution. He stated that the proposal is more
753 similar to an apartment complex than storage units. He stated that he believes people will
754 convert the units to living space which will result in crime and other issues. He stated that he
755 feels bad for the neighbors.

756
757 A resident (name not provided) stated that she lives across the street from the subject property
758 and was under the impression that the proposal was for storage units and did not anticipate it
759 would involve people coming and going.

760
761 Chairman Erickson reminded the public in attendance that a public hearing will be required for
762 the application.

763
764 **CALL TO THE PUBLIC:**

765
766 Chairman Erickson asked if there were any additional public comments. None were received.

767
768 Kurt Schulze made a motion to adjourn the meeting. Steve Krause supported the motion.
769 Motion carried by unanimous voice vote.

770
771 The meeting was adjourned at 10:38 pm by Chairman Erickson.

772

COMMUNICATION #4

Planning Commission Approved Meeting Minutes –
November 17, 2021

1 **TYRONE TOWNSHIP PLANNING COMMISSION**
2 **REGULAR MEETING MINUTES- Approved**
3 **November 17, 2021 7:00 p.m.**
4

5 **PRESENT:** Kurt Schulze, Rich Erickson, and Chet Shultz
6

7 **ABSENT:** Jon Ward, Steve Krause, Garrett Ladd, and Bill Wood
8

9 **OTHERS PRESENT:** Ross Nicholson and Zach Michels
10

11 **CALL TO ORDER:** The meeting was called to order at 7:00 by Chairman Erickson.
12

13 **PLEDGE OF ALLEGIANCE:**
14

15 **CALL TO THE PUBLIC:**
16

17 Members of the public spoke about the notifications the public receives regarding meetings.
18 There was a question regarding the budget for a Master Plan and why it isn't addressed at every
19 meeting.
20

21 **APPROVAL OF THE AGENDA:**

22 Chairman Erickson explained a quorum was not present to conduct business. He said that items
23 on the agenda could be discussed; however, no decisions could be made. Chairman Erickson
24 took a moment to welcome the newest member of the Planning Commission – Chet Schultz.

25 **APPROVAL OF THE MINUTES:**
26

- 27 1) **06/08/2021 Regular Meeting Minutes:** Deferred.
28 2) **07/13/2021 Regular Meeting and Public Hearing Minutes:** Deferred.
29

30 **OLD BUSINESS:**
31

32 1) **Lake Urban Crossing Preliminary PUD Plan:**
33

34 Zach Michels gave an overview of the Planned Unit Development (PUD). He read through
35 the latest review letter he had prepared for the application, such as PUD standards, zoning,
36 future land use map consistency, and general requirements. He explained that it was a
37 special land use throughout the zoning district. It will require a site plan approval. The
38 preliminary approval is the first step; does it comply with the ordinances, and are there
39 specific things the Planning Commission wants to see on the final site plan approval? He
40 explained that a PUD is a tool that allows the development users to make modifications to the
41 zoning standards to make smaller, narrower lots with different setbacks and lot coverage.

42
43 Preliminary approval only grants rights to begin final approval, and preliminary approval
44 has not been granted. Mr. Michels ran through the details of his report, which is
45 available in its entirety on the Tyrone Township website.

46
47 Chairman Erickson thanked Zach for his explanation on the access – that had been his
48 biggest concern. He also stated he was concerned about the one end of the road; the
49 applicant said that the fire chief had contacted him and wanted to see a cul-de-sac there.
50 Chairman Erickson asked if the applicants had any comments before moving on, and they
51 did not.

52
53 **2) Durocher Special Land Use and Site Plan Amendment:**

54
55 Mr. Michels read through the latest review letter he had prepared for the application. He
56 explained it was a major amendment to a previously approved special land use and site
57 plan for an open storage yard/contractors' yard. He explained that a special land use is a
58 permitted use, but because of its nature, it may cause greater impacts on the surrounding
59 areas. This gives the township more discretion in conditions, and if it determines it may
60 have a significant negative impact, it can say "not in this location". Mr. Michels gave a
61 summary of recommendations required for the Planning Commission to make
62 determinations.

63
64 The original approvals were granted in 2018 with the condition that the gravel driveway
65 is paved within two years. It is located within the Planned Commercial Industrial (PCI)
66 district, consistent with the future land use area. Properties to the north, west, and south
67 are zoned Farming Residential (FR), and the Planning Commission can require larger
68 buffers than what the zoning ordinance prescribes.

69
70 He continued to read his review, which is available in its entirety on Tyrone Township's
71 website. Some of the conditions for approval were the existing lighting should be added,
72 any lighting not consistent with the zoning ordinance should be removed or replaced, the
73 potential for a berm along the western lot line to mitigate sound, and a performance
74 guarantee that if any of the waivers are not granted the site plan should be changed to
75 address what wasn't met.

76
77 The applicant made a comment for Planning Commission consideration on a berm to
78 buffer the residential properties. He stated that there is an acre of woods between them
79 and the residential property. He said it's a quarter of a mile to the next neighbor to the
80 west. He said Mr. Durocher is not in favor of this. He also mentioned some general
81 lighting, and he is not sure what the issue is. Mr. Michels explained that he has driven by
82 and noticed lighting that illuminates the site's trees. The applicant stated they could add
83 the lighting to the site plan. He talked about making changes to the original hours of

84 operation. They initially proposed 6 am to 6 pm; 7 am isn't realistic. They need an
85 earlier open time. They will document it on their use statement.

86
87
88 **NEW BUSINESS:**
89

90 **1) Niemi Shared Private Driveway:** Mr. Michels read through the latest review letter
91 he had prepared for the application, which is available on Tyrone Township's
92 website. He explained the request was for a shared private driveway to provide
93 access to two single-family lots for a proposed land division. It would have direct
94 access from Indian View, an existing private road. Indian View is roughly 1,800 feet
95 from Center Road and provides access for nine lots, ten with the new division.
96 Private roads with a single access point have a maximum length of 1,200 feet,
97 including the length of any shared driveway. However, the township can allow a
98 greater length if a dry hydrant system is installed. He gave a quick explanation of
99 what a dry hydrant system is. He summarized areas for future Planning Commission
100 discussion.

101
102 Mr. Niemi asked for clarification on the need to create a pond on the property. Mr.
103 Nicholson explained that the Fire Chief makes a recommendation to the Planning
104 Commission to determine if a dry hydrant system is warranted. Chairman Erickson
105 recommended that Mr. Niemi reach out to the Fire Chief to assess the necessity of a
106 pond.

107
108 **CALL TO THE PUBLIC:**
109

110 A neighbor of Mr. Niemi's, Mr. Bissell, asked if there was any evidence on the drawings of
111 private drive access to parcel A. Currently, Mr. Niemi's driveway ends at parcel B. He
112 wondered why the proposed driveway to the proposed parcel didn't have to be shown on the
113 plans. His concerns were the driveway accessing the new parcel would end up in his front yard.
114 He wondered if the driveway could go toward the back of the property.

115
116 Regarding Lake Urban Crossings, Ms. Cooper from the audience wanted clarification on the
117 "shall" in our ordinances. She said that if "shall" means "must" then the ordinance states that a
118 PUD must be located so that you can access it from a paved primary county road. She asked if
119 they just make recommendations to decide what "shall" means. Mr. Michels explained that there
120 are other instances of access for specific uses that have very clear language that says "you shall
121 have direct access from this" or "you shall only have direct access". Ms. Cooper said the
122 ordinance on PUDs says, "you must have access from a paved county road". Mr. Michels gave
123 an example with the Durocher's special land use. It stated that storage yards shall have direct
124 access onto a paved principal arterial road. He explained that whenever there is weirdness in the
125 plain text they've looked to see if they're defined terms. In zoning, where it says "shall" it's

126 mandatory. They also look to previous interpretations; because this was the first time in this
127 millennium that there's been a PUD, they don't have a lot to look at. When they had the single
128 access point, they looked at what this body had done in the past; is a boulevard a single access
129 point or not? In this case, they looked to language in other places in the zoning ordinance to see
130 do they all have this language, and, in that case, they could see how it was interpreted. The
131 language for the other ones is much more direct. Ms. Cooper stated that she feels the ordinance
132 on PUDs sounds very direct, stating "you must have access from a primary paved county road".
133 Mr. Michels explained that the words used in zoning ordinances matter. If you add something in
134 one section, but you don't add it to another, the interpretation is that you purposely omitted it
135 from this place.

136
137 Scott Dietrich, a resident, stated that he understood this is just preliminary, but several past
138 surveys show the residents don't want densely populated areas. They want larger lots. He
139 mentioned there are a lot of accidents on US-23 and the service drive is a madhouse. He said he
140 doesn't care what the township says about traffic studies, and it's crazy & stupid to even think
141 about that many homes there. Mr. Dietrich also complained about the Durocher special land use,
142 stating that it gets worse every time he drives by there. He said, "Durocher is your next asphalt
143 plant. You may not smell all the asphalt, but you can see all the trucks they have". He is very
144 concerned that Durocher is way too big for this area.

145
146 A few other residents spoke out from the audience.

147
148 **MISCELLANEOUS BUSINESS:** The Planning Commission briefly discussed the strategy for
149 the master planning process. Several public comments were received.

150
151 **ADJOURNMENT:** The meeting was adjourned at 9:03 by Chairman Erickson.

152
153

COMMUNICATION #5

Planning Commission Approved Meeting Minutes –
November 30, 2021

1 **TYRONE TOWNSHIP PLANNING COMMISSION**
2 **REGULAR MEETING MINUTES**
3 **November 30, 2021 7:00 p.m.**

4
5 **PRESENT:** Rich Erickson, Kurt Schulze, Steve Krause, Garrett Ladd and Chet Shultz

6
7 **ABSENT:** Jon Ward (present via Zoom) and Bill Wood

8
9 **OTHERS PRESENT:** Ross Nicholson and Zach Michels

10
11 **CALL TO ORDER:** The meeting was called to order at 7:00 by Chairman Erickson.

12
13 **PLEDGE OF ALLEGIANCE:**

14
15 **CALL TO THE PUBLIC:**

16
17 Scott Dietrich (resident) spoke briefly about fixing some of the language in the zoning ordinance.
18 He feels like the township should be working on it and it shouldn't be that hard to do.

19
20 **APPROVAL OF THE AGENDA:**

21 Vice-Chairman Kurt Schulze moved to approve the agenda as presented. Steve Krause
22 supported the motion. Motion carried by unanimous voice vote.

23 **APPROVAL OF THE MINUTES:**

24
25 **1) 06/08/2021 Regular Meeting Minutes:** Approved as presented.

26 **2) 07/13/2021 Regular Meeting and Public Hearing Minutes:** Approved as presented.

27
28 **OLD BUSINESS:**

29
30 **1) Lake Urban Crossing Preliminary PUD Plan:**

31
32 Chairman Erickson asked Zach Michels if there was anything he felt would prevent the
33 Planning Commission from making the decision on this preliminary plan. Mr. Michels
34 stated they had received a traffic impact statement. He said he would defer to the
35 township engineer for details but, overall, it appears generally consistent with the norms
36 and practices. The PUD is reviewed by the Planning Commission with recommendations
37 to the township board. Preliminary approval of the PUD site plan and special land use
38 basically grants an applicant permission to apply for final approval. Oftentimes, more
39 information is collected between preliminary and final approval. There are some things
40 that the Planning Commission should make a determination on. Some of those things are
41 determining if the one-inch to 150-foot scale is adequate for a substantial review of the

42 preliminary plan. The zoning ordinance says the biggest scale should be one-inch to 100-
43 feet and that's something we'd expect to see on the final site plan.

44
45 We want to be sure utilities are in proper places and things are spaced properly. Does the
46 150-foot scale provide adequate details for review? Another thing that is required is
47 attention is whether to waive all or part of the requirements to show the location of
48 existing structures within 500 feet of the lot. That is something that would be expected to
49 be shown on a final site plan. Next is the traffic impact study that needs to be reviewed.
50 The Planning Commission should determine if a use statement is necessary for
51 preliminary review. Statements of use are necessary for special land uses, and a PUD is a
52 special land use. Mr. Michels recommends that the special land use not be final until the
53 site plan and PUD are final. The Planning Commission also needs to determine if the
54 parallel plan is reasonably feasible. The idea of a parallel plan is the Planning
55 Commission needs to be able to believe that it could be developed as it stands or with
56 minor modifications. The reason that is important is that this PUD is requesting
57 additional lots beyond what's developed in there and the parallel plan serves as the basis
58 for how many additional lots could be included.

59
60 Mr. Michels continued with other items the Planning Commission needs to review &
61 make determinations on.

62
63 The commissioners spoke amongst each other. They discussed the items that need to be
64 reviewed, including the traffic impact study and open space requirements.

65
66 The applicant said that they are basically giving up 89.73 acres, almost twice the amount
67 they're required. They're missing three acres from upland but getting more wetlands and
68 more natural features.

69
70 The commissioners read through the traffic impact study and discussed it. The conclusion
71 in the report was that it's not expected to have a noticeable impact on the roadways or
72 intersections and is well suited for a PUD. That, in Vice-Chairman Krause's opinion, is a
73 green light.

74
75 The applicant said it appeared that the traffic study was broken down to roughly peak
76 hours which would be 7:30 to 8:30 in the morning. He is projecting one car coming out
77 for half the lots on phase one and phase two roughly during peak hours.

78
79 Mr. Michels explained that because this is preliminary, the Planning Commission can
80 approve it knowing they need more detail. They further discussed items and details they
81 still want to see on the final site plan. Mr. Michels suggested the chairman ask for votes
82 on the various determinations that need to be made, such as the scale of the preliminary
83 site plan, etc. That way it's on record saying they're good with the preliminary plan.

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Chairman Erickson went through each item on Mr. Michel’s list asking the commissioners if they had any objections to the preliminary plan knowing the final site plan will reflect the required changes. There were brief discussions on each item. The Planning Commission recommended the waiver for the 30% of open space. They also recommend a couple of different tree species be planted.

Mr. Michels explained the process of preserving open space in a PUD. Vice-Chairman Schulze asked the applicants how the HOA would guarantee they no longer want to use the wetlands and decide to backfill the wetlands or make changes to them in five years. The applicants stated that the Master Deed would prevent that, and a copy of the bylaws would be provided to the township. The township will review the bylaws as part of the process and if there are ever any major amendments, they would have to run it by the township.

Vice-Chairman Schulze made a motion to recommend approval of the preliminary PUD plan based on the bottom of page 26 numbers 1-11, excluding three, from the November 4, 2021, Carlyle Wortman review which the Planning Commission has discussed and approved. Commissioner Krause seconded. Ross Nicholson clarified that it was a motion for recommendation of approval of the preliminary PUD to the township board based on items 1-11, excluding number three in the Carlyle Wortman review updated November 4, 2021. The motion carried.

Vice-Chairman Schulze stated he would walk through motion number two. Ross Nicholson said they didn’t need two motions, just one motion with conditions. He recommended they would want to make the recommendation for approval and the conditions to be within the same motion. Chairman Erickson said he wanted to re-do the motion, so everyone is clear. They agreed they could condense the two motions into one. The initial motion would be recommending approval of the preliminary PUD based on numbers 1-11 minus three from this review with the conditions that the items the Planning Commission wants fulfilled prior to either preliminary or final depending on what they want to do. Erickson wanted to clarify that the second part was 1-10 minus four. Schulze asked if they needed to include the 1-10. Mr. Michels said that they should.

Vice-Chairman Schulze said it will be one through three and five through ten. Those are the conditions; Chairman Erickson made a motion to support the amended motion. The motion carried by unanimous vote.

The applicants thanked the Planning Commission for their time. He said he appreciates that they can work together rather than against each other. He hopes to take this to the next step and see how it goes. He thanked Commissioner Krause for taking the time to walk the property.

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2) Master Plan Discussion:

Vice-Chairman Schulze moved to amend the agenda to move new business number one ahead of old business number two. Commissioner Krause seconded. The motion carried.

NEW BUSINESS:

1) Niemi Shared Private Driveway: Chairman Erickson explained that at the last meeting Mr. Michels summarized the latest review letter he had prepared for the application, which is available on Tyrone Township’s website.

Chairman Erickson summarized the last meeting. He said that they all reviewed the information and asked the applicant to get a determination from the fire chief. The Planning Commission did get that letter and it should be shared before having Mr. Michels give a quick summary. He explained the request was for a shared private driveway to provide access to two single-family lots for a proposed land division. He stated there has been more information provided since the last meeting including some details of the proposed shared driveway cross-section and layout, some drainage details, and the reference letter from the fire chief. The shared driveway would be to allow for a spilt of the property. There is a limit to how many lots can be served and the length that can be served with shared private driveways and the length is measured from where it connects with the main road all the way to the back of the shared driveway. The reason we needed the letter from the fire chief is that the proposed shared driveway would have pushed it past the 1,200 feet that the zoning ordinance allows.

The fire department said there’s nowhere to get water there and we’re not going to lose sleep if there’s not a dry hydrant there because there’s adequate space for us to get our apparatus in and turn it around. He said a waiver could be granted for the length. There is no issue with the number of lots to be served.

A driveway access easement maintenance agreement was provided. It needs a little tweaking to get it consistent with the zoning ordinance and into a recordable format. The sketch now shows the cross-section. He said he would recommend showing more contour so they can see exactly where the water is going to drain within some additional detail. He’d like to see more details about the culvert. They should add some language to the plan that says they won’t block the sight distance at the intersection.

168 After Mr. Michels finished summarizing his report, Mr. Nicholson explained that this
169 application is required to have a public hearing so they can't take action tonight. They
170 can go through the information that's been provided based on the review and make
171 recommendations to the applicant as to whether they need anything additional before
172 they schedule the public hearing.

173
174 Commissioner Krause asked if all the neighbors would be aware of this proposed
175 driveway; Mr. Nicholson said that all properties within 300' of the applicant will be
176 notified. The public hearing will be the first Planning Commission meeting in January
177 2022.

178
179 The Planning Commission confirmed that they need a better maintenance agreement,
180 and they need to waive the 1,200-foot requirement. Mr. Michels said the Planning
181 commission could request engineered drawings unless they're comfortable with what
182 was submitted. The Planning Commission stated they had no further questions for
183 the applicant.

184

185 **Old Business No. 2:**

186 **Master Plan Discussion**

187 The Planning Commission returned to Old Business number two on the agenda. They received a
188 work plan from the planners regarding the master plan process. Chairman Erickson asked Mr.
189 Michels to run through it for them.

190 Mr. Michels stated that there were several phases. The first phase is the kick-off and the next one
191 is the background – looking at what you already have and documenting assets and challenges.
192 Phase three is visioning – what do you want to do and be? The fourth phase is the actual
193 preparation and adoption of the document. Kick-off typically takes one to three months,
194 although it can be shorter or longer. The next step is to establish a steering committee. Once
195 goals and objectives have been developed, you'll want to have a public meeting. One suggestion
196 Mr. Michels had was to create a website (such as tyronetownshipmasterplan.com). This can be
197 on all the surveys and there can be links to the surveys. They discussed other methods of getting
198 a survey out. When doing a master plan, all the neighbors and utility companies, etc., need to get
199 a notice that we are working on a master plan and that we will be sending it out for review in the
200 future. This can happen right now.

201 The next phase is documenting the conditions that are around. Generally, this is three to six
202 months but could be shorter because of all the available information. The final phase is where
203 you start to envision what the future is and there may be a lot of interest in having visioning
204 sessions or community workshops. Mr. Michels spoke in detail about the master planning
205 process.

206

207 **CALL TO THE PUBLIC:**

208

209 A few members of the public spoke about the Lake Urban PUD and the Master Planning process.

210

211 **MISCELLANEOUS BUSINESS:** Chairman Erickson asked Mr. Michels if he had any updates
212 on the bill that was going through the Michigan House & Senate regarding the ability to rent out
213 your home as a short-term rental. Mr. Michels said he believed it was still in the Senate
214 subcommittee. Mr. Michels then spoke about open space preservation. He said the township
215 could do a development agreement with terms and conditions. That would be a contract that
216 could be upheld in court. He also explained how he interprets our ordinance language. He
217 explained the way they should interpret the ordinances.

218

219 **ADJOURNMENT:** The meeting was adjourned at 9:33 pm by Chairman Erickson.

220

221

NEW BUSINESS #1

Carlisle/Wortman's proposal of services for the Master Plan.



Carlisle | Wortman
ASSOCIATES, INC.

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

April 12, 2022

Tyrone Township Planning Commission
8420 Runyan Lake Road
Fenton, MI 48430

Master Plan Proposal

INTRODUCTION

Carlisle/Wortman Associates is pleased to submit the following proposal of services for Tyrone Township's Master Plan. This proposal is based on previous discussions and guidance from the Planning Commission.

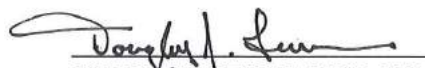
Please find enclosed a description of Carlisle Wortman staff to be dedicated to the project, a description of community engagement, a work plan, and a timeline.


This proposal assumes a rigorous revision of the current master plan or adoption of a new master plan. Estimated times are rough and may vary.

We propose a not-to-exceed amount of \$35,500 for this effort. Aside from the four proposed visioning sessions, all meetings would take place at regularly-scheduled Planning Commission meetings or work sessions.

We look forward to discussing this with you in more detail!

Sincerely,
Carlisle/Wortman Associates, INC


CARLISLE/WORTMAN ASSOC., INC.
Douglas J. Lewan, AICP
Executive Vice President


CARLISLE/WORTMAN ASSOC., INC.
Zach Michels, AICP
Planner

Master Plan Proposal of Services

Tyrone Township

April 12, 2022

CARLISLE WORTMAN STAFF

The following staff will be assigned to this project:

Doug Lewan, Executive Vice President	Principal in Charge
Zach Michels, AICP	Project Manager
Chris Nordstrom, Landscape Architect	Graphic Creation
Joe Blair	Planner and GIS Technician
Paul Ranalli	Graphic Design and Website

COMMUNITY ENGAGEMENT

In order to gather input from the widest range of community stakeholders, we propose combining traditional community engagement techniques, such as visioning sessions and community surveys, with technology, such as a project website.

Planning Commission

The Township has determined that the Planning Commission will serve as the steering committee for the master planning process. It will help guide the process and build consensus around a comprehensive strategy for the Township.

Some specific tasks anticipated for the Planning Commission include:

- Review analysis and existing conditions
- Assist in gathering community input
- Work with Carlisle Wortman to review draft text, including goals, objectives, and strategies
- Hold a public hearing and make a recommendation to the Township Board for consideration
- Serve as the ongoing champions of the Master Plan during the planning process and plan implementation

Project Website

Carlisle Wortman will create and manage a project website that will be used throughout the master planning process. This website will serve as the one-stop location for information and include:

- Link to community survey
 - Online engagement tools
-

Master Plan Proposal of Services

Tyrone Township

April 12, 2022

- Frequently asked questions page
- Drafts of all documents
- Contact information
- Project calendar/schedule

Community Survey

Carlisle Wortman will work with the Planning Commission to prepare a community survey and assist with materials to raise awareness of the survey throughout the community. We will also prepare and manage the online survey and provide a hard copy of the survey for distribution at the Township Hall.

The Township will be responsible for distributing materials guiding community members to participate in the survey. There are options for the distribution of the community survey that we would like to discuss with the Township before getting underway. This should be one of the first items for discussion by the Planning Commission.

Visioning Sessions

Carlisle Wortman will prepare and conduct four visioning sessions focusing on topics or geographic areas, to be determined by the Planning Commission. We anticipate asking for community feedback on topics like land use, housing, economic development, subareas, farmland preservation, and related planning and zoning topics.

To help promote resident participation, we propose that visioning sessions be held in different locations within the Township, to be determined by the Planning Commission.

Display at Township Hall

Carlisle Wortman will provide graphic information on the master plan project to be displayed at the Township Hall during the planning process, allowing participation for those who visit the Township Hall.

Master Plan Public Hearing

Carlisle Wortman will present the results of reviews by adjacent communities, groups in the Township, interested agencies, and the community as part of the statutorily-required master plan public hearing.

WORK PLAN

The work plan has four basic phases: 1) Kick Off; 2) What You Have/Assets and Challenges; 3) What You Want/Visioning; and 4) Plan Development and Adoption. The phases are designed to generally build off earlier phases and are described below.

Master Plan Proposal of Services

Tyrone Township

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Phase 1: KICK OFF

1-3 months

To finalize a work plan, Carlisle Wortman will work with the Township, through the Planning Commission, to help identify the “big picture” concerns and review options available for master plan development. Based on conversations at previous Planning Commission meetings and work sessions, much of this has already been discussed and is addressed in this proposal.

Task 1.1: Confirm Scope and Work Plan

This proposal is intended to confirm the scope of the work plan. It outlines the number and potential purpose of visioning sessions, time frame, and responsibilities for different tasks.

Adjustments may be made to balance the scope of the work plan and the available budget.

Task 1.2: Launch Master Plan Website

Carlisle Wortman, with guidance from the Planning Commission, will design and launch a master plan website that will be updated and maintained throughout the master planning process. It will serve as a one-stop location for information on the master plan, including links to surveys, online engagement tools, frequently asked questions page, drafts of all documents, contact information, and project calendar.

The Township can include links to this website from its website and other platforms.

Task 1.3: Prepare Community Survey

Carlisle Wortman, with guidance from the Planning Commission, will prepare a community survey covering broad areas of interest. Final distribution of the community survey will be determined by the Township, but our understanding at this time is that the preference is for it to be available through an online platform or hard copies at the Township Hall.

The Township will be responsible for distributing materials directing community members to participate in the community survey.

Phase 1 Deliverables

- Master plan project website launched
- Initial display for Township Hall
- Community survey live, with hard copies available at the Township Hall
- Materials directing community members to the community survey

Master Plan Proposal of Services

Tyrone Township

April 12, 2022

Phase 2: WHAT YOU HAVE/ASSETS & CHALLENGES

3-6 months

In order to plan for the future, it is necessary to understand current conditions by conducting background studies and documenting current conditions. Some tasks in this phase may take place concurrently with tasks in Phase 1. This phase will consist of the following tasks:

Task 2.1: Collect and Analyze Community Profile/Demographics

Carlisle Wortman will collect and update the community profile for the master plan using the most recent information from the US Census, as well as information from the county, state, SEMCOG, and other sources.

Task 2.2: Review and Analyze Existing Plans

Carlisle Wortman will review plans of surrounding communities, Livingston County, SEMCOG, MDOT, other agencies, and other Township-generated plans. Information and findings from these plans will be incorporated into the master plan and public input sessions.

Task 2.3: Inventory Existing Land Use

Carlisle Wortman will review existing land use information, including PA 116 Lands, and prepare maps, to be verified by the Planning Commission. Maps and information will be incorporated into the master plan and public input sessions.

Task 2.4: Inventory Natural Resources

Carlisle Wortman will review natural resources information, including woodlands, wetlands, water, slopes, and soils, and prepare maps, to be verified by the Planning Commission. Maps and information will be incorporated into the master plan and public input sessions.

Task 2.5: Inventory Infrastructure and Services

Carlisle Wortman will review existing infrastructure and public service information and prepare maps, to be verified by the Planning Commission. Maps and information will be incorporated into the master plan and public input sessions.

Task 2.6: Subarea Assets and Challenges

Carlisle Wortman will use information developed in the above phases to identify specific assets and challenges for four identified subareas in the community.

Phase 2 Deliverables

- Community profile
 - Existing land use map and table
 - Natural resources map
-

Master Plan Proposal of Services

Tyrone Township

April 12, 2022

- Infrastructure map
- Subarea maps

Phase 3: WHAT YOU WANT/VISIONING

4-8 months

With an understanding of current conditions, the focus of master plan development shifts to what the community wants to be in the future. It is our understanding that a more-robust public engagement process will be important to Tyrone Township. This phase will consist of the following tasks:

Task 3.1: Visioning Sessions

Carlisle Wortman will prepare materials and facilitate four visioning sessions. These visioning sessions are intended to gather community input to help guide the development of goals and objectives, future land use, and subarea plans. Visioning sessions can be of a general nature, focus on a specific issue or area, or include a specific group, with Planning Commission guidance and confirmation of the final topics. Visioning sessions to be held at various locations throughout the Township, to be determined by the Planning Commission.

Task 3.2: Develop Goals and Objectives

Based on information gathered from background studies and the community, Carlisle Wortman will prepare draft goals and objectives, to be refined and endorsed by the Planning Commission. Review may also include community workshop at either a Planning Commission meeting or work session.

Task 3.3: Develop Future Land Use

Based on information gathered from background studies and the community, Carlisle Wortman will prepare draft future land use, to be refined and endorsed by the Planning Commission. Review may also include community workshop at either a Planning Commission meeting or work session.

Task 3.4: Develop Subarea Plans

Carlisle Wortman will prepare four or five subarea plans, based on information gathered from background studies and the community, to be refined and endorsed by the Planning Commission. Review may also include community workshop at either a Planning Commission meeting or work session.

Task 3.5: Develop Implementation Plan

Carlisle Wortman will prepare an implementation plan, to be refined and endorsed by the Planning Commission.

Master Plan Proposal of Services

Tyrone Township

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Phase 3 Deliverables

- Visioning session summaries/findings
- Goals and objectives
- Future land use map
- Subarea plans
- Implementation plan

Phase 4: PLAN DEVELOPMENT & ADOPTION

6-10 months

Following general consensus on the community's vision, the master plan document is prepared, reviewed, and adopted. Development of portions of the draft master plan can take place at the same time as earlier phases. This phase will consist of the following tasks:

Task 4.1: Prepare Initial Draft

Carlisle Wortman will prepare a draft master plan, based on guidance from the goals and objectives, future land use, and subarea plans. The master plan will be highly-graphical, with an emphasis on user friendliness. Carlisle Wortman will also prepare snapshot informational posters of the draft master plan for use at public meetings and display in the community.

Task 4.2: Prepare Distribution Draft

Once a draft has been forwarded by the Planning Commission and approved by the Township Board for distribution, the Township will distribute copies of the draft master plan to surrounding communities and other interested parties for their review and comment or may assist the Township with this task. The document will be hosted on the master plan website, with Carlisle Wortman providing a QR code and short URL to the Township. Surrounding communities and other interested parties have 63 days to review the draft master plan and provide comments.

Task 4.3: Conduct Public Hearing

The Township must hold at least one public hearing on the draft master plan. The Township will prepare notices for the public hearing. Carlisle Wortman will provide assistance, as needed, with public hearing notices and will provide materials for the public hearing.

Task 4.4: Prepare Final Draft

Based on guidance from the Township following the public hearing and comment period, Carlisle Wortman will revise the master plan accordingly for final review by the Planning Commission and adoption by the Township Board.

Master Plan Proposal of Services

Tyrone Township

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Task 4.5: Adopt Master Plan

It is anticipated that the Township Board will assume the authority to adopt the master plan by resolution and have final authority on its adoption. Carlisle Wortman can prepare draft resolutions for the Township to consider and attend a Township Board meeting to present the master plan and answer any questions.

Phase 4 Deliverables

- Initial master plan draft
- Informational posters for public meetings
- Revised master plan for distribution
- Final master plan draft
- Presentation boards (24" by 36")
- Future land use map (24" by 36")
- Bound, hardcopies of the adopted master plan (3)
- Digital copies of documents on flash drive or compact disk

Master Plan Proposal of Services

Tyrone Township

April 12, 2022

TIMELINE

The proposed timeline below is based on the work plan that has been developed through review with the Planning Commission. It is subject to change based on desires of the Township.

TASK	Month																	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1.1: Confirm Scope and Work Plan	█																	
1.2: Launch Website (<i>regular updates</i>)	█	█																
1.3: Prepare/Launch Community Survey	█	█																
<i>*Community Survey Active*</i>	█	█	█															
2.1: Community Profile and Demographics	█	█	█	█														
2.2: Review Existing Plans		█	█	█														
2.3: Inventory Existing Land Uses			█	█	█													
2.4: Inventory Natural Features			█	█	█													
2.5: Inventory Infrastructure and Services			█	█	█													
2.6: Subarea Assets and Challenges				█	█	█												
3.1: Visioning Sessions			█	█	█	█												
3.2: Develop Goals and Objectives					█	█	█	█										
3.3: Develop Future Land Use						█	█	█	█									
3.4: Develop Subarea Plans							█	█	█	█								
3.5: Develop Implementation Plan							█	█	█	█								
4.1: Prepare Initial Draft				█	█	█	█	█	█	█	█	█	█					
4.2: Prepare Distribution Draft												█	█	█				
<i>*Wait for Reviews*</i>													█	█	█	█		
4.3: Conduct Public Hearing															█	█		
4.4: Prepare Final Draft																█	█	
4.5: Adoption!																	█	█

NEW BUSINESS #2

Road chloride quote from Chloride Solutions.

Chloride Solutions

Ice & Dust Control

RATE QUOTE

Date: March 1, 2022

Customer: *Tyrone Township*

Product: Dust Control - Mineral Well Brine

Applied Rate Public: \$.224 per gallon / 9,500 gallons per load

Applied Rate Private: \$.30 per gallon / 4500 gallon per load

Discount Offered: 1% net 10 days of receipt; net 30 days

Customer Signature: _____

Date: _____

Quoted By: *Brian Hitchcock, President*

If awarded this bid, please sign and return to our office.

~ Fax: 517-338-5005 ~ Telephone: 517-803-4726 ~

~ Email: brian@mbhtrucking.net~

Chloride Solutions, LLC

672 N. M-52

Webberville, MI. 48892

Quote is good through the 2022 season

NEW BUSINESS #3

ARPA budget amendment (general fund to road fund).

Proposed Budget Amendments by Fund for Fiscal Year 2022/2023

Fund	Department	Account No.	Account Name	Current Budget	Current Balance as of 4/14/22	Suggested Amendment
GENERAL FUND		101-966-995.246	TRANSFER OUT TO ROAD FUND	\$ 285,000.00	\$ -	\$ 760,000.00
ROAD FUND		245-000-699.000	TRANSFER IN FROM GENERAL FUND	\$ 285,000.00	\$ -	\$ 760,000.00
ROAD FUND		245-446-827.002	ROAD CONTRACTS	\$ 495,940.00	\$ -	\$ 970,940.00

Note: Transfer of \$475,000 of the ARPA Federal Funds to cover anticipated Road Projects.

NEW BUSINESS #4

Road improvement agreement for Runyan Lake Road
(Foley to White Lake).

PROJECT AGREEMENT

JOB NUMBER: _____

This Agreement made and entered into this _____ day of _____, 2022 by and between the TOWNSHIP of TYRONE Livingston County, Michigan, hereinafter referred to as "TOWNSHIP" and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF LIVINGSTON, hereinafter referred to as "ROAD COMMISSION."

WITNESSETH

The Township has selected the following road to be improved as described below:

RUNYAN LAKE ROAD
(FOLEY ROAD TO WHITE LAKE ROAD)
APPROXIMATELY 1.38 MILES
CRUSH AND SHAPE EXISTING PAVEMENT, PLACE 4.0" OF NEW HOT MIX ASPHALT,
ALTOGETHER WITH THE NECESSARY RELATED WORK

The parties agree as follows:

1. The Engineer's Opinion of Probable Cost is \$520,000. The Township shall pay the Road Commission 50% of the cost of the project not to exceed \$260,000.
 - A. The balance shall be paid promptly as invoiced.
 - B. The Road Commission shall furnish the Township with a final breakdown of its actual expenses upon completion of the project.
 - C. The Township will not withhold payments because of any set-off, counterclaim, or any other claim which it may have against the Road Commission arising out of this or any other matter. If there is a dispute over the balance due upon completion, the Township will pay the amount claimed by the Road Commission, and such payment shall not be a waiver by the Township of any claims it may have arising from this contract and the completion of the project.
2. All work shall be performed in a good workmanlike manner and in accordance with plans and specifications adopted by the Road Commission.
3. The Road Commission shall hold the Township harmless from any liability arising from the work performed pursuant to this contract.
4. The work will be completed within the current contract year, unless the parties otherwise so agree.
5. In the event the project cannot be completed due to circumstances beyond the control of the Road Commission, and through no fault of the Road Commission, the contract price for later completion will be subject to renegotiation.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date and year first above written.

TOWNSHIP OF TYRONE

BY: _____
MIKE CUNNINGHAM, SUPERVISOR

PAM MOUGHLER, CLERK

BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF LIVINGSTON

BY: _____
STEVEN J. WASYLK, MANAGING DIRECTOR

TERRY E. PALMER, DIRECTOR OF FINANCE

NEW BUSINESS #5

Aflac disability and life insurance policy proposal.

Employee Name	D.O.B	Age	Gender	Annual Income	Disability		Disability	
					Max Monthly Coverage	3 Month, 0/7, Max Coverage Rates	STD 1,400 Monthly Coverage	3 Month, 0/7, Max Coverage Rates
Karie Carter			Female	32437.18	\$1,600	\$56.16	\$1,400	\$49.14
Tamara Dorsch			Female	27773.63	\$1,400	\$49.14	\$1,400	\$49.14
Michael Cunningham			Male	44966.76	\$2,200	\$77.22	\$1,400	\$49.14
Jennifer Eden			Female	45356.76	\$2,200	\$65.78	\$1,400	\$41.86
Alexa Huspek			Female	48056.7	\$2,400	\$71.76	\$1,400	\$41.86
Pam Moughler			Female	49340	\$2,400	\$71.76	\$1,400	\$41.86
Marian Krause			Female	28723.84	\$1,400	\$49.14	\$1,400	\$49.14
Eranda Kristo			Female	27,500	\$1,400	\$49.14	\$1,400	\$49.14
Lynette Maybee			Female	28288	\$1,400	\$41.86	\$1,400	\$41.86
Terri Medor			Female	44238.4	\$2,200	\$77.22	\$1,400	\$49.14
Ross Nicholson			Male	49936.72	\$2,500	\$74.75	\$1,400	\$41.86
Totals						\$683.93		\$504.14

Disability Option 1

Disability Option 2

20 Year term life	
Life \$50K	Life \$35K
\$40.80	\$34.31
\$71.10	\$58.67
\$69.10	\$55.24
\$29.60	\$25.28
\$10.40	\$9.81
\$27.20	\$23.39
\$78.80	\$64.90
\$40.80	\$34.31
\$23.20	\$20.17
\$64.30	\$53.21
\$10.70	\$10.09
\$466.00	\$389.38

Life Option 1

Life Option 2

Options	Description	Monthly Rates
Disability Option 1	Everyone gets the max monthly coverage their income qualifies for	\$683.93
Disability Option 2	Everyone gets coverage of \$1,400 per month	\$504.14
Life Option 1	20 year terms for everyone 60 and under \$50,000 of Coverage	\$466.00
Life Option 2	20 year terms for everyone 60 and under \$35,000 of Coverage	\$389.38

Disability and Life Option 1	Monthly rates combined / Max DI and 50K Life	\$1,149.93
Disability and Life Option 2	Monthly rates combined / DI capped at \$1,400 and 35K Life	\$893.52

NEW BUSINESS #6

Employee Covid time-off policy.

Tyrone Township
Employee COVID Time Off Policy
With Board Approved Aflac Policy

April 19, 2022

With the interest of the health and wellness of all employees, the Township will implement a new Employee COVID Time Off policy to address employee's illness and/or exposure due to COVID.

We will continue to follow the CDC guide lines and instruct our associates to use the Quarantine and Isolation Calculator.

Each employee receives 64 hours of sick/personal time every year on April 1st. In addition, the township board has approved an Aflac Policy for each employee which will pay employees on day 1 of any injuries and day 8 of any illness.

If illness and/or exposure due to COVID causes an employee to require more time off and the employee does not have any sick/personal or vacation time left to use, the employee may request additional time through the Personnel Committee. The Personnel Committee consists of the Township Supervisor, Clerk and Treasurer. Determination of awarding additional time will be determined solely by the Personnel Committee on a case-by-case basis and with the best interest of the health and wellness of all employees.

Tyrone Township
Employee COVID Time Off Policy

Without Aflac Policy

April 19, 2022

With the interest of the health and wellness of all employees, the Township will implement a new Employee COVID Time Off policy to address employee's illness and/or exposure due to COVID.

We will continue to follow the CDC guide lines and instruct our associates to use the Quarantine and Isolation Calculator.

Each employee receives 64 hours of sick/personal time every year on April 1st.

If illness and/or exposure due to COVID causes an employee to require more time off and the employee does not have any sick/personal or vacation time left to use, the employee may request additional time through the Personnel Committee. The Personnel Committee consists of the Township Supervisor, Clerk and Treasurer. Determination of awarding additional time will be determined solely by the Personnel Committee on a case-by-case basis and with the best interest of the health and wellness of all employees.

NEW BUSINESS #7

Quote to clean township hall carpets.

QUOTE



Company Address 821 Wakefield.
Plainwell, MI 49080
www.modernistic.com
(800) 609-1000

Quote Number 00036292
Created Date 4/12/2022
Prepared By Nick Ojeshina
Email nojeshina@modernistic.com

CUSTOMER ACCOUNT INFORMATION

Account Name Tyrone Township Contact Name Terri Medor
Bill To 8429 Runyan Lake Rd Phone (810) 629-8631
Fenton, MI 48430

QUOTE DETAILS

Property Address 8429 Runyan Lake Rd
Fenton, MI 48430

Work Order Notes NO:
Call on the way
Clean all carpeted areas except for a few offices
Offices, Board Room, Conference Room

QUOTE LINE ITEMS

Service	Line Item Description	Quantity	Sales Price	Total Price
Carpet Cleaning	Commercial Carpet Cleaning	3,662.00	\$0.18	\$659.16
Service Charge	Commercial Service Charge	1.00	\$15.00	\$15.00

TOTALS

Subtotal	\$674.16
Discount	\$0.00
Grand Total	\$674.16

Thank you for choosing Modernistic and supporting our family-owned, Michigan-based company and its employees!

NEW BUSINESS #8

Approval of road-right-of-way tree cutting.

Per Supervisor: Request of Ronald's Tree Service for one day of tree cutting along road right-of-way at the cost of \$3,000.

NEW BUSINESS #9

Commercial insurance policy for township hall.

April 14, 2022

Tyrone Township Board:

In reviewing our current General Liability Insurance policy through Burnham & Flower, I noticed the Content Property Coverage appeared to be quite low, \$53,045, in association to the building contents. Years 2018 – 2021, the building content coverage was \$104,246. I contacted the insurance company and requested the coverage be increased to \$100,000.

The Property Coverage for building contents in Section II of the policy will change from \$53,045 to \$100,00 at no additional cost, effective on April 1, 2022.

Pam Moughler



Township of Tyrone, Livingston
8420 Runyan Lake Rd.
Fenton, MI 48430
(Effective April 1, 2022)



Serviced by:

Burnham & Flower
INSURANCE GROUP
You serve others. We serve you.

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Kalamazoo, MI 49007
800.748.0554
www.bfgroup.com



Administered & Underwritten by:

**KENRICK
CORPORATION**

1700 OPDYKE COURT
AUBURN HILLS, MI 48326
800.878.9878
WWW.KENRICKCORP.COM



INTRODUCING The Michigan Township Participating Plan

The Michigan Township Participating Plan was formed in April of 1985 under enabling legislation known as Public Act 138. The Par Plan was formed to provide a stable market for governmental entities who, up to then, were paying exorbitant prices for limited coverage, or in some cases, were being forced to go without coverage in key areas.

There are a number of reasons for Par Plan's success. Par Plan was structured to provide more features and benefits than any other plan:

- ☉ Non-profit
- ☉ Tax-exempt
- ☉ Retain investment income
- ☉ Stable pricing
- ☉ Interactive website
- ☉ Simplified application
- ☉ Specialized loss control
- ☉ Homogenous group

The Par Plan develops coverage programs specific to every member's needs because we know that there isn't any one coverage that can satisfy the needs of each and every municipality. We offer coverage as diverse as each public entity.

The Par Plan is a unique and proven, member-driven system that has effectively provided affordable, tailored property and casualty coverage to small- and medium-size Michigan public entities for many years. Members of the Par Plan all share common goals and needs specific to public entities. Through participation in the Par Plan, they create a team approach to meeting those goals and needs. The par plan is a proven, historically stable program with a 98% member retention rate and a strong, long-term working relationship with its program reinsurers.

Over 1,300 current members already know why The Par Plan is #1 in Michigan.

TYRONE TOWNSHIP

* Dividend Returns to Date: \$3,460.96

* Grant Awards to Date: \$0

* Reimbursement for Michigan Citizen Planner Certification - **One Person Per Year**

Par Plan Board of Directors

Zone 1

Paul Lehto
Calumet Township
906.337.2410

Zone 2

David Blake Thomas
Trout Lake Township
906.240.9747

Zone 3

Glen Lile
East Bay Charter Township
231.947.8719

Zone 4

Diane Randall
Roscommon Township
989.422.4116

Zone 5

Judy Maike
Everett Township
231.519.1435

Zone 6

Gary Brandt
Monitor Charter Township
989.684.3366

Zone 7

Michael Boskee
Elba Township
810.664.2332

Zone 8

Linda Preston
Pokagon Township
269.462.1632

Zone 9

William Bamber
Oceola Township
517.546.3259

With Eight Offices in Four States
We serve over 2600 Public Entities



Your Michigan Service Team

800.748.0554



Jon Johnson
 ext. 3163
 Account Manager
jjohnson@bfgroup.com
 cell: 269.929.1605



Megan West
 ext. 3178
 Account Manager
mwest@bfgroup.com
 cell: 614.440.8292



Bobbi Pritchard
 ext. 3111
 Manager
bpritchard@bfgroup.com



Jean Perry
 ext. 3135
 Service Representative
jperry@bfgroup.com

*"All Products and Services from a Single Source"*PROPERTY & LIABILITY SOLUTIONS

- Property & Liability Coverage
- Workers Compensation
- Bonds

BENEFIT SOLUTIONS

- Group Health
- Group Life
- Group Voluntary Life
- Dental
- Volunteer Fire
- Long & Short Term Disability

RETIREMENT SOLUTIONS

- Pension
- Deferred Compensation

GASB 45 SOLUTIONS

- Section 115 Trust
- Actuarial Services, AAL & ARC

ADMINISTRATIVE SERVICES

- FSA, Section 125
- COBRA
- PA 106 Compliance
- Pension
- HRA, HSA & Debit Cards



Michigan Township Participating Plan Administration & Risk Control



Burnham & Flower Insurance Group
Marketing & Service



UHY LLP Certified Public Accountants
Auditing

HCC Public Risk Claim Service Claims

As a direct extension of our Risk Control program, the Claims Department stands ready if an incident turns into a claim. Through the expeditious payment of covered claims, HCC provides service of the highest caliber. Our professional and skillful claims handling gives your Municipality piece of mind.



TOKIO MARINE
HCC

HCC Public Risk Claim Attorney Representation:

- Foster, Swift, Collins & Smith, P.C. (Grand Rapids)
- Foster, Swift, Collins & Smith, P.C. (Lansing)
- Landry, Mazzeo & Dembinski, P.C. (Farmington Hills)
- Law Offices of Gary Rossi PLLC (Bloomfield Hills)
- Lucas & Baker, P.C. (Onsted)
- McGraw Morris, P.C. (Grand Rapids)
- McGraw Morris, P.C. (Troy)
- Seibert & Dloski, P.L.L.C. (Clinton Twp)
- Swogger, Bruce & Millar Law Firm, P.C. (Traverse City)
- White & Wojda Attorneys at Law (Alpena)

HCC Public Risk Control Services provides customized loss control to a variety of Municipal Governments, including Cities, Counties, Towns, Townships and Villages. We also work closely with the different branches within these entities:



TOKIO MARINE
HCC

- Police & Fire Departments
- Parks & Recreation Programs
- Public Works
- Human Resources Departments.

Risk Control continued

Our main objective is to assist Municipalities in reducing and/or transferring potential liability exposures. There are many potential exposures which public officials must contend with. To help our members deal with these, we offer several types of risk control services:

- Risk Control site visits and subsequent report with recommendations for improvement
 - Special event and hold harmless language reviews
 - Resource materials
 - Technical assistance
 - Free Risk Control workshops and conferences including:
 - ▶ How to Avoid Zoning Litigation
 - ▶ ADA and Discrimination in the Workplace
 - ▶ Know Your Liabilities
 - ▶ Top 10 Areas of Litigation
 - ▶ So You've Been Sued
 - ▶ Risk Management for Governmental Entities
 - ▶ Sexual Harassment in the Workplace
-

You Serve Others... We Serve You.
Our service promise to you.

- We will promptly respond to your phone calls and emails.
- We will expedite any changes in coverage.
- We will offer 24x7 on-line access to information you need.
- We will happily review your coverage at any time - we recommend annually.
- We have the ability to review contracts or certificates you receive from other parties.
- We will provide risk management and safety recommendations.
- We will work with you to meet your unique and changing needs.
- We have staff on-site with expertise in the following areas:
 - Property & casualty
 - Group benefits
 - Retirement services
 - Health insurance third party administration



SECTION I. LIABILITY COVERAGES

Who is an 'Insured'

- 1) Any member of the governing body of the Named Insured
- 2) Any member of boards or commission of the Named Insured
- 3) Any elected or appointed official of the Named Insured
- 4) Any employee of the Named Insured
- 5) Any volunteer of the Named Insured

A. COMPREHENSIVE GENERAL LIABILITY COVERAGE

Description	Coverage
Bodily Injury & Property Damage	\$5,000,000 per occurrence
Personal & Advertising Injury	\$5,000,000 per occurrence
Aggregate	None
Deductible	None
Sewer Backup Liability	\$100,000 per occurrence \$100,000 aggregate
Damage to Premises Rented to you	\$500,000 any one premises
Medical Payments (volunteers included)	\$10,000 any one person
Entrusted Property for Storage / Safekeeping	\$25,000 aggregate
Excess Employer's Liability (workers' compensation primary)	\$100,000 Bodily Injury by Accident \$100,000 Bodily Injury by Disease





COMPREHENSIVE GENERAL LIABILITY COVERAGE Cont.

Additionally & Automatically Included:

- Athletic Participation Liability
- Automatic Coverage for Newly Acquired Organizations (90 days)
- Broad Form Property Damage
- Cemetery Professional Endorsement
- Elected & Appointed Official's Residence and Place of Employment
- Extended Bodily Injury
- EMT / EMS Operations
- Host/Incidental Liquor Liability
- Government Medical (Good Samaritan Endorsement)
- Incidental Medical Malpractice Liability
- Insured Contractual Liability
- Liability Resulting From Mutual Aid Agreements
- Mental Anguish, Mental Injury, Shock & Disability
- Non-Owned Watercraft (under 51')
- Occurrence Form
- "Pay on Behalf" Form
- Products & Completed Operations
- Pollution Coverage for Fire Department Emergency & Training Operations
- Special Events Liability (excluding sponsored fireworks and liquor)

B. EMPLOYEE BENEFITS LIABILITY COVERAGE

Description	Coverage
Per Occurrence Limit	\$1,000,000
Annual Aggregate Limit	\$3,000,000
Deductible	None



C. PUBLIC OFFICIALS LIABILITY COVERAGE

(Errors & Omissions / Wrongful Acts Liability)

Description	Coverage
Per Occurrence Limit	\$5,000,000
Annual Aggregate Limit	None
Deductible	None
Occurrence Form	Included
Employment Practice Liability	Included
“Pay on Behalf” Form	Included
Equal Employment Opportunity Commission Actions	Included
Civil Rights Violations	Included
Non-Monetary Defense Cost Coverage	\$50,000 per suit
• Injunctive Relief	\$100,000 aggregate
Private Property Use Restriction Sublimit Endorsement (Zoning)	\$250,000 per occurrence \$0 aggregate

D. AUTOMOBILE LIABILITY COVERAGE

Description	Coverage
Occurrence Limit (Hired & Non-Owned Included)	\$5,000,000
Deductible	None
Employee Vehicle Endorsement	\$1,000



SECTION II. PROPERTY COVERAGE

Location Address	Building	Contents	Year Built
WHITE LAKE RD (VACANT LAND)	\$0	\$0	2007
10154 WHITE LAKE RD (COLWELL CEMETERY)	\$0	\$0	1970
10226 LINDEN ROAD (CLOUGH CEMETERY)	\$0	\$0	1970
7194 HARTLAND RD (GARDNER CEMETERY)	\$0	\$0	1970
8420 RUNYAN LAKE ROAD (NEW TOWNSHIP HALL)	\$1,220,035	\$53,045	2000
8420 RUNYAN LAKE ROAD- STORAGE GARAGE	\$63,128	\$0	2000
10408 CENTER ROAD (HISTORICAL TOWNSHIP)	\$164,639	\$3,578	1970

Description	Coverage
Total Building & Contents Limit - Blanket & Agreed	\$1,504,425
Deductible	\$1,000
Replacement Cost Valuation	Included
Coinsurance	N/A
Equipment & Mechanical Breakdown Coverage (\$1,000 Deductible)	Included
Earthquake Coverage Limit	\$1,000,000
Earthquake Coverage Deductible	\$50,000
Flood Coverage Limit (Excludes FEMA "special flood coverage area")	\$100,000
Flood Coverage Deductible	\$10,000



PROPERTY COVERAGE - Cont.

Extensions of Coverage

Accounts Receivable	\$250,000
Damage to Buildings from Theft, Burglary, or Robbery	Included
Debris Removal	25% of loss
Extra Expense	\$500,000
Fire Department Service Charge	\$5,000
Fire Equipment Recharge	\$5,000
First Party Sewer Back-up	\$25,000
Foundations of Machinery	\$250,000
Foundations of Building	\$500,000
Glass Coverage - no deductible applies	Included
Inventory or Appraisal	\$10,000
Loss of Rents and Business Income	\$500,000
Newly Acquired or Constructed Property - Building (180 Days)	\$1,000,000
Newly Acquired or Constructed Property - Contents (180 Days)	\$250,000
Outdoor Property	\$10,000
Personal Effects of Employees	\$1,000
Personal Property of Others	\$15,000
Premises Boundary Increased Distance	1,000 Feet
Preservation of Property	Included
Pollution Cleanup and Removal	\$10,000
Tree Cleanup in Cemeteries	\$10,000
Underground Pipes, Flues or Drains (Within 1,000ft of Insured Structure)	\$1,000,000
Valuable Papers & Records - Costs to Research, Replace, or Restore	\$250,000



PROPERTY COVERAGE - Cont.

Building Ordinance or Law

Coverage for Loss to Undamaged Portion of the Building	Actual Loss Sustained
Demolition Cost Coverage to Undamaged Portion of the Building	Actual Loss Sustained
Increased Cost of Construction Coverage	Actual Loss Sustained

ELECTRONIC DATA PROCESSING (EDP) COVERAGE

Data, Media, Programs	\$100,000
Extra Expense	\$100,000
Loss of Business Income	\$100,000
System Breakdown Coverage	Included
Deductible	\$1,000

INLAND MARINE COVERAGE

Deductible	\$1,000
Total:	\$51,000

SCHEDULED INLAND MARINE

Make/Model	Value	Value Type
MISCELLANEOUS PROPERTY & EQUIPMENT	\$51,000	Replacement



SECTION III. CRIME & BONDING

Description	Coverage
Forgery or Alteration	\$10,000
Theft, Disappearance and Destruction In/Out	\$100,000
Tax Time Limit	\$100,000
Computer Fraud	\$100,000
Employee Dishonesty - Per Loss	\$100,000
Deductible	None

BOND COVERAGE	
Position	Limit
Treasurer	\$25,000
Deputy Treasurer	\$15,000
Clerk	\$10,000
Deputy Clerk	\$10,000
Supervisor	\$5,000



Township of Tyrone

BIND REQUEST EFFECTIVE: April 1, 2022

Michigan Township Participating Plan Package	\$15,820
SUBTOTAL	\$15,820

PROGRAM COVERAGE OPTIONS

<input type="checkbox"/> Add Casualty & Property Limited Terrorism Coverage	\$134 add'l
<input type="checkbox"/> Decrease Property & IM/EDP Deductible to \$500	\$79 add'l
<input type="checkbox"/> Increase Non Monetary Defense Cost Coverage to \$100,000 per suit/\$100,000 aggregate	\$250 add'l

**** If you have any questions please contact our office. Higher Limits of coverage available upon review****

This proposal is an overview of the coverages provided by Michigan Township Participating Plan (MTPP). This presentation is merely descriptive and should be used for reference purposes only. Your policy(ies) must be referred to for specific coverages, limitations and restrictions. Specific questions regarding any of these items should be referred to your Account Manager.

INVOICE

DATE: April 14, 2022

Township of Tyrone
Ms. Pam Moughler
8420 Runyon Lake Road
Fenton, MI 48430

Burnham & Flower Group
315 South Kalamazoo Mall
Kalamazoo, MI 49007-4806

Item	Effective	Tran	Description	Amount
	4/1/2022	REN	Cyber & Privacy Liability Coverage	\$4,198.75

Invoice Balance \$4,198.75

Mail All Payments to:

Burnham & Flower Insurance Group
315 South Kalamazoo Mall * Kalamazoo MI 49007

Thank you for your continued business!

Cyber Security

Cyber insurance is not just a product. It's a service.

When you buy a cyber insurance policy, you are ultimately buying access to technical resources in case the worst happens. A good cyber policy reacts immediately to a cyber event, providing instant access to IT security experts, forensic investigators, lawyers and crisis communications specialists who will help you manage the situation and get back online as quickly as possible. Most policies will also provide free risk management tools, like employee training and dark web monitoring, that can help keep your business secure and prevent events from happening.

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What does it cover?

- Cyber incident response costs (including IT forensics, legal, breach notification and crisis communications)
- Cybercrime (including social engineering, theft of personal funds, cyber extortion, ransomware attacks and unauthorized use of computer resources through cryptojacking or botnetting)
- System damage and business interruption (including full data re-creation, income loss and extra expense, additional extra expense, consequential reputational harm and hardware repair and replacement)
- Network security and privacy liability (including management liability arising from a cyber events and regulatory fines and penalties)
- Media liability (including defamation and intellectual property rights infringement)
- Technology errors and omissions
- Court attendance costs

Claims process

Most cyber events require immediate access to a wide variety of services to help businesses mitigate the impact of an attack. The in-house incident response team behind Acrisure Cyber provides all the necessary support from initial discovery through remediation when you suffer a cyber incident.

- 1** **Triage**
After you notify a cyber incident via the hotline, mobile app, or email, a technical expert will call back to triage, contain, and marshal the right specialists within our team.
- 2** **Forensics**
Next, our team will work with key stakeholders in your business to investigate the root cause and extent of the incident and provide recommendations for recovery.
- 3** **Recovery**
If systems are down, our business recovery team will then step in to get you fully operational again by helping to remove malicious malware and recover critical data.
- 4** **Remediation**
Once you're fully back on track, your claim will be handed over to our claims adjusters for final settlement.

Overview

Cyber risk is an exposure that no modern business can escape, and financial impact of cybercrime, business interruption, and privacy events are now felt within all industries. With solutions designed for businesses of all sizes, our cyber products provide cutting-edge, innovative cover to protect against the very real and growing threats of the digital age.

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For more information please call 800.748.0554 and ask to speak with a Michigan Account Representative.

Industry

Public Entities

Public services come to a halt after a ransomware attack locks down systems and prevents access to key operational information

Sensitive information about residents, including names, addresses, birth dates, income status and political party is stolen from you and posted on the dark web

Exposure



Response

An integral part of our cyber policy, our award-winning mobile app *Response* gives policyholders access to a range of proactive cybersecurity tools and services.



Here's what this valuable tool has to offer:

Access to CFC's cyber risk management tools

- 1 Phishing simulations – Targeting members of your team whose credentials are the most vulnerable, these simulations send mock phishing emails in order to raise awareness of this criminal tactic.
- 2 Dark web monitoring – This tool scours the dark web for information relating to your business, including corporate login credentials and other breaches of sensitive data relating to your domain name.
- 3 Deep scanning – This service actively scans the external client network footprint to identify claims correlated vulnerabilities that lead to cyber attacks and ransomware.
- 4 Cybersecurity advice – The "Ask the Expert" section of *Response* allows users to get in touch with our specialist team for help with cyber risk mitigation, best practices, cybersecurity services on offer, and more.
- 5 Real time threat alerts – Through continuous monitoring of our customers and analysis of the latest cyber claims, our team is able to spot problems fast. Through *Response*, we send policyholders critical alerts specific to their business along with guidance on how to rectify any issues.

+ ... and instant notification of claims

Suffering an incident? The app allows you to instantly notify our specialist team if you have an issue. This feature of *Response* triggers an immediate call-back from our experience team of responders.



Simply use your **CFC cyber policy number** to register.

The app is available on the [App Store](#) or [Google Play](#).



We're risk management fanatics

When businesses place their cyber insurance with us, they are getting a whole lot more than words on paper. We've teamed up with specialist providers from around the globe to offer all of our cyber policyholders, free of charge, a wide range of best-of-breed services aimed at improving security before crisis strikes.

Partnering with:

BITSIGHT

SKURIO

Cyber Risk Aware
Creating your future threat

NINJIO

Want to protect yourself? Contact cyberservices@cfcunderwriting.com



Prevent

Phishing-focused training
CyberRiskAware is an eLearning tool that tackles the human vulnerabilities in your business, equipping your team to identify and prevent phishing attacks and other social engineering campaigns.

Cyber risk awareness videos
Ninjio offers a large library of fun and engaging cyber risk awareness videos that cover a wide variety of scenarios, from business email compromise to cryptojacking.



Detect

Cyber risk rating report
Bitsight will review key features of your company's internet presence on request and provide you with a cyber security rating, allowing you to benchmark yourself against peers and competitors. This tool also gets you 30-day trial access to the BitSight Portal.

Breach alerts
Skurio breach monitoring service continually searches the dark web for information specific to your organization and alerts you in real-time to possible breaches of your data.



Respond

Cyber incident response planner
CFC's incident response team delivers a unique toolkit combining multiple templates and practical advice to help you produce a tailored incident response plan in case the worst happens. By building a robust plan you can effectively reduce the impact of a cyber event and ensure all appropriate parties are engaged at the right time and in the right way.



DECLARATIONS

THE FOLLOWING INSURING CLAUSES ARE SUBJECT TO AN EACH AND EVERY CLAIM LIMIT

INSURING CLAUSE 1: CYBER INCIDENT RESPONSE

SECTION A: INCIDENT RESPONSE COSTS

Limit of liability: USD1,000,000 each and every claim

Deductible: USD0 each and every claim

SECTION B: LEGAL AND REGULATORY COSTS

Limit of liability: USD1,000,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION C: IT SECURITY AND FORENSIC COSTS

Limit of liability: USD1,000,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION D: CRISIS COMMUNICATION COSTS

Limit of liability: USD1,000,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION E: PRIVACY BREACH MANAGEMENT COSTS

Limit of liability: USD1,000,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION F: THIRD PARTY PRIVACY BREACH MANAGEMENT COSTS

Limit of liability: USD1,000,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION G: POST BREACH REMEDIATION COSTS

Limit of liability: USD50,000 each and every claim, subject to a maximum of 10% of all sums **we** have paid as a direct result of the **cyber event**

Deductible: USD0 each and every claim



INSURING CLAUSE 2: CYBER CRIME

SECTION A: FUNDS TRANSFER FRAUD

Limit of liability: USD100,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION B: THEFT OF FUNDS HELD IN ESCROW

Limit of liability: USD100,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION C: THEFT OF PERSONAL FUNDS

Limit of liability: USD100,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION D: EXTORTION

Limit of liability: USD1,000,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION E: CORPORATE IDENTITY THEFT

Limit of liability: USD100,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION F: TELEPHONE HACKING

Limit of liability: USD100,000 each and every claim

Deductible: USD2,500 each and every claim

SECTION G: PUSH PAYMENT FRAUD

Limit of liability: USD50,000 each and every claim

Deductible: USD2,500 each and every claim



SECTION H: UNAUTHORIZED USE OF COMPUTER RESOURCES

Limit of liability:	USD100,000	each and every claim
Deductible:	USD2,500	each and every claim

INSURING CLAUSE 3: SYSTEM DAMAGE AND BUSINESS INTERRUPTION

SECTION A: SYSTEM DAMAGE AND RECTIFICATION COSTS

Limit of liability:	USD1,000,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION B: INCOME LOSS AND EXTRA EXPENSE

Limit of liability:	USD1,000,000	each and every claim, sub-limited to USD1,000,000 in respect of system failure
Deductible:	USD2,500	each and every claim

SECTION C: ADDITIONAL EXTRA EXPENSE

Limit of liability:	USD100,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION D: DEPENDENT BUSINESS INTERRUPTION

Limit of liability:	USD1,000,000	each and every claim, sub-limited to USD1,000,000 in respect of system failure
Deductible:	USD2,500	each and every claim

SECTION E: CONSEQUENTIAL REPUTATIONAL HARM

Limit of liability:	USD1,000,000	each and every claim
Deductible:	USD2,500	each and every claim

SECTION F: CLAIM PREPARATION COSTS

Limit of liability:	USD25,000	each and every claim
Deductible:	USD0	each and every claim



SECTION G: HARDWARE REPLACEMENT COSTS

Limit of liability:	USD1,000,000	each and every claim
Deductible:	USD2,500	each and every claim

THE FOLLOWING INSURING CLAUSES ARE SUBJECT TO AN AGGREGATE LIMIT

INSURING CLAUSE 4: NETWORK SECURITY & PRIVACY LIABILITY

SECTION A: NETWORK SECURITY LIABILITY

Aggregate limit of liability:	USD1,000,000	in the aggregate, including costs and expenses
Deductible:	USD2,500	each and every claim, including costs and expenses

SECTION B: PRIVACY LIABILITY

Aggregate limit of liability:	USD1,000,000	in the aggregate, including costs and expenses
Deductible:	USD2,500	each and every claim, including costs and expenses

SECTION C: MANAGEMENT LIABILITY

Aggregate limit of liability:	USD1,000,000	in the aggregate, including costs and expenses
Deductible:	USD2,500	each and every claim, including costs and expenses

SECTION D: REGULATORY FINES

Aggregate limit of liability:	USD1,000,000	in the aggregate, including costs and expenses
Deductible:	USD2,500	each and every claim, including costs and expenses

SECTION E: PCI FINES, PENALTIES AND ASSESSMENTS

Aggregate limit of liability:	USD1,000,000	in the aggregate, including costs and expenses
Deductible:	USD2,500	each and every claim, including costs and expenses

INSURING CLAUSE 5: MEDIA LIABILITY

SECTION A: DEFAMATION

Aggregate limit of liability:	USD1,000,000	in the aggregate, including costs and expenses
Deductible:	USD2,500	each and every claim, including costs and expenses



SECTION B: INTELLECTUAL PROPERTY RIGHTS INFRINGEMENT

Aggregate limit of liability: USD1,000,000 in the aggregate, including **costs and expenses**

Deductible: USD2,500 each and every claim, including **costs and expenses**

INSURING CLAUSE 6: TECHNOLOGY ERRORS AND OMISSIONS

NO COVER GIVEN

INSURING CLAUSE 7: COURT ATTENDANCE COSTS

Aggregate limit of liability: USD100,000 in the aggregate

Deductible: USD0 each and every claim



PUBLIC ENTITY AMENDATORY CLAUSE

ATTACHING TO POLICY NUMBER: N/A
THE INSURED: Township of Tyrone Livingston
WITH EFFECT FROM: -

It is understood and agreed that the following amendments are made to this Policy:

1. The **DEFINITION** of "**Company**" is deleted in its entirety and replaced with the following:

"Company" means

the organization stated in the Declarations page and any of its departments or divisions that are included within the operating budget provided to **us** by **you** in **your** application for this insurance.

2. The **DEFINITION** of "**Senior executive officer**" is deleted in its entirety and replaced with the following:

"Senior executive officer" means

board members and executive committee members of the **company** or any individual holding an equivalent position in the **company**.

SUBJECT OTHERWISE TO THE TERMS AND CONDITIONS OF THE POLICY



POLICYHOLDER DISCLOSURE NOTICE OF TERRORISM INSURANCE COVERAGE

ATTACHING TO POLICY NUMBER: N/A

THE INSURED: Township of Tyrone Livingston

WITH EFFECT FROM: -

Coverage for acts of terrorism is included in your policy. You are hereby notified that under the Terrorism Risk Insurance Act, as amended in 2015, the definition of act of terrorism has changed. As defined in Section 102(1) of the Act: The term "act of terrorism" means any act or acts that are certified by the Secretary of the Treasury—in consultation with the Secretary of Homeland Security, and the Attorney General of the United States—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

Under your coverage, any losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Terrorism Risk Insurance Act, as amended. However, your policy may contain other exclusions which might affect your coverage, such as an exclusion for nuclear events. Under the formula, the United States Government generally reimburses 85% through 2015; 84% beginning on January 1, 2016; 83% beginning on January 1, 2017; 82% beginning on January 1, 2018; 81% beginning on January 1, 2019 and 80% beginning on January 1, 2020, of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage.

The Terrorism Risk Insurance Act, as amended, contains a \$100 billion cap that limits U.S. Government reimbursement as well as insurers' liability for losses resulting from certified acts of terrorism when the amount of such losses exceeds \$100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced.

The portion of your annual premium that is attributable to coverage for acts of terrorism is USD0.00 and does not include any charges for the portion of losses covered by the United States government under the Act.

SUBJECT OTHERWISE TO THE TERMS AND CONDITIONS OF THE POLICY