

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, September 06, 2022 at 2:30 PM

Hamburg Township Hall Board Room

AGENDA

CALL TO ORDER

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

CALL TO THE PUBLIC

CONSENT AGENDA

1. Board of Trustees Regular Meeting Minutes August 16, 2022 7:00pm
2. Board of Trustees Special Meeting Minutes August 16, 2022 6:00 pm
3. Board of Trustees Special Meeting Minutes August 12, 2022 11:00 am
4. AP Bills List September 06, 2022
5. Parks and Recreation - Regular Meeting Minutes (Approved) - July 26, 2022
6. Parks and Recreation - Park Coordinator Report - August 2022
7. Parks and Recreation - Senior Center Report - August 2022
8. Parks and Recreation - Parks Master Plan Survey - 2022 Results Report
9. Parks and Recreation - Parkland Inventory Maps - Drafts for Review
10. Public Information - Hay Creek Bridge ribbon cutting, Senior Nutrition

APPROVAL OF THE AGENDA

UNFINISHED BUSINESS

11. Michelle Lewis - ARPA Spending Presentation
12. LCRC Strawberry Lake and Merrill Road payment

CURRENT BUSINESS

13. Updated Public Safety SOPs
14. Firefighter Hiring Campaign Proposal
15. Fire Station 11 Painting
16. Parks and Recreation - Pickleball Addition (Court 3) - Project Approval & Donation Acceptance
17. Discussion of Weed Harvester

- [18.](#) Sanitary Sewer Tap Fee Increase Recommendation
- [19.](#) Resolution for OPT Out of Health Care 2022
- [20.](#) Performance Review
- [21.](#) Buildings & Grounds Storage Building and Carport

CALL TO THE PUBLIC

BOARD COMMENTS

ADJOURNMENT



10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Bill Hahn, Patricia Hughes, Chuck Menzies, Cindy Michniewicz

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, August 16, 2022 at 7:00 PM
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

Hohl called the meeting to order at 7:00 pm.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

PRESENT

Pat Hohl
Mike Dolan
Chuck Menzies
Cindy Michniewicz
Patricia Hughes

ABSENT

Bill Hahn
Jason Negri

CALL TO THE PUBLIC

A call was made with no response.

CONSENT AGENDA

Motion to approve as presented.

Motion made by Menzies, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Menzies, Michniewicz, Hughes

1. DPW Monthly Report - July 2022
2. Approved MUC Minutes - July 2022
3. Public Safety Monthly Report July 2022
4. Finance Control Book June 2022

5. AP BILLS LIST August 16, 2022
6. Board of Trustees Regular Meeting Minutes August 04, 2022 2:30pm

APPROVAL OF THE AGENDA

Motion to approve as presented.

Motion made by Dolan, Seconded by Hughes.

Voting Yea: Hohl, Dolan, Menzies, Michniewicz, Hughes

UNFINISHED BUSINESS

7. Kingston Road SAD - 2nd Public Hearing

There were no comments at the public hearing.

8. Kingston Drive Road SAD - Resolution #3

Motion to approve the Kingston Drive Road SAD - Resolution #3.

Motion made by Dolan, Seconded by Michniewicz.

Roll Call Voting Yea: Hohl, Dolan, Menzies, Michniewicz, Hughes

9. Aquatic Weed Control SAD - Resolution #3

Motion to approve the Aquatic Weed Control SAD - Resolution #3.

Motion made by Hohl, Seconded by Menzies.

Roll Call Voting Yea: Hohl, Menzies, Michniewicz, Hughes

Roll Call Voting Nay: Dolan

10. Discussion on the Township Board information dissemination regarding the Single Consolidated Trash Hauler

A committee to include Patricia Hughes, Pat Hohl and Cindy Michniewicz will work on the Single Trash Hauler information.

CURRENT BUSINESS**11. Parks & Rec - East Park Playground Renovation - Proposal**

Motion to approve the East Park Playground for a cost of \$162,000 being paid from: \$100,000 Playground budget, \$20,000 Parks and Recreation Capital Equipment budget, \$15,000 H.E.R.O. donation, and up to \$27,000 Parks and Recreation Equipment Reserve, including up to \$500.00 for tree irrigation bags to be installed and maintained for the first two years.

Motion made by Michniewicz, Seconded by Hohl.

Roll Call Voting Yea: Hohl, Dolan, Menzies, Michniewicz, Hughes

12. Purchase of Fire Records Management System

Motion to authorize the Director of Public Safety to enter into an agreement with Locality Media, Inc dba First Due to provide Record Management System software services, as outlined in the attached Agreement, for an initial 12-month subscription at a cost of \$15,080.00.

Motion made by Dolan, Seconded by Menzies.

Voting Yea: Hohl, Dolan, Menzies, Michniewicz, Hughes

13. Purchase of Fire Plymovent Systems

Motion to approve the purchase of Plymovent upgrades for Station 11, from Hastings Air Energy Control, Inc., for the total cost of \$42,480.00.

Motion made by Dolan, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Menzies, Michniewicz, Hughes

Motion to approve the purchase of a new Plymovent system for Station 12, from Hastings Air Energy Control, Inc., for the total cost of \$86,359.00 with the payment coming from the remaining fund of the Fire Bond.

Motion made by Dolan, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Menzies, Michniewicz, Hughes

14. Purchase of New Police Vehicles

Motion to approve the purchase of a 2023 Dodge Charger, with the attached specifications, from LaFontaine CDJR in Lansing, MI for the state contract price of \$35,877.00 and the

purchase of a 2023 Dodge Durango, with the attached specifications, from LaFontaine CDJR in Lansing, MI for the state contract price of \$43,640.00 and the outfitting of the two new 2023 Dodge vehicles by Cruiser's, Inc. of Howell, MI not to exceed \$15,000.00 per vehicle.

Motion made by Hohl, Seconded by Menzies.

Voting Yea: Hohl, Dolan, Menzies, Michniewicz, Hughes

15. Siwicki Sewer Back-Up Claim Reimbursement Recommendation - 4287 Cornwell Lane

Motion to authorize and direct accounting and treasury to issue a check in the amount of \$2,450.00 as outlined in the board memo for the sewer back up at 4287 Cornwell Lane.

Motion made by Hohl, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Menzies, Michniewicz, Hughes

16. Charitable Gaming License

Motion to approve the local governing body resolution for charitable gaming license for the Country Elementary PTO.

Motion made by Dolan, Seconded by Michniewicz.

Roll Call Voting Yea: Hohl, Dolan, Menzies, Michniewicz, Hughes

17. Resolution 220801 Tribar

Motion to move Resolution 220801 as drafted and request the Township Clerk to forward the resolution to the local news and all other local municipalities up and down the Huron River from Ann Arbor to Proud Lake, including our State Representative, Governor, the County Commissioners, EGLE and the Livingston County Health Department.

Motion made by Hohl, Seconded by Michniewicz.

Roll Call Voting Yea: Hohl, Dolan, Menzies, Michniewicz, Hughes

CALL TO THE PUBLIC

A call was made with no response.

BOARD COMMENTS

ADJOURNMENT

Motion to adjourn at 8:01 pm.

Motion made by Menzies, Seconded by Michniewicz.

Voting Yea: Hohl, Dolan, Menzies, Michniewicz, Hughes

Respectfully submitted,



Crystal Simmons

Recording Secretary



Mike Dolan

Township Clerk

DRAFT



10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Bill Hahn, Patricia Hughes, Chuck Menzies, Cindy Michniewicz

BOARD OF TRUSTEES SPECIAL MEETING

Tuesday, August 16, 2022 at 6:00 PM
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

Hohl called the meeting to order at 6:00 pm.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

PRESENT

Cindy Michniewicz
Mike Dolan
Pat Hohl
Patricia Hughes

ABSENT

Bill Hahn
Chuck Menzies
Jason Negri

Trustee Menzies arrived at 6:21pm.

CALL TO THE PUBLIC

A call was made with no response.

CONSENT AGENDA

APPROVAL OF THE AGENDA

Motion to approve the agenda as presented.

Motion made by Hughes, Seconded by Dolan.

Voting Yea: Michniewicz, Dolan, Hohl, Hughes

UNFINISHED BUSINESS

1. Hamburg Twp. Aquatic Weed Control SAD - 2nd Public Hearing

Charles Cronk, 5297 Redding Dr, spoke regarding concerns of chemical treatment. Residents would like a liaison with the limnology group regarding any chemical solutions.

Larry Butler, 10886 Lakepoint, questioned where the river ends when getting into Gallagher Lake. Also, questioned the assessing procedure of White Lodge.

Josh Tucker, 4555 Cornwell Lane, expressed concerns of the current process when they miss areas or applications. Agrees with having a liaison so when issues arise, they have a contact.

Michael Ferguson, 11505 Dunleavy Lane, opposes the SAD due to concerns of this adding to people's financial burdens.

CURRENT BUSINESS

None.

CALL TO THE PUBLIC

A call was made with no response.

BOARD COMMENTS

ADJOURNMENT

Motion to adjourn at 6:34 pm.

Motion made by Dolan, Seconded by Menzies.

Voting Yea: Menzies, Michniewicz, Dolan, Hohl, Hughes

Respectfully submitted,

Crystal Simmons

Recording Secretary

Mike Dolan

Township Clerk

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Bill Hahn, Patricia Hughes, Chuck Menzies, Cindy Michniewicz

BOARD OF TRUSTEES SPECIAL MEETING

**Friday, August 12, 2022 at 11:00 AM
Hamburg Township Hall Board Room**

MINUTES

CALL TO ORDER

Hohl called the meeting to order at 11:17 am.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

PRESENT

Bill Hahn
Chuck Menzies
Cindy Michniewicz
Jason Negri
Mike Dolan
Pat Hohl
Patricia Hughes

CALL TO THE PUBLIC

A call was made with response.

Mike Kuehnl, 3020 Tamarack Lake Dr, spoke in support of a Single Trash Hauler

Bonnie Swanson, 11463 Lauderdale Ct, spoke in support of a Single Trash Hauler

Rob Nikanowicz, 3023 Tamarack Lake Dr, spoke in support of a Single Trash Hauler.

CONSENT AGENDA

APPROVAL OF THE AGENDA

Discussion from Trustee Hughes regarding the validity of the meeting following the Open Meeting Acts due to non-posting of the agenda. Clerk Dolan in response explained the postings were made appropriately including the paper posting on the doors and that the website has been updated in past few months so that the link to the meetings is not the same as it was in the past which is what Trustee Hughes was following.

Motion that the Special Meeting has been properly posted on the entry to the building and to the Township website as required under the Open Meetings Act.

Motion made by Dolan, Seconded by Negri.

Roll Call Voting Yea: Hahn, Menzies, Michniewicz, Negri, Dolan, Hohl

Roll Call Voting Nay: Hughes

Motion that by 5pm on Wednesday August 17, 2022 the Township will work with all departments for a single coordinated link to meetings both past and future on the Township homepage and order a sealed meetings posting case, weather, proof to be located within 15 feet of the Township Hall front door.

Motion made by Hohl, Seconded by Hahn.

Voting Yea: Hahn, Menzies, Michniewicz, Negri, Dolan, Hohl, Hughes

UNFINISHED BUSINESS

1. Trash Hauler RFP - Bid Review

CURRENT BUSINESS

2. Ballot Language Question for Consolidated Trash Collection Program

Motion to direct the Township Clerk to submit the ballot question to the Livingston County Clerk for inclusion on the November 08, 2022 ballot, substantially in compliance with what has been proposed in the resolution, with the exclusion of naming the trash hauling companies and no commitment to bulk item pick up specifics.

Motion made by Negri, Seconded by Hughes.

Roll Call Voting Yea: Menzies, Michniewicz, Negri, Dolan, Hughes

Roll Call Voting Nay: Hahn, Hohl

3. Resolution for Ballot Question - Consolidation of Residential Trash Collection

Hamburg Township currently has multiple companies collecting trash from residences on a variety of days and times. To minimize road deterioration, improve traffic safety and in an effort to provide residents more economical waste and recyclable collection, should Hamburg Township Board award a residential trash collection contract for the whole township, which includes weekly trash and recyclables pickup, yard waste pick up from April 1st through Dec 10th each year and bulk item pick up.

Motion made by Hohl, Seconded by Negri.

Roll Call Voting Yea: Hahn, Menzies, Michniewicz, Negri, Dolan, Hohl, Hughes

Roll Call Voting Nay: None

Motion that the committee of Cindy Michniewicz, Patricia Hughes and Bill Hahn pursue as outlined in the Single Trash Hauler recommendation from Jim Fry the next steps and report back to the Board, understanding, that those next steps do not bind the township to the two bidders they are in contact with if so approved by the municipal attorney.

Motion made by Hohl, Seconded by Dolan.

Voting Yea: Hahn, Menzies, Michniewicz, Negri, Dolan, Hohl, Hughes

4. Parks and Recreation Bylaws Update & Member Appointment

Motion to approve the amended Parks & Recreation bylaws as presented in today's packet.

Motion made by Dolan, Seconded by Hohl.

Voting Yea: Hahn, Menzies, Michniewicz, Negri, Dolan, Hohl, Hughes

Motion to approve a 2-year appointment of Barb McCabe to the Hamburg Township Parks & Recreation Committee effective today with a period of service from August 12, 2022 to August 11, 2024.

Motion made by Dolan, Seconded by Hahn.

Voting Yea: Hahn, Menzies, Michniewicz, Negri, Dolan, Hohl, Hughes

Motion to direct a change in the Parks & Recreation bylaws section 3.4 to include trustees pay in the special meeting portion.

Motion made by Dolan, Seconded by Hohl.

Voting Yea: Hahn, Menzies, Michniewicz, Negri, Dolan, Hohl, Hughes

CALL TO THE PUBLIC

A call was made with response.

Bonnie Swanson, 11463 Lauderdale Ct, questioned what the road plans will be if the Single Trash Hauler fails.

Rob Nikanowicz, 3023 Tamarack Lake Dr, questioned what the Board plans to do when the Single Trash Hauler ballot question fails.

BOARD COMMENTS

Motion to include a discussion on the Township Board information dissemination regarding the Single Consolidated Trash Hauler topic at the regular meeting on Tuesday August 16, 2022 7:00pm.

Motion made by Hohl, Seconded by Hahn.

Voting Yea: Hahn, Menzies, Michniewicz, Negri, Dolan, Hohl, Hughes

ADJOURNMENT

Motion to adjourn at 12:42 pm

Motion made by Negri, Seconded by Menzies.

Voting Yea: Hahn, Menzies, Michniewicz, Negri, Dolan, Hohl, Hughes

Respectfully submitted,

A handwritten signature in blue ink that reads "Crystal Simmons".

Crystal Simmons

Recording Secretary

A handwritten signature in blue ink that reads "Mike Dolan".

Mike Dolan

Township Clerk

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES
INVOICE ENTRY DATES 08/16/2022 - 08/17/2022

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
-----------	---------	--------	---------------------	--------	---------

Fund 101 General Fund					
Dept 000.000					
101-000.000-222.100	DUE TO COUNTY TRAILER FEES	LIVINGSTON COUNTY TREASU	TRAILER FEES REC'D 8/5/22 FOR JULY -	167.00	
101-000.000-222.100	DUE TO COUNTY TRAILER FEES	LIVINGSTON COUNTY TREASU	TRAILER FEES REC'D ON 8/5/22 FOR JULY	668.00	
101-000.000-231.200	DUE TO CHARITY CHARITABLE DEDUC	DART TEAM	AUGUST 2022 CONTRIBUTION	190.00	
101-000.000-415.000	CHARGE BACKS/MTT/BOARD OF REVIE	LIVINGSTON COUNTY TREASU	PRE GRANTED	332.74	
		Total For Dept 000.000		1,357.74	
Dept 101.000 Township Board					
101-101.000-900.000	LEGAL NOTICES/ADVERTISING	MICHIGAN.COM	ADS - 7/3-7/22/22	3,830.00	
		Total For Dept 101.000 Township Board		3,830.00	
Dept 201.000 ACCOUNTING					
101-201.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	MPELRA	ANNUAL FEE - 7/1/2022 - 6/30/2022	100.00	
		Total For Dept 201.000 ACCOUNTING		100.00	
Dept 262.000 Elections					
101-262.000-900.000	LEGAL NOTICES/ADVERTISING	MICHIGAN.COM	ADS - 7/3-7/22/22	140.00	
		Total For Dept 262.000 Elections		140.00	
Dept 275.000 OTHER EXPENSES					
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT			74.78	
		Total For Dept 275.000 OTHER EXPENSES		74.78	
Dept 702.000 PLANNING AND ZONING					
101-702.000-900.000	LEGAL NOTICES/ADVERTISING	MICHIGAN.COM	ADS - 7/3-7/22/22	345.00	
		Total For Dept 702.000 PLANNING AND ZONING		345.00	
		Total For Fund 101 General Fund		5,847.52	
Fund 206 Fire Fund					
Dept 000.000					
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	STAPLES CREDIT PLAN	SHREDDER	367.99	
206-000.000-920.000	ELECTRIC	CONSUMERS ENERGY	1000 3979 7285 - F.D.#12 - 7/12-8/8/2	170.28	
206-000.000-930.003	MAINTENANCE FIRE HALL	#774494 - CUMMINS BRIDGE	PARTS	48.69	
		Total For Dept 000.000		586.96	
		Total For Fund 206 Fire Fund		586.96	
Fund 207 Police Fund					
Dept 000.000					
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	STAPLES CREDIT PLAN	FIRST AID SUPPLIES	148.46	
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	STAPLES CREDIT PLAN	INK CARTRIDGE	69.77	
207-000.000-930.002	MAINTENANCE POLICE BUILDING	#774494 - CUMMINS BRIDGE	PARTS	48.69	
		Total For Dept 000.000		266.92	
		Total For Fund 207 Police Fund		266.92	
Fund 283 KINGSTON DRIVE MAINTENANCE SAD					
Dept 000.000					
283-000.000-900.000	LEGAL NOTICES/ADVERTISING	MICHIGAN.COM	ADS - 7/3-7/22/22	1,560.00	
		Total For Dept 000.000		1,560.00	
		Total For Fund 283 KINGSTON DRIVE MAINTENANCE SAD		1,560.00	

OPEN - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 590 SEWER FUND					
Dept 527.000					
590-527.000-801.000	CONTRACTUAL SERVICES	ANDREW SIWICKI	REIMBURSEMENT FOR INSURANCE DEDUCTIBL	2,450.00	
590-527.000-851.000	POSTAGE	KCI	BILLING FOR APR, MAY & JUNE	680.19	
590-527.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 6018 7471 - WINANS PUMP STN - 7/	18.94	
		Total For Dept 527.000		3,149.13	
Dept 537.000					
590-537.000-931.000	EQUIPMENT MAINT/REPAIR	#774494 - CUMMINS BRIDGE PARTS		292.20	
		Total For Dept 537.000		292.20	
		Total For Fund 590 SEWER FUND		3,441.33	

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES
INVOICE ENTRY DATES 08/16/2022 - 08/17/2022
JOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK
Vendor Invoice Description

GL Number	GL Desc	Amount	Check #
Fund Totals:			
	Fund 101 General Fund	5,847.52	
	Fund 206 Fire Fund	586.96	
	Fund 207 Police Fund	266.92	
	Fund 283 KINGSTON DRIV	1,560.00	
	Fund 590 SEWER FUND	3,441.33	
	Total For All Funds:	11,702.73	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 000.000					
101-000.000-281.000	ZONING (FROM EXCESS CASH PERF B	MITCHELL BUILDING COMPAN	PERFORMANCE BOND REFUND FOR REGENCY V	10,000.00	32217
		Total For Dept 000.000		10,000.00	
Dept 101.000 Township Board					
101-101.000-955.000	SUNDRY	PETTY CASH - GENERAL FUN	REIMBURSEMENT - 7/15-8/24/22	55.63	32219
		Total For Dept 101.000 Township Board		55.63	
Dept 201.000 ACCOUNTING					
101-201.000-910.000	PROFESSIONAL DEVELOPMENT	CHASE CARD SERVICES	07/08/22 - 08/07/22	305.00	32215
101-201.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	CHASE CARD SERVICES	07/08/22 - 08/07/22	519.00	32215
		Total For Dept 201.000 ACCOUNTING		824.00	
Dept 229.000 COMPUTER/CABLE					
101-229.000-955.000	SUNDRY	CHASE CARD SERVICES	07/08/22 - 08/07/22	512.02	32215
		Total For Dept 229.000 COMPUTER/CABLE		512.02	
Dept 247.000 Board of Review					
101-247.000-955.000	SUNDRY	CHASE CARD SERVICES	07/08/22 - 08/07/22	30.00	32215
		Total For Dept 247.000 Board of Review		30.00	
Dept 262.000 Elections					
101-262.000-752.001	SUPPLIES FOR ELECTIONS	CHASE CARD SERVICES	07/08/22 - 08/07/22	2,509.18	32215
101-262.000-955.000	SUNDRY	CHASE CARD SERVICES	07/08/22 - 08/07/22	1,946.92	32215
101-262.000-955.000	SUNDRY	PETTY CASH - GENERAL FUN	REIMBURSEMENT - 7/15-8/24/22	106.30	32219
		Total For Dept 262.000 Elections		4,562.40	
Dept 265.000 Township Buildings					
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	PETER'S HARDWARE HAMBURG	ACCT: 500013 7/5-7/30/2022	938.36	32218
101-265.000-759.000	VEHICLE FUEL	CHASE CARD SERVICES	07/08/22 - 08/07/22	66.01	32215
101-265.000-921.000	NATURAL GAS/HEAT	CONSUMERS ENERGY	1000 1237 5166 - TWP - 7/13-8/9/22	94.31	32216
		Total For Dept 265.000 Township Buildings		1,098.68	
Dept 275.000 OTHER EXPENSES					
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	07/08/22 - 08/07/22	242.97	32215
		Total For Dept 275.000 OTHER EXPENSES		242.97	
Dept 567.000 CEMETERY					
101-567.000-955.000	SUNDRY	CHASE CARD SERVICES	07/08/22 - 08/07/22	803.07	32215
		Total For Dept 567.000 CEMETERY		803.07	
Dept 703.000 LAKES, RIVERS & STREAMS					
101-703.000-967.000	SPECIAL PROJECTS	CHASE CARD SERVICES	07/08/22 - 08/07/22	238.71	32215
		Total For Dept 703.000 LAKES, RIVERS & STREAMS		238.71	
		Total For Fund 101 General Fund		18,367.48	
Fund 206 Fire Fund					
Dept 000.000					
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	CHASE CARD SERVICES	07/08/22 - 08/07/22	640.48	32215
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	PETER'S HARDWARE HAMBURG	ACCT: 500013 7/5-7/30/2022	79.58	32218
206-000.000-853.000	PHONE/COMM/INTERNET	CHASE CARD SERVICES	07/08/22 - 08/07/22	129.98	32215
206-000.000-920.000	ELECTRIC	CONSUMERS ENERGY	1000 1698 7719 - F.D.#11 - 7/13-8/11/	125.58	32215
206-000.000-930.003	MAINTENANCE FIRE HALL	CHASE CARD SERVICES	07/08/22 - 08/07/22	34.99	32215
00.000-932.000	VEHICLE MAINTENANCE	CHASE CARD SERVICES	07/08/22 - 08/07/22	88.97	32215

Item 4.

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES
EXP CHECK RUN DATES 08/25/2022 - 08/25/2022
JOURNALIZED

PAID - CHECK TYPE: PAPER CHECK
Vendor Invoice Description

GL Number	GL Desc	Amount	Check #
-----------	---------	--------	---------

Fund 206 Fire Fund			
Dept 000.000			
Total For Dept 000.000			
		1,099.58	
Fund 207 Police Fund			
Dept 000.000			
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT		
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	51.97	32215
207-000.000-752.000	UNIFORMS/ACCESSORIES	41.89	32218
207-000.000-768.000	TRAINING	187.32	32215
207-000.000-916.000	NATURAL GAS/HEAT	921.00	32215
207-000.000-921.000	EQUIPMENT MAINT/REPAIR	115.77	32216
207-000.000-931.000		46.74	32215
Total For Dept 000.000			
		1,364.69	
Fund 208 SENIORS, PARKS, LL TRAIL			
Dept 000.000			
208-000.000-239.300	SENIOR CENTER ACTIVITY FUND		
208-000.000-239.300	SENIOR CENTER ACTIVITY FUND	970.14	32215
		206.34	32220
Total For Dept 000.000			
		1,176.48	
Dept 751.000 Recreation Board			
208-751.000-943.000	EVENT COMMITTEE EXPENSE	100.00	32215
208-751.000-955.000	SUNDRY	28.87	32215
Total For Dept 751.000 Recreation Board			
		128.87	
Dept 800.000 LAKELAND TRAIL			
208-800.000-938.000	LAKELAND TRAIL MAINTENANCE	717.09	32215
Total For Dept 800.000 LAKELAND TRAIL			
		717.09	
Dept 820.000 SENIOR CENTER			
208-820.000-752.000	SUPPLIES & SMALL EQUIPMENT	363.06	32215
208-820.000-804.000	SENIOR PROGRAMS	509.56	32215
208-820.000-921.000	NATURAL GAS/HEAT	20.91	32216
Total For Dept 820.000 SENIOR CENTER			
		893.53	
Fund 208 SENIORS, PARKS, LL TRAIL			
Dept 527.000			
208-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	89.26	32215
208-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	434.78	32218
208-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	36.12	32219
208-527.000-921.000	NATURAL GAS/HEAT	17.96	32216
208-527.000-921.000	NATURAL GAS/HEAT	15.00	32216
208-527.000-921.000	NATURAL GAS/HEAT	18.94	32216
208-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	10.48	32215
Total For Dept 527.000			
		622.54	
Fund 537.000			
208-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	207.37	32215
208-537.000-921.000	NATURAL GAS/HEAT	15.00	32215

Item 4.

PAID - CHECK TYPE: PAPER CHECK
Vendor Invoice Description

GL Number	GL Desc	Amount	Check #
-----------	---------	--------	---------

Fund 590 SEWER FUND			
Dept 537.000			

Total For Dept 537.000

222.37

Total For Fund 590 SEWER FUND

844.91

PAID - CHECK TYPE: PAPER CHECK
Vendor Invoice Description

GL Number GL Desc Amount Check #

Fund Totals:			
	Fund 101 General Fund	18,367.48	
	Fund 206 Fire Fund	1,099.58	
	Fund 207 Police Fund	1,364.69	
	Fund 208 SENIORS, PARK	2,915.97	
	Fund 590 SEWER FUND	844.91	
	Total For All Funds:	24,592.63	

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES
EXP CHECK RUN DATES 09/06/2022 - 09/06/2022

JOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

Amount Check #

Vendor Invoice Description

GL Desc

GL Number

Fund 101 General Fund				
Dept 000.000				
101-000.000-222.204	DUE TO COUNTY DOG LICENSE FEE	LIVINGSTON COUNTY TREASU	DOG TAG DISTRIBUTION 7/1-7/31/2022	376.50
101-000.000-231.100	DUE TO UNION DUES	POLICE OFFICER LABOR COU	SEPTEMBER 2022 DUES	804.00
101-000.000-231.400	DUE TO COLONIAL LIFE	COLONIAL LIFE	E4362067 DEDUCTION DATES 8/4 & 18, 20	264.46
101-000.000-231.410	DUE TO AFLAC (BIWEEKLY)	AFLAC - AMERICAN FAMILY	BN423 - AUGUST	525.22
101-000.000-231.420	VOL. LIFE INSURANCE	AMERICAN UNITED LIFE INS	G 00617291-0002-000 9/1-9/30/22 VOL	469.80
101-000.000-279.410	CHILSON COMMONS	ROSATI, SCHULTZ, JOPPICH	PLANNING & ZONING MATTERS THROUGH 7/3	1,406.80
101-000.000-279.750	RED BARN MARKET-PETTSVILLE	IMEG CORP.	HAMB TWP/9191 PETTSVILLE RD 1/1-7/31	368.00
101-000.000-643.000	SALE OF CEMETERY LOTS	RICKY & DEBORAH LEACH	RE-PURCHASE OF GRAVE 12 OF BLOCK 161	150.00
Total For Dept 000.000				4,364.78
Dept 101.000 Township Board				
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	ORDINANCE ENFORCEMENT MATTERS THROUGH	70.00
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	MARY ANN LAMKIN VS HAMB TWP BD OF TRU	68.00
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	LABOR & EMPLOYMENT LAW THROUGH 6/30/2	900.00
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	GENERAL MATTERS THROUGH 6/30/2022	3,111.00
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	PLANNING & ZONING MATTERS THROUGH 6/3	927.50
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	ORDINANCE ENFORCEMENT MATTERS THROUGH	196.00
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	MARY ANN LAMKIN VS HAMB TWP BD OF TRU	34.00
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	MARY ANN & STEVE LAMKIN VS HAMB TWP T	542.50
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	DISTRICT COURT PROSECUTIONS THROUGH 7	84.00
101-101.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	GENERAL THROUGH 7/31/22	697.00
Total For Dept 101.000 Township Board				6,630.00
Dept 201.000 ACCOUNTING				
101-201.000-910.000	PROFESSIONAL DEVELOPMENT	MI GOVERNMENT FINANCE OF	MICHELLE DELANCY - ADVANCED CASH MANA	100.00
Total For Dept 201.000 ACCOUNTING				100.00
Dept 229.000 COMPUTER/CABLE				
101-229.000-933.000	SOFTWARE MAINTENANCE	CDW GOVERNMENT, INC.	3 ADO GOV ACROBAT PRO L2 MOS-6	284.25
101-229.000-933.000	SOFTWARE MAINTENANCE	REVIZE LLC	ANNUAL SUPPORT 9/25/2022 - 9/24/2023	2,400.00
101-229.000-955.000	SUNDRY	ANTHONY JOSEPH RANDAZZO	BOX#726 FEE - 12 MONTHS	66.00
101-229.000-955.000	SUNDRY	CDW GOVERNMENT, INC.	BTI BATTERY & APC UPS X 750VA RACK TO	42.64
Total For Dept 229.000 COMPUTER/CABLE				2,792.89
Dept 253.000 Treasurer				
101-253.000-861.000	MILEAGE	TRICIA WIGGLE-BAZZY	MILEAGE REIMBURSEMENT 8/12/22	45.62
Total For Dept 253.000 Treasurer				45.62
Dept 257.000 Assessing				
101-257.000-801.000	CONTRACTUAL SERVICES	WCA ASSESSING LLC	ASSESSMENT SERVICES - SEPTEMBER 2022	26,207.50
Total For Dept 257.000 Assessing				26,207.50
Dept 262.000 Elections				
101-262.000-752.001	SUPPLIES FOR ELECTIONS	ELECTION SOURCE	FULL SERVICE TESTING FOR THE TOUCHWRI	3,960.00
101-262.000-752.001	SUPPLIES FOR ELECTIONS	HOME DEPOT CREDIT SERVIC	HUSKY 72IN. 2-DRAWERS (ADJUSTABLE)	731.40
101-262.000-861.000	MILEAGE	LISA PERSCHKE	ELECTORAL TRAINING - 6/28/22	5.85
101-262.000-955.000	SUNDRY	LIVINGSTON COUNTY CLERK,	AUGUST ELECTION 2022	3,130.31
101-262.000-955.000	SUNDRY	LIVINGSTON COUNTY WILDLI	PAYMENT FOR USE OF FACILITIES FOR 8/2	200.00
Total For Dept 262.000 Elections				8,027.56
Dept 265.000 Township Buildings				
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	WATER, DEPOSIT & RETURN - 8/10/22	5.50
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	WATER, DEPOSIT & RETURN - 8/10/22	16.50

JOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

Vendor Invoice Description Amount Check #

GL Number GL Desc

Fund 101 General Fund		
Dept 265.000 Township Buildings		
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	14.00
101-265.000-768.000	UNIFORMS/ACCESSORIES	30.06
101-265.000-768.000	UNIFORMS/ACCESSORIES	30.06
101-265.000-768.000	UNIFORMS/ACCESSORIES	30.06
101-265.000-801.000	CONTRACTUAL SERVICES	60.00
101-265.000-920.000	ELECTRIC	153.69
101-265.000-920.000	ELECTRIC	1,343.53
101-265.000-920.000	ELECTRIC	15.02
101-265.000-930.000	MAINTENANCE TWP HALL	1,000.00
101-265.000-930.000	MAINTENANCE TWP HALL	633.22
101-265.000-930.000	MAINTENANCE TWP HALL	350.00
101-265.000-930.000	MAINTENANCE TWP HALL	70.00
101-265.000-931.000	EQUIPMENT MAINT/REPAIR	1,008.84
101-265.000-931.000	EQUIPMENT MAINT/REPAIR	312.21
101-265.000-931.000	EQUIPMENT MAINT/REPAIR	278.00
101-265.000-931.000	EQUIPMENT MAINT/REPAIR	155.00
Total For Dept 265.000 Township Buildings		5,505.69
Dept 275.000 OTHER EXPENSES		
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	42.31
101-275.000-801.000	CONTRACTUAL SERVICES	195.94
101-275.000-802.100	ROAD MAINTENANCE	3,480.74
101-275.000-931.000	EQUIPMENT MAINT/REPAIR	473.67
101-275.000-954.000	AUDIT	5,050.00
Total For Dept 275.000 OTHER EXPENSES		9,242.66
Dept 703.000 LAKES, RIVERS & STREAMS		
101-703.000-967.000	SPECIAL PROJECTS	7,360.66
101-703.000-967.000	SPECIAL PROJECTS	16,084.25
Total For Dept 703.000 LAKES, RIVERS & STREAMS		23,444.91
Total For Fund 101 General Fund		86,361.61
Fund 204 Road Fund		
Dept 000.000		
204-000.000-802.000	ROAD IMPROVEMENT	230,802.34
204-000.000-802.000	ROAD IMPROVEMENT	149,090.93
Total For Dept 000.000		379,893.27
Total For Fund 204 Road Fund		379,893.27
Fund 206 Fire Fund		
Dept 000.000		
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	16.50
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	710.32
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	399.20
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	200.00
206-000.000-754.000	MEDICAL AND SCENE SUPPLIES	1,011.67
206-000.000-754.000	MEDICAL AND SCENE SUPPLIES	383.92
206-000.000-754.000	MEDICAL AND SCENE SUPPLIES	193.10
206-000.000-754.000	MEDICAL AND SCENE SUPPLIES	150.00
206-000.000-768.000	UNIFORMS/ACCESSORIES	1,063.00
206-000.000-768.000	UNIFORMS/ACCESSORIES	305.95

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES
EXP CHECK RUN DATES 09/06/2022 - 09/06/2022

JOURNALIZED

OPEN - CHECK TYPE: PAPER CHECK

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
-----------	---------	--------	---------------------	--------	---------

Fund 206 Fire Fund					
Dept 000.000					
206-000.000-801.000	CONTRACTUAL SERVICES	LIVINGSTON COUNTY I.T. D	CAPITAL EQUIPMENT YEARLY FEE	500.00	
206-000.000-801.000	CONTRACTUAL SERVICES	LOCALITY MEDIA INC	OCCUPANCY MANAGEMENT & PRE-INCIDENT P	15,080.00	
206-000.000-801.000	CONTRACTUAL SERVICES	TOSHIBA BUSINESS Solutio	F.D.#12 - 7/6-8/5/22	15.44	
206-000.000-801.000	CONTRACTUAL SERVICES	TOSHIBA BUSINESS Solutio	7/1-7/31/2022 - F.D.	25.67	
206-000.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	ORDINANCE ENFORCEMENT MATTERS THROUGH	56.00	
206-000.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	ORDINANCE ENFORCEMENT MATTERS THROUGH	14.00	
206-000.000-920.000	ELECTRIC	DTE ENERGY	9100 086 3133 5 - F.D.#11 7/26-8/24/	1,084.41	
206-000.000-920.100	SIREN ELECTRIC USAGE	DTE ENERGY	9200 279 0884 6 - SIREN (WINANS LK RD)	34.10	
206-000.000-920.100	SIREN ELECTRIC USAGE	DTE ENERGY	9200 279 0885 3 - SIREN (SHEHAN RD) 6/	34.10	
206-000.000-920.100	SIREN ELECTRIC USAGE	DTE ENERGY	9100 167 2020 3 - SIREN (HAMBURG RD) -	18.07	
206-000.000-930.003	MAINTENANCE FIRE HALL	ALLSTAR ALARM, LLC	2 - 12V BATTERIES	137.24	
206-000.000-930.003	MAINTENANCE FIRE HALL	ASSURED PEST CONTROL	PEST CONTROL F.D.#11 - AUG	67.00	
206-000.000-930.003	MAINTENANCE FIRE HALL	ASSURED PEST CONTROL	PEST CONTROL F.D. #12 - AUG	72.00	
206-000.000-931.100	EMERGENCY SIREN MAINTENANCE/REP	R&R FIRE TRUCK REPAIR, I	ANNUAL EQUIPMENT MAINT & 10W30 SB OIL	766.79	
206-000.000-932.000	VEHICLE MAINTENANCE	AUTOZONE INC	DIESEL EXHAUST FLUID & ENGINE OIL - E	97.95	
206-000.000-932.000	VEHICLE MAINTENANCE	AUTOZONE INC	48 PC MECHANIC'S TOOL SET	90.09	
206-000.000-932.000	VEHICLE MAINTENANCE	AUTOZONE INC	FUNNELL & 5W-30 MOTOR OIL - ST 11 VEH	36.98	
206-000.000-932.000	VEHICLE MAINTENANCE	HD AUTOMOTIVE DETAILING	INTERIOR DETAIL - CAPTAINS CAR	150.00	
206-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	MICHIGAN ASSOCIATION OF	MEMBERSHIP - JEFFREY NEWTON	85.00	
Total For Dept 000.000				22,798.50	

Total For Fund 206 Fire Fund 22,798.50

Fund 207 Police Fund					
Dept 000.000					
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	BOUND TREE MEDICAL, LLC	GLOVES, SUCTION CUPS, MASK	374.95	
207-000.000-768.000	UNIFORMS/ACCESSORIES	HURON VALLEY GUNS, LLC	WALLACE - PANT	84.99	
207-000.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	DISTRICT COURT PROSECUTIONS THROUGH 6	28.00	
207-000.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	ORDINANCE ENFORCEMENT MATTERS THROUGH	28.00	
207-000.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	DISTRICT COURT PROSECUTIONS THROUGH 7	420.00	
207-000.000-914.000	TUITION REIMBURSEMENT	JOSHUA PEDERSEN	6/27-8/14/2022	1,500.00	
207-000.000-914.000	TUITION REIMBURSEMENT	KIM LEEDS	REIMBURSEMENT - 6/13-8/7/2022	1,500.00	
207-000.000-916.000	TRAINING	CASHIER'S OFFICE	FLAVIN & PEDERSEN - POLICE VEHICLE OP	50.00	
207-000.000-916.000	TRAINING	CRISTINA SCHUSTER	TRAINING - FOOD & MILEAGE	177.38	
207-000.000-916.000	TRAINING	DANIELLE PRICE	REIMBURSEMENT - MILEAGE & FOOD (TRAIN	210.98	
207-000.000-920.000	ELECTRIC	DTE ENERGY	9100 160 2711 2 - P.D. 7/26-8/24/22	1,322.80	
207-000.000-930.002	MAINTENANCE POLICE BUILDING	ASSURED PEST CONTROL	PEST CONTROL P.D. - AUG	45.00	
207-000.000-930.002	MAINTENANCE POLICE BUILDING	TRI-COUNTY SUPPLY, INC.	P.D. - SUPPLIES	947.77	
207-000.000-932.000	VEHICLE MAINTENANCE	BOB MAXEY FORD OF HOWELL	16 FORD EXPLORER 7007	1,214.97	
207-000.000-932.000	VEHICLE MAINTENANCE	BOB MAXEY FORD OF HOWELL	21 FORD EXPLORER 7009	59.70	
207-000.000-932.000	VEHICLE MAINTENANCE	CRUISERS, INC.	2021 FORD UTILITY - DEDUCTIBLE	250.00	
207-000.000-932.000	VEHICLE MAINTENANCE	PINCKNEY CHRYSLER DODGE	20 DODGE TRUCK - 1500 CLASSIC	29.95	
Total For Dept 000.000				8,244.49	
Total For Fund 207 Police Fund				8,244.49	

Fund 208 SENIORS, PARKS, IL TRAIL					
Dept 000.000					
208-000.000-239.300	SENIOR CENTER ACTIVITY FUND	LIVINGSTON/WEST OAKLAKD	BIRTHDAY LUNCHEON - 7/6/22	130.00	
208-000.000-239.500	SENIOR CENTER TRIP DEPOSITS	BIANCO TOURS	FIREKEEPERS 8/16/220816	1,280.00	
Total For Dept 000.000				1,410.00	

751.000 Recreation Board

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 208 SENIORS, PARKS, LL TRAIL					
Dept 751.000 Recreation Board					
208-751.000-826.000	LEGAL FEES	ROSATI, SCHULTZ, JOPPICH	GENERAL THROUGH 7/31/22	153.00	
208-751.000-920.000	ELECTRIC	DTE ENERGY	9100 122 7190 4 - MERRILL FIELD - 7/2	25.13	
208-751.000-920.000	ELECTRIC	DTE ENERGY	9100 081 1689 9 -PARKING LOT LIGHTS @	42.37	
208-751.000-920.000	ELECTRIC	DTE ENERGY	9100 081 1673 3 - SOCCER FIELDS/PK&RE	390.02	
208-751.000-942.000	PORTABLE TOILETS	DAMAGE HAND		25.00	
208-751.000-942.000	PORTABLE TOILETS	PORTABLE TOILET SERVICES	08/09-09/05/2022	1,865.00	
208-751.000-946.000	ENGINEERING SERVICES	SPICER GROUP, INC.	HAMB TWP PARKS & RECREATION MASTER PL	1,194.50	
		Total For Dept 751.000 Recreation Board		3,695.02	
Dept 800.000 LAKELAND TRAIL					
208-800.000-920.000	ELECTRIC	DTE ENERGY	9100 160 2734 4 - TUNNEL LIGHTING 7/2	20.61	
208-800.000-938.000	LAKELAND TRAIL MAINTENANCE	LITCHFIELD FIELD MOWING	SERVICES 8/15 & 17,22 - BRUSH TRIMMIM	6,400.00	
208-800.000-942.000	PORTABLE TOILETS	PORTABLE TOILET SERVICES	08/09-09/05/2022	861.00	
208-800.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	STANTEC CONSULTING MCHI	HAMB LAKELAND TRAIL BRIDGE REPLACEMENT	5,636.25	
		Total For Dept 800.000 LAKELAND TRAIL		12,917.86	
Dept 820.000 SENIOR CENTER					
208-820.000-651.001	SENIOR CENTER RENTALS	BRANDY L HARVEY	REFUND - DAMAGE DEPOSIT	250.00	
208-820.000-801.000	CONTRACTUAL SERVICES	LIVINGSTON COUNTY TREASU	LETS SERVICE - JULY 2022	1,634.42	
208-820.000-853.000	PHONE/COMM/INTERNET	CHARTER COMMUNICATIONS	8245 12 483 0156556 - S.C. 8/22-9/21/	258.52	
208-820.000-920.000	ELECTRIC	DTE ENERGY	9100 095 9768 3 - SENIOR CENTER 7/26-	669.86	
208-820.000-930.001	MAINTENANCE COMM CENTER	TRI-COUNTY SUPPLY, INC.	SENIOR CENTER - LEMON BREEZE	74.70	
208-820.000-930.001	MAINTENANCE COMM CENTER	TRI-COUNTY SUPPLY, INC.	SENIOR CENTER - SUPPLIES	551.21	
		Total For Dept 820.000 SENIOR CENTER		3,438.71	
		Total For Fund 208 SENIORS, PARKS, LL TRAIL		21,461.59	
Fund 590 SEWER FUND					
590-527.000	GRINDER PUMP PARTS	DUBOIS-COOPER & ASSOCIAT	GRINDER PARTS	36,200.00	
590-527.000-751.100	GRINDER PUMP PARTS	DUBOIS-COOPER & ASSOCIAT	2 T260 BD, NO SODC, 240V	860.00	
590-527.000-751.100	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	DEPOSIT, WATER & RETURN	5.50	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	WATER COOLER RENTAL	7.00	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	ETNA SUPPLY	MTR 3/4" SR2 1,000 GAL ECR (SB) LOW L	370.00	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	FASTENAL COMPANY	SCREWS & LOCK NUTS	480.93	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	HOME DEPOT CREDIT SVCIC	MILWAUKEE CORDLESS HAMMER DRILL & IMP	239.77	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	HOME DEPOT CREDIT SVCIC	BATTERY PACK	109.23	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	HOME DEPOT CREDIT SVCIC	DIGITAL CLAMP METER	56.99	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	SAFETY-KLEEN SYSTEMS, IN	CHEMISTRY & RECOVERY FEE & 30G PARTS	448.83	
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	USA BLUEBOOK	CHANNELLOCK 9.5"	127.90	
590-527.000-768.000	UNIFORMS/ACCESSORIES	CINTAS CORPORATION # 31	UNIFORMS	155.02	
590-527.000-768.000	UNIFORMS/ACCESSORIES	CINTAS CORPORATION # 31	UNIFORMS	155.02	
590-527.000-768.000	UNIFORMS/ACCESSORIES	CINTAS CORPORATION # 31	UNIFORMS	155.02	
590-527.000-768.000	UNIFORMS/ACCESSORIES	KING KLEANERS	CLEANING	15.50	
590-527.000-768.000	UNIFORMS/ACCESSORIES	RED WING BUSINESS ADVANT	STEEL TOE OR COMPOSITE TOE WORKBOOTS	170.99	
590-527.000-853.000	PHONE/COMM/INTERNET	VERIZON WIRELESS	7/23-8/22/2022	50.66	
590-527.000-920.000	ELECTRIC	DTE ENERGY	9200 190 0961 1 - STRAWBERRY PUMP STN	856.41	
590-527.000-930.010	SEWER MAINTENANCE GARAGE	PINCKNEY DOOR	LABOR & TORSION SPRINGS	340.00	
590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	#774494 - CUMMINS BRIDGE	KRESS RD LIFT	1,376.69	
590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	#774494 - CUMMINS BRIDGE	KRESS RD LIFT STN	487.02	
590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	ALAN'S ASPHALT MAINTENAN	REPAIRS - M36 & PETTYS RD & TOWNSHIP	6,500.00	
590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	WATERTAP INC.	12" HDPE FORCE MAIN REPAIR	41,680.00	
590-527.000-934.200	GRINDER PUMP REPLACEMENT	C & E CONSTRUCTION CO.,	GRINDER PUMP REPLACEMENT INSTALL @ 81	5,139.75	

OPEN - CHECK TYPE: PAPER CHECK
Vendor Invoice Description

GL Number GL Desc Amount Check #

Fund 590 SEWER FUND			
Dept 527.000			
590-527.000-934.200	GRINDER PUMP REPLACEMENT	C & E CONSTRUCTION CO.,	GRINDER PUMP REPLACEMENT INSTALL @ 81
			5,139.75
590-527.000-934.200	GRINDER PUMP REPLACEMENT	C & E CONSTRUCTION CO.,	GRINDER PUMP REPLACEMENT INSTALL @ 81
			5,139.75
590-527.000-934.200	GRINDER PUMP REPLACEMENT	C & E CONSTRUCTION CO.,	GRINDER PUMP REPLACEMENT INSTALL @ 81
			5,139.75
590-527.000-946.000	ENGINEERING SERVICES	IMEG CORP.	HAMB TWP-PETTYSVILLE WHITEALL CONN DE
			1,331.10
590-527.000-946.000	ENGINEERING SERVICES	IMEG CORP.	HAMB TWP/M36 @ PETTYS RD/MDOT 6/1-7/
			2,062.80
		Total For Dept 527.000	114,801.38
Dept 537.000			
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	WATER, DEPOSIT & RETURN 8/10/22
			5.50
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	ADVANCED WATER TREATMENT	WATER COOLER RENTAL
			7.00
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	CDW GOVERNMENT, INC.	BTI BATTERY & APC UPS X 750VA RACK TO
			622.58
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	USA BLUEBOOK	NALGENE UNITARY WASH BOTTLES
			42.40
590-537.000-920.000	ELECTRIC	DTE ENERGY	9100 146 5433 9 - BIOXIDE STN(EDGE)ELAK
			14.76
590-537.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	HP ELECTRIC	GENERATOR WIRING
			798.00
590-537.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	MICHIGAN RURAL WATER ASS	SEPT 22-23 2022 ADVANCED WASTEWATER O
			420.00
		Total For Dept 537.000	1,910.24
Dept 538.000			
590-538.000-620.200	GRINDER PUMP INSTALLATION	ROBERT & CAROL CARULLI	REFUND - OVERPAYMENT FROM THE SEWER F
			701.85
		Total For Dept 538.000	701.85
		Total For Fund 590 SEWER FUND	117,413.47
Fund 854 2020-ROAD SAD FUND			
Dept 000.000			
854-000.000-045.011	RD SAD 20 TAMARAK LAKE (3236)	JOSEPH T LOGELIN	REFUND - OVERPAYMENT OF SAD PAYOFF
			219.78
		Total For Dept 000.000	219.78
		Total For Fund 854 2020-ROAD SAD FUND	219.78

OPEN - CHECK TYPE: PAPER CHECK

GL Number GL Desc Vendor Invoice Description Amount Check #

Fund Totals:

Fund 101 General Fund	86,361.61
Fund 204 Road Fund	379,893.27
Fund 206 Fire Fund	22,798.50
Fund 207 Police Fund	8,244.49
Fund 208 SENIORS, PARK	21,461.59
Fund 590 SEWER FUND	117,413.47
Fund 854 2020-ROAD SAD	219.78

Total For All Funds: 636,392.71



Hamburg Township
Parks & Recreation Committee
Regular Meeting
Hamburg Township Hall
Tuesday, July 26, 2022
3:00 p.m.

1. Call to Order

Dolan called the meeting to order at 3:03 p.m.

Dolan announced he is checking into a new member for committee.

2. Pledge to the Flag

3. Roll Call of the Parks & Recreation Committee

Board Members Present: Michniewicz, Dolan, Auxier, Muck

Board Members Absent: Member At Large - Vacant

Also Present: Deby Henneman, Township Coordinator, Duane Hoepfner, Building & Grounds

4. Call to the Public

A call was made with no response.

5. Approval of the Agenda

Motion by Michniewicz, supported by Auxier, to approve the agenda as presented.

VOICE VOTE: Ayes: 4 Absent: 1 (Member at Large)

MOTION CARRIED

6. Approval of the Minutes

Motion by Auxier, supported by Michniewicz, to approve the minutes from the June 21, 2022 Regular Meeting as presented.

VOICE VOTE: Ayes: 4 Absent: 1 (Member at Large)

MOTION CARRIED

7. Correspondence

Hamburg Historical Museum newsletter was received and filed.

8. Current Business

- A. Pickleball Proposal – Dolan stated a private donor has committed up to \$100,000 for additional pickleball courts. Staff as well as Spicer group have been discussing proposed sites.

Auxier stated he plays with the group at the Senior Center, and the consensus is that they need more courts due to delays.

Julie Eddings, Senior Center Director, stated if the courts went into West Park, the court at the Senior Center could be used as a “beginner” court.

Duane Hoepfner, Building & Grounds, stated that the valves for sprinkler system would need to be relocated if it were to go in West Park.

Auxier asked about the status of the shade structure.

Dolan stated a structure has been found for a lot less but requires a sealed stamp from Engineer. He is working on that now.

Muck states that West Park is a much better option than the one proposed in East Park.

Mike stated he would get an updated plan for West Park and send out to the Committee.

Motion by Muck, supported by Michniewicz, to direct staff to work with planner to provide option for new pickleball courts in West Park, and once final plan is received to forward the Park Committee recommendation of support to the Township Board.

VOICE VOTE: Ayes: 4 Absent: 1 (Member at Large)

MOTION CARRIED

- B. RC Car/Truck Track Proposal – Doncea stated the plan included in the packet is a proposal for what they would like to build. He would like recommendation from Committee and approval from Township Board to move dirt and start laying the track.

Dolan what will be the restrictions for public use of the Car/Truck RC track?

Doncea stated that the cars/trucks aren't as much of an issue from a safety standpoint as the planes are, but he recommends that safety rules be posted. He stated, at this time, the plan is that their club would maintain and monitor activity, with no cost to Township for the project. Rules will include no BMX bikes allowed, no cars over X amount of pounds, etc.

Discussion took place regarding the need for a Memorandum of Understanding (MOU) between the Hamburg RC Flyer's group and the Township indicating which entities are responsible for liability, maintenance, monitoring activity, etc. It was discussed that the AMA is involved with Drones, Planes, and flying activity, however, ground RC may be different.

Muck stated he would send a sample of the MOU that was entered into by the City of Novi for reference. He feels strongly that this new feature should be open and available to the public, and that a membership to the club not be mandatory.

Motion by Dolan, supported by Muck, to recommend support of an addition of an area near the Merrill Airfield for RC Car and Trucks with viewing area/podium to be built and managed by the Hamburg RC Flyer's Club and subject to a Memorandum of Understanding to be agreed upon by both the Flyer's and the Hamburg Township Board of Trustees, prior to the start of construction, for use of both RC areas.

VOICE VOTE: Ayes: 4 Absent: 1 (Member at Large)

MOTION CARRIED

9. Old Business

A. Parks & Recreation Master Plan/Pending Grants/Supervisor Report

1. Iron Belle Trail/Lakelands Trail

- a. Hay Creek Bridge Project – Project Completed – Ribbon Cutting announced for 8/12/22 – 2:30 p.m. (it has since been rescheduled to 9/9/22 – 2:30 p.m.)
- b. Trail Maintenance Project - Complete
- c. Huron River free-span Bridge Project – No update

2. 5-year Master Plan Renewal – Update – Public input session will be in August. Survey live now.

3. West Park Trust Fund Grant – No update

B. Township Park Use Policy/Fee/Procedures

1. Park Use Policy updates – Updates pending.
2. Community Center Policy & Fee change – Updates pending.
3. Administrative Fee Schedule – Updates pending.

C. Administrative Services

1. Park Coordinator's Report – July 2022 – Report received and filed
2. Senior Center Report – July 2022 – Report received and filed
3. Scholarship Request – None
4. Park Use Requests - None

D. Special Projects

1. East Park Playground Renovation Project – Funding update was made, HERO has committed up to \$15,000 for Option 3 as proposed, to cover picnic tables, shade trees, and benches, along with the already committed trees from the Commemorative tree program by a private party.

Motion by Dolan, supported by Auxier, to recommend the Township Board approve the tear-out of the existing East Park Playground, and the relocation and installation of a new East Park Playground, including a shaded seating area based on the Conceptual Option 3 drawing, with the consideration that the pricing will be reduced to approximately \$138,000 with the private donations from H.E.R.O. (\$15,000 for 7 trees, 2 tables, 2 benches) and a private resident (2 Commemorative trees).

VOICE VOTE: Ayes: 4 Absent: 1 (Member at Large)

MOTION CARRIED

2. Baseball Dugout Renovation Project – Construction has started. Due to be done by early September.
3. Powerwashing/Staining of Park Structures – In Process
4. Shade structure for Pickleball and Outdoor Patio – Pending
5. Additional Pickleball Courts - Pending

E. Sponsorships/Volunteerism

1. Amenities and Beautification Committee – No updates
2. Commemorative Bench & Tree Program – Benches on order

F. Signage and Community Awareness

1. Wayfinding Signage – No update
2. Winans/Hamburg Historical Marker – Hamburg Cemetery – New Marker Coming Soon

G. Risk Management (Insurance/ADA)

1. ADA Compliance in Parklands - No update
2. Pedestrian Crossings along Lakelands Trail – No update

10. Call to the Public

A call was made with no response.

11. Committee Comments

No comments.

12. Adjourn Meeting

Motion by Auxier, supported by Dolan, to adjourn the meeting.

VOICE VOTE: Ayes: 4 Absent: 1 (Member at Large)

MOTION CARRIED

Meeting adjourned at 4:29 p.m.

Respectfully submitted,



Debra Henneman
Township Coordinator
Parks, ADA, Grants, Ordinances

Next meeting: Tuesday, August 23, 2022 – 3:00 p.m. (Rescheduled to Monday, August 29, 2022- 7:00 p.m.)



Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810)231-1000
www.hamburg.mi.us

August 26, 2022

To: Parks & Recreation Committee

From: Deby Henneman, Township Coordinator

Re: Parks & Recreation Report

The 2022 Master Plan Survey has been completed and the results are in the packet. I recommend that everyone read the detailed comments that residents left, I found a lot of them very helpful in determining the direction the Township should take on improvements. The public input session will be Monday, August 29, 2022 at 7 p.m. which is when Spicer will present the results and discuss suggested changes to the Master Design Plan for the parks. The Public Hearing will be scheduled for a future Township Board Meeting date.

The plaques for the MDNR and Ralph C. Wilson Foundation have arrived and a ribbon cutting ceremony for the Hay Creek Bridge Renovation Project has been scheduled for Friday, September 9, 2022 at 2:30 p.m. Location will be the Hay Creek Bridge just west of Chambers Rd. Temporary road signs will be in place for parking. Those who plan to attend should email clerk@hamburg.mi.us.

Anyone that has taken nice pictures of any of the Parks or Trails in Hamburg, that don't mind them being used for Facebook and/or printed material, please be sure to send them along to me at: dhenneman@hamburg.mi.us. We will be looking for quality photos to add to our 5-year Parks Master Plan as well.

The PowerAde Tournament went much smoother this year, and there were no reports of any incidents. Chief Nisenbaum did recommend a few more Public Safety Personnel during the event, which would quantify as a High-Level Public Safety fee.

The Township Board approved the budget for the East Park Playground Renovation Project, and we have requested revised bids from Michigan Recreational Construction eliminating the picnic tables, benches, and trees which will be funded by the (up to) \$15,000 donation from H.E.R.O. and a private donor who has purchased 2 memorial trees for this area. This project will be an amazing improvement for the residents, and will

The Historical Marker (Hamburg Cemetery at Strawberry Lake Rd.) has been paid for and the order is being processed. I would expect delivery sometime in the late fall, and installation by early spring, weather permitting. Once the sign arrives and the garden bed is installed, we will need to have an unveiling as per the terms of our agreement with the State.



August 25, 2022

To: Parks and Recreation Committee
 From: Julie Eddings, Senior Program Director
 Re: Senior Center Director's Report

July Statistics:

- Monthly Attendance: 2102
- Daily Average: 105
- Transportation Daily Average: 19
- Number of New Members: 39

Upcoming Closures:

- Monday, September 5 for Labor Day

Upcoming Programming:

- Line Dancing-The first Wednesday of the month
- Friday BBQ's-Friday, August 12 & 26
- Bridge Lessons-Wednesdays
- Senior Picnic at Kensington-September 8
- Widows Friendship Group-Friday, September 9
- Acrylic Paint Class-September 9
- Pickleball Clinic-September 12
- Senior Advisory Board Meeting-September 14
- Senior Center Bus Trip to Secluded Gardens-September 14
- Progressive Painting Craft Class with Brookdale-September 15
- Karaoke Party-September 16
- Senior Center Bus Trip to Cider Mill-September
- Senior Celebration sponsored by Livingston County Consortium on Aging-September 23
- Senior Center Bus Trip to Los Tres Amigos-September 28
- COVID Booster Clinic-September 30

Other Information:

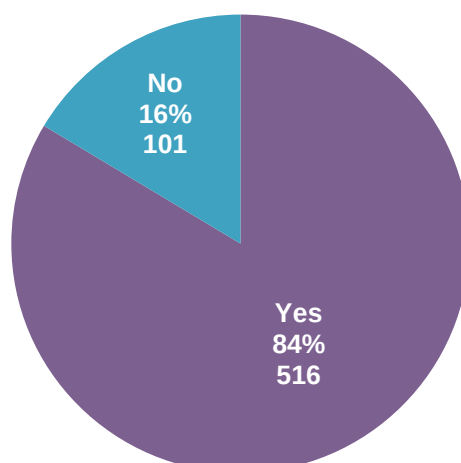
- September is National Senior Center Month. The Senior Center will celebrate with a senior picnic and a celebration day. The Senior Center will also be hosting a COVID booster clinic with Genoa Healthcare.

2022 Recreation Plan Survey Results

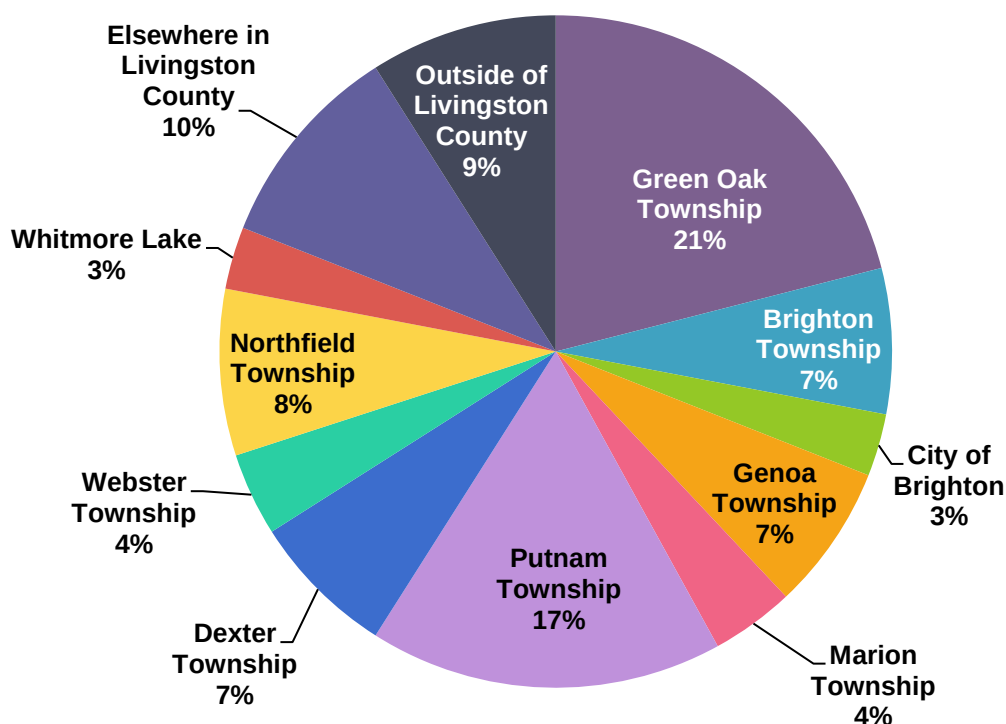
Responses: 621

Completed: 100%

1. Are you a Hamburg Township resident and/or business or property owner?

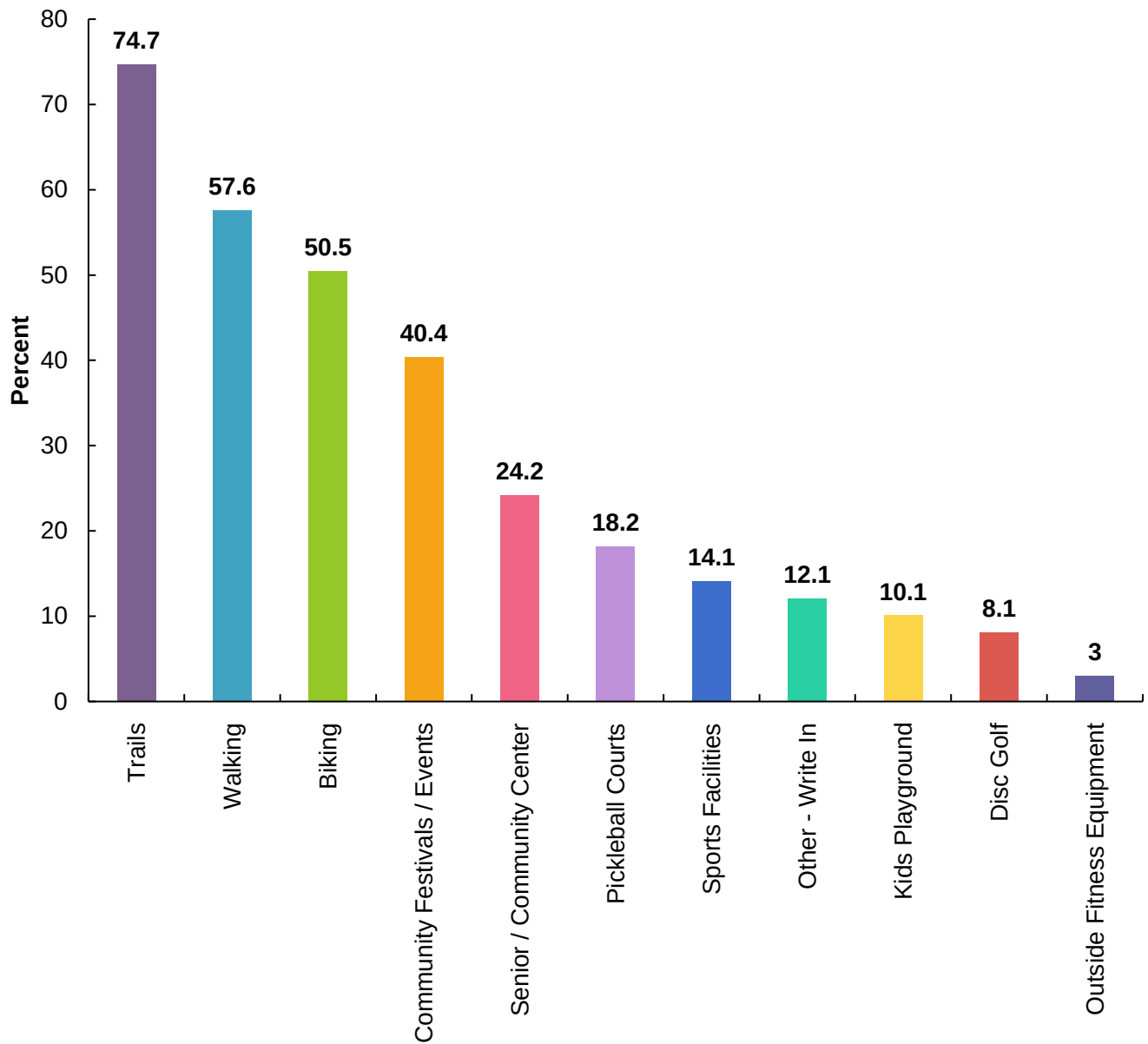


2. If you are not a Hamburg Township resident and/or business or property owner, where do you live?



Value	Percent	Count
Green Oak Township	21.0%	21
Putnam Township	17.0%	17
Elsewhere in Livingston County	10.0%	10
Outside of Livingston County	9.0%	9
Northfield Township	8.0%	8
Brighton Township	7.0%	7
Genoa Township	7.0%	7
Dexter Township	7.0%	7
Marion Township	4.0%	4
Webster Township	4.0%	4
City of Brighton	3.0%	3
Whitmore Lake	3.0%	3
Totals		100

3. How do you use Hamburg Township parks and recreation facilities? Please check all that apply Item 8.

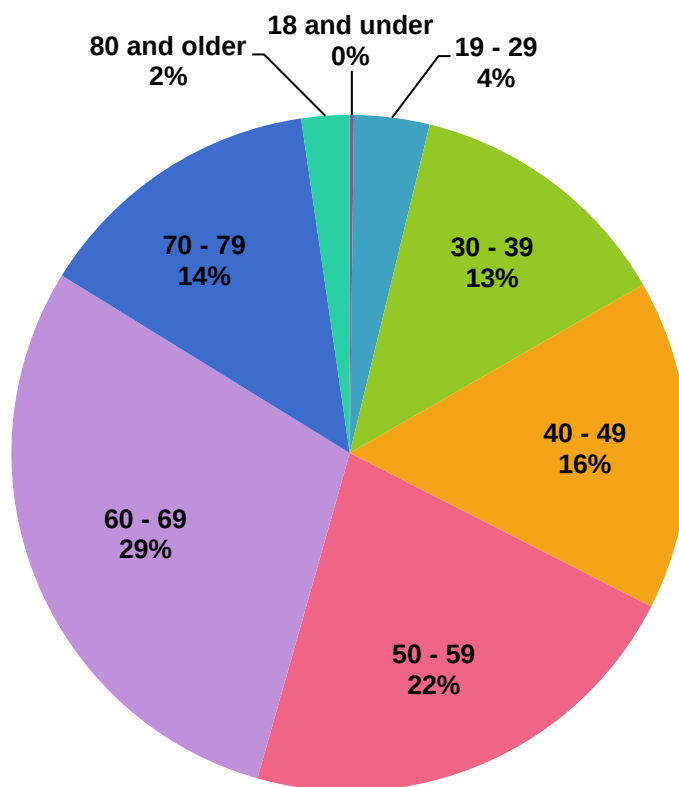


Other – Write In

- Running (2)
- Inline skating
- R/C Airplane Field (5)
- cards
- geocaching

4. What is your age range?

Item 8.



Value	Percent	Count
18 and under	0.2%	1
19 - 29	3.6%	22
30 - 39	12.9%	79
40 - 49	15.8%	97
50 - 59	21.9%	134
60 - 69	29.4%	180
70 - 79	13.9%	85
80 and older	2.3%	14
	Totals	612

5. How frequently do you visit or use Township parks and facilities?

Item 8.

	Daily	Frequently (a couple of times per week)	Infrequently (a couple of times per month)	Rarely (a couple of times per year)	Never	Responses
Baseball Diamonds Count Percent	15 2.6%	107 18.7%	88 15.4%	78 13.7%	283 49.6%	571
Boardwalk Count Percent	17 3.0%	146 25.3%	191 33.2%	148 25.7%	74 12.8%	576
Disc Golf Count Percent	1 0.2%	30 5.3%	50 8.8%	83 14.6%	405 71.2%	569
Flyer's/RC Field Count Percent	10 1.7%	30 5.2%	40 7.0%	80 13.9%	415 72.2%	575
Football Practice Area Count Percent	4 0.7%	26 4.6%	25 4.4%	64 11.4%	444 78.9%	563
Hamburg Historical Museum Count Percent	0 0%	8 1.4%	31 5.5%	169 29.8%	360 63.4%	568
Hamburg Senior Center Count Percent	16 2.7%	73 12.3%	49 8.3%	99 16.7%	355 60.0%	592
Hamburg Community Center Count Percent	2 0.4%	27 4.8%	50 8.9%	127 22.5%	358 63.5%	564
Kayak Launch Site Count Percent	2 0.4%	24 4.2%	50 8.8%	100 17.6%	391 69.0%	567
Mike L. Levine Lakelands Trail State Park Count Percent	75 12.9 %	222 38.1%	152 26.1%	64 11.0%	69 11.9%	582
Outdoor Workout Stations Count Percent	1 0.2%	25 4.4%	85 14.9%	151 26.4%	310 54.2%	572
Pickleball Count Percent	14 2.4%	34 5.9%	41 7.2%	56 9.8%	427 74.7%	572
Playground - Baseball side Count Percent	4 0.7%	38 6.7%	59 10.4%	82 14.4%	387 67.9%	570

	Daily	Frequently (a couple of times per week)	Infrequently (a couple of times per month)	Rarely (a couple of times per year)	Never	Responses
Playground - Soccer side						
Count	6	37	62	95	368	568
Percent	1.1%	6.5%	10.9%	16.7%	64.8%	
Soccer Fields						
Count	7	37	45	101	375	565
Percent	1.2%	6.5%	8.0%	17.9%	66.4%	
Trailhead Parking						
Count	26	162	161	106	120	575
Percent	4.5%	28.2%	28.0%	18.4%	20.9%	
Volleyball Area						
Count	2	12	25	43	483	565
Percent	0.4%	2.1%	4.4%	7.6%	85.5%	
Winklehaus Park						
Count	5	19	59	94	386	563
Percent	0.9%	3.4%	10.5%	16.7%	68.6%	
I don't frequent or use Township parks or facilities						
Count	27	100	109	110	127	473
Percent	5.7%	21.1%	23.0%	23.3%	26.8%	

Other – Write In

Daily

- Allow an expansion of the disc golf course to the west side of the soccer fields. They are never used anymore.
- When my kids were young
- Trails in Hamburg portion of Brighton State Rec Area
- Please keep disc golf and rc field
- More trails. A giant dog park. One for big and one for small
- Lakeland trails
- Huron meadows
- How often do you think about other access points to the trail on the other side of M-36?

Frequently (a couple of times per week)

- Trail
- Splash pad
- Senior center
- Rc car track
- Library (2)
- Lakeland Trail (2)
- I use the parks mostly to walk my dog
- I bring my grandchildren to soccer, football, etc, often
- Huron river
- Dog park
- Brighton recreation trails
- Bike the trails

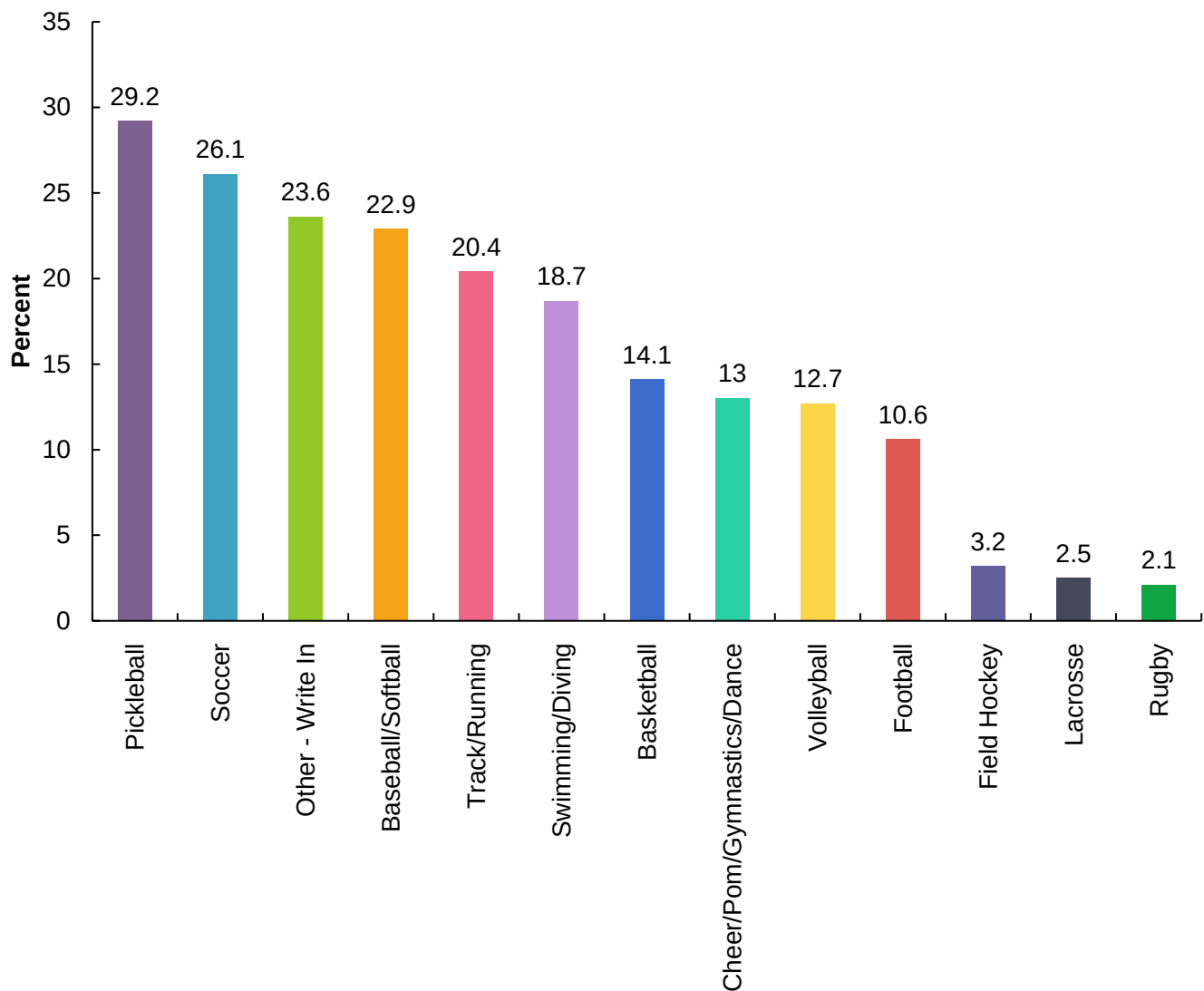
Infrequently (a couple of times per month)

- bicycle pump track
- Walking, biking, skating on trails
- Riverwalk off frisbee golf course
- Picnic area/Pavilion (2)
- Manly Bennett Park trails
- Library
- Bennet field
- Baseball fields

Rarely (a couple of times per year)

- Need more activities for seniors

6. Do you or a member of your household play organized sports? If so, please check all that apply Item 8.

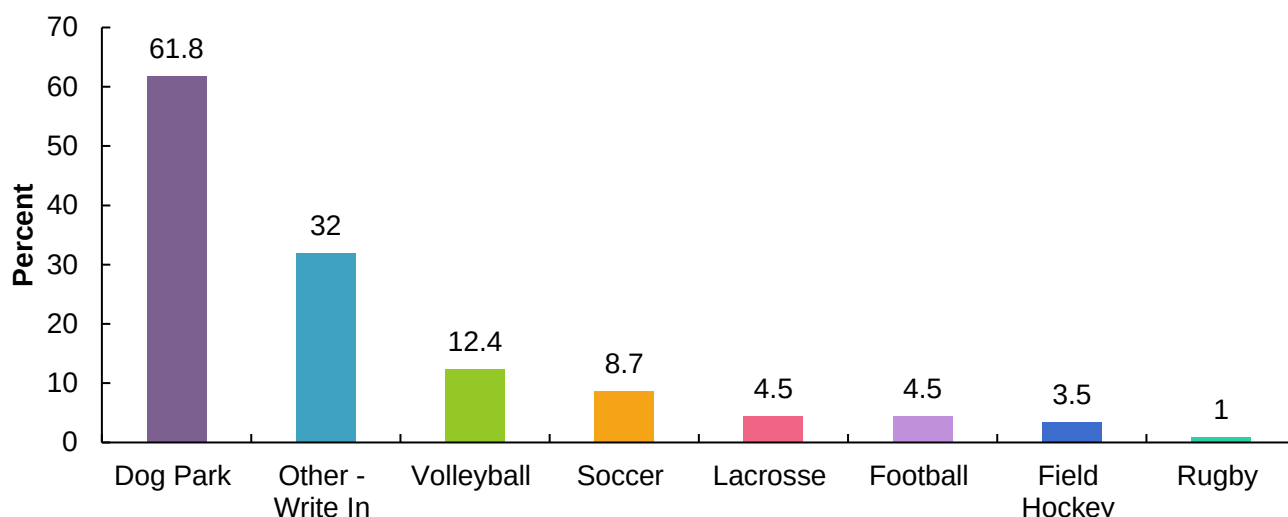


Other – Write In

- Golf
- Hockey
- Archery (2)
- Biking (5)
- Equestrian (4)
- Ice hockey (2)
- No/ None (5)
- Band
- Tennis (6)
- Bowling, wallyball
- Dance (2)
- Disc golf (3)
- RC Field (2)
- Dog Park/Dog Walking (3)
- Gymnastics
- Hiking/Walking (3)
- Kayaking/Canoeing (2)
- Karate
- Mountain biking (3)
- PHS Fishing team
- Sailing
- Use to, lil league baseball
- grandchildren do
- moto cross
- pickle ball
- roller blade hockey

7. If the Township were to add or change the fields at the parks, what type of fields would be most useful to you? Please check all that apply.

Item 8.



Other – Write In

- Pool (4)
- Pickleball (23)
- Tennis (5)
- Baseball (3)
- Basketball (3)
- Golf
- RC Car Track (10)
- Splash pad (5)
- 5k course
- A general use community park, not sports related
- A running track
- An indoor space that teams can use to practice in the winter. That new Fieldhouse in Brighton is going to be amazing for their community! I'd love for our teams to be able to practice year-round. Also, my daughter is a gymnast. We have to go all the way to Howell for practice multiple times a week. when she gets to high school, again, she can't practice locally. She has to practice with Fowlerville, Chelsea and Byron. It would be great to have a local facility
- Band Shell/Concerts/Amphitheater (4)
- Better canoe launch, accessible to Huron more directly.
- Bow Hunting
- Disc Golf (3)
- Dog park (2)
- Equestrian (3)
- cross country field or trails
- Fairground
- Extended bike path
- Farmer's Market
- Gymnastics mats/mini trampoline
- Handball courts
- Horse shoes
- I do not like dog parks. I like walking in the parks with my dog the way it is now.
- Ice hockey
- Keep Natural (3)
- Softball (3)
- Bike lanes along the roads that lead to the Lakelands Trail.
- More kayak parking/entrances
- Protected bike paths
- More space for funfest
- Pump track (2)
- Mountain Bike Trails/Obstacles (4)
- nature playground, playground upgrade
- None - More than enough facilities already available (2)
- Open fields
- Park with walking trails (3)
- Passive Recreation, Bocce Ball, Corn Hole, and shaded seating for reading, etc. would be nice
- Kite flying (2) / Rocket launching area
- Roller hockey (2)
- Ice hockey
- Skating Rink (2)
- Shuffleboard
- Karate/Tai Chi
- Toddler play equipment
- Xc ski trail grooming in winter
- archery
- single track bike trails
- A shade area for yoga
- Toddler play areas

8. Please provide your opinion regarding the following aspects of Township-operated parks and open spaces.

Item 8.

	Satisfied	Somewhat Satisfied	Neutral	Unsatisfied	No Opinion/ Do Not Use	Responses
Park Maintenance/Appearance Count Percent	379 62.9%	122 20.2%	63 10.4%	11 1.8%	28 4.6%	603
Variety of Amenities/Facilities Count Percent	279 46.5%	162 27.0%	102 17.0%	22 3.7%	35 5.8%	600
Safety and Security Count Percent	351 58.7%	121 20.2%	87 14.5%	13 2.2%	26 4.3%	598

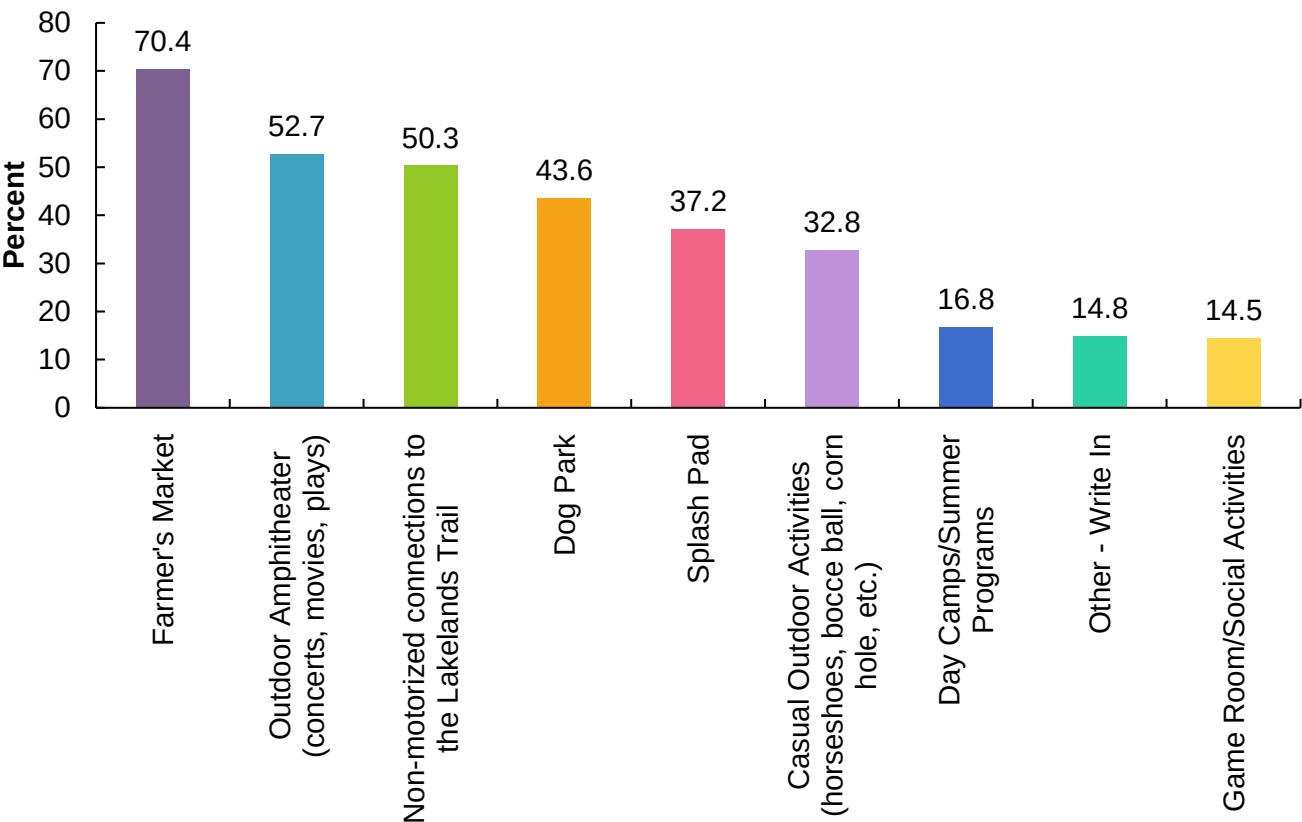
9. Considering the resources and funds available, please rank the following statements by importance to you for Township-owned parks and open spaces over the next 5 years.

Item	Overall Rank	Ranking	Score	Total Respondents
Maintain parks and facilities we have	1		1,233	516
Add facilities/amenities to the existing parks	2		1,111	493
Acquire more park space	3		728	459

Lowest Rank    Highest Rank

10.Which NEW activities/amenities would you like to see more of in the Township parks? Please check all that apply.

Item 8.



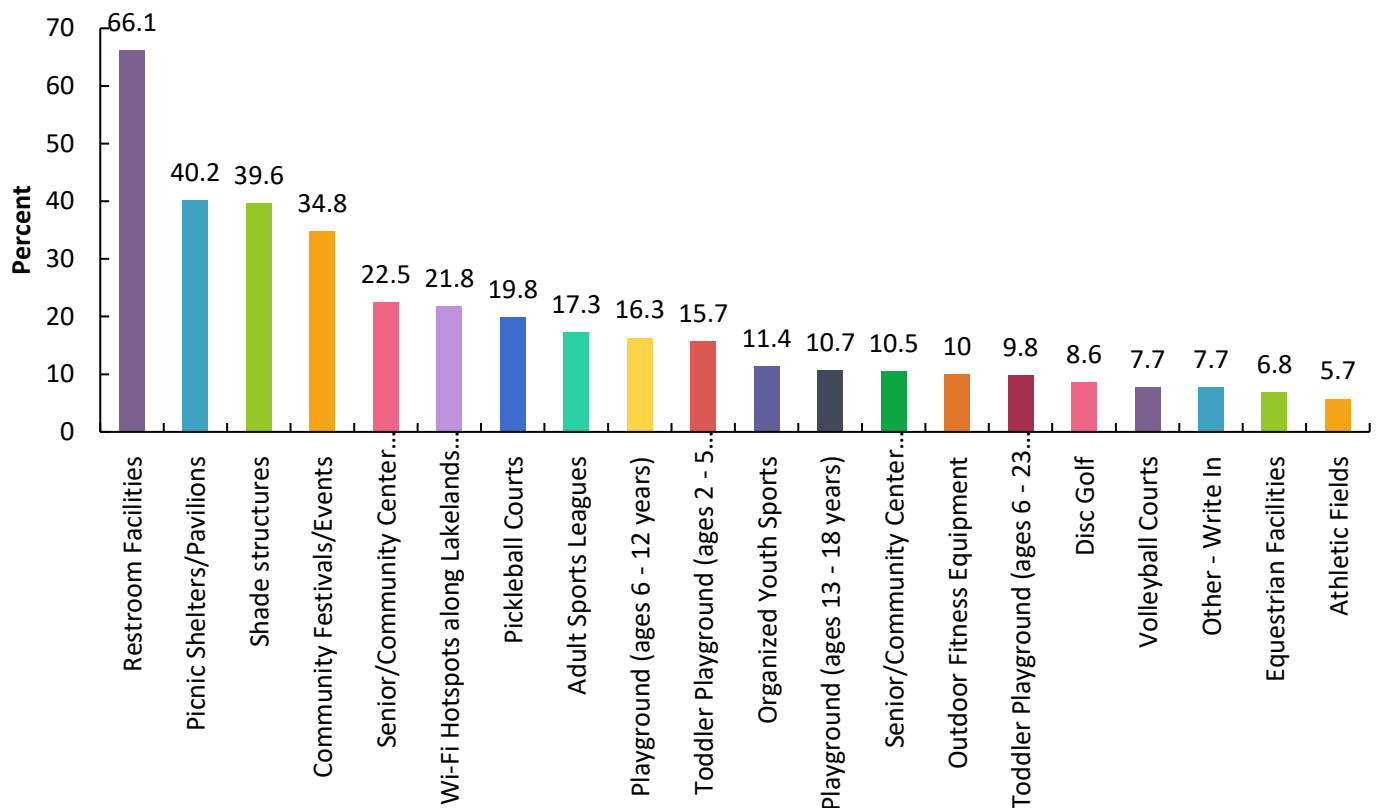
Other – Write In

- Pool (6)
- RC Car Track (8)
- Community Trunk Garage Sales (2)
- 5k course for running
- Pickleball (9)
- Shuffleboard
- Port-a-johns along the Lakeland Trail
- An area for civic festivals that not buried in the back corner in a weeded field
- Boat launch
- Bow Hunting
- Camping
- Chilson road should have a safe way to connect to the trail system.
- Connect B2B trail to Lakeland trail
- Enhanced kayaking on/off facilities
- Equestrian trails (2)
- Expand the play structures
- Fishing deck on the horseshoe creek by the Lakeland trail hamburg rd parking area
- General used community park
- Golf course
- Handball court
- I don't need the township trying to spend more money. They need to spend less
- Indoor fitness center for residents only like the Chelsea and dexter centers with pool and INDOOR TRACK
- It would be great if The Lakeland Trail could go down Whitewood and all the way up to Hudson Mills. I don't think that we need to re-create the metro parks. We are so lucky to have them so close by. We should strive to do something different
- More bathrooms along Lakeland Trail (2) They are very handy for long runs!

- More playgrounds for all ages and abilities (2)
- We frequently go to other towns for their playgrounds because neither at Merrill park can accommodate my two children at the same time
- More trail oriented facilities
- Motorized access to the Lakeland Trail
- Mountain bike obstacles, bike pump track,
- Mountain bike trails (2)
- Movies In the Park, other Events such as Music, Food Trailer Events, Craft Shows
- Natural areas
- Nature centers
- Nature trails / activities (2)
- More and regularly maintained with attention to dog exclusion and no light pollution.
- None
- Parking near the river at Bennett Park plus ability to launch kayaks and leave the river near there. So much of the Huron River in the twp is inaccessible because of lack of public access
- Paved road shoulders and more bike trails
- Permanent restrooms
- Planet fitness or life fitness
- Please consider all of the above. And perhaps even a mountain biking trail and a skateboard park
- Pond ice skating and fishing
- Tennis courts
- Public Boat Launches
- Better advertising/signage, improved/expanded playgrounds or naturescape
- RC flying area/ kite/ rocket launching area
- Paved parking lots for flat track, Dirt car tracks with jumps, Rock Crawler area., Flat dirt tracks.
- Roller hockey rink (2)
- Skating/hockey rink
- Sledding hill, ice skating
- Tai Chi
- Toddler play equipment
- Traditional Archery Range (NO compound or crossbows)
- Water bottle fillers and restrooms
- Water supplies on trail and park, cleaner and more bathrooms/outhouses
- Wooded hiking trails closed off to bikes
- Archery and a rec center like Livonia has (with a swimming pool, exercise, and indoor activities)
- community gardens, plant exchange in the spring and fall, 911 call boy.
- connect lakeland trail to Ore Creek brewery
- playground upgrades for kids
- more trails that connect from shehan, mcgregor whitewood to the main trail
- senior walk areas that do not allow bicycles to scare us.
- single track bike trail

11. Which EXISTING activities/amenities would you like to see added to the Township parks? Please check all that apply.

Item 8.

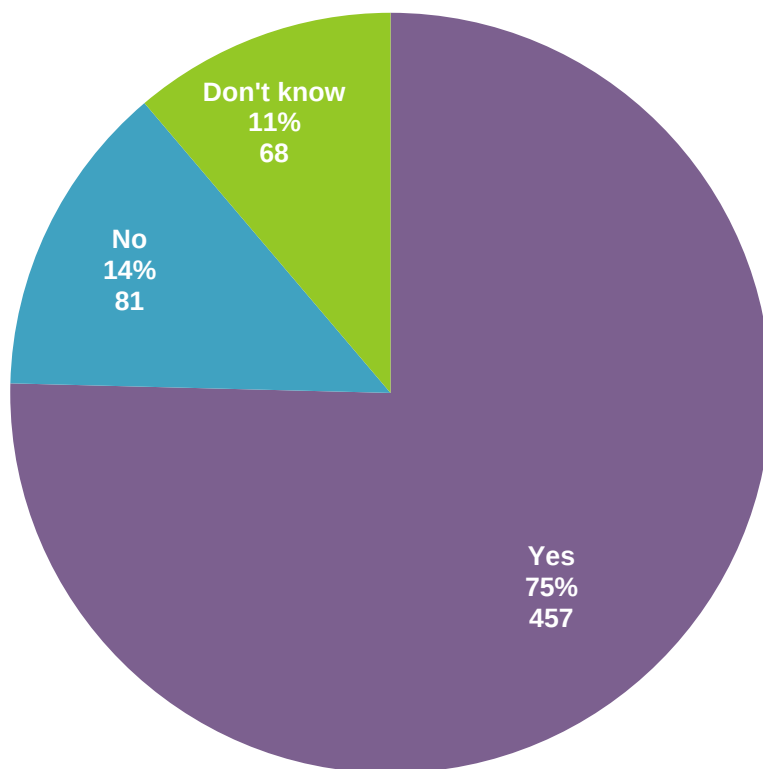


Other – Write In

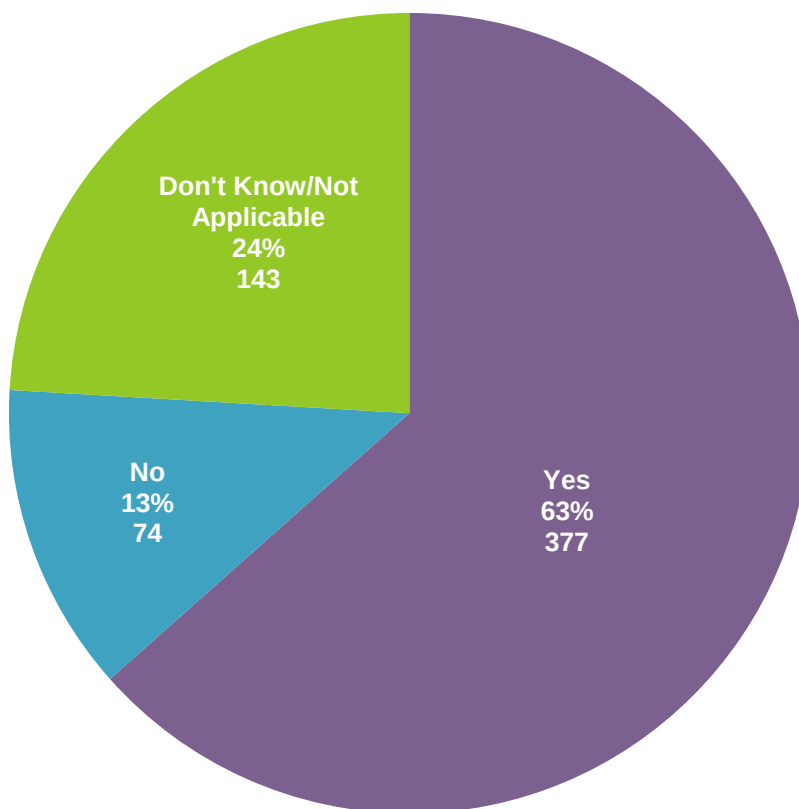
- Tennis Courts and practice wall (3)
- AC Power to the ends of the park and power drops to festival areas.
- Accessible playgrounds for kids with disability
- Basketball
- Benches
- Benches on disc golf and walking trails
- Charging station for electric cars
- Community Pool (3)
- Dog park (2)
- Electricity access to the festival and Flying field
- Equestrian arena
- Fill sinkholes and big cracks in paved portions
- Gazebo/running water by football fields
- General use community park
- Less mowing unused soccer fields. Reallocate maintenance workers
- Manure pick up stations (shovel, mounting blocks, muck heap) so riders can more easily clean up after their horses.
- More access to drinking water
- More connections to Lakelands trail
- More frequently cleaned outhouses!
- More park benches for resting along walking paths and in township complex
- Mountain bike trail
- Nature centers
- None (2)
- Playgrounds. Splash pad. Bathrooms!
- RC track (3)
- Shade structures at Senior Community Center pickleball courts and patio area.
- The restroom should be expanded and made much better. Thought should be put into placement of any new play structure. Right now, I find it hard to use the play structure on the baseball side because it's so close to the parking lot. If I am watching one child play a game, I won't risk letting my other child go over to the park. It's too close to cars and the exit which makes me nervous. put them closer with an eye shot, so they can be used. Keep them away from high traffic areas.
- Water bottle filler
- a sculpture garden (2)
- archery and an indoor rec center
- hiking trails
- seating on lakeland trail

12. Do you live near or have easy access to the Mike L. Levine Lakelands Trail State Park?

Item 8.

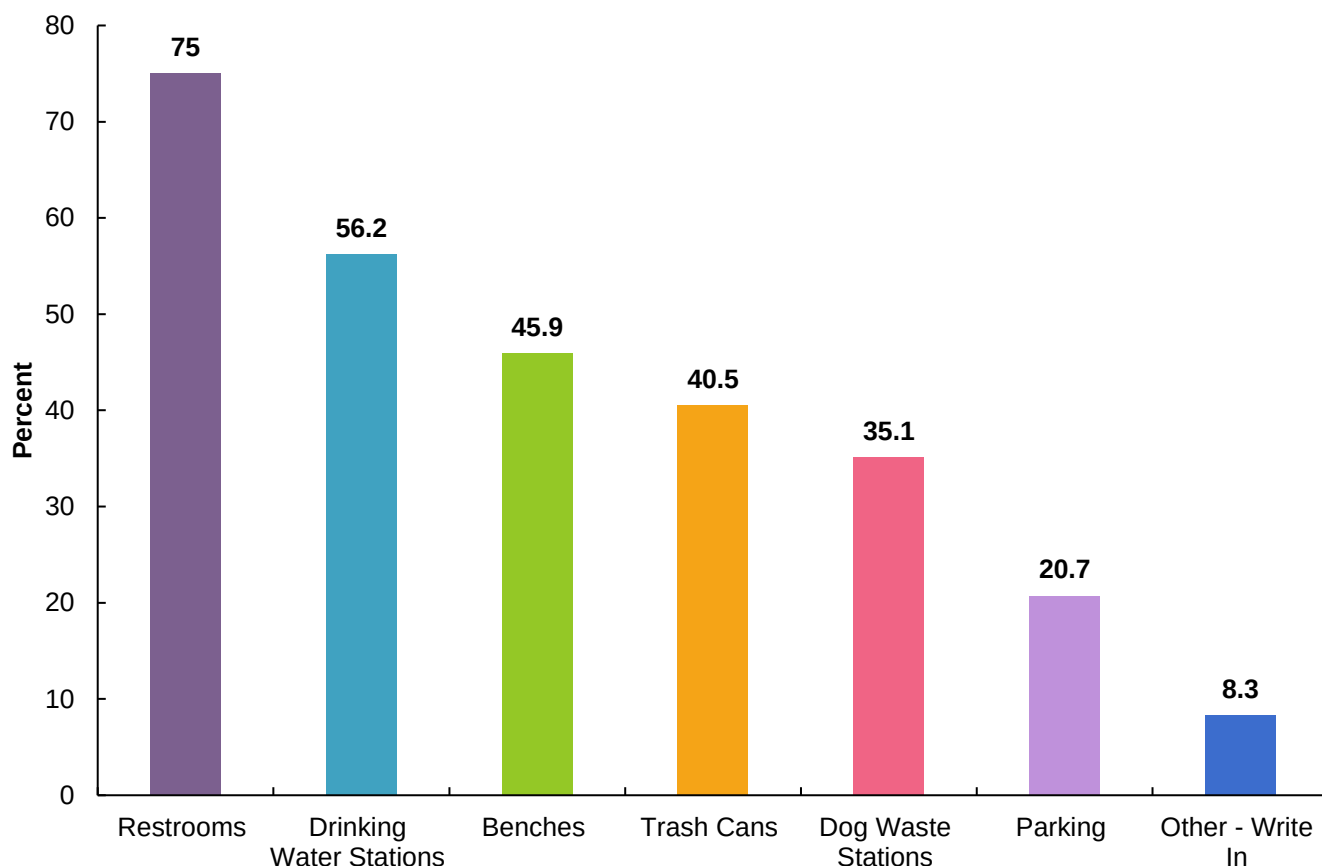


13. Would your use of the Mike L. Levine Lakelands Trail State Park increase if you were able to access it by a trail link from your neighborhood?



14. What additional facilities would you like to see at trailheads along the Mike L. Levine Lakeland Trail State Park? Please check all that apply.

Item 8.



Other – Write In

- A boardwalk to the Diary Queen
- Additional shade/cover if we stopped for a break
- Bike Repair Stations (6)
- Electric car charging stations
- Food
- Gazebos with Barbecue and picnic tables.
- Golf cart allowed on trail
- Horse waste stations with mounting blocks (2)
- Little Free Library
- Lockers
- Love the historical info signage
- Microbrewery
- More markers with information about habitats and history
- More sidewalks connecting subdivisions to trails. We live in Copper Cove Drive. The trail is an easy walk for us but we have to drive to the trailhead because there's no sidewalk to the trail.
- N/A/None (2)
- Nature signs/center
- None. Waste of tax money to maintain for few # that use it. Charge fees for maintenance!
- Parking for horse trailers
- Picnic shelter
- Picnic tables
- Security
- Shade structures on long open stretches
- Shaded picnic stops.
- Shelters
- Signs for out of town users with rules - fast bike groups and weekend use makes locals not always use trail due to their actions on trail
- Signs reminding bikers to call out when passing
- The water stations that include a bowl for dogs
- Trail etiquette signs
- Water bottle filling station
- We would love a walking trail down kress to the trail.
- connect leman trail to Whitmore Lake Rd S to connect to trail
- equestrian facilities
- shade on trail
- shaded sitting

15. Along the Mike Levine Lakelands Trail State Park and throughout the Township Parks, there are benches, trash cans, and dog waste stations. However, if you feel there is an area where these facilities are missing, where is that? Please be specific. For the Lakelands Trail, give a mile marker or nearest intersection.

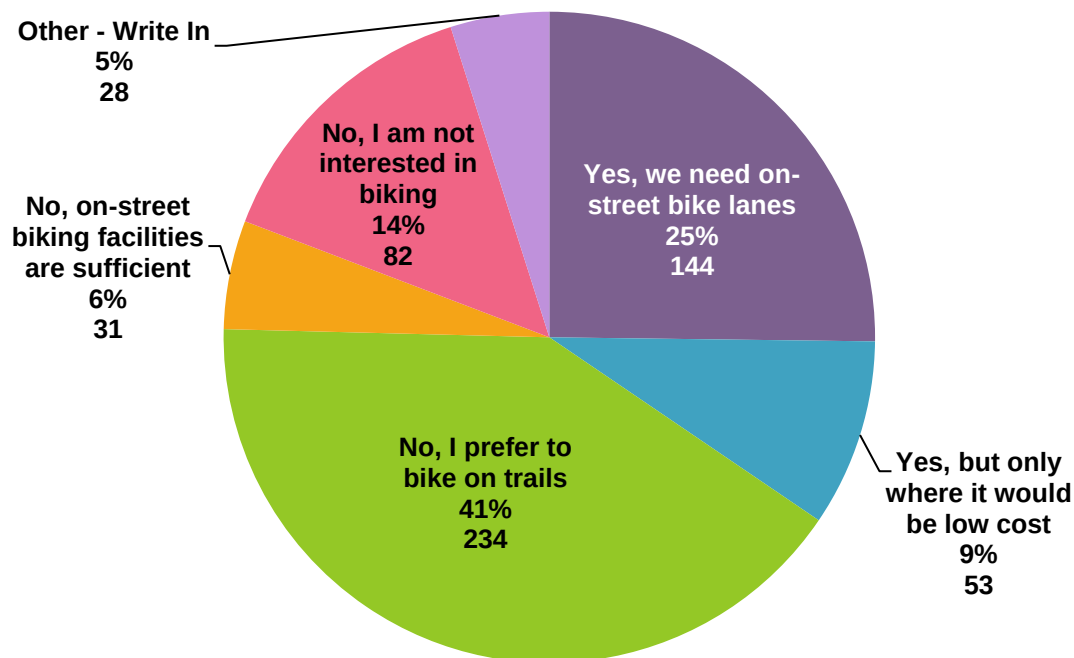
Response:

- Restroom by Merrill Road
- I don't know off the top of my head!
- Bow Hunting should be permitted along the Lakeland trail just like it is in Pinckney. People are not flocking to these township owned properties during the fall/winter and could be done in a safe matter. The State of Michigan (DNR) removed all shooting distance requirements with Archery equipment.
- N/A (8)
- There are no dog waste stations between Kroger bridge and then the middle between Kress and Cap'n Frostys, a trash can near Zukey Lake Tavern may be helpful
- water station would be great around lemon road
- Benches are few and far between
- N/A just need easier access to other existing trails in the area. Would be nice to have easier access from neighborhoods along pettysville rust and chilson road too
- From haycreek to captain frosty, are there any benches?
- OK
- Parking at Hall Rd
- Kress road
- Between kress and whitewood
- A couple more benches between Zukey lake tavern and Hall Road
- Just seems like people don't bother picking up there dog poop
- Drinking water.
- True, there are a mostly adequate amount of these...just wanted to emphasize they are necessary to keep them!
- Don't know where this is
- Thank you for adding the the dog station at Girard. A blue barrel near the benches just east of there might be good. Find carry out food containers in the vegetation near by.
- Rest rooms
- Would just love a connection to the trail from arrowhead sub that doesn't involve walking/bike riding on a busy road
- Keep adding benches and trash cans. I would to see mileage markers more frequently, and some maps that indicate distance between features that make sense... ex 0.3 miles to the river, 0.5 miles across the boardwalk, etc.
- Missing a general use park,
- More bike repair stations. I know there's one by the fire station, but perhaps adding more could be useful
- Merril
- Restrooms on the trail
- I use the trail daily/weekly and all is good!!! west of Hamburg is different
- Near the green oak township line
- It would simply be nice to have more dog waste receptacles. Benches (more) at both shaded and scenic points would be great.
- I don't think there's a single (public) drinking water source anywhere along the trail, even beyond Hamburg Twp. The Kal-Haven trail on the west side of the state has drinking water at almost every trailhead; it would be great if we could do that here.
- The Gregory Michigan Portapotty needs maintenance more often due to how often it is used.
- Benches in the shade by parking lots and staging areas.
- There is no restroom at the entrance near Kroger parking lot.
- No idea which park This is?

- M-36 crossing towards gregory
- The bathroom at the depot trailhead is usually in bad condition. It would be nice if there were restrooms every 3 miles.
- Trail head across from Captain Frosty. Gravel needs to be swept off in order for wheelchairs or those handicapped to be able to get to the trail from the parking area safely. Gravel has hindered handicapped folks and their caretakers to feel comfortable to negotiate from parking spot to the trail.
- Eastern section near the prison
- The new portion of the trail from Hall Rd to 23. A center line might be helpful on the hilly curves. Quite a few blind spots, and cyclists coming at a higher rate of speed on the downhill sections.
- More benches between Hamburg Road and Lemon roads.
- More frequent stations throughout.
- I know there are some but more are needed.
- Drinking water stations would be great!!! A few more restrooms and trash cans along the trail would be helpful, especially the stretch between Putnam Twp and the M-36 tunnel/parking/trailhead.
- Make it easy for horse riders to clean up after themselves. Add mounting blocks and shovels/muck stations.
- I'm in Regency Village, and I need a safer walking path to get to the trails across M-36. The access is a mile from the entrance of my sub, and the other entrance off Kress Rd. has no parking.
- Get rid of dog waste stations people can provide their own.
- Merrill Rd. Near W Main St. We haven't done the entire trail yet. We start at about 9 mile and 23. So these intersections are as far as we've gone.
- Township Hall Complex- shaded areas for lunchtime
- An area or requirement for horse manure to be picked up. It is gross, and ruins the experience of the trail for all other users.
- I didn't see trash cans, benches or dog waste stations along the dirt part of the Lakeland Trail heading towards Gregory. Where the trail connects on the other side of M-36? Honestly, I'm not sure their needed that far out.
- from pettysville rd to Pinckney
- from pettysville rd to Pinckney
- trash cans would be useful on the new section East to US23
- Restore the bench that used to be along the Lakelands Trail between Brockway and Farley.
- I don't have that info I would have to be on the trail to do that.
- We often use the trail for long (10-20 miles) training runs, and it would be helpful to have restrooms available somewhere around midpoint between the existing ones. Ideally they'd be located at roughly 2-mile intervals for the length of the trail, including the sections in other townships.
- I don't know the mile markers, but a few more dog waste stations might help increase their use. Maybe more signs, too, reminding owners to pick up after their dogs. And to keep them on leashes please!
- Between 8 mile and lemon rd, 8 mile and merril
- More benches would be nice, they are spaced far apart. More trash cans too.
- Adding a bench halfway between existing benches would be very helpful for seniors and people starting to walk more. Thank you for asking
- Hamburg village to M-36 fire station
- at intersections of roads
- good as is
- more physical maps at each intersection. if you lose wifi how do you know how to get home?
- at the trail head by kroger gas station need toilet and water.

16. Should the Township plan for on-street biking facilities?

Item 8.

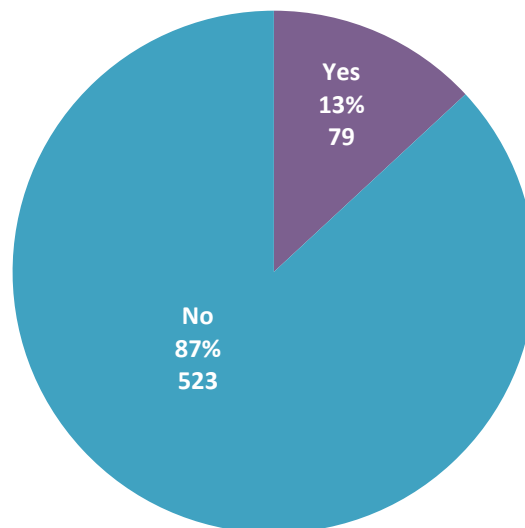


Other – Write In

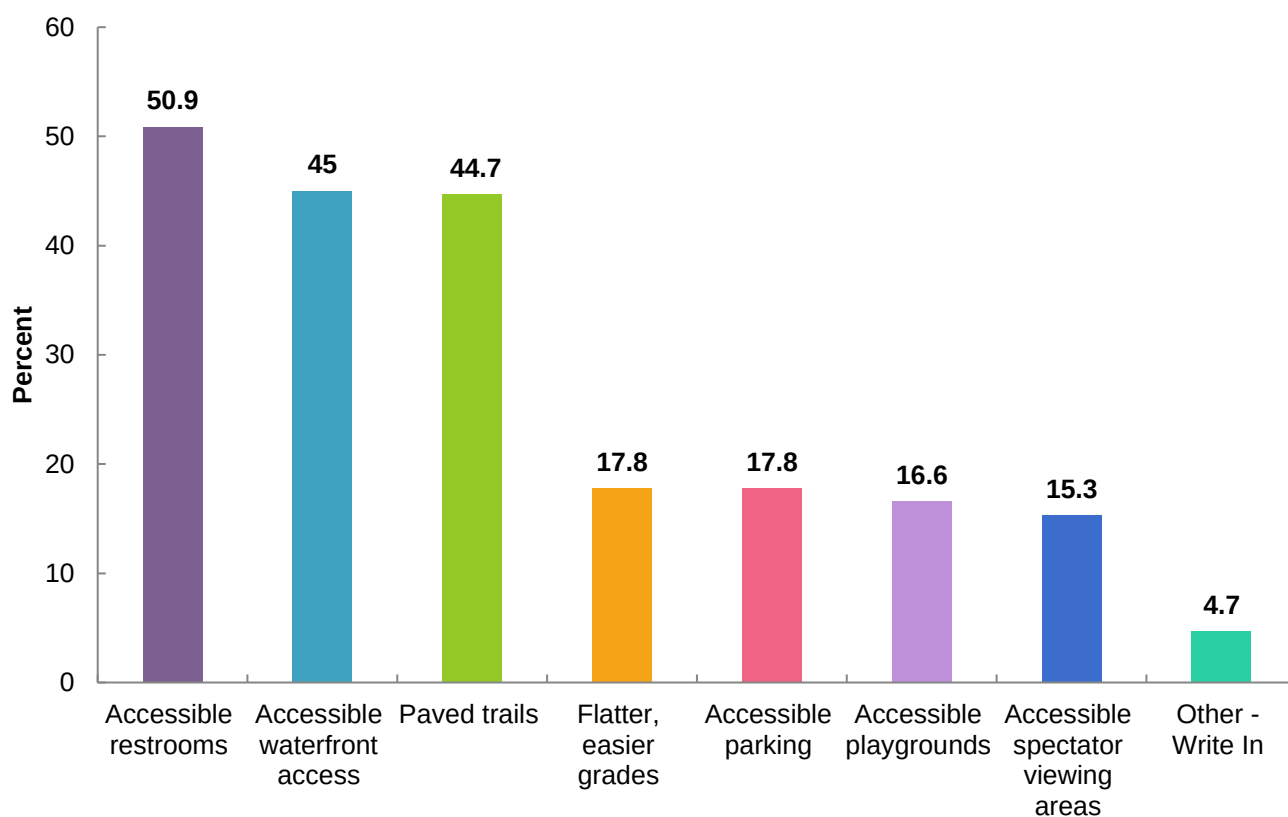
- Bike path on strawberry and Merrill roads (2)
- Bike lanes on street are nice but not like a2 which encroaches on street space. bike trail/path separate from walkers might help
- Bikes should not be on the street, there are trails for them
- Chilson Road
- Definitely not! Bikes and cars do not mix!
- I am an avid cyclist but I stick to the trails because of the incredible backlash and anger drivers pose to us.
- I use to bike and enjoyed wide paved shoulders
- Im from washtenaw, so visit for just the long trails
- No opinion
- Not sure what on street biking facilities are? Bathrooms, repair stations, bike racks? Yes to all these.
- Only in areas where the speed limit is 25 or below. our roads are windy and dangerous. People go fast and I think that on road biking is very risky for drivers and cyclists.
- Only to supplement access/connections to the Lakeland Trails.
- Prefer to bike on trails, however there is a need for connecting trails off Pettys. It's so dangerous to try to get to the trails if you live off Pettys
- We need the bikes off the trails and roads. They need their own trail
- We need to have bikes in safe areas - NOT ON THE MAIN ROAD. I know legally they can be there but it is not safe. A bike lane they are required to use would be nice. Maybe the "professional" bikers would quit running people over on the trail.
- Would prefer a "bike track" That is a bike path along a road that is a bit offset or protected from the road. Usually offset like a sidewalk or at a different level/grade than the road so cars don't swerve into it easily
- Yes if no cost to properly owners
- Yes mainly to keep the fast bike serious riders off the trail
- Yes! Especially to safely access the trailheads.
- and access to lakeland trail
- bike trails on roads leading to main trailheads- Strawberry Lake, Merrill
- only to get safely to trail by bike rather than transporting bicycle
- please add!!!
- trails preferred, lanes ok, but are roads aren't safe for pedestrians or bikes

17. Do you, or does anyone in your household, have a disability?

Item 8.



18. If applicable, which of the following existing facilities should be improved in the Township's parks and trails? Please check all that apply.



Other – Write In

- Connections to the trail
- Dog park
- Edison power to the RC Flying field
- I think its perfect
- It's hard to answer this since I don't have personal experience. But I'm glad to see this question. I think parking and bathrooms are basics to provide accessibility.
- Maintenance is an issue. Dangerous issue not addressed. Focus on those asap
- N/A or None (3)
- RC Car Track (2)
- Shorter, easier walk to the trails from the parking area. The hill up to the parking lot on Merrill is tough when you're already tired from your walk.
- Stop paving trails. The world doesn't need more asphalt.
- Utilization of the soccer fields
- a natural trail

19. If you answered yes to Question 17, what ADDITIONAL accessible amenities would you, or member of your household, like to see to better enjoy Hamburg Township parks?

Item 8.

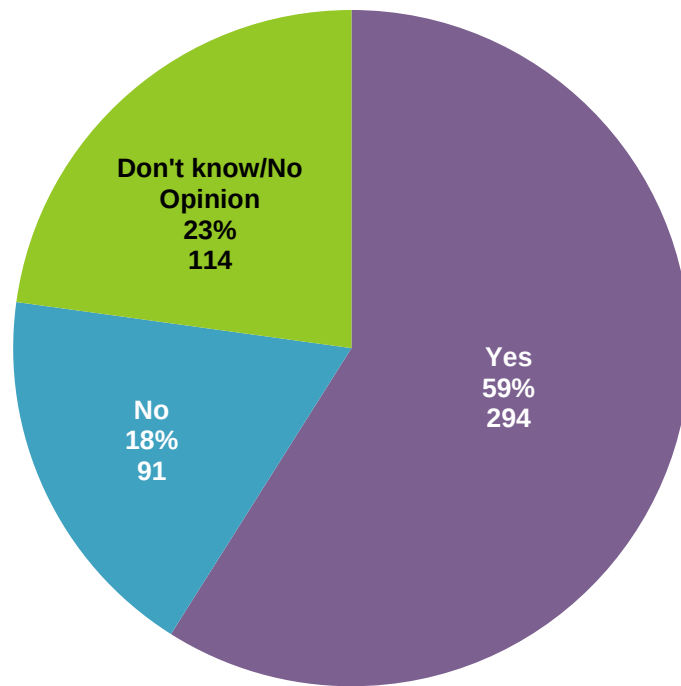
Response:

- Restrooms
- More equestrian friendly trail access.
- Accessible playgrounds!
- More fill dirt to elevate and enlarge the festival flat area pad on the north edge and East edge. Screened Ground asphalt on all current dirt parking areas and paths. Next to library festival parking north access to grass In and out entrances to the grass flattened for car and SUVs. Ok to chain or movable barriers in the off-season. Leveled pad areas for the porta-potties. Park rule boards on all entrances. Northeast entrance Park rule board after library lot entrance. Expand RC flying field parking and fill low spots with fine screened asphalt. Extend current nearly to Gazebo.
- Closer pavilions to the parking area to decrease walking distance. More trees for shade. For example, the park on Merrill Road is designed for sports use but nothing else. Look at Genesee County parks for excellent examples of mixed use parks.
- More things to do
- Tell new residents of what is available! I've lived here 2 years and had NO idea any of this existed
- More walkable. Busy roads without reasonable safe walking.
- N/A (6)
- Mapping along trails and water to include on/off markings, distance markers, water fountain, benches, etc
- Sidewalks and pathways that connect to Mike Levine trails
- Ease in getting wheel access to playgrounds
- Wheelchair accessible disc golf course.
- Maintenance is lacking.
- Longer, connecting trails for cyclists.
- Music stage and seating.
- Bike station with air to fill up tires Pool/lazy river
- Placards displaying pictures and information on invasive species of plants and animals known to be in our area. Reminders to check shoes for seeds when arriving and leaving. That asian bittersweet vine has had serious impact in island lake and bishop lake park areas. That and the garlic mustard.
- We are new to the area so we haven't had the chance to see all the parks. A route from arrowhead area to Lakeland trail that is safe for kids would be great. Handball courts would be great. I look forward to using the outdoor exercise equipment, I hope it continues to build.
- Less mowing of unused soccer fields. Dog park
- Lakeland trail to Hudson Mills connector is important to me.
- Resting areas (benches, stools, rails) that are a little off the path along the trails. We love the walk but need to rest (sit and rest) often.
- The model air field is really cool and my son loved coming and watching the planes. RC track would be cool. I think this would be a good activity for teenagers to get into.
- A GENERAL USE COMMUNITY PARK...
- More paved bike trails
- We live in Tara Glen sub would use lakelands trail so much more if we had access without having to ride our bikes on main road to get there. Would b a dream if we had trails that connected to green oak mall area trails.
- Playground
- Restrooms and small splash pad
- Paths to benches that are easier for walkers and wheelchairs.
- Bike lane sidewalk that comes down major side street to get to trail. Sledding hill
- Restrooms
- A community pool and tennis court
- Better open river access with parking. And organized volleyball more courts at merrill

- Pavillions near parking lots for staffing and picnics. More shaded areas for benches near stops parking. Flush toilets near trail heads
- fishing boat or paddle boat launches
- Dog park (2)
- A connector from Lakelands Trail to the Border to Border Trail.
- Parking
- Paved pathways to restrooms
- Nature centers/signs
- Wider trails.
- A boardwalk to the Diary Queen
- we need more pickleball courts. The ones that are there are great.
- I would like to see better maintenance of the paved portions of the trail. Sometimes there are deep sinkholes or cracks which can be hard to spot depending upon the lighting. I almost got thrown off my bike by hitting one I didn't see.
- Swimming pool
- Accessible beaches. I go to the state park(Bishop), but with so many lakes around, it would be nice to be able to use them.
- Restrooms not Porta John's
- Archery area, rec center with indoor pool, restrooms available
- Golf cart rental
- More Handicap Parking
- trails or walkways to parks from neighborhoods would help.
- the survey mentions a kayak launch, but the township website has no info about such a launch or where/how to access it or which body of water it provides access to.
- I can't think of any at this time.
- Paths to the trails from neberhoods off the trails
- Spectator viewing, restrooms, shaded areas, better parking
- RC Car Track
- Splash pad and enhanced amenities for kids and families.
- Wheel chairs
- we dont have mobility items
- Better maintenance on edges of trails, holes, broken pavement. the current conditions are hard on wheel chairs and power hairs.
- allow motorized wheelchairs and handicap scooters on the trail
- Sidewalks to trailhead. Need sidewalk along Hamburg and winan lake roads
- I would like to have access to the Lakeland trail from my development. Regency village. Please please

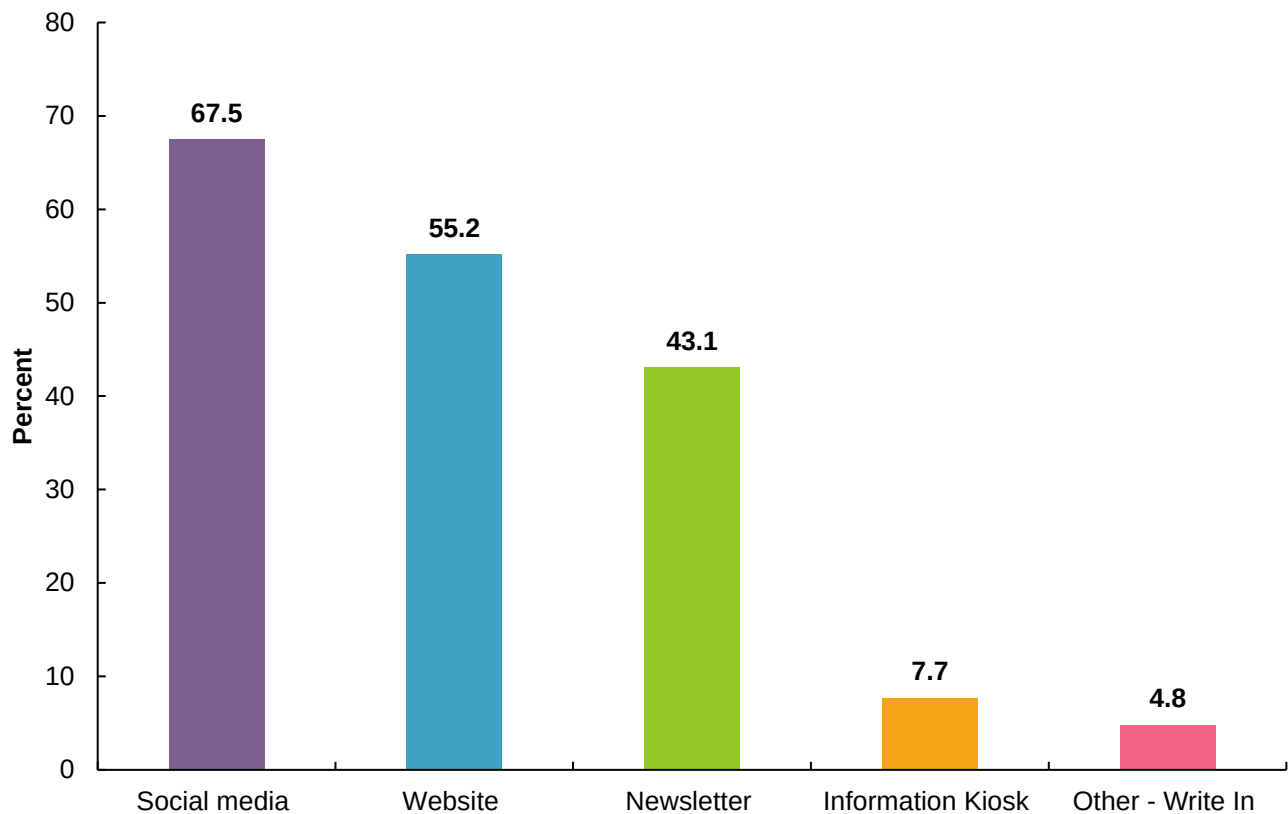
20. Would you support a millage to expand or provide new park and recreation facilities/programming?

Item 8.



21. What is the best way for you to receive updates/information about Township Parks? Please check all that apply.

Item 8.

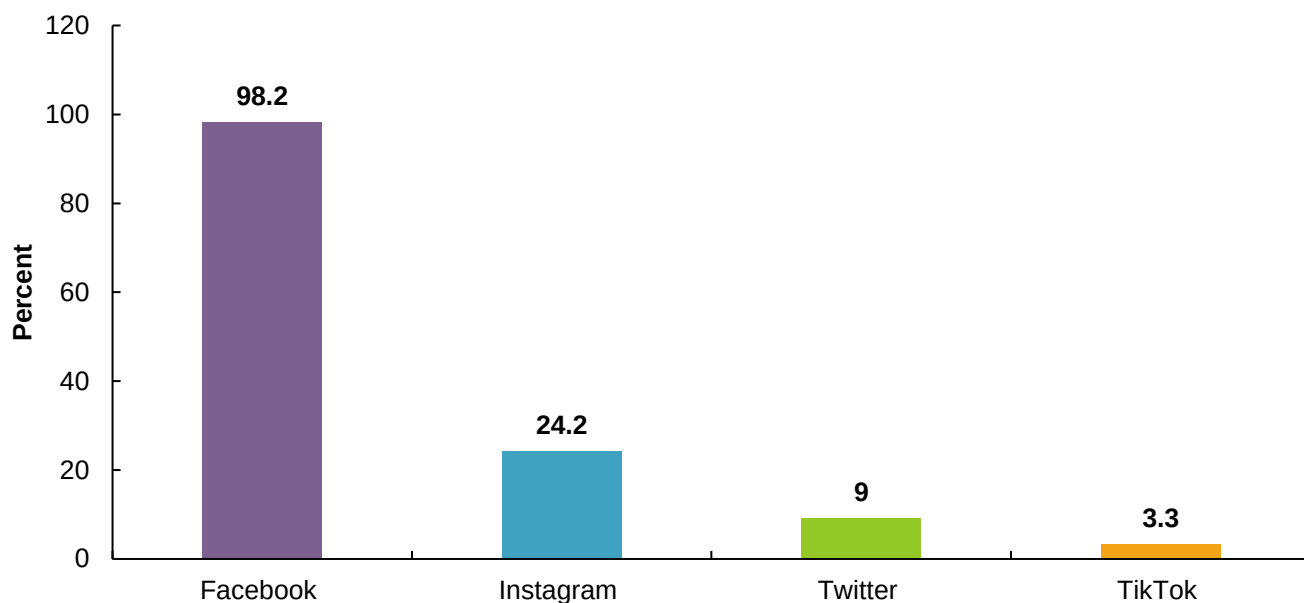


Other – Write In

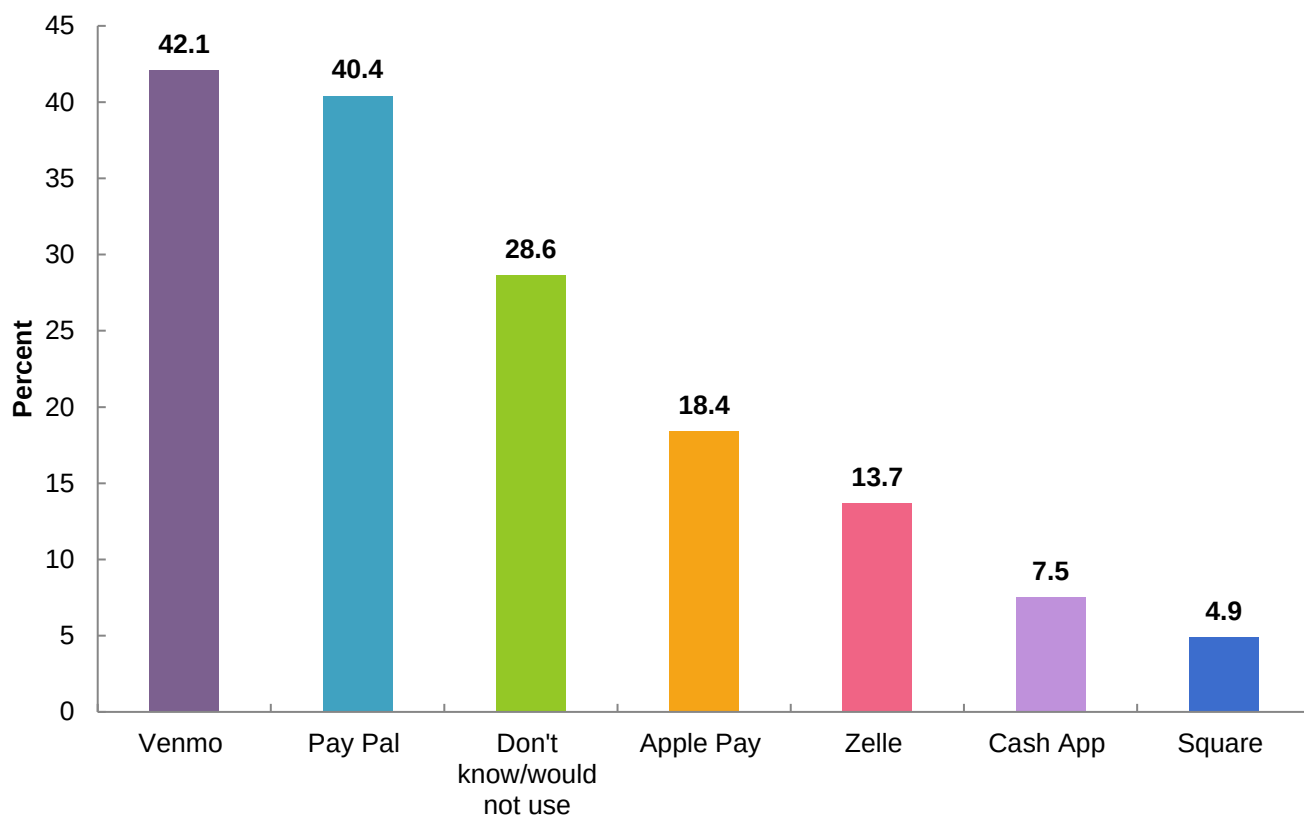
- Email (6)
- Email newsletter (2)
- Do not waste money sending me anything in the mail
- Hamburg Facebook page (2)
- I manage the Hamburg township residents group Facebook page which is a great source for local information.
- Mail (2)
- Road signs at park entrances
- Tax bill
- US Postal Service
- local news
- mailed newsletter
- send a newsletter with property tax statement

22. If you selected social media on the previous question, which platforms would you like the Township to use?

Item 8.



23. If the Township allowed for the electronic payment of fees and donations, what application would be best for you? Please check all that apply.



24.What do you like best about Hamburg Township parks?

Item 8.

Response:

- Open spaces and plenty of fields for a variety of sports
- How well maintained they are! You care shows, thank you
- The amount of soccer fields at one location
- Safe and maintained! Feel safe to go by myself or just me and kids
- You guys keep the trail in great shape. It's clean and well maintained.
- I am very happy with everything. We have a variety, always well cared for, safe . I am proud to tell people about all that we have.
- Trails
- Love Lakeland trail and open fields
- Pickleball courts!
- I love the trails and the space. I love how close it is to my home . Can't wait to see what you will be adding!!!
- Everything. How expansive it is . Well kept. Friendly workers. Water spouts at park. Dog stations. Not crowded .
- Locations
- The trail
- Bobcat
- Not overly crowded
- Trail - especially when bridges and pavement are redone, people follow rules and pick up poop!
- They fit the needs of different interests and ages. I think the township does a wonderful job.
- The bike path and the boardwalk
- The feeling that I am not in the city
- Close to home, well groomed
- They are well maintained.
- I really only use the Lakeland trail. I didn't know half of the other amenities exist. I recently moved from Swarthout to Buckshore. It's a quarter mile drive to the Merrill entrance to the trail.
- Trails
- Cleanliness and safety!
- I like that they are hardly ever busy. But at the same time I don't like that they are hardly ever busy.
- Well maintained
- They are nicely maintained and easily accessible.
- The Lakeland Trail is wonderful, just wish there were no horses. Love how close the trail is to the library and senior center.
- Maintenance is superb
- Availability and versatility of parks. Open space and free to use. Not crowded
- I love the trail for walking. I wish other townships would have paths that connect to the Mike Levine trail and make recreation and travel throughout the county more complete and safe.
- Literally have never been. Nothing has want to make me stop there.
- Natural open spaces with wooded areas and native plants, not a concrete jungle. Please keep things wild and beautiful!
- Lakeland Trail, Flying Field, Hamburg Festival
- Lake shore little league
- Lakeland Trail
- I like that use of the Lakelands Trail are free and that other uses are very low cost for the user. Enjoy the pavilions for picnics.
- Not much outside of the access to Lakeland trail. If you don't play sports, the parks are not user friendly.
- Great parks and facilities. Great maintenance staff. Easy to work with the parks and rec department (Deby H).

- not overcrowded, atmosphere at Bennett is pleasant with trees; peaceful. Not lots of loud traffic overbusy. They are affordable for grass roots organizations.
- Kept clean
- Rail trail is awesome. Walk daily bike weekly need signs to remind bikers to call out when passing. At least 75 percent do not. The uniform ones go by so fast its hard to turn around enough to keep an eye out for them.
- Spaced out, well taken care of.
- Clean, parks, trails, playground and the workout center
- They can't be used for housing development!
- Didn't know they even existed!! You have my info on the tax rolls, you should have reached out
- Disc golf course
- I think the addition of the Lakeland trail has been fantastic.
- Well maintained
- They are well kept and the maintenance crew is friendly
- I love the trails and that I can take my dog for a nice walk. There's a strong sense of community that cares about the parks.
- Lakeland Trail multi-use. My daughters can ride horses and we can walk or ride bikes simultaneously.
- The small feel but with loads of fun
- Near the library!
- Disc golf course.
- Close to our house. Parking is easy. Not typically very crowded. Guests are nice and respectful
- seem safe and sunny and fairly close by.
- Just simply that we have them and maintain them. We are so fortunate!!
- open fields - very relaxing and great for sunsets
- Most events are visible and easy to get to.
- Some variety and some have decent parking but there could be more.
- The trail!
- I love all the trails
- No charge and the RC Airfield
- Love running on the trail
- location, size, well maintained
- Well maintained. Wish we would move to a more natural approach and less fertilizer. More natural and native Michigan flowers for birds and wildlife. A nature center!
- Love everything about our community!
- I love the Levine Trail- just have to load my bike up to get to it. I like Merrill park and the outdoor exercise equipment. I like the senior center and pickle-ball court. My kids and grandkids like The disc golf course.
- Add green space to township. Pretty to look at when driving by, but we have enough to maintain.
- Well kept maintenance
- Location close to where I live.
- Proximity to home & lakelands trail
- The outdoor workout equipment! We need a splash pad!!!
- I like the wide open spaces and the playgrounds
- That they are well maintained and close
- Beautiful, well maintained, clean, and safe.
- The disc golf course and rc field
- They are easy to use
- Lakeland trails
- The availability
- I've lived here 5 years and have never really been to one.
- Convenient & clean
- Mike Levine trail

- I like the variety of activities available, and the fact that Hamburg Township seems to actually maintain their parks and section of the Lakelands Trail.
- Everything
- Well maintained and plenty of open spaces
- Close to home
- They are beautiful
- The lakeland trail system and the outdoor fitness center.
- Biking trails, pickle ball courts, sledding in winter, boardwalk. Would Like some hiking trails.
- Proximity
- Areas for dogs to run or walk on trails
- They are always clean and neat. Easily accessible for all types of people.
- Central sports field area, one location for multiple activities.
- That they exist!
- Lakeland Tail
- Lakeland trail is wonderful. It's hard to get to from Cordley Lake road. Access via Whitewood would be nice. A link to Hudson Mills and therefore to the B2B is a dream.
- The paved trail is WONDERFUL!!!! Great to see the recent repairs & maintenance! It's a great use of my tax \$!!
- Lakeland Trail and the variety of different uses of the property
- Love the ML trail
- Love the Lakelands Trail.
- Well maintained and a good place to spend time outdoors.
- They are well maintained.
- Biking
- I love the trail system but I will on the Putnam edge so I prefer to go west, it is much less crowded. Our family loves funfest.
- Rc flying field Mike Levine trail
- The way everything is maintained.
- Groomed trails and glad to see public safety officers on the trail this summer.
- There's a lot of room.
- It's there
- Lakeland trail
- Absolutely beautiful
- There is a lot of open space and I love the Lakeland Trail
- Access to the Lakelands Trail and how the township maintains their portion of the trail.
- That people are using them.
- The are accessible and not crowded
- The trail. But it's not maintained or monitored. I've never seen a police officer biking or walking. I see graffiti now. High weeds. Pot holes. Cracked areas. Raised areas.
- Proximity and quality
- R/C Flying field, Bike trail access
- Close to home
- Trails and cycling.
- Local, Clean, and Safe.
- The Lakeland Trail
- Clean we'll kept
- Maintained well, peaceful
- They're well maintained.
- Variety of activities and are generally well maintained. A paved or improved driveway to the RC field would be a nice improvement
- How natural they are
- Lakeland trail. I can walk it with my dog, a friend, or bike it!
- Lots of space and variety of uses.

- They are well maintained. I highly encourage the township to support buying more space. This always an improvement to the community, way-of-life and property values. Also consider putting in electric car charging stations at any new parking lots. As an EV owner, I seek out stations that allow for recreational opportunities.
- The trails
- clean, accessible and safe
- Clean & inviting
- Variety of activities
- Lakeland trail and workout equipment
- They are not overused. They seem to be adequate in size and scope for existing population.
- Nice open areas well maintained
- Location
- Quiet, clean
- They are well maintained, clean. Family friendly.
- We love the Lakeland trail, I will look to find out we're the kayak launches are and use those too. The outdoor exercise area is great.
- big , clean open spaces.... would like a nine hole golf course
- Hassle free use of parks
- My wife and I are both long distance runners, so the The Mike Levine trail was a selling point when we moved here 12 years ago. We now use it more for biking with our kids and it's really nice to be able to go for a bike ride and be able to access Zulu Lake Tavern, Cap'n Frosty's, downtown, and various parks.
- They are clean and mostly accessible
- They fell like being in nature... not overly paved or mulched over.
- Accessibility to Lakeland trail safely from my home.
- The area and the trail
- Variety
- Always clean and maintained. Very close to our house with very easy and ample parking.
- Lakeland trails for walking. Need separate biking trails. And where is the kayak access? Lived here 64 years and never saw it.
- Close proximity to home, beauty, clean and safe
- Easy accessibility and we'll maintained
- Natural, close
- Easy access and they are well maintained
- Well maintained, easily accessible
- The bike trail.
- Well maintained. Could be more family friendly by adding- improved playgrounds, splash pad, dog park, etc.
- I feel they are well maintained and a great opportunity to be outdoors and stay fit. I feel they cover a wide range of activities.
- Convenience to where I live
- Bike trail baseball fields. Playgrounds
- Large size and things for everyone
- They are clean and well maintained
- Natural areas
- I love the trail and use it all of the time.
- I very much enjoy the disc golf. I like the amount of parks and enjoy the Lakeland trail. There is a good amount of well maintained park space but I'm always in favor of more of a good thing. Not sure where you could put them but Mt bike trails would be an excellent addition.
- I don't use them and feel there is already plenty of park space available for people to use. Additional monies would be a waste.
- Trails
- Lakelands trail
- lakeland trail

- Parks and recs and lake access
- Lakeland trail, library playground
- Disc Golf and the Lakeland trail.
- Youth Sports and community events
- The Lakeland trail and how beautiful it is.
- Central to the township and linked by the Lakeland trail.
- I use them AT LEAST once per day. Walk my dog, kids sports, playground pickle ball etc. The kids play equipment is sub par at best, Dugouts need work and concession buildings are basically closed.
- The large amount of acreage that has such potential to add more attractions
- Availability to Lakeland trail. Off on quieter road.
- The trails are beautiful and go for miles so they are great for running, biking and walking.
- Lakeland trail
- Glad they exist and are maintained.
- The Lakelands trail is a great amenity!
- The rail trail. It is lovely.
- I enjoy walking and biking the trail, sometimes wonder about safety though when I'm alone. Sp rarely use it alone. Beginning to have grandchildren so will be using the playgrounds more. And when I get a dog, would love a dog park. Not aware of one now. We're past using sports fields but feel very important for kids, community, and adults also. I also like that the township has a recreation plan.
- That we have a lot of green space in Hamburg Township.
- They are always clean and maintained
- Safe and clean
- Bike /walking trails
- fresh air
- The wide open spaces!
- Close to where I live
- Lakelands Trail
- Love the trail. Fairly well maintained. Need pavilions and picnic areas. Would love to see an indoor facility with indoor track/ fitness center like the Dexter and Chelsea area.
- I am looking forward to the Levine Rail trail being connected to the island Lake trail system.
- Access to paved paths that have been kept up
- The memories. I've used them most of my life. I'd like to see them maintained and kept up for future generations. The soccer fields are really pretty. I like how you've installed sprinklers. The Lakeland Trail is such a gem. It offers gorgeous views and a really nice, easy ride.
- easy access
- Location from house, easy access
- I think they are very nice. The trees. Easy to walk. Kids like play grounds.
- The Funfest
- Love the trails for biking and walking. Also like the trail goes out to 23
- Walking trails
- The hill across from Manly Bennet park. We use it for sledding every year.
- We love the Lakeland Trails for biking! My husband and I bike there 3-4 times per week! I prefer paved trails so love that so much of it is paved. Appreciate the recent fill in of the holes and bumps! The new bridge is beautiful!
- Bike trail
- Close by to my home, well maintained
- The beauty
- I like the trail for both biking and walking our dogs.
- Lakelands trail, pickleball and outside workout area.
- variety of terrain, multiple trailheads and lack of crossings over major roads.
- Lakeland trail is great
- They are well maintained from what i have seen

- The Lakeland Trail for biking, running and walking.
- Lakeland Trail
- The Lakeland trail
- Lakeland trail
- I love the paved lakelands trail to in-line skate.
- The flat trail. It's close to home.
- The trail and disc golf
- We like the well kept bike/walking trails.
- Gorgeous scenery
- Mike Levine trail
- The variety of sports and activities it has to offer.
- LakelandS Trail
- Fun and variety of supported activities
- Well-maintained, lots of amenities
- Absolutely love the parks. Given the size of our community, it's amazing to see everything the township has to offer.
- The natural areas and wide open spaces.
- Lots of them. And still some good natural areas available to access.
- Kids play areas and trail.
- They are well,aintained amd there are several to choose from.
- They're well kept, and accessible.
- In most circumstances they are not overcrowded
- Don't use, don't know
- Like to walk in a clean safe environment.
- Rural
- The trails.
- Lakeland Trail!
- The pickleball courts and the overall cleanliness of the parks.
- Pickleball and trails.
- The lakelands trailhead is convenient and the trails are nice. I especially appreciate the boardwalk near Chilson Plaza (so please keep up the maintenance on that, too:)
- The senior center is a wonderful facility. I love what they do for the seniors there. Julie is a great manager.
- The beauty of nature along the trail that encourages an active lifestyle outdoors.
- Senior center. However the township pay the same as non residents. I think a non resident should pay a higher fee to join senior center. Also when we offer free programs they should only be free for residents a small charge should be added for non residents. I see more non residents at these events such as BBQ days and I don't attend as often as I would because of it
- Cleanliness
- Pickleball Courts, Lakeland Trails
- Lots of options Well maintained
- Variety of options!
- I love the outside exercise facilities and the walking trails
- Accessibility and the fact they exist. With the news getting out they are getting much busier too.
- non-motorized and water trails
- Safety
- So much to offer! We just recently discovered the Hamburg Parks and Rec areas. We are still learning about what's available.
- Accessibility
- Like the park maintenance.
- They are modern, accessible and usable.
- Knowing that the land can't be developed
- Access to Lakelands Trail

- We used to love the soccer fields...but then it closed. Not much else to do now...playgrounds are small and unappealing.
- The open space
- trails
- Usually quiet and lot not overly crowded
- I love using the Lakeland trail! I can train for a marathon easily without having to worry about which roads to turn down to get to my required mileage.
- Lakeland trail
- The lakeland trail
- We have a broad range of space that is underutilized
- Its Hamburg! We love it here!
- They're easily accessible and safe for people.
- User friendliness.
- They are always well maintained.
- nearby well maintained
- nearby well maintained
- Not overly crowded and the greenspace
- The walking trail is lovely.
- Trails and pickleball
- Clean, Well Maintained
- Sheer variety/availability of parks/facilities.
- Clean and easy to reach
- I love the bike trail and use it a lot. I'm lucky to have access within my neighborhood. I don't use any other of the parks anymore, they seem aimed at families with children and sports.
- The Lakeland trail! What an incredible asset to our community!
- They are accessible and have parking. I would love to see more outdoor activities involving seniors.
- Open and uncrowded during the week. Able to get a good long walk in.
- That they are available and accessible
- How close and assessable it is.
- Lakeland trail
- Close to my house. Playgrounds. Lakeland trails.
- Pickleball courts.
- Love the trails
- Lakelands Trail runs through our sub, and we use it daily. Having it paved was a huge improvement, and dramatically increased usage of it. The key now is to maintain it properly.
- The Lakeland's Trail and the friendliness of all of the township employees I meet out there.
- Pickle ball courts
- Everything, love our township
- Well kept
- We like riding our bikes to the parks and using the playground, running around the soccer fields. We also like sledding on the hills by the soccer fields in the winter.
- DPW hardworking group
- The number of facilities available
- Love the outdoor areas, they're wonderful for daily walks. The pavilions help with shade and weather conditions. Expanded/updated playgrounds and splash pad would be great for kids and families and the township needs to attract families.
- variety and accessibility
- Walking trails and the senior center
- the lakeland trail
- Library at the senior center
- Library and senior center
- How many there are. Security of people using the facilities.
- the trail for walking

- lake lands trail
- walking paths, picketball
- they seem to be taken care of and clean
- rc flying site
- they are well maintained and support a variety of interest
- Well maintained, safe, community space
- clean, safe, well kept, lots of space, lots of options, fun activities, beautiful, great location!
- everything, love it here, library and township hall and the police are close by for questions I have.
- trails and boardwalk
- they are lovely and i am greatful
- friendly, warm, good, wild life.
- beauty, spacious, all seasons, free. senior center new patio and beautiful garden in front
- quiet
- senior center is an amazing facility
- Trails
- Great outdoors!!

25.What is one thing you would do to improve Hamburg Township parks?

Item 8.

Response:

- Gazebo/running water by the football fields.
- Bathrooms on trail
- The baseball diamonds need improvement. They started repainting them then stopped. The wood is rotten in some areas of the dugouts. The rotten wood needs replaced and each structure needs repainting.
- Township to take on the lining and maintenance of soccer fields and goals
- Wish we had more activities geared to the adults with young kids. Festivals, restrooms along trail, adult sports leagues. Hard to meet other parents if children aren't old enough to be in sports leagues. Would also LOVE a farmers market!
- The concern for me is I feel the lakeland trails can be a little narrow in areas to allow for bikes and walking traffic
- Dog park
- Walkability
- Make better use of existing fields, e.g. soccer fields on west side, rarely used for soccer.
- Add more, a farmers market would be nice
- Add a large dog park that is better than Oakland County's Lyon Oaks park so I can support my local community instead.
- More amenities
- Safe Access to the trail from strawberry lake road
- Increase infrastructure and put splashpad and community pool
- Not patchwork fixes - trail infrastructure to support long term use. Extending paved trail!
- They fill all my needs as they are.
- a playground accessible for young children, we have to drive about 10-15 min out of town to go to a playground that doesn't offer much for my 2 year old
- Link the trail to Strawberry Lake Road somehow that would be safe.
- Shaded Picnic areas, water station, bathrooms
- Restrooms and running water
- As stated earlier, I recently moved closer to the trail. I would love to be able to walk there but I don't feel safe crossing M36 at Merrill. I would use the facilities more often if I didn't have to drive there I think!
- Keep up with the maintenance of the lawn and facilities.
- Slow cyclists down on Lakelands Trail. My dog and I have nearly been hit by impatient cyclists three times.
- Better playgrounds and playscapes for kids and adding a splash pad.
- Put a paved trail around the park perimeter with plenty of benches. Also would like to see more 'drop in' type activities like a basketball court and tennis court with no organized teams or leagues. Also a few chess-topped park table/benches like you see in Central Park.
- More policing to reduce graffiti
- As access points to trail from neighborhoods (bike paths from major areas)
- Encourage Livingston County to complete the trails plan
- Basketball courts.
- Splash pad for summer and ice skating rink for winter.
- Another large meeting room for clubs like scouting. Similar to the senior center room that is over booked.
- Volleyball courts
- Security - prevent vandalism
- Need actual restrooms and not the gross porta-potties. Need better cleaning/maintenance of the "bathroom" facilities on site.
- More trees for shading. Closer pavilions to parking with paved walkway for access. More mixed use for picnicking, walking, etc. . . other than emphasis on sports. Owosso City park is a good example that provides mature trees for shade, an open area for sports, pavilions close to parking lot with

paved access, ability to sit next to river, Flushing County park is another good example with m pavilions, tennis courts, walking path along the river, sports field and mature trees for shade which is better than sitting in the open under the sun.

- More access to rent and use the baseball fields.
- Signs on rail trail remaining rider and walkers of rules.
- Would like better playground equipment for kids of all ages
- Splash pad, more equipment geared towards younger (toddlers).
- Splash pad or water play, obstacle course for kids , Rock wall. Vending machine with waters , ice cream. Dog play center.
- Video monitors
- A decent bathroom along the bike trail would be awesome
- Lakeland trail maintenance on the asphalt is not great. The recent repairs are more like what would be done in a road and not on a trail. The trail transitions should be smooth without large bumps.
- Allow Bow Hunting
- N/a
- More water stations (esp at Merrill by the soccer fields and/or the workout equipment)
- I would continue to work on upgrading existing facilities and making accessibility improvements.
- Probably impossible but encourage people to pick up after their dogs.
- We have a hard time using some of the amenities because our young children may need to use the bathroom, and quickly. More restrooms would be great, especially ones built instead of port-a-potties
- Better playgrounds
- Better pest management (deer flies) on DG course.
- Have more to offer for younger families. Events and playground/splash pad.
- better restroom facility
- finish concrete trail around soccer side- its gets muddy and slippery in winter months
- Move the largest ever of the year, the Festival up where it can be easier to get to, be seen and on a flat surface that is safer for the community.
- More summer events/activities for families and kids. Especially a splash pad and summer camp/outdoor activities
- the township should build a boat launch/ramp on the Huron for improved access to the Chain
- Dog parks
- entertainment.. concerts in the park
- Move towards native Michigan plants to support wildlife. Less fertilizer! Add a nature center!
- Easier/safer access to trails. Biking on Hamburg road, M36, and Winans Lake is very scary and dangerous!
- Restrooms.
- Charge access fees and close parks not being used frequently.
- Lighting
- Too much unused space on the soccer fields side. Use some to put in new attractions. Upgrade the playgrounds. Too small and out of date. Add off road biking facilities like a pump track or mountain bike trail/obstacle course. Add RC track near the flyers field. Better signage/information. Some amenities were unknown to me even though I've been to the parks many times.
- Add more playground areas for kids. The existing equipment is embarrassing.
- Add a couple splash pads and more dog parks.
- A better playground. The one by the soccer fields is in a little bit of disrepair. The one by the baseball fields is too small for all the kids around it when it's baseball season. I'm sure a splash pad is too much money but I would definitely vote for it!
- More use of Merrill field for events and activities. Since the Legacy opened I think the soccer space is often underutilized.
- More brooms and trash cans at disc golf course.
- Lakelands trail connections to other trails
- Easier access to cross M-36. Make a path under the M-36/Huron River bridge to avoid crossing M-36...

- restrooms
- Nothing, they are great
- More paved trails
- Spreading the word on what's available
- Safer road crossing for Mike Levine trail. Lower car speed limits at crossing Paint the crosswalks to slow cars down More training and signs for all
- Better restrooms.
- Bathrooms
- Bike path on pettysville rd that connects to the lakeland trail and crosswalk for the highschool. Both these areas have alot of foot ttraffic and it is dangerous.
- Overall very satisfied
- More trees and more shade
- Add a dog park, add a pool
- Add dog park
- N/A
- Splash pad or some sort of water feature for kids. Also, more local use of the soccer fields
- Do more to encourage people to use them. Improve the website so people know what is available to use at each park or recreation area.
- Actually, I know it's not a park but I think we need to put more \$\$\$\$ in the library. The senior center is mentioned but not the library. Why? They're both recreation
- See 22
- Bike trails on Roads so we can access the trail and more park space...all for the purchase of Rush Lake Golf course
- Add sculpture- some interactive
- More playground equipment
- More bathroom facilities
- Add more non-sport activities like concerts or movies.
- More restroom facilities
- Having a designated RC car track for youth and adults
- More handicapped parking near the senior center.
- I wish I didn't have to drive to use the Lakeland Trails. I would like to see trails that connect roads to Lakeland Trail... trails from Pine Bluff Road to Merrill Rd & Merrill Road to Manley Bennett Park!!
- Pool
- There is a lot of unused space these days. Unlike the 90s and early 2000s, all fields were being used. Now, you barely see the parks full on the east side
- Equine friendly
- More access, more land
- Splash pad, dog park
- Make crossing Merrill Road safer.
- I think our parks are pretty great. Keeping them maintained has to be a high priority. We can't out grow our ability to take care of what we have or it will all fall apart.
- On soccer days more volunteers to force traffic it's not safe
- Maintain them
- Sidewalks along Chilson up to M36
- Connect existing trails to make them longer.
- Get the porta potties more filled with blue water each change.
- Have more volunteer events
- A weekly Farmer's market, like the one in Brighton.
- Make the community more aware of the variety of facilities available here.
- Make equestrian only trails
- A nice dog park.
- Use the soccer fields for other uses. They cost too much to be so under used. Allow some of the activities that are currently prohibited.
- Add something new.

- Dog park
- Add a mountain bike trail
- Dog park
- Dog park, a major need.
- More pickleball courts
- Guided nature trail hikes with informative group leaders , speaking on topics such as ecology, history of our area, biology mycology , geology, and historical changes in land and water use
- Easier bike access down Merrell.
- Unfortunately my family and I haven't had the chance to really see what Hamburg Twp has to offer but look forward to using the parks more and providing feedback. I feel like always the most important aspect is keeping them clean. Maybe there can be some community clean up day we're we can get the kids out to help pick up trash. Helps show them the importance of taking care of their community.
- would love a nine hole par three golf course
- Talk to people using parks and get additional feedback "right from the horses mouth"
- We need to seriously consider keeping horses off the trails. People don't know how to act around horses, and it is unfair to expect them to. The horses are dangerous and it is just a matter of time until a kid or someone else is injured. Also the horse owners refuse to clean up after their pets
- Dog park
- More non motorized trails that lead to the Mike Levine Trail.
- Keep them maintained... asphalt trails cleared of large debris, patched when there are large cracks or pits.
- Put in picnic areas around the trails
- More dirt running/hiking trails
- Fewer stop signs/street crossings on the Lakeland trail. Make the trail wider on the western paved section. It's too narrow to safely pass others.
- Designated bike lanes on trails. So many complaints on social media
- Separate bike trails and no horse shit on Lakeland walking trail
- A community pool would be wonderful! Not everyone wants to swim in the lakes.
- Line painted down the middle on Mike Devine trail system
- Add splash pads and added playground equipment.
- Restrooms
- Expand
- A general use community park, with Pavillions, restrooms, BBQ Grills etc...
- More restrooms
- Add or improve existing playgrounds, add splash pad, add dog park.
- Social media posts. I don't know where the kayak launch is.
- Expand in paved trail system
- Planet fitness or life fitness.
- Local musician concerts
- Safer road crossings for trails
- Slow the bikes down on the trail.
- Add some mt bike/hiking trails.
- Add a parking fee so the people that access them support them
- More connections to trail from neighborhoods and businesses. I go to the Kroger plaza more than anywhere else in hamburg because I can get to it from the trail
- Connect trails to more subs or other trail areas like green oak mail that u can connect to island lake
- more pave bike paths (more connectors to lakeland trail)
- New playground
- Movie at park in summer
- Have biking trails connecting parks and businesses.
- Upkeep/ continued maintenance throughout the seasons
- More restrooms

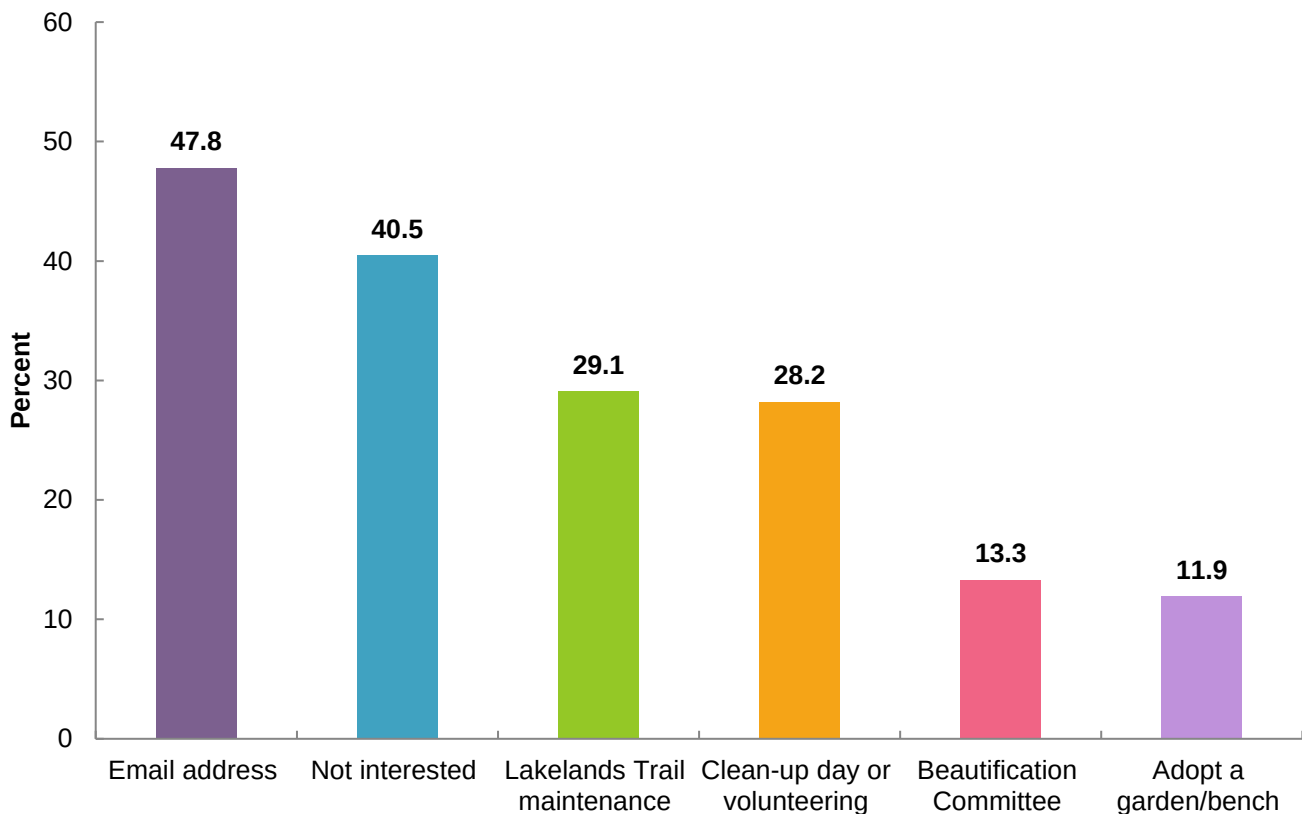
- We take our grand kids to Plymouth South Lyon and Miford parks every week for various park activities ie. concerts, plays better playgrounds, water activities. These parks have lots of kids/parents simply because they have more stuff. Build it and they will come!!!!!!!
- Maintain and upgrade existing equipment and buildings.
- Stop with all the sports leagues; there seems to be no opportunity for people to just drop in and maybe practice their batting or a group of friends to kick a soccer ball around.
- Put bike lanes on the roads so that one can bike to the Lakelands Trail without worrying about traffic.
- A paved path that circles both parks on Merrill Rd.
- Add more access to our water ways, there is no way to get on the chain of lakes except 1 public launch with 30 parking spot
- Increase sidewalks or ways to get to Lakeland Trail via walking or bike. ie. Hamburg road/wins s lake and Chilson are not safe to walk on to get to Lakeland Trail
- Adding a few more parks and nature trails. Dog park would be nice. A few more restrooms.
- I would love to see more bicycling connections between the lakelands trail and other regional parks (e.g. Brighton Rec Area, Independence Lake, ...), whether through on-street bike lanes or new dedicated trails.
- Add more bike paths in general, gardens, green spaces.
- A timber town play area in Lakeland area
- Maintain them a little better
- Would love a splash pad or pool to enjoy with kids
- Variety
- Satisfied
- sometimes it really smells BAD when im on the trail by the water treatment center
- River access
- Add bike lanes or other means of access along the roads to the Lakelands Trail as this would improve access to the parks as well. A connector path from the Hamburg Township Offices/community centers and Library to the Lakelands Trail would also allow safer access to that part of the township complex.
- Indoor facility for winter months
- Add an RC race track.
- Access to full restrooms with water fountains
- Upgrade the restrooms. Make sure they're open, lit and accessible. Model them (and a new playground - if I chose two things :)) after Dodge Park in Commerce Township. We play soccer there and afterward, my children beg to stay and play. Restrooms are so easy; the playground is amazing. Do these types of things and it will encourage people to use the park/s.
- Nothing really, I only wish I could use them more
- Buy more land to be kept as forested hiking trails. Stop the urban sprawl .
- Surface of Lakeland Trail
- Stop giving use to outside groups without charging them.
- Add dog park
- Restrooms/porta potties along trail. For bikers, the existing ones may be fine. But too far apart for walkers.
- Water access with beach and park setting.
- Add more co-located pickleball courts.
- more basic restroom buildings or outhouses instead of port-a-johns and water
- Access trails and expand bile trails
- Create some pollinator gardens.
- More and cleaner bathrooms
- Add water filler and bathrooms. Add dog park.
- Keep the paved trail brushed off . Branches and twigs and gravel are hazardous to online skaters and scooters as well as skateboarders.
- It would be nice to add a bike path along Whitewood Road to attach to the Mike Levine trail.
- More water access

- Access to Mike Levine trail from Green Oak. There are a large number of residents in the neighborhoods near Rickett and Maltby that would use the ML trail if there was a connector path.
- You guys do a great job in keeping up the amenities
- More bicycle access to Lakelands Trail via bike lanes from neighborhoods
- More drinking water along the Lakeland Trail. A better connector to the Brighton Recreation Area for bicycles from the Lakelands Trail.
- Keep the horses off the Lakelands trail. They are a tiny percentage of the users and a majority of the problems
- Just keep doing what you are doing.
- Nature education
- Emphasize nature observation and maintain existing sports facilities. Soccer fields seem overbuilt.
- Paved parking,
- Hold more events at them to bring people out. Brighton and Dexter have events all the time. Hamburg Twp doesn't have festivals and events for adults, families, etc. The Funfest is the only event.
- Add a boardwalk to the Dairy Queen
- Dedicated website to track upcoming events. For example; if there is a soccer competition I would plan around or if there was a remote control plane event I could attend/watch
- The one time I had my dog there on his leash someone else didn't and had 2 loose dogs come and attack and knock me down
- More for children. Splashpark would be great
- Bike trails so bikers wouldn't be a danger to walkers
- I've recently seen an officer riding a bike on the Lakeland Trail and I greatly appreciate it. More regular security presence would be helpful as I run alone. I've seen dogs not on leash (which have nipped at me) and people carrying firearms which makes me feel unsafe.
- More PB courts.
- Restrooms
- Swimming pool for seniors
- The new Pickleball court was a good add and more seniors seem to wait to play M-F maybe add 2 more courts
- Add Pickleball Courts.
- More pickleball courts
- Can't think of anything else.
- I get afraid on the trails when I'm alone. I don't know if they are safe or what the crime rate is.
- Connectivity of trails to outlying townships without needing to use public roads
- more rest rooms, not just a portapottys
- More pickleball courts
- Add more pickleball courts
- More organized activities for people 50+. Soccer fields seem like they are rarely used by Hamburg with the exception of large tournaments hosted by other soccer businesses ie- Legacy Center, Novi Jaguars
- Lots more pickleball courts!!! This is the fastest growing sport among both young and old alike.
- Continued Lakeland Trail maintenance. I like the Safety Patrol. I hope you can expand this program next year. There are only two people riding the trail this year. That's quite a bit for only two people. I had to ask them what services they were providing. They were both very friendly and informative.
- Creating a walkable trail for seniors (with good visibility to police, park benches along to rest, and with level pavement. Covered for winter would be ideal and helpful during bad weather.
- Security. I've read of women being jumped on the trail, about rude bicyclists and vicious dogs running loose.
- Increase maintenance staff and budget
- Playgrounds and more things to do
- Take better care of the aesthetics, staff is too small to do it all
- non-motorized access to trails/parks

- It would cost a lot but separate bike and walking paths. It's very hard to walk the lakeland trail times with all the bikers flying by you and telling you they are passing you.
- Water fountains along the trail. I have run out of water on long runs and have not been able to refill my bottle or camelback. It would also be helpful to have dog water stations.
- Easier access to the trail via bike.
- We really need to keep the horses off the Lakelands trail. There are several other horse specific places for them to ride. Brighton Rec Area, Pinckney Rec area. The horse people expect every other user to accommodate them, and they make no effort to look out for anyone else.
- Connection to Lakelands Trail down Chilson road to connect near Kroger.
- Golf cart rentals for the trail
- N/A
- Enforce Dog Laws!
- Add adult sports leagues like flag football
- Map at the parks of the area
- Would love to see more access to the Lakeland Trail via neighborhoods. I like the pathd they created in Brighton that allows people to walk along side of the busy roads to get into downtown.
- Have the walking trail meet up with Brighton state park walking trail. (I don't believe it does right now.)
- Add more pickleball. Open bathrooms and concessions
- More Handicap Parking
- expand non-motorized corridors to them
- Provide non-motorized hiking/biking trails that link Brighton State Rec Area, the Mike Levine Lakelands Trail, and Huron Meadows Metropark. Also provide public boat launch access to the Huron River, even if only to the lakes connected to the river.
- More trash cans
- Walking trails, access to water, picnic tables with umbrellas or located in shade.
- I would love to have a community pool and rec center.
- more pickleball
- See previous statement
- Have them connect to subdivisions so we don't have to drive to get there.
- Safety monitoring on trails - there are some sketch characters at times and when walking solo, it can be a bit unnerving
- Put up a very clear sign that ALL dogs must be on leash at ALL times when using or are present at the park
- Access to trail
- Would love to see a connection or bike lane to cross US23 to connect to South Lyon trail system. Splash pad/park would be awesome.
- Add more pickleball courts at the senior center.
- More organized activities for older adults
- See my previous comments
- It would be great if we could somehow stop people from vandalizing with graffiti. Also more port-a-johns along the trail. The one in Hamburg is pretty clean, but the one across from Captain Frosty is hit-or-miss as far as cleanliness.
- Add dog park
- Shaded area for sports seating
- More neighborhood trail access to Lakeland trail
- Running water restroom facilities.
- Greater Ground asphalt usage on bare parking areas to keep the dust down and slow washout potholes.
- Update playground equipment for kids.
- Senior Center Pickleball courts should have a sign posted re Senior vs "everyone" hours of access and if it were possible to add additional Pickleball courts that would be awesome - getting a lot of use and helping us Seniors become more active!
- Add more trails

- More pickle ball courts. More structures providing shade for the courts.
- restrooms to wash hands, drinking fountains, bike fixing station
- improve road to flyer field
- I am a metals artist, i would like to see you have a metal sculpture park. all outdoor material would be welcome. I have a 9 foot pile with a revolving flying saucer that would be a good part of it. I have my own garden at home.
- add a splash pad and dog park walking bridge over or under Merrill rd
- thrilled we have it here
- add more pickleball courts
- add physical maps on where you are at. if you lose wifi how do you know where you are at and how do you get home? edges of trails need to be better maintained
- cross county ski rentals, snow shoe rentals
- flower planting donated from residents.
- expand the senior center
- Access from my development! Please

26. If you would like to be added to the Parks and Recreation email list to be notified about survey results and park events, please provide your email address below. If you would like to receive emails, what are you most interested in? Please check all that apply.



Some respondents provided email addresses to receive notifications on specific subjects. Those email addresses have been recorded as an internal document for use by the Township, but will not be published in the Recreation Plan.







WINKELHAUS F Item 9.
**&
LAKELANDS TRAIL
TRAILHEAD**

HAMBURG RD

HORSESHOES

PICNIC AREA

GABEZO

INTERPRETIVE SIGN

NATURE TRAIL LOOP

BENCH

INFORMATIONAL KIOSK

MIKE L. LEVINE LAKELANDS TRAIL STATEPARK

TRAILHEAD PARKING

100 ft



Please join us for our
**RIBBON
CUTTING**

Item 10.



for the

Hay Creek Bridge Renovation Project



Funded by:

*Michigan Department of Natural Resources
Ralph C. Wilson, Jr. Foundation
Hamburg Township*



9th September, 2022 | 2:30pm
Hay Creek Bridge west of Chambers Rd.

RSVP to Clerk@hamburg.mi.us

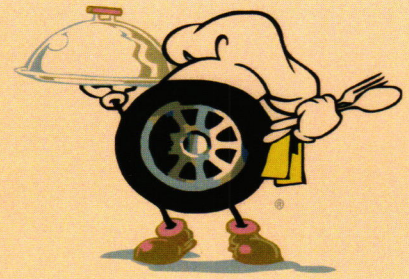
Important NumbersOffice
(810) 632-2155Fire, Police, Emergency
911**Office Hours**

Mon – Fri 7:30 am – 4:00 pm

Livingston County Senior Nutrition Program



9525 E. Highland Road • Howell, MI 48843 • (810) 632-2155



Meals on Wheels would like to wish everyone with a Birthday in August a very Happy Birthday!



Beauchamp Water Treatment Solutions Partnership

Meals on Wheels is proud to partner and receive support from Beauchamp Water Treatment Solutions! Pictured here is Meals on Wheels transporter Jeff Bennett picking up water from Beauchamp!



National Nonprofit Day!

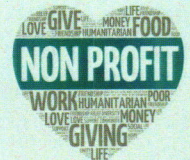
August 17, 2022 is observed as National Nonprofit Day – this day is set aside to recognize the efforts and impact of nonprofits in the community. With this day coming up, we would like to recognize the impact our organization, Meals on Wheels, has on the community.

In Livingston County...

We are serving over 400 seniors a day

We deliver over 10,000 meals a month

We have 300 volunteers



Here's what some of our seniors have to say about the program...

"The people who deliver our food are kind, helpful, and always pleasant. Praise God for good people like them and those on the phone and in the kitchen."

"Excellent service & very prompt. Thank you very much!"

"Thank you to all of you."

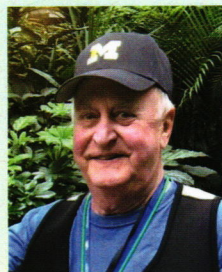
"Again, thank you team of Meals on Wheels people, you are fabulous!"

"You do a great job"

"Thank you for your efforts!"

"Very good service and food! I really appreciate all of the volunteers! Thank you!"

In Remembrance Conrad Cook



We are deeply saddened to inform you of the passing of one of our volunteers Conrad Cook. Conrad Cook

passed away on May 26, 2022. He was a volunteer with Meals on Wheels for 5 and a half years, and everyone always loved to see his smiling face. We were so blessed to have Conrad as a Meals on Wheels volunteer and we are truly going to miss him. Rest in Peace, Conrad!



4th of July Parade

Meals on Wheels Outreach Director, Candie Hovarter is pictured with Senator, Jim Runestad and his assistant, Teresa Renaud at the Milford 4th of July parade! Many people came out that day to enjoy the parade, food, and activities!

What's In The Water?

Fluoridated Water And Its Benefits



Brushing, flossing and regular trips to the dentist keep our smiles healthy and happy—that, we know. But what about the water you brush with and drink? Using fluoridated water will help your smile more than you think.

What is fluoridated water?

Almost all water has some amount of naturally occurring fluoride, but there must be enough of it to have an impact on oral health. Water fluoridation is the process of balancing levels for optimal teeth strengthening, which is a recommended concentration of 0.7 milligrams per one liter of water. This is what bonds weakened enamel in teeth to prevent decay.

Expert Opinions

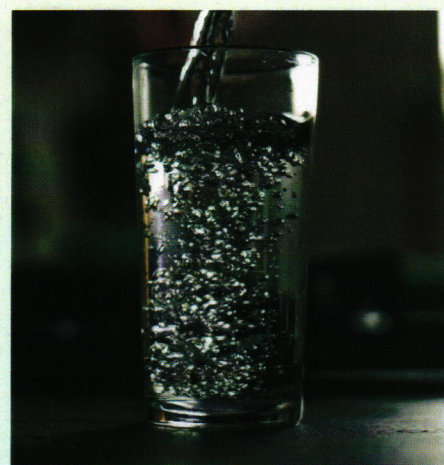
“Fluoride use and community water fluoridation are safe and effective ways to prevent tooth decay in both children and adults,” said Nadia Fugate, DMD, a licensed dentist who serves as a Delta Dental consultant. “If you have an infant or child at home, and your community’s water is fluoride deficient (less than 0.6 ppm), it is important to discuss other

alternatives with your child’s dentist early on for healthy and strong teeth.”

What The Studies Show

For more than 75 years now, communities across the U.S. have been drinking fluoridated water—and the results are clear. Since that switch, studies have shown a reduction in cavities of 25 percent. The result means not only healthier smiles but lowered dental costs for individuals and families as well.

Although about three quarters of Americans live in communities with fluoridated water, those without disproportionately impact rural, low-income, and underserved communities—which are already



Something as simple as water is a hidden oral hygiene helper.

at greater risk for medical and dental disparities.

Fluoride is so important, the Centers for Disease Control named it

as one of the 10 great public health achievements of the 20th century. Drinking just one pint of fluoridated water a day is what children need to be protected from tooth decay.

One added benefit is fluoridated tap water is cost-effective. For every \$1 spent on water fluoridation, the average person saves \$38 on dental procedures, according to the American Dental Association.

While fluoridated water may seem like a no-brainer, many continue to not have access to it. If your community does not have access to fluoridated water, consult your dentist on other options such as prescription fluoride toothpaste or oral supplements at your next regular checkup.



From the Kitchen

Strawberry Spinach Salad

Ingredients

Dressing:

- 1/2 cup white sugar
- 1/2 cup olive oil
- 1/4 cup distilled white vinegar
- 2 tablespoons sesame seeds
- 1 tablespoon poppy seeds
- 1 tablespoon minced onion
- 1/4 teaspoon paprika
- 1/4 teaspoon Worcestershire sauce



Salad:

- 1 quart strawberries – cleaned, hulled and sliced
- 10 ounces fresh spinach – rinsed, dried and torn into bite-size pieces
- 1/4 cup almonds, blanched and slivered

Directions

1. Make dressing: Whisk together sugar, oil, vinegar, sesame seeds, poppy seeds, onion, paprika, and Worcestershire in a medium bowl. Cover and chill for 1 hour.
2. Make salad: Combine strawberries, spinach, and almonds in a large bowl.
3. Pour dressing over salad; toss to coat. Refrigerate for 10 to 15 minutes before serving.

Big Tobacco And The Microplastics Problem

It's likely you see one of the most common sources of plastic pollution everyday—on the ground, in parking lots, in gutters or at the beach—cigarette butts. This is not trash but toxic garbage and plastic pollution poisoning marine life and humans.

Since cigarette filters are made of plastic, they can take years to decompose, leaving behind toxic microplastics that pollute our environment—and could make their way inside of us. In fact, every smoked cigarette filter contains 15,000 strands of microplastic fibers. Though often invisible to the human eye, microplastics are nearly everywhere—polluting the food we eat, the water we drink, and even the air we breathe.

So, what exactly are microplastics? Microplastics are tiny pieces of plastic measuring less than 5 millimeters long, or about the size of a sesame seed or smaller.

Due to their tiny size, microplastics are nearly impossible to remove from our food and water sources. As a result, they can cause great harm not only to our environ-

ment, but also to our health. It might come as a surprise to learn that Americans ingest an estimated tens of thousands of microplastic particles a year.

Adding to the problem, cigarette butts are the most littered item on Earth. They're also the most discarded item found on California beaches and waterways.

The tobacco industry is a top global plastic polluter, producing six trillion cigarettes every single year. More than 4.5 trillion cigarette butts are dumped into the environment globally, each year, and the microplastic remnants can make their way into our communities, our food, and ultimately our own bodies. Microplastics have been found in apples, pears, lettuce, broccoli and carrots, as well as in seafood commonly consumed by humans.

Holding the tobacco industry accountable starts with exposing their lies and unmasking the damage they've caused.



Learn more about the tobacco industry's impact on the environment at <https://www.undo.org>.

Back To School

A	N	H	T	V	S	P	G	M	I	E	A	P	A	S
R	S	E	I	S	F	A	O	L	A	Y	R	E	I	H
L	S	S	E	S	B	O	A	T	F	X	B	N	R	O
T	U	C	E	K	T	P	G	V	P	H	E	C	E	P
Q	E	N	O	M	I	O	S	N	O	A	G	I	T	R
R	U	O	C	C	B	C	R	M	I	S	L	L	E	E
X	B	I	N	H	I	L	E	Y	S	L	A	S	F	K
N	Z	I	Z	E	A	R	Y	A	Y	F	L	O	A	C
P	R	A	N	J	O	H	P	R	I	O	P	E	C	O
P	S	C	H	O	O	L	B	U	S	O	A	K	P	L
P	E	W	M	R	E	H	C	A	E	T	P	H	R	S
K	R	O	W	E	M	O	H	Y	Z	B	E	T	Z	F
M	Y	G	E	N	G	L	I	S	H	A	R	A	J	K
R	E	P	O	R	T	P	E	N	S	L	X	M	Y	B
Y	D	U	T	S	R	C	N	Y	N	L	K	M	W	S

ALGEBRA
ASSEMBLY
BOOKBAG
CAFETERIA
ENGLISH
EXAM
FOOTBALL
GYM

HISTORY
HOMEROOM
HOMEWORK
LAPTOP
LOCKER
LUNCH
MATH
PAPER

PASS
PENCILS
PENS
PRINCIPAL
QUIZ
RECESS
REPORT
SCHOOLBUS

SCIENCE
SHOP
SPELLING
STUDY
TEACHER
TEST

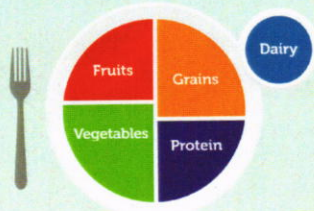
Healthy Eating for Older Adults

By: USDA Food and Nutrition Service



Healthy eating is important at every age. Eat a variety of fruits, vegetables, grains, protein foods, and dairy or fortified soy alternatives. When deciding what to eat or drink, choose options that are full of nutrients and limited in added sugars, saturated fat, and sodium. Start with these tips:

Start simple
with MyPlate



Make eating a social event - Enjoy meals with friends or family members as often as possible. Take advantage of technology to enjoy meals virtually with loved ones in different cities or States.



Drink plenty of liquids - You may not always feel thirsty when your body needs fluids, and that's why it's important to drink beverages throughout the day. Enjoy coffee and tea if you like, or some water, milk, or 100% juice.



Add a touch of spice - Limiting salt is important as you get older. Fresh and dried herbs and spices, such as basil, oregano, and parsley, add flavor without the salt.



Make the most of your food choices - Older adults need plenty of nutrients but fewer calories, so it's important to make every bite count. Foods that are full of vitamins and minerals are the best way to get what you need.



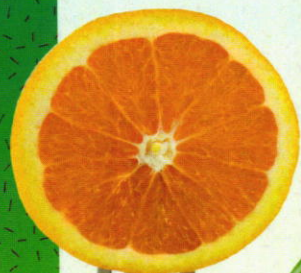
Be mindful of your nutrient needs - You may not be getting enough nutrients such as calcium, vitamin D, potassium, dietary fiber, vitamin B12, and also protein. Read the Nutrition Facts label on packaged foods and also speak with your health-care provider about possible supplements.



Keep food safe - Discard food if it has an "off" odor, flavor, or texture. Refer to the "use by" dates for a guide to freshness. Canned or frozen foods store well if shopping trips are difficult.

Make Half Your Plate

Fruits & Vegetables



Livingston County & Western Oakland Meals on Wheels - August 2022 Menu

Item 10.

<u>Monday</u> <u>8/1/2022</u>	<u>Tuesday</u> <u>8/2/2022</u>	<u>Wednesday</u> <u>8/3/2022</u>	<u>Thursday</u> <u>8/4/2022</u>	<u>Friday</u> <u>8/5/2022</u>
Swiss Steak Peas & Carrots Apple Mashed Potatoes Whole Grain Bread 0	Chicken Chili Blended Vegetables Tossed Salad Peaches Oyster Crackers 0	Chicken Fajita Strip Salad Mixed Greens Cheese, Tomatoes Tortilla Chips Banana Dessert	Hamburger w/cheese Hamburger Bun Potato Salad Carrots Pears Dessert	Chicken Leg Potato Wedges Peas and Carrots Orange Dinner Roll 0
<u>Monday</u> <u>8/8/2022</u>	<u>Tuesday</u> <u>8/9/2022</u>	<u>Wednesday</u> <u>8/10/2022</u>	<u>Thursday</u> <u>8/11/2022</u>	<u>Friday</u> <u>8/12/2022</u>
Grilled Chicken Sandwich 3 Bean Salad Hamburger Bun Apple Wedge Potatoes 0	Beef Stroganoff Noodles Broccoli Mixed Fruit Dinner Roll 0	Tuna Salad Plate w/cheese, cucumbers, tomatoes & mixed greens Pita Bread Banana Dessert	Sweet & Sour Chicken Asian Vegetables Whole Grain Rice Pineapple Whole Grain Bread Dessert	Sweet Potato Encrusted Pollock Capri Vegetables Macaroni Salad Orange Tartar Sauce
<u>Monday</u> <u>8/15/2022</u>	<u>Tuesday</u> <u>8/16/2022</u>	<u>Wednesday</u> <u>8/17/2022</u>	<u>Thursday</u> <u>8/18/2022</u>	<u>Friday</u> <u>8/19/2022</u>
Beef & Bean Burrito w/ Tortilla Corn Spanish Rice Apple 0	Vegetable Lasagna Tossed Salad Italian Vegetables Peaches Breadstick 0	Taco Salad lettuce, cheese, tomatoes Taco Sauce Tortilla Chips Banana Dessert	Pulled BBQ Chicken Sandwich Hamburger Bun Pears Green Beans Au Gratin Potatoes Dessert	Beef Goulash Blended Vegetables Tossed Salad Orange Dinner Roll 0
<u>Monday</u> <u>8/22/2022</u>	<u>Tuesday</u> <u>8/23/2022</u>	<u>Wednesday</u> <u>8/24/2022</u>	<u>Thursday</u> <u>8/25/2022</u>	<u>Friday</u> <u>8/26/2022</u>
Grilled Turkey Burger Hamburger Bun Baked Beans Cole Slaw Apple 0	Baked Ham Scallop Potatoes Tossed Salad Pineapple Dinner Roll 0	Chicken Salad Plate w/celery, grapes & onions Mixed Greens Pita Bread Banana Dessert	Stuffed Steak Mashed Potatoes Green Beans Mixed Fruit Whole Wheat Bread Dessert	Chicken Ala King Peas and Carrots Garden Salad Orange Biscuit 0
<u>Monday</u> <u>8/29/2022</u>	<u>Tuesday</u> <u>8/30/2022</u>	<u>Wednesday</u> <u>8/31/2022</u>	<u>Thursday</u> <u>9/1/2022</u>	<u>Friday</u> <u>9/2/2022</u>
Hot Dog w/ Chili Blended Vegetables Potato Salad Apple Hot Dog Bun 0	Beef Tacos (2) Cheese, Lettuce, Tomatoes Salsa & Sour Cream Refried Beans Tortillas Pears	Chef Salad Plate w/ham & turkey Mixed Greens Pita Bread Banana Dessert	Beef Lasagna Italian Vegetables Tossed Salad Peaches Garlic Toast Dessert	Baked Cod Macaroni & Cheese Brussel Sprouts Orange Dinner Roll 0

**PLEASE CALL 24 HOURS IN
ADVANCE TO CANCEL MEALS**

810-632-2155

**MENU SUBJECT TO CHANGE
WITHOUT NOTICE**

**HALF PINT OF MILK
SERVED WITH EVERY MEAL**

COST SHARE \$3.00/MEAL

is proud to present

Senior Celebration Days!



This year's Senior Celebration will take place at
6 Livingston County Senior Centers!



September is National Senior Centers Month!!

With the help from our local Sponsors we will be providing
a fun time with:

- Lunch provided by Senior Nutrition / Meals on Wheels
- Multiple Free Bingo Cards and games
- Bingo prizes for winners
- Raffle for gift basket provided by the Sponsor
- Magical Entertainment
- Ice Cream Social provided by Scream's Ice Cream



Event time: 11am until 2pm

Howell Senior Center:	1661 N. Latson Road, Howell, MI	517-579-2862	September 13th
Hartland Senior Center:	9525 E. Highland Road, Howell, MI	810-626-2135	September 14th
Fowlerville Senior Center:	203 N. Collins Street., Fowlerville, MI	517-375-1123	September 20th
Putnam Senior Center:	3280 W. M-36, Pinckney, MI	734-878-1810	September 22nd
Hamburg Senior Center:	10405 Merrill Road, Whitmore Lake, MI	810-222-1140	September 23rd
Brighton Senior Center:	850 Spencer Road, Brighton, MI	810-229-3817	October 4th

Contact your local Senior Center by September 1st to register for lunch!
Lunch cost: \$5.00



Food, Fun, Great Info & Prizes!

www.livingstoncoa.org



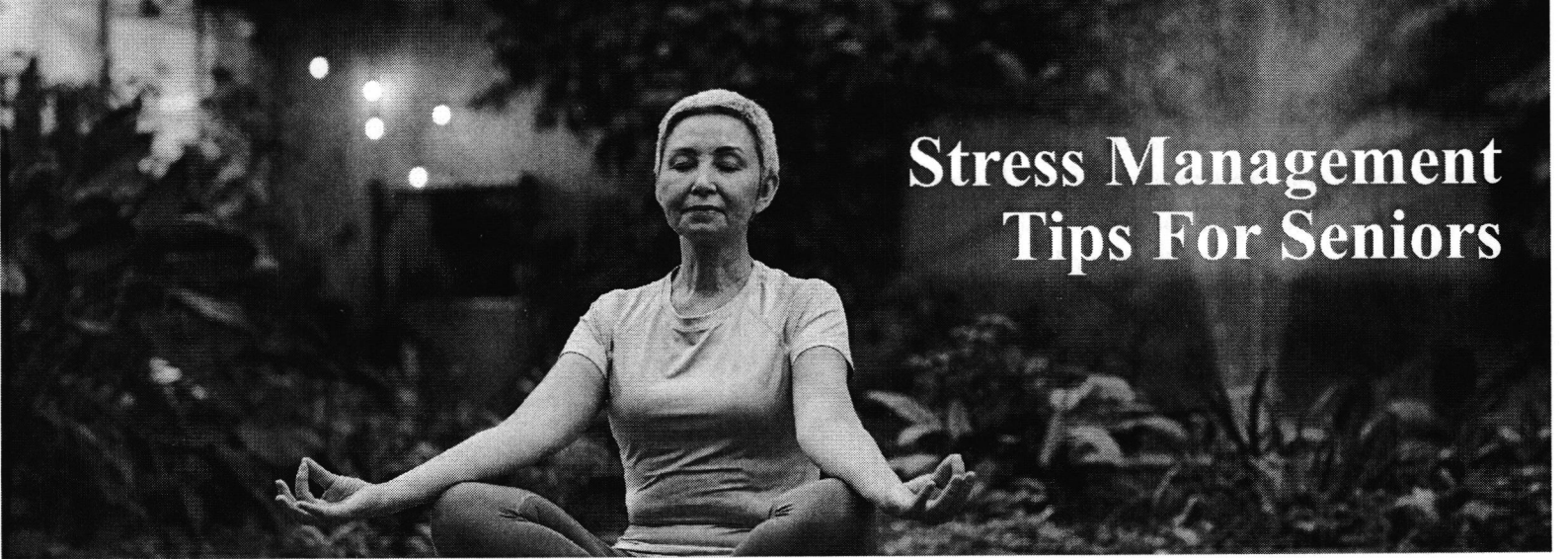
Senior Health Line

Item 10.

MICHIGAN STATE
UNIVERSITY

Extension

August 2022

A black and white photograph of a woman with short hair, wearing a light-colored t-shirt, sitting in a meditative lotus position in a garden at night. She has her eyes closed and her hands resting on her knees in a mudra. The background is dark with some foliage and a few out-of-focus lights.

Stress Management Tips For Seniors

Kai Gritter, Michigan State University Extension - August 5, 2021

Stress is common to all. It is our brain and body's way of responding to the various stressors that we experience in life. According to the National Institute of Mental Health, everyday responsibilities at work, home and play may cause stress. Stress levels may rise if we experience a sudden negative change in circumstance or if a traumatic event occurs. As we age, we face unique stressors that may be related to changes in our health, relationships, finances, living arrangements or our caregiving status. Harvard Health reminds us that if stress is not addressed, it may become chronic or long-term. This in turn can increase the risk of conditions such as heart disease, diabetes, heartburn, high blood pressure and insomnia. It can also challenge our mental health and wellness. To best manage stress, the first step is to notice how stress typically shows up and then create a tailored plan for stress relief.

If stress usually impacts your body such that you

experience high blood pressure, heart racing, fatigue, or aches and pains, find some physical ways to reduce stress like going for a walk or doing some gentle stretches. Shaking a calming jar is another physical action that can help individuals calm down and reduce stress. If stress affects your thoughts or feelings and you become more forgetful, anxious, negative, or sad, use your mind to reduce stress through meditation, prayer, mindful breathing, or other relaxation activities. Practicing gratitude is also an effective way to relieve stress as it redirects our attention towards positive thinking. If stress impacts your behaviors and you tend to misuse substances (food, drugs, alcohol), under/oversleep, yell at or withdraw from people, find an alternate behavior to replace the unhealthy behavior. For instance, if you comfort-eat when stressed, choose to go for a brief walk, journal, or call a friend instead.

In addition to matching stress relief strategies to the type of stress one may be experiencing, there are a host of other practices that can help reduce stress as we age. Sign up for free health programs.

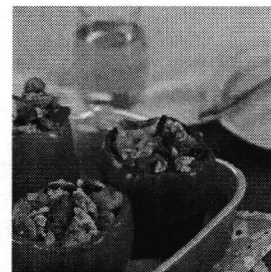
Michigan State University Extension offers numerous programs such as Stress Less With Mindfulness, Personal Action Towards Health (PATH), RELAX: Alternatives to Anger, and Tai Chi for Arthritis and Falls Prevention, which teach evidence-based stress management techniques such as mindful breathing, relaxation techniques, and more.

Engage in regular physical activity. This improves health, lifts mood, and reduces stress by releasing 'happy' (serotonin) and "pain-killer" (endorphin) hormones. Aim for 150 minutes of weekly activity that includes flexibility exercises (10 minutes); strengthening exercises (8 to 10 exercises, two to three days a week); and endurance exercises (30 to 40 minutes, three to five days a week). Eat a healthy and balanced diet. Choosing whole foods, eating seasonally, and exploring new items from the produce aisle or farmer's market are all habits that can improve our health and relationship to food. Aim for at least five servings a day of fruits and vegetables and eat mindfully (paying attention to hunger and fullness cues, slowing down and savoring meals). Reflect and connect. Take time to determine what emotional and physical needs you have and share them with your family and friends. In addition, connect with local supports and services that may provide housing, financial, caregiver, kinship or bereavement supports. These may include the local Commission on Aging, religious organizations, or community centers.

If you need more tips to help manage your stress, consider reaching out for additional mental health resources and talking to your health care provider. This article was published by Michigan State University Extension. For more information, visit <https://extension.msu.edu>.

To have a digest of information delivered straight to your email inbox, visit <https://extension.msu.edu/newsletters>. To contact an expert in your area, visit <https://extension.msu.edu/experts>.

Stuffed Peppers



- 2 tablespoons olive oil
- 1 pound ground turkey
- 4 medium bell peppers
- 1 cup sliced mushrooms
- 1 zucchini, chopped
- 1 additional bell pepper, any color chopped
- 1/2 onion chopped
- 1 cup fresh spinach
- 1 - 14.5 ounce can of diced tomatoes, drained
- garlic powder to taste
- 1 tablespoon tomato paste
- salt and ground black pepper to taste
- Italian seasoning to taste

Preheat oven to 350 degrees. Hollow out bell peppers, slice bottoms of peppers if necessary to make sure they stand up straight. Wrap bell peppers in foil, and place in baking dish, bake for 15 minutes. Remove from heat. Meanwhile cook turkey until evenly browned. Heat oil in the skillet and cook onion, mushrooms, zucchini, chopped peppers, spinach until tender. Return cooked turkey to skillet, mix in the tomatoes and tomato paste, season with Italian seasoning, garlic powder, salt and pepper. Spoon equal amounts into each hollowed pepper. Return stuffed peppers to the oven and continue cooking 15 minutes.

Nutrition Facts per serving: 279 calories; protein 25.3g, carbohydrates 10.2g, fat 15.6g, cholesterol 83.6g, sodium 471.9mg

TO: Hamburg Township Board of Trustees

FROM: Pat Hohl

DATE: August 26, 2022

AGENDA ITEM TOPIC: LCRC Strawberry Lake and Merrill Road payment

Number of Supporting Documents: **2**

Requested Action

I request that the Board of Trustees pay these invoices for the rehabilitation of the asphalt on Strawberry Lake and Merrill Roads.

Background

The Board of Trustees contracted with the LCRC to rehabilitate the asphalt on Strawberry Lake and Merrill Roads. The approved expenditure was \$275,000 for Strawberry Lake Road and \$200,000 for Merrill Road. The final invoice for these projects is \$230,802.34 for Strawberry Lake Road and \$149,090.93 for Merrill Road.

The LCRC is to be commended for completing this work below cost estimates providing a savings of over \$95,000 to the residents of Hamburg Township.

*** INVOICE ***

Item 12.

LIVINGSTON COUNTY ROAD COMMISSION

3535 Grand Oaks Drive
Howell, MI 48843-0000

Phone: 517-546-4250

0007

HAMBURG TOWNSHIP
ATTN: MICHAEL DOLAN, CLERK
P O BOX 157
HAMBURG, MI 48139-0000

Invoice Number 7276

Invoice Date 08/26/2022

Work Order Number 0040AW

201 GENERAL FUND

STRAWBERRY LK RD
COUNTY LINE TO MERRILL RD
CHIP SEAL W/1.8" HMA GRAVEL SHOULDERS WITH
ALL NECESSARY WORK

459.0040AW STRAWBERRY LAKE ROAD
LCRC PORTION

\$461,604.68
(\$230,802.34)

Total Due

\$230,802.34
=====

*** INVOICE ***

Item 12.

LIVINGSTON COUNTY ROAD COMMISSION

3535 Grand Oaks Drive
Howell, MI 48843-0000

Phone: 517-546-4250

0007

HAMBURG TOWNSHIP
ATTN: MICHAEL DOLAN, CLERK
P O BOX 157
HAMBURG, MI 48139-0000

Invoice Number 7277

Invoice Date 08/26/2022

Work Order Number 5063BW

201 GENERAL FUND

MERRILL RD
STRAWBERRY LK RD TO M36
2" MILL, 3.5" HMA, 3' HMA SHOULDER
AND NECESSARY WORK

489.07.5063BW MERRILL ROAD
LCRC PORTION

\$298,181.86
(\$149,090.93)

Total Due

\$149,090.93
=====



Hamburg Township Public Safety Department

PO BOX 157 • HAMBURG, MICHIGAN 48139
PHONE: (810) 222-1171 • FAX: (810) 231-9401



Item 13.

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY/CHIEF OF POLICE RDUFFANY@HAMBURG.MI.US

TO: Hamburg Township Board
FROM: Chief Richard Duffany
DATE: August 31, 2022
RE: Agenda Item Topic: **Updated Public Safety SOPs**
General Ledger #: N/A
Number of Supporting Documents: 10
NEW/OLD BUSINESS: **XXX** New Business
_____ Old Business – Previous Agenda #:

Requested Action

- Motion to approve the following Hamburg Township Public Safety SOPs:
 - 100-15: *Active Shooter Hostile Event Response (ASHER)*
 - 200-01: *Health and Safety Program*
 - 300-01: *Incident Reports*
 - 300-06: *Response to Incapacitated Persons*
 - 300-09: *Death and Major Crime Scenes*
 - 300-16: *Crash Investigations*
 - 300-25: *Use of Force*
 - 300-34: *Traffic Direction and Control*
 - 300-77: *Holding Cells*
 - 300-79: *Special Investigations*

Background

All of the attached Public Safety SOPs are being submitted to the Township Board for review and approval as part of the State of Michigan police accreditation process, with the exception of SOP #200-01: *Health and Safety Program* which is an updated Fire policy.

Respectfully,

Chief Richard Duffany
Director of Public Safety

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: Active Shooter Hostile Event Response			No. 100-15
Distribution: All Personnel	☐ New ☒ Amended	Rescinds: HTPD 300-34	MLEAC Standard(s): N/A
Effective Date: DRAFT			

I. PURPOSE

The purpose of this policy is to establish guidelines for police and fire personnel of the Hamburg Township Public Safety Department when responding to active shooter events.

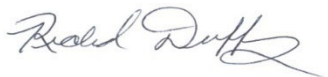
II. POLICY

It is the policy of the department to respond to active shooter events in accordance with the procedures as outlined in the Livingston County First Responders Standard Operating Guideline: Active Shooter Hostile Event Response (ASHER).

III. PROCEDURES

- A. The Livingston County ASHER Standard Operating Guideline (Appendix I) is adopted as the policy of the Hamburg Township Public Safety Department.
- B. All members of the department shall adhere to the provisions of the ASHER Standard Operating Guideline when responding to active shooter events, except as outlined in this section.
- C. Active shooter events by their nature are chaotic and fluid events and no policy can take into account all possible variables and circumstances. As such, the Livingston County ASHER guidelines are just that, "guidelines". Department personnel, especially police officers tasked with the primary responsibility of neutralizing the threat, may deviate from the guidelines if necessary to save human life. Specifically, no police officer shall be required to wait for authorization to enter a location to confront an active shooter where innocent life is in peril.

Issued by:



Richard Duffany
Director of Public Safety

Approved by Hamburg Township Board of Trustees: DRAFT

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: Health and Safety Program			No. 200-01
Distribution: FIRE	☐ New ☒ Amended	Rescinds: 10-134	MLEAC Standard(s): N/A
Effective Date: DRAFT			

I. **PURPOSE**

The purpose of this policy is to establish a safe work environment for all personnel.

II. **POLICY**

Every employee is entitled to a safe and healthy place in which to work. As such, it is the policy of the department to provide and maintain safe and healthy working conditions and to establish and insist upon safe work practices at all times. All employees including command officers, line officers, firefighters, and office personnel are expected to express the department's attitude toward workplace safety and health by the daily example they set.

III. **PROCEDURES**

A. Department Safety Officer

1. The position of department Safety Officer is hereby established in order to facilitate a safe work environment by ensuring that the department's occupational safety and health program is properly and consistently maintained.
2. The Deputy Fire Chief shall serve as the department's Safety Officer.
3. The Safety Officer shall:
 - a. Acquaint themselves with the provisions of NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*, and NFPA 1521, *Standard for Fire Department Safety Officer*.
 - b. Manage the department's occupational health and safety program.
 - c. Serve as the chairperson of the Health and Safety Committee.
4. The duties of the Safety Officer shall include but are not be limited to:

- a. Identifying health and safety hazards and developing plans to correct them.
 - b. Immediately correcting situations that create an imminent hazard to the members of the department.
 - c. Training members to act as incident safety officers.
 - d. Maintaining records of accidents, occupational deaths, injuries, illnesses, and exposures and providing analysis and reports to the Deputy Director - Fire as directed.
 - e. Acting as the department's liaison with risk management representatives.
 - f. Serving as the chair of the department's Health and Safety Committee. In this capacity, the Safety Officer shall prepare and distribute meeting agendas and notices and shall forward a copy of the minutes of each meeting to the Deputy Director - Fire.
 - g. Providing safety training, bulletins, posters, and newsletters to all members.
 - h. Performing other duties as specified in NFPA 1521 or as directed by the Deputy Director - Fire .
5. At least annually the Health and Safety Committee will record safety and health goals with projected progress dates.
 6. The Safety Officer will have health and safety suggestion forms available to all employees. These forms will be dated by the employee making the suggestion and be retained by a Health and Safety Committee member until the next Health and Safety Committee meeting where they will be addressed and answered by the committee.
 7. A health or safety concern should never be ignored. An employee with a concern should bring it to the attention of their immediate supervisor and then contact the Safety Officer, Deputy Director - Fire or Director of Public Safety if necessary. This concern should be investigated with appropriate action taken, including letting the concerned employee know the results.
 8. The Safety Officer will implement a written plan of action for correction of hazards found in the work place and for communicating these positive actions to all employees.

B. Health and Safety Committee

1. The Health and Safety Committee will be comprised of the Safety Officer (chairperson), a Duty Captain and the Executive Lieutenant.
2. The Duty Captain representative will rotate annually among each of the Duty Captains.
3. The Executive Lieutenant will serve as the representative of the department's part-time firefighters.
4. The committee will meet at least quarterly to address health/safety concerns and will have a formal agenda, minutes taken, and will have a clear goal or purpose. Actions taken at these meetings and subsequent actions will be documented. Copies will be posted on the bulletin boards for all employees to read.

C. Safety Inspections

1. Station Bosses (Lieutenants) will conduct safety inspections at least quarterly in their respective stations to identify hazardous conditions and initiate correction. Findings will be presented to the Safety Officer for review. Corrective action will be implemented under direction of the Deputy Director - Fire in a timely manner.
2. The Safety Officer will ensure that a comprehensive hazard survey of all Fire buildings and apparatus is completed at least annually in order to recognize and minimize potential hazards in the workplace.

D. Employee Reports of Hazards

1. Employee insight and experience in health and safety protections shall be utilized. Employees shall be encouraged to come forward with their health/safety concerns without fear of reprisal.
2. Any supervisory officer who receives a health/safety concern or idea for improvement from a subordinate shall forward that concern/idea to the Safety Officer via department email.
3. The Safety Officer shall ensure that the Deputy Director – Fire is notified of any hazardous conditions who shall have the responsibility of ensuring that the hazardous condition is rectified in a timely manner.

E. Accident/Incident Investigation

1. The Safety Officer shall provide for investigation of accidents and “near miss” incidents so that their causes and means for preventing their repetitions are identified.
2. The Safety Officer shall prepare a report for each accident and “near miss” incident. All reports will be reviewed and discussed at the Health and Safety Committee meeting and then will be forwarded to the Deputy Director – Fire. The Deputy Director – Fire will also review these reports to determine injury and illness trends over time so that patterns with common causes can be identified and prevented.

F. Health and Safety Training

1. A key to controlling the potential for exposure to hazards as well as preventing accidents is training. All Hamburg Township Fire employees will be thoroughly trained to perform their jobs safely and productively. Employee training will be documented and reviewed as necessary to insure consistent safe work practices.
2. Training schedules will follow, at a minimum, the requirements of the MIOSHA standards. Re-training will be performed as necessary to ensure that all employees have the information necessary to do their jobs in a safe and healthy manner.

Issued by:



Richard Duffany
Director of Public Safety

Approved by the Hamburg Board of Trustees: Draft.

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: Incident Reports			No. 300-01
Distribution: POLICE	☐ New ☒ Amended	Rescinds: 300-2	MLEAC Standard(s): 1.8.3, 3.3.5
Effective Date: DRAFT			

I. PURPOSE

The purpose of this procedure is to establish guidelines for the completion, review, follow-up and approval of incident reports and traffic crash reports. In addition, this procedure establishes guidelines for the sharing of information of a criminal or suspicious nature that can aid in the identification and/or apprehension of criminals or the prevention of crimes as well as enhancement of officer safety.

II. DEFINITIONS

- A. **Incident Report:** A report completed in the department's Record Management System (RMS) and Mobile Field Reporting (MFR) which provides details and descriptions of criminal or other police-related activities.
- B. **Traffic Crash Report:** The State of Michigan UD-10 Traffic Crash Report or department private property crash report. The type of traffic crash report will be dependent upon the circumstances and requirements of state law.

III. REQUIRED REPORTS

- A. An Incident Report will be completed and a complaint number assigned on all of the following:
 1. Any violation of local, state, or federal laws and/or ordinances.
 2. Damage to or loss of any Hamburg Township property.
 3. Complaint of Violation of Conditional Bond Release.
 4. Non-criminal incidents including, but not limited to, Persons Requiring Treatment (PRT), Protective Custody/Incapacitated Person, Sudden Death, Attempt Suicide, Suicide, Overdose, Missing Persons/Runaways, Property Safekeeping, Strip Searches or any other situation where a report is determined to be appropriate.
 5. Submitting evidence or found/confiscated property to the property room.

6. Use of force.
 7. Discharge of a firearm (other than training or to humanely end the suffering of an injured animal).
 8. When a report is required by a departmental policy, procedure or order.
 9. When a report is required under state law.
 10. When ordered to complete a report by a supervisor.
- B. A traffic crash report will be completed and a complaint number assigned on all of the following:
1. Traffic crash where a report is required under state law.
 2. Traffic crash, including on private property, where one of the parties involved in the crash requests a traffic crash report.
 3. Any traffic crash involving a Hamburg Township Public Safety Department vehicle.
- C. All traffic crash investigations shall be completed pursuant to the guidelines contained in Public Safety SOP #300-16: *Crash Investigations*.
- D. The officer taking the report shall provide the involved parties the incident/traffic crash report number.

IV. **REPORT FORMAT/OTHER REQUIREMENTS**

Officers shall be mindful that their reports are read by and circulated to courts, prosecutors, attorneys, and other agencies. The contents and appearance of each report is a direct reflection upon the Hamburg Township Public Safety Department.

- A. Incident reports shall be completed in MFR and RMS unless circumstances prevent completion of the report in a timely manner. If MFR is down the report should be written in another program, such as word and pasted into MFR once it is working.
- B. Reports are to be completed using proper grammar and correct spelling in lower case form using proper capitalization. Handwritten reports are to be completed in legible handwriting.
- C. Appropriate headings shall be utilized.

- D. Utilize a heading of LEIN information when information from the Law Enforcement Information Network (LEIN) is inserted into the narrative section of any report. This is very helpful in identifying information that cannot be released for Freedom of Information Act (FOIA) requests.
- E. When writing incident reports, officers shall use the first-person pronouns “I” or “we” rather than “the undersigned officer” or “the reporting officer”.
- F. When writing about victims, complainants, or witnesses in an incident report, officers shall refer to the person by name rather than referring to only the title of which they are involved.
- G. All arrests that are lodged will have incident reports with a completed Prosecutor Packet turned in to the “Lodged” tray by the end of the reporting officer’s shift unless otherwise instructed by a supervisor. The on-duty supervisor or on-coming shift supervisor will be notified of all lodged arrests.
 - 1. In the event an on-duty supervisor isn’t available, the Deputy Director – Police will be notified. If the Deputy Director is not available the Detective Sergeant will be notified. If neither are available, an attempt will be made to reach any other available off-duty supervisor. If none of the above can be reached then the Director of Public Safety shall be notified.
- H. Incident reports and UD-10 Crash reports shall be reviewed by a supervisor. Unacceptable reports shall be returned to the officer for revisions or corrections.
- I. Reports should be written upon the completion of a call. If an officer is unable to complete the report by the end of the shift, they will generate an incident number, enter at minimum the complainant, witness and suspect names and contact information if known and submit the report to the server incomplete.
- J. All reports that require follow-up will have the preliminary report completed at the earliest possible opportunity prior to the end of reporting officer’s shift unless otherwise instructed by a supervisor. Follow-up will be done in coordination with the detective(s) for criminal reports.
- K. Supplemental reports shall be added as additional information is gathered.

V. INCIDENT REPORT MANAGEMENT

The Case Management Module in RMS shall be used for all incident reports.

A. Patrol Officers Responsibilities

- 1. Check Case Management at the beginning of each shift or as time allows.

2. Complete any follow-up tasks assigned in a timely manner.
3. Send or cause to be sent a BOL (LEIN message) for any crimes that just occurred or recently occurred which have suspect information/descriptions (vehicle, plate info, suspect information, etc.).
4. Send an email to department personnel with any useful information about any current suspicious incidents, wanted suspects or criminal activity.
5. Do not use the “Info Only” box when writing a report.
 - a. If a report is later determined to be non-criminal in nature, then a supervisor or detective will close out the report as “unfounded” when appropriate (i.e. UDAA that is later determined to be false).
6. Make proper notification by department email when a report is ready to be sent to the prosecutor’s office for review.
7. When arresting someone on a Hamburg Township warrant, ensure an arrest is entered in MFR for the original charge(s) under our agency and case number.

B. Patrol Supervisor Responsibilities

1. Daily review of BOL’s from various sources (email, LEIN, etc.) for any pertinent or useful information, including crime trends with a focus on officer safety information
2. Review all reports prior to the end of the shift wherever possible to ensure:
 - A. Proper grammar and correct spelling.
 - B. Appropriate offense code(s).
 - C. Necessary elements.
 - D. Property stolen, recovered, etc. is properly listed in the report.
 - E. Thoroughness.
 - F. Arrest card completed in MFR when required.
3. Return the incident report to the reporting officer if corrections are necessary.
4. If follow-up is required use the task function in MFR.

5. Assign reports of a criminal nature, suspicious or domestic intervention to the detective(s).
6. Informational reports, minor traffic offenses (DWLS, OWI) or non-criminal informational reports will generally be assigned to the reporting officer and closed out in case management,
7. Ensure officers are completing and coordinating, when necessary any follow-up with the detective(s) and/or traffic investigator(s) in a timely manner.
8. For recent crimes, send or cause to be sent an email to department personnel and/or a BOL (LEIN message) to the appropriate departments/counties, when appropriate if it wasn't already done.
9. Send completed lodged packets to the prosecutor's office when administrative staff is not working.
10. Review all their assigned officer's activity using Daily Records Review in RMS.

C. Detective Supervisor/Investigator Responsibilities

1. Review all assigned reports daily as soon as practical.
2. Evaluate each criminal case for solvability factors.
3. Review each case for similarities to other criminal activity.
4. Perform necessary follow-up and/or assign the case back to the reporting officer using case management and/or the task function in MFR.
5. Ensure the appropriate offense code was utilized and that property stolen, recovered, etc. is properly listed in the report and evidence module.
6. Make the appropriate case assignment and update the case status if appropriate.
7. Conduct follow-up or ensure proper follow-up is done in a timely fashion if a warrant is furthered from the prosecutor's office.
8. Close out cases properly in case management (closed by arrest, closed no suspect, exceptional clearance, etc.)
9. Attend Livingston County Detective meetings and share pertinent information with other law enforcement agencies.

10. Share useful information about criminal activity and suspect information with department personnel.
11. Review pawn sheets and LEIN BOL's regularly.

D. Administrative Support Staff Responsibilities

1. Review LEIN BOL's and post pertinent BOL's with an emphasis on Officer Safety. Forward any LEIN messages for investigative leads to the detective(s).
2. Post event summaries daily.
3. Post new pawn sheets.
4. Receive Laboratory Reports
 - A. Attach to report.
 - B. If applicable, update UD-10 to reflect alcohol / drug results & resubmit to state.
 - C. Send the Laboratory Report to the prosecutor's office.
 - D. Email the Laboratory Report to the OIC of the case.
 - E. Write the blood results on DI-177 and mail the Driver's Notice of Blood or Urine Test Results to the Defendant.
 - E. Submit a supplemental report.
5. Change the status in RMS case management when an incident is sent to the prosecutor to the appropriate status code.
6. If the prosecutor approves charges, check to see if an arrest was entered in MFR. If one wasn't completed, fill out the arrest module in MFR, unless an arrest warrant for the original charge(s) has been issued.
 - a. If an arrest warrant is issued for the original charge, then the arrest is entered in MFR after the defendant is apprehended.
 - b. When staff is aware that someone was arrested on a Hamburg Township warrant they should;
 - i. confirm an arrest was properly entered in MFR.
 - ii. confirm the warrant was cancelled in LEIN.

7. Notify officers/detectives by email when a case is furthered by the prosecutor's office and attach the notice in RMS.
8. Update information in the RMS employee module when necessary such as a change in assignment/shift, promotion, retirement, emergency contact change, address change, etc.

E. Deputy Director Responsibilities

1. Daily Records Review of supervisors in RMS.
2. Monthly Incident Crime Reporting (MICR) and Uniform Crime Reporting (UCR) submission.
3. Monthly reporting to the Department of Justice (DOJ)/Federal Bureau of Investigation (FBI) Use-of-Force Data Collection Program.
4. Prior to January 31st of each year complete an audit of all MICR and UCR reportable offenses.
5. Ensure compliance by all staff and provide instruction to members of the department to assure consistency in managing reports and cases

Issued by:



Richard Duffany
Director of Public Safety

Approved by Hamburg Township Board of Trustees: Draft.

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: Response to Incapacitated Persons			No. 300-06
Distribution: POLICE	☐ New ☒ Amended	Rescinds: 300-8 (1/22/14)	MLEAC Standard(s): N/A
Effective Date: DRAFT			

I. PURPOSE

The purpose of this procedure is to establish guidelines for taking into protective custody, transporting, or arresting incapacitated persons.

II. POLICY

It is the policy of the Hamburg Township Public Safety Department that every incapacitated person who is unconscious or seriously injured to the extent that medical treatment is necessary shall be transported to a hospital.

III. INCAPACITATED PERSON

- A. Michigan law defines an “incapacitated” person as an individual, as a result of the use of alcohol or drugs, is unconscious or has his/her mental or physical functioning so impaired that he/she either poses an immediate and substantial danger to his/her own health and safety or is endangering the health and safety of the public (MCL 330.1100b).
- B. Officers must realize, however, that a person may be incapacitated for reasons other than intoxication. Unconsciousness may be an indication of a medical problem or emergency. In all cases where the unconscious person cannot be aroused by the reasonable efforts of the officer to a level of consciousness where the officer can communicate with the subject, the officer shall consider the subject’s condition to be a medical emergency and summon Fire and EMS personnel.

IV. MANDATORY PROTECTIVE CUSTODY/TRANSPORTATION OF APPARENTLY INCAPACITATED PERSONS

- A. An individual who appears to be incapacitated in a public place shall be taken into protective custody by a law enforcement officer and taken to an approved service program, or to an emergency medical service, or to a transfer facility pursuant to MCL 330.1276 for subsequent transportation to an approved service program or emergency medical service. When requested by a law enforcement officer, an emergency service unit or staff shall provide transportation for the individual to an approved service program or an emergency medical service. This subsection

shall not apply to an individual who the law enforcement officer reasonably believes will attempt escape or will be unreasonably difficult for staff to control MCL 330.1276 (1).

- B. When an officer encounters an incapacitated person or a person who is apparently injured or unconscious to the extent that the person does not immediately respond to reasonable attempts to awaken and communicate with the officer, the officer shall request that Fire and EMS personnel respond to the scene.
- C. An officer may take an individual into protective custody with that kind and degree of force which would be lawful were the officer effecting an arrest for a misdemeanor without a warrant. In taking the individual, a law enforcement officer may take reasonable steps to protect himself/herself. The protective steps may include a pat-down search of the individual in his/her immediate surroundings, but only to the extent necessary to discover and seize any dangerous weapon which may on that occasion be used against the officer or other individuals present. These protective steps shall be taken by the law enforcement officer before an emergency service unit or staff provides transportation of an individual to an approved service program or emergency medical service MCL 330.1276 (2).
- D. The taking of an individual to an approved service program, emergency medical service, or transfer facility under MCL 330.1276 (1) is not an arrest, but is a taking into protective custody with or without consent of the individual. The officer shall inform the individual that he/she is being held in protective custody and is not under arrest. An incident report shall be made indicating the date, time, and place of the taking, but the report shall not be treated for any purpose as an arrest or criminal record and shall not be made to indicate that the individual was arrested or charged with either a crime or for being incapacitated. MCL 330.1276 (3).

V. REFUSAL OF EMS PERSONNEL TO TRANSPORT AN APPARENTLY INCAPACITATED PERSON

- A. When requested by an officer, an EMS unit or staff shall provide transportation for the individual to an approved service program or an emergency medical service. This subsection shall not apply to an individual who the law enforcement officer reasonably believes will attempt escape or will be unreasonably difficult for staff to control MCL 330.1276 (1).
- B. If EMS personnel refuse or fail to respond or refuse to transport an unconscious or incapacitated person, the officer shall immediately notify Central Dispatch and a supervisor. In this situation, if approved by a supervisor, an officer may transport in a police vehicle a person who is unconscious or injured pursuant to the following guidelines:

1. If not already on scene, the officer shall request that Hamburg Township Fire personnel respond to the scene.
 2. The officer shall notify Central Dispatch of the proposed transport and request that Central Dispatch notify the hospital or emergency service facility of the circumstances surrounding the transport.
 3. A firefighter/EMT shall ride along in the police vehicle in order to monitor the person during the transport.
- C. If EMS personnel refuse to transport, the requesting officer shall include in an incident report the reasons for the request, the identity of the individual who decided that transport was not necessary, and the reasons, if any, given for the refusal.

VI. TRANSPORTING AN INCAPACITATED PERSON BELIEVED LIKELY TO ATTEMPT ESCAPE OR TO BE DIFFICULT TO CONTROL

- A. In the event that the officer has a reasonable belief the person will attempt to escape or will be unreasonably difficult for staff to control, the officer may transport the person to a hospital or emergency care facility in a police vehicle. The officer shall immediately notify Central Dispatch and a supervisor of the proposed transport. The officer shall request Central Dispatch to notify the hospital or emergency service facility of the circumstances surrounding the transport. Whenever possible, the transporting officer shall request the assistance of another officer to monitor the person during the transport. One officer shall remain with the incapacitated person until he/she is delivered to hospital personnel.
- B. Incapacitated persons **shall not** be transported in a prone position or in any manner that will restrict breathing.
- C. The transporting officer shall complete a written incident report detailing the circumstances of the transport and the reasons the subject could not be safely transported by EMS.

VII. TRANSPORTING AN INCAPACITATED PERSON UNDER ARREST

- A. Misdemeanor Charges
1. An individual arrested by a law enforcement officer for the commission of a misdemeanor punishable by the imprisonment for not more than three months, or by a fine of the more than \$500, or both, may be taken to an approved service program or an emergency medical service for emergency treatment if the individual appears to be incapacitated at the time of apprehension. This treatment is not in lieu of criminal prosecution of the individual for the offense with which the individual is charged, nor shall it

preclude the administration of any test as provided for by law MCL 330.1276 (5).

2. If an apparently intoxicated person is arrested for a misdemeanor and is also either unconscious or injured to an extent requiring medical attention, the person shall be transported in an ambulance as outlined in Section IV., C., above. If an EMS ambulance is unavailable, EMS personnel refuse to transport, or the person is difficult to control, an officer may transport the person according to the provisions in Section V and VI above.
3. The transporting officer shall request that hospital personnel notify the department prior to releasing a person under arrest. When an officer receives a call to transport a person who has been arrested and hospitalized, the officer shall transport the subject to the Livingston County Jail (LCJ) for booking and provide jail personnel with any medical information which the hospital provided to the officer.

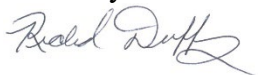
B. Felony Charges

1. If an apparently intoxicated person is arrested for a felony and is also either unconscious or injured to an extent requiring medical attention, the person shall be transported in an ambulance as outlined in Section IV., C., above. If an EMS ambulance is unavailable, EMS personnel refuse to transport, or the person is difficult to control, an officer may transport the person according to the provisions in Section V and VI above. Regardless of the means of transportation, the officer shall immediately notify a supervisor that a person who has been arrested for a felony is being transported to a hospital or emergency care facility.
2. It shall be the responsibility of the on-duty supervisor to contact hospital personnel to determine if the arrestee can be safely detained at the hospital. If so, an officer shall stand guard until the prisoner can be transported to the LCJ.

VIII. REQUIRED REPORTS

- A. An incident report shall be completed on all instances where an incapacitated person is taken into protective custody.

Issued by:



Richard Duffany
Director of Public Safety

Approved by Hamburg Township Board of Trustees: DRAFT

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: Death & Major Crime Scene Investigations			No. 300-09
Distribution: POLICE	☐ New ☒ Amended	Rescinds: 300-9 (6/19/16)	MLEAC Standard(s): N/A
Effective Date: DRAFT			

I. PURPOSE

The purpose of this procedure is to establish guidelines to be used during death and major crime scene investigations in order to handle these incidents in an organized, consistent and professional manner.

II. DEFINITIONS

A. Accidental or Violent Deaths – An accidental or violent death is any death resulting from any apparent violent act or circumstance. Such deaths can be caused directly or indirectly; by intentional acts or negligent conduct. The death can be caused by another person's actions or may be self-inflicted. Examples of violent or accidental deaths are as follows:

1. Death due to poison or drug overdose.
2. Death from injuries sustained in any accident (e.g., automobile, household, occupational, or athletic related). The direct cause of death could be varied (e.g., drowning, poisoning, or electrocution).

NOTE: Scenes involving death or serious injury as the result of a traffic crash shall be investigated and processed in accordance with the procedures outlined in Public Safety SOP #300-16: *Crash Investigations*.

3. Homicides.
4. Suicides.
5. Death resulting from suspected abuse or neglect.
6. Death resulting from any other suspected criminal activity.

B. Death of a Minor – The death of a person under 18 years of age.

- C. Expected or Hospice Death – Death of a person under hospice care or where the investigation reveals that the decedent was suffering from a medical condition which directly contributed to the death and where a physician of record is able to designate a cause of death and will certify the cause of death.
1. Officers shall notify a supervisor of all deaths; however, a supervisor is not required to respond to the scene of an expected or hospice death.
- D. In-Custody Death – Death for any reason that occurs when an individual is in an officer's custody or control.
- E. Major Crime Scene – A major crime scene includes all accidental/violent deaths as defined in this policy, death of a minor, in-custody death, death under suspicious circumstances, injuries resulting from a violent act (shooting, stabbing, etc...), a minor missing under suspicious or unusual circumstances and all incidents involving serious felony crimes such as armed robbery, kidnapping and attempted murder.
- F. Sudden or Unexpected Deaths – The initial investigation conducted by an officer may reveal that a person is believed to have been in good health with no known history of major medical problems. This would include the death of a person who has received medical attention for such a short length of time that no diagnosis can be determined. It also includes situations where the recent medical attention received is unrelated to the death-causing injury or illness. Contacts with the family or any person with the body itself may often establish the existence or absence of such history. A supervisor shall respond to all sudden or unexpected deaths involving suspicious or unusual circumstances and to all deaths of a minor.

Examples of sudden or unexpected deaths are as follows:

1. Any death where a physician of record is unable to designate a cause of death.
2. Unexpected death of a child, including suspicions of Sudden Infant Death Syndrome (SIDS).

NOTE: When a child under the age of 2 years dies within this state under circumstances of sudden death, cause unknown, or found dead, cause unknown, that death shall be immediately reported to the county MEI, MCL 52.205a. The Department of Human Services shall also be notified.

3. Unexpected death related to decedent's occupation, drug or alcohol consumption, or as the result of any diagnostic or anesthetic procedures.

4. Death without recent medical attention when the attending physician will not or cannot certify the cause of death.

III. DUTIES OF OFFICERS AT MAJOR CRIME SCENE

- A. Attend to any injured victims.
- B. Secure the scene and any evidence.
 1. If there are not enough Hamburg Township police officers available to adequately secure a scene (due to the physical location of the scene, the size of the scene, number of citizens present at scene, etc...) then request assistance through mutual aid.
 2. Do not leave the crime scene or any evidence unattended at any time (preservation of evidence and the integrity of the crime scene is essential).
 3. Do not leave the crime scene to respond to the hospital until properly relieved.
 4. Do not leave the scene to handle another priority call. If another priority call comes in and no Hamburg Township officers are available then request mutual aid.
 5. Do not move the body of any deceased victims. Only a Medical Examiner Investigator may authorize a body to be moved or released or order an autopsy. Some exceptions to the prohibition on moving the body exist when there is an inherent danger to others, the body can be further damaged if not removed (e.g., fire), it is in a public place and impedes traffic or when it is subject to becoming a public spectacle (e.g., accident scenes).
- C. Identify and separate all possible suspects, victims and witnesses.
- D. Notify a supervisor.
 1. The supervisor will provide further instructions as to how the scene and incident will be investigated and processed.
- E. The initial responding officer shall obtain a complaint number and complete the original report outlining their actions and involvement at the scene including the following:
 1. How call received
 2. Officer's actions (his/her own)
 3. Statements of witnesses

4. List of crash victims
 5. Injuries observed
 6. Evidence collected and disposition of evidence
 7. Any other pertinent information related to the incident
- F. All assisting officers shall complete a supplemental report outlining their actions and involvement at the scene.
- G. All original and supplemental reports from initial responding officers shall be completed and submitted prior to the officer going out of service.
- H. Officers at a major crime scene shall not release any information to the media without the express permission of the Director of Public Safety, or designee.
- I. The initial responding officer shall assist the MEI in identifying the deceased and assist in making notification of the next of kin.
- NOTE:** Notification of next of kin shall not be made over the telephone.
- J. Remain at the scene until the body is properly removed or the officer is relieved of scene responsibilities. Stay at the scene of violent or unexpected deaths until relieved by a supervisor.

IV. DUTIES OF PATROL SUPERVISORS AT MAJOR CRIME SCENE

- A. Respond to the scene of all major crime scene investigations.
- B. Determine personnel needs.
1. Are additional officers needed at the scene?
 2. Are additional officers needed at the hospital?
 3. Are additional officers needed for road patrol coverage?
 4. Call in additional officers on overtime if there are not enough officers to adequately handle the scene or road patrol.
- C. Notify Detective Supervisor
1. Contact the detective supervisor and determine if they are going to respond to the scene. As a general rule, a detective should respond to assist at all major crime scenes.

2. If the detective supervisor is unavailable and you believe that a detective should respond to the scene, advise the Director/Deputy Director – Police of this fact when you make notification.
- D. Notify the Director of any major crime scenes. If the Director is unavailable or does not respond to a call or text then contact the Deputy Director – Police.
- E. The supervisor shall work in conjunction with the on-scene detective(s) and shall provide direction to all department personnel at the scene including:
1. Assigning Officer(s) to Process the Scene
 - a. Determine which officer(s) are going to collect/process evidence at the scene.
 - b. An Evidence Tech. should be used to process major crime scenes whenever possible even if it requires calling the Evidence Tech. in on overtime.
 2. Determining Who Will Conduct Interviews
 - a. Confer with the on-scene detective and determine who will conduct interviews of all suspects, victims and witnesses.
 - b. Keep in mind that there are special statutory requirements concerning interviewing in cases of the death of a child or the interviewing of minors who are victims of neglect/abuse.
 3. Determining Who Will Prepare Search Warrant(s).
- F. The patrol supervisor shall collect and review all forms/paperwork from the initial responding officer and all assisting officers and shall ensure that all reports are completed by all officers prior to the end of their shift.
- G. In the event that a detective cannot or does not respond to the scene, the patrol supervisor shall ensure that all duties and responsibilities of the detective supervisor (as outlined in this policy) are assigned and completed.

V. DUTIES OF DETECTIVE SUPERVISOR AT MAJOR CRIME SCENE

- A. Upon arrival at the scene of a major crime scene, the detective supervisor shall assume command of the scene and shall become the OIC of the investigation and any subsequent criminal case.
- B. The detective supervisor shall provide direction to officers assisting at the scene and shall ensure all of the following:

1. The scene is properly secured and processed.
 2. All relevant evidence is collected and stored in accordance with department policy.
- C. The detective supervisor shall be responsible for coordinating and conducting any necessary follow-up investigation.
 - D. The detective supervisor shall be responsible for preparing the warrant request packet for review by the prosecutor's office.
 - E. The detective supervisor shall be responsible for attending all autopsies, or assigning another officer to attend if unavailable, to provide related detailed information of the investigation to the pathologist and provide positive identification.

VI. DUTIES OF DIRECTOR OF PUBLIC SAFETY

The Director of Public Safety, or Deputy Director – Police in the Director's absence, shall be responsible for:

- A. Authorizing activation of the Livingston County Major Crimes Task Force.
- B. Authorizing activation of the Livingston Regional SWAT Special Team.
- C. Advising the supervisor as to what information may be released to the media during or immediately after a major crime scene.
- D. Preparing any official department press release.

Issued by:



Chief of Police Richard Duffany

Approved by Hamburg Township Board of Trustees: DRAFT.

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: Crash Investigations			No. 300-16
Distribution: POLICE	☐ New ☒ Amended	Rescinds: 300-16 (5/28/15)	MLEAC Standard(s): N/A
Effective Date: DRAFT			

I. PURPOSE

The purpose of this procedure is to establish guidelines for the investigation of various types of crashes.

II. DEFINITIONS

- A. A traffic crash is defined as unintentional damage and/or injury resulting from the motion of a motor vehicle or its load. This includes collision and non-collision crashes.
 - 1. A collision crash is a crash in which a vehicle collides with another vehicle, fixed object, pedestrian, bicycle, or animal.
 - 2. A non-collision crash includes all crashes other than collision crashes which result in damage to a vehicle and/or injury. Examples of non-collision crashes include: rollovers, undercarriage damage due to potholes or missing utility access covers, occupants thrown from a vehicle, objects thrown by a vehicle, or an occupant hit by an object in or thrown against some part of a vehicle, and damage or injury from unsecured or shifting loads.
- B. In the case of a deliberate collision, a *UD-10 Crash Report* is not required. An officer should still complete an appropriate department incident report (i.e., MDOP or Felonious Assault) for the incident.
- C. A *UD-10 Crash Report* does not need to be completed when an officer makes contact with a fleeing vehicle while employing the Precision Immobilization Technique (PIT) maneuver.

III. RESPONDING TO MOTOR VEHICLE CRASH SCENES

- A. Department officers have initial investigative responsibility for all property damage (PD), personal injury (PI), serious and fatal crashes which occur within Hamburg Township.

- B. A police officer shall be dispatched to locations within Hamburg Township to investigate and complete a *UD-10 Crash Report* in the following instances:
1. PI crashes occurring inside Township limits.
 2. PD crashes occurring on public streets, including structures and the fixtures adjacent to them (i.e., mailboxes, fences, and buildings), when total damage is to an apparent extent of \$1,000.00 or more.
 3. PD crashes involving any Township vehicle, or any Township-owned structures, or Township-owned fixtures which are legally upon or adjacent to the roadway (i.e., signs, light poles, and trees); regardless of the amount of damage.
 4. PD crashes which occur as a result of a defect or condition in the roadway (i.e., potholes and missing manhole covers), regardless of the amount of damage.
 5. Hit and run crashes occurring on public streets and alleys, on any township owned property, and on private property open to the public.
 6. Any crash where one or more drivers refuse or are unable to provide a driver's license, registration information, and proof of insurance to all other drivers.
 7. A crash where a deer has been killed and the driver or other person wants to claim the deer; even if no crash report will be taken (see Section VII., CRASHES INVOLVING DEER, below).
- C. It shall be the policy of this department that when a PD crash occurs on private property (including shopping centers and school parking lots) where both drivers are present, an officer will respond and complete a *Private Property Crash Report Form* (see APPENDIX I, below) if a report is requested by at least one of the involved drivers.
- D. When a PD crash occurs on public streets or on Township-owned property other than streets and the damage does not exceed an apparent extent of \$1,000.00 and where both drivers are present officers will still respond and complete a *UD-10 Crash Report* if a report is requested by at least one of the involved drivers.
- E. If a crash occurs wherein a defect in the roadway or engineering is a contributing factor (i.e., shrubs causing a vision obstruction, a missing sign, a malfunctioning traffic signal, or potholes); the appropriate agency having responsibility for the defect shall be contacted.

- F. Drivers who have temporarily left the crash scene shall be instructed to return to a safe location at the scene to await the arrival of the officer. If a driver refuses to return to the crash scene, an officer will be dispatched to their current location. If the location is outside of Hamburg Township, a supervisor will determine if an officer will respond.
- G. Officers will be dispatched to locations within the Township for late PD crash reports, which would have required a response under Section III., B., 1-7. If the location is outside of Hamburg Township, a supervisor will determine if an officer will respond.

NOTE: If the quantity of PD crashes occurring during a snow/ice event or other circumstances are beyond the capabilities of the on-duty personnel to conduct a timely on-scene investigation, the vehicles are drivable, and the crash would require a response under Section III., B., 1-7, the drivers should be advised to exchange information and call the police department after the event is over so the crash investigation can be handled as a late crash report.

- H. Officers will be dispatched to locations within the Township for late PI crash reports anywhere within Hamburg Township. If the location is outside of the township, a supervisor will determine if an officer will respond.

IV. DUTIES OF POLICE PERSONNEL AT THE SCENE OF A CRASH INVOLVING INJURIES

- A. The *UD-10* injury code is to be based on the apparent injury at the time of the crash report. The investigating officer shall contact injured parties to determine the extent of the injuries received and the need for emergency medical attention.

NOTE: If a minor child (below 18 years of age) requires medical attention or is transported to a hospital, the officer will make a reasonable effort to notify a parent or guardian.

- B. If a person involved in a PI crash refuses medical attention when, in the opinion of the officer, the person will jeopardize his/her own life by delaying or refusing medical treatment, the officer shall follow guidelines established in Public Safety SOP #300-06: *Response to Incapacitated Persons*.
- C. Unless extenuating circumstances exist, officers shall issue the appropriate traffic violation(s) to the at-fault driver in all crashes involving injuries, except as outlined in section V(b)(4) below.

V. DUTIES OF POLICE PERSONNEL AT A FATAL/SERIOUS PI CRASH SCENE

A. INITIAL RESPONDING OFFICERS

1. The initial responding officer at the scene of a fatal or serious PI crash shall assist in attending to any injured persons.
2. The initial responding officer shall be responsible for securing the crash scene including directing traffic flow around the scene.
3. Initial responding officers shall not move vehicles involved in a fatal or serious PI unless directed to do so by a supervisor or an Accident Reconstruction Investigator (ARI).
4. The initial officer at the scene of a fatal or serious PI crash shall notify a supervisor of the incident and request that the department Accident Reconstruction Investigator (ARI) respond.
5. The initial officer shall be responsible for ensuring that all available witnesses, including drivers and passengers, are interviewed. If there are an extensive number of witnesses, the investigating officer may ask assistance from another officer in obtaining statements from the witnesses.
6. The initial responding officer shall obtain a complaint number and complete the original report outlining their actions and involvement at the scene including the following:
 - a. How call received
 - b. Officer's actions (his/her own)
 - c. Statements of witnesses
 - d. List of crash victims
 - d. Injuries observed
 - f. Evidence collected and disposition of evidence
 - g. Any other pertinent information related to the crash
7. All assisting officers shall complete a supplemental report outlining their actions and involvement at the scene.
8. It shall be the responsibility of the responding ARI to complete the *UD-10 Crash Report* on all fatal/serious PI crashes.
9. The initial responding officer shall submit for review all forms/paperwork to a supervisor before the end of the officer's tour-of-duty.

B. ACCIDENT RECONSTRUCTION INVESTIGATOR (ARI)

1. Upon arrival at the scene of a fatal/serious PI, the ARI shall assume command of the scene and shall become the OIC of the crash investigation and any subsequent criminal case arising out of the crash.
2. The ARI shall provide direction to officers assisting at the scene and shall ensure all of the following:
 - a. The crash scene is properly secured and processed
 - b. All relevant evidence is collected and stored in accordance with department policy
 - c. All involved vehicles are impounded and properly stored
3. The ARI shall be responsible for completing the *UD-10 Crash Report* and conducting any necessary follow-up investigation.
4. The ARI shall be responsible for preparing the warrant request packet for review by the prosecutor's office and/or issuing any traffic citations.
5. The ARI shall be responsible for releasing vehicles impounded and held for investigation. The ARI shall only release a vehicle impounded in connection with a fatal/serious PI crash after receiving authorization to do so from the Livingston County Prosecutor's Office.

C. SUPERVISOR

1. A supervisor shall be responsible for authorizing the response of an ARI if needed.
2. If the crash involves a department vehicle or other Hamburg Township emergency response vehicle, and the crash involves the response of an ARI, the supervisor shall be responsible for contacting the Director of Public Safety.
3. Supervisors shall work in conjunction with the ARI and provide direction to all department personnel at the scene.
4. A supervisor shall collect and review all forms/paperwork from the initial responding officer and all assisting officers.
 - a. If an arrest is made relating to a crash for which no follow-up is initially required and no ARI is involved, the forms/paperwork

shall be forwarded to the Livingston County Prosecutors Office for purpose of seeking a warrant.

D. VEHICLES INVOLVED IN FATAL/SERIOUS PI CRASH

1. All vehicles involved in a fatal/serious PI shall be impounded and held for investigation until released by the ARI.
2. All impounded vehicles shall be inventoried, towed and stored in accordance with Public Safety SOP #300-17: *Motor Vehicle Towing*.
3. At no time shall any personnel remove or release any property or vehicle part from any vehicle involved in a fatal/serious PI without notifying and receiving permission from the ARI.

VI. CRASHES OCCURRING OUTSIDE HAMBURG TOWNSHIP

- A. Upon arrival at crash scenes determined to be outside the Township, the responding officer shall advise if an ambulance or other emergency equipment is needed and request Central Dispatch to notify the police agency having jurisdiction of the need for police response.
- B. Depending on circumstances, department officers shall protect the scene or move the vehicle to a safe area and remain at the scene until relieved by the responding agency or until advised to clear the scene by a supervisor.

VII. CRASHES INVOLVING DEER

A deer which is killed by a motor vehicle collision or injured to the extent that it must be terminated may be taken possession of by a person. The person taking possession of the deer must submit a *Michigan Road Kill Salvage Application* to the Michigan DNR and attach the permit to the carcass within 24 hours. The *Michigan Road Kill Salvage Application* can be found on the Michigan DNR website. The driver of the vehicle that killed the deer has first priority to the carcass.

NOTE: Non-residents of Michigan wanting to claim a killed deer should be cautioned that adjacent state laws may prohibit bringing a killed deer into that state during a non-hunting season.

- A. If the car/deer crash meets the crash report criteria set forth in Section III., B., 1-6, a *UD-10 Report* shall be completed.
- B. If a deer carcass is going to be taken when no *UD-10 Report* is being completed, officers shall document the following information in the call for service notes:

1. Date and time of possession.
 2. Location of where possession occurred.
 3. Identify if antlered, number of antler points, or if antlerless.
 4. If a salvage tag was requested.
 5. Full name including middle initial, date of birth, mailing address, phone number, and driver license number.
 6. Intended purpose for obtaining possession.
- C. A permit will not be issued to possess a spotted fawn.
- D. If more than one deer is killed in a single incident, the person permitted to claim the deer may claim all deer involved. A separate permit application should be completed for each deer carcass.

VIII. **BOATING ACCIDENT REPORTS**

- A. A boating accident includes, but is not limited to: capsizing, collision, flood, fire, explosion, and the disappearance of a vessel other than by theft.
- B. A State of Michigan *Official Boating Accident Report* form (Form PR9257) shall be completed when a boating accident results in: damage by or to the vessel or its equipment in the apparent amount of \$2,000.00 or more, injury to any person, loss of life, or the disappearance of any person from on board under circumstances which indicate the possibility of death or injury.
- C. All water skiing accidents will be submitted on the *Official Boating Accident Report* form.

NOTE: The investigation officer shall open a non-criminal investigation report for any incident in which a person falls from or is ejected from a watercraft; with the exception of falling off a jet ski or while engaged in water skiing, tubing, wake boarding, etc. This type of incident does not qualify for reporting on the *Official Boating Accident Report* but a description of the circumstances of the incident, identity of the individual(s) involved, and details of the watercraft involved.

IX. **ICE SURFACE ACCIDENTS**

- A. Accidents involving motorized vehicle(s) (i.e., snowmobiles, automobiles, all-terrain vehicle (ATVs), etc.) used on frozen waterway surfaces should be submitted on a *UD-10 Report*. This includes all deaths, personal injury, and property damage accidents exceeding the applicable dollar amount.

NOTE: The applicable dollar amount for a crash involving automobiles is \$1,000.00; for snowmobiles and ATVs the amount is \$100.00.

- B. Accidents involving vehicles which are not motorized and which are used on ice surfaces should be submitted on an *Official Boating Accident Report*.

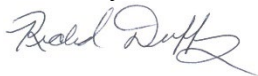
X. SNOWMOBILE AND OFF ROAD RECREATION VEHICLE (ORV) ACCIDENT REPORTS

- A. Accidents involving snowmobiles and ORVs (including ATVs) resulting in injuries to or death of a person, or resulting in property damage in the apparent amount of \$100.00 or more, shall be submitted on a *UD-10 Crash Report*.
- B. In addition to a *UD-10 Crash Report*, a *Fatal Snowmobile Accident Report* (Form PR9170) shall also be completed when there is a fatal crash involving a snowmobile.

XI. TRAIN ACCIDENTS

- A. When an accident occurs involving a train within the Township, Hamburg Township Public Safety personnel (police and fire) will be dispatched to the scene of the accident.
- B. Responding officers will render aid to the injured and secure the scene.
- C. Officers shall advise Central Dispatch to contact the appropriate railroad agency in order to notify them of the crash and of any possible obstruction on the tracks.
- D. A *UD-10 Crash Report* shall be completed on all train accidents listing the train as one of the units.

Issued by:



Richard Duffany
Director of Public Safety

Approved by Hamburg Township Board of Trustees: DRAFT

____ of ____

Hamburg Township Police Private Property Crash Report

Case# _____

10409 MERRILL ROAD • P.O. BOX 157 • HAMBURG • MICHIGAN 48139 • PHONE: (810) 231-9391 • FAX: (810) 231-9401

Please fill in the blanks with as much information as you can supply. This is an **OFFICIAL POLICE REPORT**. Making false or fictitious reports may subject you to **criminal prosecution**. It is recommended that all parties involved fill out and submit this report form to the Hamburg Township Police Department. If there were **ANY INJURIES**, this report form **CANNOT** be used to report this incident.

DATE OF INCIDENT: _____
TIME OF INCIDENT: _____
NUMBER OF VEHICLES INVOLVED: _____

LOCATION OF INCIDENT: (address or business) _____

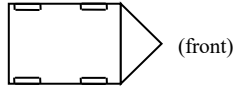
DRIVER #1

DRIVER #1:

NAME: _____ PHONE NUMBER: (____) _____ - _____

VEHICLE INFORMATION:_____
MAKE_____
MODEL_____
COLOR_____
YEAR**INSURANCE INFORMATION:**_____
INSURANCE COMPANY_____
POLICY NUMBER**DAMAGE TO VEHICLE:**

(Mark with an "X" areas of damage to the vehicle and indicate the extent of damage, 0 = none to 7 = severe)



BRIEFLY DESCRIBE WHAT HAPPENED: _____

SIGNATURE AND DATE: _____

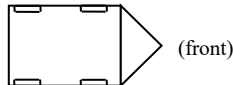
DRIVER #2

DRIVER #2:

NAME: _____ PHONE NUMBER: (____) _____ - _____

VEHICLE INFORMATION:_____
MAKE_____
MODEL_____
COLOR_____
YEAR**INSURANCE INFORMATION:**_____
INSURANCE COMPANY_____
POLICY NUMBER**DAMAGE TO VEHICLE:**

(Mark with an "X" areas of damage to the vehicle and indicate the extent of damage, 0 = none to 7 = severe)



BRIEFLY DESCRIBE WHAT HAPPENED: _____

SIGNATURE AND DATE: _____

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: Use of Force			No. 300-25
Distribution: POLICE	☐ New ☒ Amended	Rescinds: 300-25 (10/7/20)	MLEAC Standard(s): 3.3.1, 3.3.2, 3.3.3, 3.3.5
Effective Date: DRAFT			

I. PURPOSE

The purpose of this procedure is to provide Hamburg Township police officers with guidelines on the use of force during the legal performance of their duties and to establish a procedure for reporting use of force.

II. POLICY

This department recognizes and respects the value and special integrity of each human life. In vesting police officers with the lawful authority to use force to protect the public welfare, a careful balancing of all human interests is required. Further, this department recognizes that officers are often forced to make split-second judgments, in circumstances that are tense, uncertain, and rapidly evolving when deciding the amount of force necessary in a particular situation (*Graham v. Conner*, 390 U.S. 368, 1989).

Use of Force shall never be considered routine. Department members shall use only objectively reasonable force to overcome resistance while affecting a lawful arrest, bringing an incident under control, or protecting the public in the lawful performance of their duty. This shall include force up to and including deadly force.

The use of unreasonable, unnecessary or excessive force, and/or the failure to provide medical treatment following the use of force, shall result in disciplinary action against those who use or allow the use of such force or fail to provide for the care of persons in custody, up to and including termination.

III. DEPARTMENTAL USE

This procedure is for departmental use only and represents an administrative guide for officers' decision-making processes and not as a standard for civil or criminal litigation. It should not be construed as a creation of a higher legal standard of safety or care in an evidentiary sense with respect to civil suits or administrative claims. However, violations of this procedure may form the basis for departmental administrative sanctions.

IV. DEFINITIONS

For this procedure, the following definitions will apply:

- A. **Choke Hold:** A neck restraint or any hold applied to or around the neck with intent to restrict the flow of blood to the brain or the flow of air through the windpipe.
- B. **Deadly Force:** Any force used by an officer that has a reasonable probability of causing death or serious bodily harm.
- C. **De-Escalation:** The Department of Justice (DOJ) defines “de-escalation” as the strategic slowing down of an incident in a manner that allows officers more time, distance, space and tactical flexibility during dynamic situations on the street.
- D. **Firearm:** Department issued/authorized handgun, rifle or shotgun.
- E. **Last Resort:** Situations wherein certain immediate and drastic measures must be undertaken by an officer in order to protect human life. Force used in these situations may involve the use of techniques or weapons not covered by this policy. However, the force used must still be objectively reasonable under the circumstances.
- F. **Less-Lethal Force:** Any force used by an officer that will not reasonably be expected to cause death or serious bodily harm.
- G. **Less-Lethal Weapons:** Those devices that when properly used by an officer are not reasonably expected to cause death or serious bodily harm.
- H. **Lethal Weapon:** A device which when used by an officer may result in great bodily harm or loss of human life. Lethal weapons are considered deadly force in the Force Continuum.
- I. **Level of Control:** That amount of force officers use to gain control over a subject’s resistant actions in the performance of their lawful duties.
- J. **Level of Resistance:** That amount of resistance or force used by a subject to resist compliance with the lawful order or action by an officer.
- K. **Meaningful Review:** A documented review of an incident or occurrence, regardless of outcome, prepared by or for the Director of Public Safety or his/her designee. The review should indicate whether policy, training, equipment, or disciplinary issues should be addressed.
- L. **Minimum Amount of Force:** The least amount of force that will permit officers to overcome the resistance offered.

- M. **Objectively Reasonable Force:** Any force used by an officer which is suitable to the situation and consistent with department approved training and policies. The reasonableness of an officer's actions will be based upon what a "reasonable" officer would have done under similar circumstances
- N. **Serious Bodily Harm:** A bodily injury that creates a substantial risk of death, causes serious/permanent disfigurement, or results in long-term loss or impairment of any bodily function.
- O. **TASER®:** A less-lethal weapon approved by the department that transmits electrical pulses that causes an uncontrollable contraction of muscle tissue, resulting in temporary physical debilitation to a person.

V. **AUTHORIZED USE OF LESS-LETHAL FORCE**

- A. The application of a necessary amount of less lethal force may be used in the following situations, or when other alternatives are not available or have failed. The totality of circumstances is the factor to be considered in determining the degree of force to be used. Officers are authorized to use department-approved control techniques and authorized less-lethal weapons for resolution of incidents as follows:
 - 1. To stop potentially dangerous and/or unlawful behavior.
 - 2. To protect the officer or another from injury or death.
 - 3. To prevent a person from injuring themselves.
 - 4. During the process of effecting an arrest when a subject offers resistance.
 - 5. To protect another officer or other person from physical assault.
 - 6. To control the attack or menacing of animals against officers, other persons, or property.
 - 7. To prevent escape from custody.
 - 8. To take a person into protective custody.
- B. Officers shall only utilize department authorized less-lethal weapons and shall follow the guidelines for the use of less lethal weapons as outlined in Public Safety SOP #300-28: *Less-Lethal Weapons*.

VI. **AUTHORIZED USE OF DEADLY FORCE**

An officer may use deadly force under the following circumstances:

- A. When an officer reasonably believes that the use of deadly force is in defense of human life, including the officer's own life, or in defense of any person in imminent danger of serious physical harm., or;
- B. To prevent the escape of a fleeing felon when the felony committed involves the infliction or threatened infliction of death or serious bodily harm; provided that the officer has exhausted all other reasonable means of apprehension and *all of the following circumstances exist*:
 - 1. The fleeing felon is apparently armed and dangerous; and,
 - 2. Deadly force is necessary to prevent the felon's escape; and,
 - 3. The officer has probable cause to believe that the felon poses a significant threat of death or serious bodily harm to the officer or others if the subject escapes; and,
 - 4. Whenever feasible, some form of verbal warning is given to the fleeing felon.
- C. All firearms, regardless of whether they are owned privately or by the department, shall be used in a lawful manner at all times.
- D. Officers shall not discharge a firearm at a moving vehicle for the purpose of stopping that vehicle unless it can be justified as an authorized use of deadly force or in last resort situations.
- E. Members of this department shall not fire warning shots.

VII. LEVELS OF RESISTANCE AND CONTROL

- A. Officers may use such reasonable force as may be, or reasonably appears to be, necessary to protect themselves or others or to carry out their lawful duties. Officers should use the amount of force that is proportionate to the level of demonstrated subject resistance. As the subject's resistance de-escalates, the amount of force used by the officer must also de-escalate. Force may never be used as punishment or retaliation.
- B. Once a determination is made that physical force is necessary, the amount of force used must be "reasonable" under the circumstances. The factors to be considered in determining reasonableness include, but are not limited to:
 - 1. The severity of the crime;
 - 2. Whether the suspect poses an immediate threat to the safety of the officers

or others;

3. Whether the suspect is actively resisting arrest or attempting to flee.

C. For the purpose of this policy, the use of force will be addressed from two perspectives: resistance and control. Both resistance and control can be in the form of verbal directives or physical action. Resistance is defined as actions that are directed from the subject toward the officer; while control is action directed from the officer toward the subject.

1. **Levels of Resistance:** The amount of resistance or force used by a subject to resist compliance with the lawful order or action by an officer.

a. **Inactive Resistance** – Resistance that may include psychological intimidation and/or verbal resistance (e.g., blank stare, clenching of fist(s), tightening of jaw muscles, etc.).

b. **Passive Resistance** – Any type of resistance whereby the subject does not attempt to defeat the officer's attempt to touch and control the subject, but still will not voluntarily comply with verbal and physical attempts to control (e.g., dead weight, does not react to verbal commands, etc.). This is the lowest level of physical resistance. At this level, the offender never makes any attempt to defeat the physical contact of the officer. In passive resistance situations, officers should, whenever possible, secure assistance in lifting or wheeling an uncooperative subject to a transporting patrol vehicle. As long as the subject's level of resistance does not exceed the passive resistance stage an officer's response shall not exceed "compliance controls" in the force category. Physical controls such as hard empty hand techniques shall not be used unless it becomes necessary to protect the safety of the officer, subject, or others. Physical controls and/or Intermediate controls may be justified when an officer can articulate their reason to believe the subject or other persons on the scene are using or likely to use greater resistance.

c. **Active Resistance** – Any action by a subject that attempts to prevent an officer from gaining control of the subject (e.g., pulling/pushing away, blocking, etc.). At this level the offender attempts to push/pull away in a manner that does not allow the officer to establish control. However, the subject never attempts to strike the officer.

d. **Active Aggression** – Physical actions/assaults against the officer with less than deadly force (e.g., advancing, challenging, punching, kicking, grabbing, wrestling, etc.). At this level the subject attacks

the officer to defeat the officer's attempt to control him/her. The attack is a physical assault on the officer in which the offender strikes or uses techniques in a manner that may result in injury to the officer or others.

- e. **Deadly Force Assault** – Any force used against an officer and/or another person that may result in great bodily harm or the loss of human life.

2. **Levels of Control:** Force that an officer uses to gain control over a subject's resistant actions.

- a. **Officer Presence/Verbal Direction** – Identification of Authority (i.e., uniformed presence or identification as a police officer); Verbal Direction (i.e., for arrest or to control subject's movements); and/or Use of Restraint Devices (i.e., compliant handcuffing). If the officer is not in uniform, this level would require verbal identification.
- b. **Compliance Controls** – Soft Empty Hand Techniques (e.g., physical control such as strength techniques, leverage locks, pain compliance techniques and pressure points).
- c. **Physical Controls** – Hard Empty Hand Techniques are applied when lower forms of control have failed or **appear to be insufficient**. Techniques that fall into this level of force have a probability of creating soft or connective tissue damage, skin lacerations that require medical attention, or bone fractures (e.g., take downs, strikes, PPCT Shoulder Pin Restraint System, etc.). Strikes may be delivered with an officer's open hand, fist, forearm, leg, knee, or foot.
- d. **Intermediate Controls** – Intermediate Controls (i.e., impact weapons, less-lethal weapons, chemical agents, and/or TASER® device) when used consistently within training deployment standards, provides a method of controlling subjects when deadly force is not justified but when empty hand control techniques **have failed or appear to be insufficient** in controlling, moving or effecting an arrest. The officer's intent should always be to temporarily disable an offender and not to inflict permanent injury. When intermediate weapons are used, it is quite likely that some form of skin irritation, bruising, soft or connective tissue damage, or bone fracture may occur.
- e. **Deadly Force** – Any force used by an officer that may result in great bodily harm or the loss of human life to be used only in those

situations described in Section VI of this procedure. Neck restraints or choke holds, whether applied by empty hand or intermediate weapon, constitute deadly force and can be used only when such force is justified.

3. In deciding which level of force to use in response to resistance encountered by an officer, the following factors should be considered:
 - a. Relative size/stature of the subject.
 - b. Multiple subjects/offenders.
 - c. Subject's access to weapons.
 - d. Subject under the influence of alcohol or drugs.
 - e. Exceptional abilities/skills (e.g., martial arts).
 - f. Injury to, or exhaustion of, the officer.
 - g. Weather or terrain conditions.
 - h. Immediacy of danger and/or distance from the subject(s).
 - i. Special knowledge (e.g., subject's prior history of violence, etc.).
 - j. Officer's perception of the subject's willingness to resist.
 - k. Officer's perception of the immediate threat to the subject, third party, or the officer himself/herself.
 - l. Availability of or closeness of back-up assistance.
4. Officers shall draw and/or display weapons only:
 - a. Where an ordinary prudent officer would reasonably fear for his or her safety or the safety of others, or,
 - b. Where an officer is authorized to use the weapon to effect an arrest as established by this procedure, or,
 - c. For the purposes of destroying an animal, training, or cleaning as provided by departmental policies and procedures.

VIII. DE-ESCALATION

De-escalation tactics are employed in an attempt to increase the likelihood of voluntary compliance and cooperation. It is the policy of this department that when all of the reasonably known circumstances indicate it is safe, prudent, and feasible to do so, an officer shall provide a subject an opportunity to de-escalate. De-escalation tactics may help an officer expand time and space in order to put themselves in a more advantageous position to evaluate response options.

- A. An officer shall attempt to slow down, reduce the intensity, or stabilize a situation so that more time, options and /or resources may become available for incident resolution, when reasonable and when it can be accomplished safely.

Tactics include:

1. Increasing distance to allow for greater reaction time. Officers should recognize that they may withdraw or reposition to a location that is tactically more secure or allows them greater distance in order to consider or deploy a greater variety of force options.
 2. Maximizing the use of cover or concealment to reduce officer(s) exposure to potential threats by placing the officer(s) in a safer position.
 3. Communicating from a safe position to gain the subject's compliance through the use of verbal persuasion, advisements, and/or warnings. Generally, communication techniques should involve active listening to calm agitated individuals and promote rational decision-making.
- B. When time and circumstances reasonably permit, an officer shall consider whether a subject's lack of compliance is a deliberate attempt to resist or is the result of an inability to comply based on factors including, but not limited to:
1. Medical Conditions
 2. Mental Impairment
 3. Developmental disability
 4. Physical limitation
 5. Language barrier
 6. Behavioral crisis
 7. Fear or anxiety

8. Drug interaction
 9. Past history/experiences
- C. An officer's awareness of factors such as outlined above (VIII. B), when time and circumstances reasonably permit, shall be balanced against the facts of the incident and which tactical options are the most appropriate to bring the situation to a safe resolution. An officer is not expected to engage in force de-escalation measures that could jeopardize the safety of the community or the safety of officers.
 - D. Supervisors should possess a good knowledge of tactics and supervise officers under their command in regard to proper training standards. As a good practice, supervisors when available will respond to incidents in a timely manner where law enforcement use of force is probable.
 - E. De-escalation cannot be measured solely on whether officers used force or not. There are times when the application of reasonable force is the only way to "de-escalate" a situation.

IX. DUTY TO INTERVENE

- A. Each officer has an affirmative duty to safely intervene in instances where the circumstances are such that the officer should reasonably conclude that another officer is using inappropriate, unreasonable or excessive force on a person in violation of this policy or any state/federal law.
- B. Officers failing to intervene to stop the use of inappropriate, unreasonable or excessive force by another officer, regardless of the ranks of the involved officers, shall be subject to strict discipline up to and including termination of employment.

X. AFTERCARE PROCEDURES

- A. All personnel shall be alert to any injury or complaint of injury occurring as a result of any use of force utilized to control a subject.
- B. Officers using force on a subject shall make medical treatment available to that subject when:
 1. The subject complains of injury and/or requests medical treatment.
 2. Any officer observes or suspects injury to the subject.
 3. The subject does not substantially recover from the effects of a less-lethal weapon within a reasonable and expected time period.
 4. When directed by a supervisor.

- C. When a less-lethal weapon is used on a subject the officer shall follow the post-deployment procedures specific to that less-lethal weapon as outlined in Public Safety SOP #300-28: *Less-Lethal Weapons*.
- D. If a less-lethal weapon is used on a subject and they are lodged in the Livingston County Jail, the transporting officer shall inform jail personnel upon arrival at the jail that a less-lethal weapon was deployed on the subject.
- E. If a less-lethal weapon is used on a subject and they are turned over to another agency, the transporting officer shall inform the receiving officer from that agency that a less-lethal weapon was deployed on the subject.
- F. Officers are reminded that they may be held civilly and criminally liable for failing to provide appropriate care and/or failing to request medical treatment for persons in their custody when circumstances warrant. When in doubt, request a medical evaluation by fire personnel or Livingston County EMS.

XI. SUPERVISORY RESPONSIBILITIES

- A. Any officer, whose actions or use of force in an official capacity results in death or serious physical injury, shall be removed from line-duty assignment, pending a documented meaningful review and/or investigation. The on-scene supervisor shall ensure that the procedures outlined in Public Safety SOP #300-23: *Response to Critical Incidents* and Public Safety SOP #300-59: *Administrative Duty/Leave* are followed.
- B. Whenever a supervisor has knowledge that a use of force incident has occurred, it shall be the supervisor's responsibility to ensure that both an incident report and Use of Force form are completed.
- C. The shift/on-duty supervisor will conduct a meaningful review of all use of force incidents. The supervisor's responsibility is to determine whether the degree of force used was justified in accordance with the terms of this policy, whether any violations of department policies or procedures occurred, and whether policy, training, equipment, or disciplinary issues should be addressed. The reviewing supervisor should be one rank above the officer using force whenever possible. If a supervisor one rank above the officer using force isn't available or the Director of Public Safety was involved in the Use of Force, a review committee of department Use of Force instructors will conduct the meaningful review.
- D. If the reviewing supervisor finds that the use of force was not justified or that a violation of department policy occurred the reviewing supervisor shall indicate their findings on the Use of Force form and initiate the disciplinary process as outlined in Public Safety

SOP #100-3: *Disciplinary Procedures* and Public Safety SOP #300-59: *Administrative Duty/Leave*.

- E. If the reviewing supervisor finds that the use of force was justified the supervisor shall indicate that finding on the department's Use of Force form and forward it to the Deputy Director - Police for review.
- F. The Deputy Director shall review the findings and forward the Use of Force form to the Director of Public Safety.
- G. The Director of Public Safety shall review the use of force incident and make a final determination if the amount of force used was within department policy. If the Director was involved in the use of force, the Township Supervisor shall assume the role of the Director of Public safety for purposes of making a final determination.

XII. REPORTS

- A. Officers shall complete a detailed incident report and the department's Use of Force form (Appendix A) whenever force is used, except in instances outlined in Officer Presence/Verbal Direction level of control (VII.C 2a).
- B. In Use of Force incidents for which the officer is already generating a complaint number for the incident (e.g., resisting, disorderly, etc.), the officer will complete the following under the original complaint number:
 - 1. Complainant, victim and witness information and statements.
 - 2. Factors used to determine the reasonable suspicion and/or probable cause that existed.
 - 3. Level(s) of resistance encountered and the type(s) and degree of force used to overcome the resistance.
 - 4. Injury to the prisoner or officer(s).
 - 5. Treatment of prisoner or officer(s).
 - 6. Follow-up actions taken by officers.
 - 7. Other officers involved.
 - 8. Evidence, including weapons and photographs.
- C. If a prisoner requires medical treatment or complains of injury that occurred during the officer's contact with the subject when force was used, the officer shall include in the original incident report: the injury, treatment, and photographs of the injury, as well as, all other information listed in XII. B., above.

- D. If a prisoner requires medical treatment or complains of injury when force was not used and the injury did not occur during the officer's contact with the subject, notation of this required medical treatment or complaint of injury shall be made in the original incident report.
- E. Whenever a department issued or department approved and registered second/back-up firearm is discharged by police personnel under any circumstance other than authorized animal terminations, training exercises at the range, lawful hunting, or lawful recreation a report shall be initiated detailing the incident for a police firearm discharge.
- F. The use of restraints is outlined in Public Safety SOP #300-76: *Use of Handcuffs and Restraining Devices*.

XIII. DATA COLLECTION

The Hamburg Township Public Safety Department participates in the DOJ/FBI National Use of Force Data Collection. The Deputy Director, or designee, will submit monthly statistics on use of force. This national database is used to provide an aggregate view of the incidents reported and the circumstances, subjects, and officers involved.

- XIV. The Director of Public Safety, or designee, will conduct a documented annual review and a written annual analysis of all use of force incidents in the aggregate. This analysis should reveal patterns or trends that could be predictive or could indicate effectiveness, training needs, equipment upgrade needs and/or policy modification needs.

XV. OFFICERS ASSIGNED TO OTHER AGENCIES

Officers of this department assigned to or assisting other law enforcement agencies shall follow the guidelines established in this procedure.

Issued by:



Richard Duffany
Director of Public Safety

Approved by Hamburg Township Board of Trustees: Draft.

(APPENDIX A)

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT

USE OF FORCE REPORT

Complaint Number _____

INCIDENT:

Date of Incident _____ Time of Incident _____

Location of Incident _____

Nature of the Incident _____

Requested Charges _____

Lodged (Y/N) _____ Location Lodged: _____

SUBJECT:

Subjects Full Name _____ Date of Birth _____

Subjects: Sex _____ Race _____ Height _____ Weight _____

Subjects clothing description _____

Did suspect appear under the influence of alcohol/drugs (Y/N) _____

If yes, describe _____

OFFICER(S):

Officer(s) Using Force _____

Type of Force Used (check all that apply):

Compliance Controls _____ Describe _____

Physical Controls _____ Describe _____

Intermediate Controls _____ Describe _____

(NOTE: Complete TASER© section if TASER© was deployed)

Deadly Force _____ Describe _____

INJURY:

Did the application of force cause injury? (Y/N) _____

If yes, describe nature of injuries (including complaints of injury):

Did the subject receive medical treatment at the scene (Y/N) _____

If yes, who provided treatment (EMS, Fire, officer, etc.) _____

Was the subject transported to the hospital (Y/N) _____

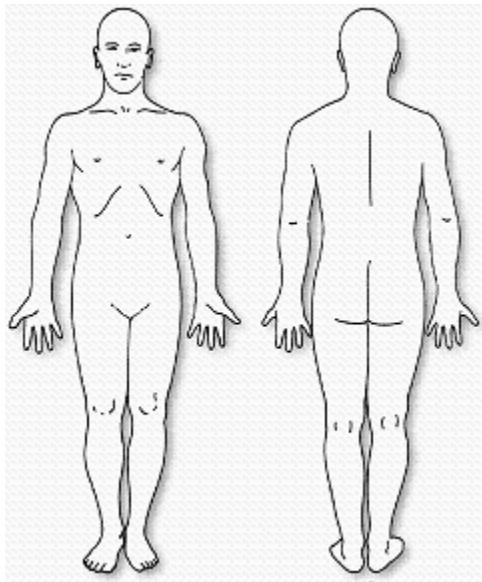
If yes, name of hospital _____ Who transported _____

TASER®:

TASER® Serial Number _____
 Number of cartridges fired _____ Number of cycles applied _____
 Was this a dart probe contact? _____ Was this a stun gun contact? _____
 Approximate target distance at the time of the dart launch _____
 Distance between the two probes _____
 Did dart contacts penetrate the subject's skin? _____
 Were the probes removed on scene? _____

DESCRIPTION OF INJURY:

Application Areas – Points of contact (place an "X" where each probe made contact with suspect)



Synopsis:

Need for additional application? _____ Did the device respond satisfactorily? _____
 Describe the subject's demeanor after the device was used, or displayed _____

Were photographs taken of the impact site and/or further injuries? _____

Remarks:

REVIEW:

_____ I find that the use of force was justified.

_____ I find that the use of force was not justified and/or violated department policy.

(NOTE: A detailed memorandum shall be sent to the Deputy Director – Police outlining the alleged violations).

Investigating Supervisor: _____ Date: _____

_____ I concur with the findings of the investigating Sergeant.

_____ I do not concur with the findings of the investigating Sergeant.

(NOTE: A detailed memorandum shall be sent to the Chief of Police in all instances where the Deputy Chief does not concur with the findings of the investigating Sergeant).

Deputy Director: _____ Date: _____

_____ I find that the use of force was justified and within department policy.

_____ Disciplinary process has been initiated.

Director of Public Safety: _____ Date: _____

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: Traffic Direction and Control			No. 300-34
Distribution: POLICE	☒ New ☐ Amended	Rescinds:	MLEAC Standard(s): 3.6.5
Effective Date: DRAFT			

I. PURPOSE

The purpose of this policy is to provide guidelines for the manual direction and control of traffic in order to facilitate the safe flow of vehicle and pedestrian traffic as required by road conditions or emergency situations.

II. PROCEDURES

In order to facilitate the safe flow of vehicle and pedestrian traffic as required by road conditions or emergency situations, officers shall adhere to the following guidelines:

A. Presence and Purpose

Personnel carrying out manual traffic direction and control will ensure that their presence and purpose are well demonstrated to drivers and pedestrians, by:

1. Procuring and placing necessary traffic control devices prior to the planned event (e.g., road closed barricades, cones, or other temporary traffic control device).
2. Positioning themselves so that they can clearly be seen by all; usually in the center of an intersection or street.
3. Standing facing or with back to stopped traffic, and with the side toward traffic being directed to move.

B. Traffic Direction and Control Aids

As soon as practical, officers shall establish a traffic pattern using the following to direct the flow of traffic as necessary:

1. Patrol vehicles (with emergency lights activated).
2. Orange Cones.
3. Flares.
4. Barricades (for extended events).

C. Hand Signals and Commands

Officers shall use consistent and uniform hand signals when directing traffic:

1. **To stop traffic**, the officer should first extend his/her arm, point their index finger toward the driver, and look directly at the person to be stopped. The officer will make eye contact with the driver so the officer can be sure the driver is aware of the officer's gesture. Second, the pointing hand is raised at the wrist so that its palm is toward the person to be stopped, and the palm is held in this position until the person is observed to stop. To stop traffic from both directions on a two-way street the procedure is then repeated for traffic coming from the other direction while continuing to maintain the raised arm and palm toward the traffic previously stopped.
2. **To start traffic**, the officer should first stand with shoulder and side toward the traffic to be started, extend his/her arm and index finger toward and look directly at the person to be started until that person is aware or it can be reasonably assumed that he is aware of the officer's gesture. Second, with palm up, the pointing arm is swung from the elbow, only, through a vertical semicircle until the hand is adjacent to the chin. If necessary, this gesture is repeated until traffic begins to move. To start traffic from both directions on a two-way street, the procedure is then repeated for traffic coming from the other direction.
3. **Right turning** drivers usually effect their turns without the necessity of being directed by the officer. When directing a right turn becomes necessary, the officer should proceed as follows: if the driver is approaching from the officer's right side his/her extended right arm and index finger and gaze are first directed toward the driver, followed by swinging the extended arm and index finger in the direction of the driver's intended turn. If the driver is approaching from the officer's left side, either the same procedure may be followed utilizing the left arm extended or the extended left forearm may be raised to a vertical position from the elbow while closing the fingers so that the remaining extended thumb points in the direction of the driver's intended turn.
4. **Left turning** drivers should not be directed to affect their movement while the officer is also directing oncoming traffic to proceed. Therefore, the officer should either direct opposing vehicles to start while avoiding left turn gestures directed at turning drivers, which will lead them to complete their turn only when there is a gap in the oncoming traffic, or to stop or hold oncoming drivers, after which the left turning driver can be directed into his turn. The officer's right side and arm should be toward the oncoming traffic, and the left side and arm should be toward the left turning driver. After stopping oncoming traffic by using the right arm and hand, the right hand should remain in the halt gesture, then the extended left arm and index finger and officer's gaze is directed toward the driver who intends to affect a left turn. When the left turning driver's attention

has been gained, the extended left arm and index finger are swung to point in the direction the driver intends to go.

D. *Signaling Aids*

1. **The whistle**, if used, is to get the attention of drivers and pedestrians. It is used as follows:
 - a. One long blast with a STOP hand signal.
 - b. Two short blasts with a GO hand signal
 - c. Several short blasts to get the attention of a driver or pedestrian who does not respond to a given signal.
2. **A flashlight** can be used to halt traffic. To stop traffic, slowly swing the beam of the light across the path of oncoming traffic. The beam from the flashlight strikes the pavement as an elongated spot of light. After the driver has stopped, arm signals may be given in the usual manner, the vehicle's headlights providing illumination.
3. **The voice** is seldom used in directing traffic. Arm gestures and the whistle are usually sufficient.
 - a. There are numerous reasons why verbal commands are not used. Verbal orders are not easy to give or understand and often lead to misinterpretations which are dangerous. An order which is shouted can antagonize the motorist.
 - b. Occasionally a driver or pedestrian will not understand the officer's directions. When this happens, the officer should move reasonably close to the person and politely and briefly explain his directions. No officer shall exhibit loss of temper by shouting or otherwise indicate antagonism toward those who do not understand or who do not wish to obey the officer's directions.

E. *High-Visibility Vests*

Officers shall wear their department-issued high visibility vests when directing traffic in accordance with Public Safety SOP #300-51: *Traffic Safety Vests*.

F. *Manual Control of a Traffic Light*

1. There are times during special events when officers will direct traffic using the traffic light that is in place. Officers are specifically authorized to manually operate the manner in which the traffic light functions at M-36 and Merrill Road when clearing traffic from large pre-planned events being held on Township grounds.
2. For unplanned events or at other locations, officers shall receive authorization from a supervisor prior to manually operating a traffic light.

G. *Pre-planned Events*

The Traffic Sergeant, or designated supervisor in the absence of the Traffic Sergeant, shall be responsible for providing traffic direction and control for pre-planned events. They shall:

1. Procure and place necessary traffic control devices prior to the planned event (e.g., road closed barricades, cones, or other temporary traffic control device).
2. Determine the necessary personnel required for the special event.
3. Determine location of personnel assignments.
4. Provide overall supervision of traffic control and direction for the event.
5. Provide for the removal of traffic control devices and termination of assignments for personnel at the event's conclusion.

H. *Unplanned Events (traffic accidents, motorist assists, etc.)*

For unplanned situations requiring traffic direction and control, the first arriving officer shall be responsible for the incident. They shall, as needed:

1. Provide traffic direction and control in such a manner that ensures the greatest safety factor for the officer(s) and others at the scene.
2. Request additional patrol units to the scene.
3. Request additional resources.

I. *Traffic Control Devices – Immediate Attention*

1. If a traffic control device that is essential to the safe control or movement of vehicular or pedestrian traffic is found non-functional or missing, the officer shall report the incident to Central Dispatch and remain at the scene providing traffic control as needed until the situation is rectified or until relieved by other authorized personnel.
 - a. Officers shall follow this directive especially when the missing or non-functional device is a primary control device such as a stop sign, traffic signal, or other control device, which if left unattended places the safety of the public in jeopardy.
 - b. In cases where it appears there will be an extended delay in the repair of the device, the officer shall notify a supervisor who will be responsible for coordinating additional personnel/resources including from non-law enforcement entities.

J. *Traffic Control Devices – Non-Immediate Attention.*

1. Upon receiving a report of or discovering a malfunctioning traffic control device that does not require immediate attention, officers report it to Central Dispatch and request that the appropriate personnel are notified.

2. Officers shall contact a supervisor if there is any question on the immediacy of the need.

K. *Adverse Road Conditions*

1. Adverse road and weather conditions may include, but are not necessarily limited to:
 - a. Accidental hazards, such as debris that has fallen onto the roadway from another vehicle, downed power lines, etc.
 - b. Acts of nature, such as fog, ice on the road, etc.
 - c. Engineering hazards, such as an exposed guardrail end or other object that might cause unnecessary additional damage or injury should a vehicle, for any reason, impact with such object upon leaving the road.
2. Department personnel shall:
 - a. Maintain a close working relationship with all agencies that share responsibility for traffic safety when adverse road and weather conditions occur.
 - b. Continue to cooperate with other agencies in developing and carrying out mutual assistance policies, procedures, and programs to serve the public as effectively as possible when adverse weather conditions exist.
 - c. Upon discovering an adverse road or weather condition affecting traffic, notify Central Dispatch. of the condition
 - d. Provide traffic direction and control services and scene protection services in the vicinity of adverse road and weather conditions, as appropriate.

L. *Fire Scenes*

1. Officers shall position their patrol vehicles in a manner as to control traffic and protect fire personnel and equipment.
2. If the vehicle positioning is an ineffective deterrent for traffic, notify Central Dispatch and request additional officers, including mutual aid if necessary.

Issued by:

A handwritten signature in black ink, appearing to read "Richard Duffany". The signature is fluid and cursive, with the first name "Richard" and last name "Duffany" clearly distinguishable.

Richard Duffany
Director of Public Safety

Approved by Hamburg Township Board of Trustees: DRAFT.

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: Holding Cells			No. 300-77
Distribution: POLICE	☒ New ☐ Amended	Rescinds:	MLEAC Standard(s): 5.3.1, 5.3.2, 5.3.3, 5.3.4, 5.3.5
Effective Date: DRAFT			

I. PURPOSE

The purpose of this policy is to establish guidelines for the management and administration of the department's temporary holding cells, including the security, control and care of persons temporarily held therein.

II. POLICY

It is the policy of the Hamburg Township Public Safety Department to provide secure, temporary holding cells for prisoners/detainees awaiting interrogation, transfer to the Livingston County Jail, or other administrative procedures and to maintain these facilities in a sanitary and safe manner. As such, personnel using the temporary holding cells shall adhere to the following procedures and shall be alert to any problems or conditions that may compromise security or safety of employees and prisoners.

III. DEFINITION

Holding cell(s) means the two specially-constructed cells/rooms located adjacent to Garage Bay #1 within the Hamburg Township police station built for the temporary lodging of persons in police custody.

IV. PROCEDURES

- A. The following guidelines shall be applied when placing/lodging any prisoner/detainee in the holding cells at the Hamburg Township police station:
1. Officers shall place their duty weapon in a secured location outside the holding cell area prior to bringing a prisoner into the department holding cell area.
 2. All officers who enter the cell area must have a portable radio with them or be in the company of an officer who has a portable radio.
 3. Officers shall ensure that the two exterior doors leading to the holding cell area are closed upon entry with a prisoner.

4. All prisoners shall be thoroughly searched again prior to removal of handcuffs and/or placement into a holding cell.
 - a. Belts, shoelaces, watches, lighters, matches, keys, jewelry and any other item which may cause harm to the prisoner or an officer will be removed from the prisoner.
 - b. Officers shall ensure that their body-worn camera is activated when removing any property from a prisoner.
 - c. All money in possession of a prisoner shall be counted with body-worn camera activated.
 - d. All property taken from a prisoner shall be placed in an evidence bag and either return to the prisoner upon release or turned over to jail personnel if transferred.
5. Officers shall inspect the holding cell before and after placement of a prisoner in it for weapons, contraband or potentially hazardous conditions.
6. Officers may elect to keep handcuffs on a prisoner while the person is being detained in a holding cell if an officer is alone in the police station at the time the prisoner is being placed in the holding cell. However, if the prisoner is going to be lodged for an extended period of time (generally more than an hour), the officer shall make arrangements to have a second officer respond to the station and remove the handcuffs.
7. If two or more officers are present, handcuffs should be removed from a prisoner while they are being held in the holding cell unless the officers can provide articulable facts as to the necessity of maintaining handcuffs on the prisoner.
8. A prisoner may be handcuffed to a restraint bar within the holding cell if an officer has a reasonable belief that the prisoner poses a threat to themselves or others and to prevent property damage to the cell area by the prisoner.
9. The cell doors shall remain closed when the holding facility has prisoners present but can remain open when the facility is not in use for prisoner purposes.
10. Officers shall check on the physical well-being of prisoners placed in a holding cell through visual observations at least every 30 minutes. Officers handcuffing a prisoner to a restraint bar within a holding cell shall check on the physical well-being of the prisoner through visual

observation at least every 15 minutes. Officers shall document the time of these observations in the arrest incident report.

11. Male and female prisoners shall not be placed in the same holding cell.
 12. As part of the intake process, officers shall observe and make inquiries as to the prisoner's health and well-being (both physically and mentally). This includes:
 - a. Any observed behaviors or statements by the prisoners.
 - b. Physical injuries or disabilities.
 - c. Drug/alcohol use.
 13. As a general rule, prisoners with known or observable medical or mental health issues should not be placed in a holding cell. Officers with prisoners having known/observable medical or mental health issues shall transport or arrange transportation of the prisoner with EMS to an appropriate medical facility in accordance with department policy.
 14. Should a medical emergency occur with the prisoner while in the holding cell, officers shall immediately request through Central Dispatch that Fire and EMS personnel respond to the scene. Officers shall render aid to the prisoner consistent with their training utilizing, if appropriate, the First Aid equipment, AED and/or NARCAN located in the training room outside the holding cell area.
 15. It is the policy of the department that police officers are not to administer and/or dispense any medications (prescriptions or over the counter) to prisoners being temporarily detained in the holding cells. If a prisoner requests any medications be given to them officers shall request that EMS personnel be dispatched to assess the situation.
 16. Access to prisoners being held in the holding cells shall be limited only to law enforcement officers in the course of their official duties and the prisoner's attorney. There shall be no public access (i.e., family, friends, etc..).
- B. Additional guidelines for the use of the holding cells for juvenile detainees are covered in Public Safety SOP #300-11: *Handling of Juveniles*.
- C. In the event of an escape, the following procedures will be adhered to:
1. Immediately notify Central Dispatch and a supervisor.
 2. Establish a perimeter in the area of the escape.
 3. In the event an immediate apprehension is not made, request mutual aid assistance from other law enforcement agencies.

4. Deploy drone(s) if a member of the Drone Team is working; If no pilot is working then request activation of the Drone Team.
5. Determine if additional resources, such as a canine team, should be requested.
6. The on-duty supervisor shall be responsible for organizing and conducting the immediate search.
7. For extended searches, a department detective shall be notified and shall assume responsibility conducting the search for the escapee.
8. The supervisor shall submit a written report to the Deputy Director – Police documenting the circumstances of the escape and all actions taken.

D. The following fire prevention, evacuation and suppression protocols shall be followed:

1. Prisoners are prohibited from smoking in the temporary holding cells. All lighters and matches are to be removed when searching the prisoner prior to placement in the cell.
2. The police station, including the holding cell area, and all fire suppression equipment located within the police station shall be inspected annually by Hamburg Township Fire personnel in accordance with department policy regarding annual commercial building fire code inspections.
3. A fire extinguisher is located in the hallway just outside the north doorway leading to the holding cell area.
4. Prisoners may be evacuated from the holding cells through the rear garage bays (via south doorway) and through the front lobby (via north doorway).
5. Both garage bays can be used for the temporary detainment of prisoners during an emergency. If the emergency is expected to last more than a short time, prisoners should be moved to the Livingston County Jail or to another police department.

E. The following guidelines for sanitation and security inspections shall be adhered to:

1. Officers shall immediately notify a supervisor if they observe blood/bodily fluids or other unsanitary/hazardous conditions within a holding cell and that holding cell shall be taken out of service until the issue has been properly remedied.
2. Routine sanitation inspections of the holding cells shall be conducted on a weekly basis by the Administrative Supervisor, or designee.

3. Security inspections of the holding cells/area shall be conducted by the Deputy Director – Police, or designee, on a quarterly basis and documented in an incident report. Doors, latches, fixtures, access plates, protective screens and other security devices should be checked.
- F. The holding cells and common area shall be under 24-hour video surveillance. When a prisoner is placed in a holding cell the officer shall ensure that the video monitor in the squad room is activated. All video footage shall be retained for thirty (30) days on the server unless needed for evidentiary purposes.
 - G. Officers shall ensure that the following information is included in their incident report when a prisoner is detained in a holding cell:
 - a. Prisoner's name.
 - b. Prisoner's sex.
 - c. Reason for custody.
 - d. Date and time prisoner was placed in the holding cell.
 - e. Date and time of each visual observation of the prisoner in the holding cell.
 - f. Any meals provided.
 - g. Any medications provided or medical treatment provided by Fire or EMS personnel.
 - H. All sworn personnel shall be trained in the use of physical restraint devices and the searching of prisoners. All department employees shall receive orientation on all functions of the holding facility including the location and use of fire suppression equipment and first aid equipment. Refresher training is required every 3 years.

Issued by:



Richard Duffany
Director of Public Safety

Approved by the Hamburg Township Board of Trustees: DRAFT.

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: Special Investigation/Operations and Confidential Informants			No. 300-79
Distribution: POLICE	☒ New ☐ Amended	Rescinds:	MLEAC Standard(s): 4.5.1, 4.5.2, 4.5.3
Effective Date: DRAFT			

I. PURPOSE

The purpose of this policy is to establish procedures for handling special investigations involving organized crime, narcotics and vice crimes as well as to establish procedures for surveillance, decoys, raids, undercover operations and the utilization of confidential informants.

II. POLICY

The department is a member of the Livingston and Washtenaw Narcotics Enforcement Team (LAWNET). LAWNET is a multi-jurisdictional cooperative unit comprised of personnel from state, county, and local law enforcement agencies within Livingston and Washtenaw counties created to enforce Michigan's controlled substance laws and investigate associated criminal activity related to traditional vice crimes. All cases involving drug and higher-level vice and organized crimes shall be referred to LAWNET for further investigation.

III. DEFINITIONS

- A. **Drug Complaint** - Any complaint associated with the illegal use, manufacturing, distribution, or sale of a controlled substance.
- B. **Organized Crime Complaint** - Any complaint associated with the unlawful activities of organized groups or associations engaged in extortion, theft, fencing, loan sharking, labor racketeering, other offense for profit, supplying illegal goods and services, prostitution, drugs, weapons violations, or other unlawful conduct which may include intimidation or corruption.
- C. **Vice Complaint** - Any complaint associated with prostitution, illegal gambling or the distribution or sale of pornographic/obscene material. For purposes of this policy, this term does not include crimes associated with violations of the Michigan Liquor Control Act.

IV. PROCEDURES

- A. Department members shall accept all complaints regarding vice, drug, and organized crime activities from all sources, including direct contact with department employees, outside law enforcement agencies, other governmental sources and citizens at large.
- B. Department members shall accept all complaints regarding vice, drug, and organized crime activities in any format, including but not limited to phone, email, public forum, and tip lines.
- C. Personnel shall process all complaints as follows:
 - 1. Assign an incident number to all received complaints including complaints or information received from other departments and complete an incident report.
 - 2. Submit the completed report for approval and request that it is forwarded to a detective who shall:
 - a. Determine whether the complaint needs to be assigned to LАWNET or turned over to another jurisdiction;
 - b. Give the complaint a proper disposition and ensure it is documented on the report.
 - c. Inform the Director of Public Safety of any significant cases reported to the department.
- D. LАWNET or the outside jurisdiction receiving the complaint will be responsible for the investigation, de-confliction, and final disposition of the complaint.
- E. All complaints regarding violations of the Michigan Liquor Control Act shall be handled by department personnel pursuant to Public Safety SOP #300-24: *LCC Investigations*.
- F. All special investigation operations, including surveillance, decoys, raids, and undercover operations shall be turned over to LАWNET.
- G. The department does not use confidential informants and does not maintain or control any records for confidential informants. Any person interested in being used as a confidential informant shall be directed to the department's LАWNET officer. Any informants utilized by the department's LАWNET officer are strictly controlled as a LАWNET informant in accordance with their policies and procedures.

V. OFFICERS ASSIGNED TO OUTSIDE AGENCIES

Officers assigned to or assisting other law enforcement agencies will be guided by this policy. The Director of Public Safety may authorize personnel assigned to special investigation teams to follow procedures set forth by the agency they are assigned to.

Issued by:

A handwritten signature in dark ink, appearing to read "Richard Duffany", with a stylized, flowing script.

Richard Duffany
Director of Public Safety

Approved by Hamburg Township Board of Trustees: DRAFT.



Hamburg Township Public Safety Department

PO BOX 157 • HAMBURG, MICHIGAN 48139
PHONE: (810) 222-1171 • FAX: (810) 231-9401



Item 14.

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY/CHIEF OF POLICE RDUFFANY@HAMBURG.MI.US

TO: Hamburg Township Board
FROM: Chief Richard Duffany
DATE: August 31, 2022
RE: Agenda Item Topic: **Firefighter Hiring Campaign Proposal**
General Ledger #: N/A
Number of Supporting Documents: 2
NEW/OLD BUSINESS: **XXX** New Business
_____ Old Business – Previous Agenda #:

Requested Action

- Motion to approve amended Hamburg Township Public Safety Department SOP #200-02: *Probationary Firefighter*.
- Motion to approve Hamburg Township Part-Time Firefighter Compensation memorandum.

Background

The fire service, as with every other job market, is having serious issues with recruitment and retention of employees. Discussions with other fire agencies within Livingston County confirm that this is an acute problem within the county. Hamburg Township Fire is no exception. The department is authorized to have up to 50 part-time firefighters in its ranks and currently only has 21 fully-trained P/T firefighters with another 6 in training.

In order to address the current shortage in part-time staffing levels I am proposing that the department conduct a hiring campaign beginning in September, 2022. I am also proposing that the department fundamentally change its approach to recruiting and retaining firefighters to address these issues in light of the current labor market conditions. These changes include:

1. *Targeting fully-trained firefighters with established fire service work histories.*

Previously, the department accepted applications from all interested persons including those who possessed no fire-related training/experience. With this hiring campaign I would like to focus our time and resources on recruiting fully-trained firefighters with established fire service work histories. This approach would be extremely beneficial as it:

- a. Eliminates the cost of training new recruits (which runs upwards of \$10,000 per recruit)



Hamburg Township Public Safety Department

PO BOX 157 • HAMBURG, MICHIGAN 48139
PHONE: (810) 222-1171 • FAX: (810) 231-9401



Item 14.

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY/CHIEF OF POLICE

RDUFFANY@HAMBURG.MI.US

- b. Substantially reduces the time needed before a new hire is a fully-functioning member of the department (which can be up to two years for an untrained recruit).
- c. Reduces the chances of hiring “problem employees” as any issues should be exposed during an enhanced background check of their current or previous fire service employment.
- d. Eliminates the uncertainties which come with hiring untrained or inexperienced recruits, such as:
 - i. There is no guarantee that they will complete the training (either they decide that the fire service isn’t for them or they are unable to pass the required training).
 - ii. There is no guarantee that they will stay with the department when their training is complete (as most are looking for full-time career firefighter jobs).
 - iii. There is no guarantee that even if they complete the training and want to stay with the department that they will perform the job competently or won’t have other personnel-related issues.

Focusing our efforts on recruiting fully-trained firefighters should provide a more efficient and effective means of replenishing our part-time firefighter ranks with quality people in a shorter amount of time, with less future potential issues and at a cost savings.

2. *Increasing the pool of available candidates by eliminating residency requirements.*

For most of the department’s history, Hamburg Township Fire has been staffed nearly exclusively with volunteers and then paid-on-call firefighters which required that these firefighters reside within Hamburg Township to ensure a quick response to emergencies.

Over the past five years the organizational structure of the department has been substantially transformed. This transformation has occurred as result of adding scheduled 24/7 duty crews out of Station 11, the addition of three full-time Duty Captains, the addition of scheduled staffing out of Station 12 (increasing the number of hours both stations are staffed), and the reduction of on-



Hamburg Township Public Safety Department

PO BOX 157 • HAMBURG, MICHIGAN 48139
PHONE: (810) 222-1171 • FAX: (810) 231-9401



Item 14.

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY/CHIEF OF POLICE RDUFFANY@HAMBURG.MI.US

call response responsibilities. In short, the department is no longer a “paid-on-call” department but rather an agency staffed by scheduled full-time and part-time firefighters.

As such, a stringent residency requirement is no longer necessary. The Township Board recognized this when it amended the department’s residency policy to its current form on February 1, 2022 (when it approved SOP #100-06B: *Probationary Firefighter*). The current residency policy states that firefighters “*Must be a resident of Hamburg Township or reside in a municipality that borders Hamburg Township and are able to respond to paid on call emergencies within a reasonable time consistent with the needs of the department.*”

In order to increase the pool of available candidates considerably, I am proposing that moving forward the Township eliminates any “hard” rule on residency based upon distance, travel time or location of residence. We should not limit our pool of candidates by automatically disqualifying otherwise qualified candidates because they live on the wrong side of some arbitrary line on a map. If a candidate can provide a benefit to the department and meet the department’s minimum requirements for “on-call” responses then they should be eligible to be hired regardless of where they reside.

3. *Enhancing the economic incentives to work at Hamburg Township Fire*

The reality of today’s very competitive job market is that in order to recruit and retain quality employees, including in the fire service, employers must provide economic incentives that entice these quality people to their organizations. Over the past couple years nearly every sector of the job market has seen a dramatic increase in the hourly wages and benefits offered to employees to attract and keep them.

I am requesting that the Township Board approve the attached “Part-time Firefighter Compensation” memorandum which outlines the economic package to be provided to part-time firefighters moving forward.

This proposal was presented to the Hamburg Township Public Safety Committee which unanimously recommended that the Township Board approve it as presented.

Respectfully,

Chief Richard Duffany
Director of Public Safety



Part-Time Firefighter Compensation

Compensation for part-time Hamburg Township firefighters is as follows:

1. Hourly Wages

Lt.	\$25.55
Sgt.	\$23.23
FF/EMT	\$21.12
FF (non-EMT)	\$19.20
FF Trainee	\$16.00

2. Holiday Pay

Part-time firefighters shall be paid double their hourly rate of pay for hours worked on Township-recognized holidays as determined by the Township Board.

3. Paid Time Off

Part-time firefighters shall earn 1 hour of paid time off for every 35 hours worked in a fiscal year (July 1 – June 30). Since part-time firefighters self-schedule their hours, each firefighter shall receive a lump sum payment on the first paycheck in July equal to the amount of time off earned the previous fiscal year, up to a maximum of 40 hours.

4. Longevity Pay

Part-time firefighters shall receive longevity pay for completed years of service with the Hamburg Township Fire, as follows:

5 years:	2%
10 years:	5%
15 years:	7%

Longevity pay will be based on the number of hours worked in the 12-month period running from November 1 – October 31 each year and be paid on the first paycheck in December.

5. Participation Incentive

Part-time firefighters shall receive a bonus for reaching a specific level of participation (hours worked) in a fiscal year, as follows:

1000 hours:	\$500
1500 hours:	\$750

Each firefighter shall receive their lump sum participation incentive payment on the first paycheck in July based upon the number of hours worked the previous fiscal year.

This policy was adopted by the Township Board of Trustees on **September 6, 2022** and may be amended by the Township Board as deemed appropriate.

HAMBURG TOWNSHIP PUBLIC SAFETY DEPARTMENT			
STANDARD OPERATING PROCEDURE			
Title: Probationary Firefighter			No. 200-02
Distribution: FIRE	☐ New ☒ Amended	Rescinds: 200-02 (08/02/22)	MLEAC Standard(s): N/A
Effective Date: DRAFT			

I. PURPOSE

The purpose of this policy is to establish guidelines for the hiring, training, retention or termination of probationary/trainee firefighters.

II. FIREFIGHTER TRAINEE QUALIFICATIONS

The basic minimum qualifications for the position of firefighter with Hamburg Township are as follows:

- A. Must be a citizen of the United States.
- B. Must have reached 18th birthday at time of appointment.
- C. Must possess a valid driver's license at the time of appointment.
- D. Must possess a high school diploma or GED unless the applicant has reached their 18th birthday and is still currently enrolled in high school.
- E. Must be able to perform the essential job functions of a firefighter as outlined in the Hamburg Township Firefighter Job Description and meet any minimum shift work or "on-call response" requirements as established by the department.
- F. Must have no felony convictions.
- ~~G. Must be a resident of Hamburg Township or reside in a municipality that borders Hamburg Township and are able to respond to paid on call emergencies within a reasonable time consistent with the needs of the department.~~

III. HIRING PROCESS

The hiring process for candidates shall be as follows:

- A. Candidates interested in becoming a firefighter with Hamburg Township shall complete an application and authorization waiver form for

traffic/criminal history checks.

- B. The Deputy Director shall review the candidate's application and traffic/criminal history checks to ensure that the candidate meets the basic minimum qualifications for the position of firefighter.
- C. Candidates meeting the basic minimum qualifications shall be given an initial oral interview by a panel of department personnel.
- D. The purpose of the initial oral interview shall be to judge the candidate's overall suitability and fitness to serve as a member of Hamburg Township Fire.
- E. Candidate's receiving a passing recommendation from the initial interview panel will be given a second interview conducted by the Deputy Director – Fire.
- F. Candidate's receiving a passing recommendation from the Deputy Director may be given a conditional offer of employment.
- G. Candidates given a conditional offer of employment must:
 - 1. Pass a firefighter entry level physical examination.
 - 2. Pass a drug screening test.
 - 3. Pass the department's established agility test.
 - 4. Pass a psychological examination.
- H. Candidates passing the physical examination, drug screening test and agility test shall be appointed to the position of probationary firefighter trainee.

IV. FIREFIGHTER TRAINEE PROGRAM

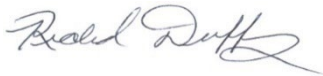
- A. Firefighter trainees must successfully complete and pass the following State of Michigan and department programs in order to be considered for promotion to the position of fully-trained firefighter:
 - 1. Department On-the-Job Basic Training (OJT) program.
 - 2. Firefighter I & II.
 - 3. Emergency Medical Technician Basic (EMT-B) program.
 - 4. Pump Operator certification.
- B. All firefighter trainees are on probationary status while in the firefighter trainee program and may be terminated from the program at will in the sole discretion of the Director of Public Safety based upon the recommendation of the Deputy Director.
- C. In addition to successfully completing and passing Firefighter I & II, EMT-B school and pump operator certification, all firefighter trainees must

successfully meet all of the requirements of their OJT program in order to be considered for promotion to the position of fully-trained firefighter.

V. PROMOTION TO FULLY-TRAINED FIREFIGHTER

- A. Upon successful completion of all requirements of the trainee/OJT program, firefighter trainees must receive positive recommendations from their OJT officer, station officer and the department training officer in order to be considered for promotion to fully-trained firefighter.
- B. The recommendations for promotion shall be forwarded to the Deputy Director. Upon review and approval of the Deputy Director, the Deputy Director shall then recommend to the Director of Public Safety that the Township Board approve the promotion to fully-trained firefighter.
- C. All newly promoted fully-trained firefighters shall serve a one (1) year probationary period.
- ~~D. Fully-trained firefighters must maintain the residency requirements as outlined in Section II of this policy for the duration of their service with department.~~

Issued by:



Richard Duffany
Director of Public Safety

Approved by the Hamburg Township Board of Trustees: DRAFT.



Hamburg Township Public Safety Department

PO BOX 157 • HAMBURG, MICHIGAN 48139
PHONE: (810) 222-1171 • FAX: (810) 231-9401



Item 15.

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY/CHIEF OF POLICE RDUFFANY@HAMBURG.MI.US

TO: Hamburg Township Board
FROM: Chief Richard Duffany
DATE: August 31, 2022
RE: Agenda Item Topic: **Fire Station 11 Painting**
General Ledger #: 206-000.000-930.003
Number of Supporting Documents: 3
NEW/OLD BUSINESS: **XXX** New Business
_____ Old Business – Previous Agenda #:

Requested Action

- Motion to approve the hiring of GVC Painting of Milford, MI to perform painting work at Station 11, as contained in their quote, at a cost of \$36,100.00.

Background

The interior and exterior of Station 11 is in need of painting as it has been over 20 years since it last received any significant painting renovations and it is showing significant signs of wear and tear. This project was included in the 22/23 Goals & Objectives for Fire and the funding for it was included in the adopted FY 22/23 budget.

The following three quotes were obtained for the project:

- | | |
|---|----------|
| 1. GVC Painting
1525 S. Garner Rd,
Milford MI 48380 | \$36,100 |
| 2. WOW 1 Day Painting
29218 Lyon Oaks Dr
Wixom, MI 48393 | \$41,832 |
| 3. Allen Paint & Building Services
6565 Davis St
Brighton, MI 48116 | \$62,402 |

Deputy Director Newton contacted three separate area fire departments and all three gave positive reviews of the work that they had performed by GVC Painting. Based upon these



Hamburg Township Public Safety Department

PO BOX 157 • HAMBURG, MICHIGAN 48139
PHONE: (810) 222-1171 • FAX: (810) 231-9401



Item 15.

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY/CHIEF OF POLICE *RDUFFANY@HAMBURG.MI.US*

references and the fact that GVC Painting provided the lowest bid, I am recommended that the Township Board approve the selection of GVC Painting to perform the work for this project.

Budget Impact

The funding for this project is including in the adopted FY 22/23 budget and will not adversely impact the budget.

Respectfully,

A handwritten signature in black ink, appearing to read "Richard Duffany".

Chief Richard Duffany
Director of Public Safety



1525 S. GARNER RD. MILFORD, MI 48380
877-600-6162 FAX 248-685-0992

Proposal#

11196

PROPOSAL

Date

8/17/2022

Phone/Fax/E-mail

810-222-1100

Project

Interior

Terms

Upon invoice

Name/Address
Hamburg Twp. Fire Dept #11 3666 M-36 Pinckney, MI 48169

WE HEREBY SUBMIT SPECIFICATIONS FOR:

Total

GVC Painting will supply all materials and labor to complete the job as specified.

- 1.) Tape, mask and protect all necessary areas, including floors.
- 2.) Hi-pressure air blow all walls and doors to remove debris.
- 3.) Hand clean all necessary areas.
- 4.) Stainkill prime, patch and caulk all areas as necessary.
- 5.) Paint all walls, including stairways, tool room, etc., (3) colors, White, Grey and Red, as desired.
- 6.) Paint all railings, Safety Yellow.

Note: All materials are Sherwin Williams interior Industrial Maintenance coatings.

Two bays included, 40x80 & 60x70
Training room walls
Two restroom walls

15,440.00
1,910.00
440.00

This proposal may be
withdrawn by us if not accepted
within 90 days.

Signature



1525 S. GARNER RD. MILFORD, MI 48380
877-600-6162 FAX 248-685-0992

Proposal#

11197

PROPOSAL

Date

8/17/2022

Phone/Fax/E-mail

810-222-1100

Project

Exterior

Terms

Upon invoice

Name/Address
Hamburg Twp. Fire Dept #11 3666 M-36 Pinckney, MI 48169

WE HEREBY SUBMIT SPECIFICATIONS FOR:

Total

GVC Painting will supply all materials and labor to complete the job as specified.

- 1.) Power wash the complete exterior EIFS, block walls and doors as necessary.
- 2.) Blockfill prime all necessary areas.
- 3.) Caulk all expansion joints and cracks.
- 4.) Tuckpoint necessary areas on front, between doors.
- 5.) Tape and mask signage as necessary.
- 6.) Paint the complete exterior, two colors.
- 7.) Tape, mask, and paint a two block wide stripe, completely around all walls.
- 8.) Paint all man and overhead doors.

Note: All materials are Sherwin Williams exterior 100% acrylic Super Paint in satin finish.

Power wash

2,340.00

Prime, caulk and paint complete

15,970.00

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Our workers are fully covered by workers compensation insurance. Payment Terms: Payments not paid within the stated time period are subject to attorney fees and court cost.

Acceptance Of Proposal: The above prices, specifications and conditions are satisfactory and are accepted.

This proposal may be withdrawn by us if not accepted within 90 days.

Signature _____

PROPOSAL



QUOTE ID: 10121380 DATE: Feb 28, 2022 INTERIOR | EXTERIOR

SERVICE ADDRESS:
Jordan { Zernick}
3666 E M 36
Pinckney, Michigan 48169

810-222-1100
jzernick@hamburg.mi.us

BILLING ADDRESS:
Zernick , Jordan
3666 E M 36
Pinckney, Michigan 48169

810-222-1100
jzernick@hamburg.mi.us

ESTIMATOR:
Justin Miller
29218 Lyon Oaks Drive
Wixom, MI 48393
(810) 397-0293
justin.miller@ wow1day.com
JM Services LLC

PRICE OVERVIEW

SUB TOTAL	\$41,832.00
GRAND TOTAL	\$41,832.00

GENERAL DESCRIPTION:

To prepare and paint the interior, including all labor, materials, paint and equipment. Supply and application of a full two coats of top quality paint products will be included with a two year limited warranty.

PREPARATION EXPECTATIONS:

Unless otherwise indicated on the quote, the work includes all labor, materials, paint and equipment required to complete the project, including:

- *Removal and replacement of electrical face plates.
- *Priming of new, unprimed wood prior to application of finish coat(s).
- *Patching of minor damage on walls and ceilings prior to application of finish coat(s).
- *Protection of surfaces and objects not being painted with tape, paper, poly and drop sheets, as required.
- *Scraping, as applicable, of any peeling areas to provide a suitable surface for painting.
- *Broom clean condition at the end of each day and full clean up at the end of the project, including removal of any garbage, proper disposal of paint and other products, sweeping and vacuuming.

WHAT TO EXPECT WHEN WORKING WITH WOW 1 DAY PAINTING:

- Friendly, Uniformed Painters
- Start and Finish On Time
- Exceptional Communication

YOUR PROJECT

PROJECT AREA	INCLUDES	EXCLUDES	NOTES	PRICE
--------------	----------	----------	-------	-------

PROJECT AREA	INCLUDES	EXCLUDES	NOTES	Item 15.
Training Room	Preparation	See Notes	SCOPE INCLUDES THE FOLLOWING: 1. Cinder Block walls in Training Room to be painted. Currently all one color and priced to repaint one color. EXCLUDES: 1. Windows, doors, ceiling or anything other than cinder block walls.	\$2,320.00
Fire Truck Bays	Preparation	See Notes	SCOPE INCLUDES THE FOLLOWING: 1. Upper white walls in both large fire truck bays. 2. Includes painting currently painted plumbing, etc. **Any items not to be painted to be indicated by customer prior to beginning painting. NOTES: 1. This line item price does not include painting the interior side of the overhead doors. Doors may be added for \$300 per door.	\$7,360.00
Exterior Painting	Preparation	See Notes	SCOPE INCLUDES THE FOLLOWING: 1. Pressure wash of building prior to painting to remove dirt and debris and ensure adhesion of new paint. 2. Caulking where applicable, priming bare surfaces or areas where rusted/peeling, and protection of all surfaces not being painted. 3. Painting of building in a 2-3 color scheme using Sherwin Williams paint products. WOW 1 DAY PAINTING to obtain project specific written extended warranty from Sherwin Williams as well. INCLUDES walls/brick/stucko, all doors, windows, soffits, fascia and station lettering.	\$29,288.00
New Station Doors	Preparation	See Notes	SCOPE INCLUDES THE FOLLOWING: 1. 10 large overhead door exteriors to be prepped and painted.	\$2,864.00

THE PAINT

SURFACE	SUPPLIER	PRODUCT	SHEEN	COLOR
Interior Paint	Sherwin Williams	Superpaint	Eggshell	White
Exterior Paint	Sherwin Williams	Superpaint/Duration/DTM	Satin	Product and sheen to vary depending on surface being applied to. Colors TBD

ADDITIONAL COMMENTS:

PRICE All materials, product, labour and warranty.	Tax Reference	46-1582380
	Sub Total	\$41,832.00
	Discount	\$0.00
	Taxes	\$0.00
	Total	\$41,832.00
	Payment Received	\$0.00
	Balance Owing	\$41,832.00
	Payment Terms	50% deposit required. Remainder due upon completion.

To accept proposal and terms of service please sign and date below

Item 15.

Customer Signature:

Date:

Estimator Signature:

Date:

By clicking 'I Accept', you accept this proposal and agree to the terms of service

I ACCEPT

The Above work has been completed in full.

Date:


SHERWIN-WILLIAMS. Allen Paint and Building Services Co.

6565 Davis St
Brighton, MI 48116
810-229-9927

Phone # 810-229-9927

Sales@allenpaintcompany.com
www.Allenpaintcompany.com

Estimate

Date 8/17/2022
Estimate # 2068
Name / Address

Hamburg Twp Fire Department
3666 M -36
Pinckney Mi 48169

Terms	Project
Due on completion	

Item	Description	Qty	Rate	Total
Exterior Block Paint	Prep and paint Exterior of building drivit and brick with two coats of Sherwin Williams Super Paint or Loxon Xp waterproofer for a long lasting water tight coating. Tuck point and repair any damaged block, repair and prime exterior door jambs Apply Tremco commercial sealant to expansion joints. Caulk and prime all bare block with Loxon Xp Masonry primer. Your choice of color for building colors. (This price includes training tower)	15,010	3.00	45,030.00
Garage door coatings	Paint fire house overhead doors	10	250.00	2,500.00
Powerwash prep for ...	Powerwash prep for paint. Rinse down entire building including sidewalk areas Remove any loose paint, mold, mildew dirt, dust and debris.	8	95.00	760.00
Interior Block Paint	Prep and paint inside of west bay to match existing colors with Sherwin Williams industrial enamel for a long lasting washable coating walls only wash inside of doors	4,200	1.50	6,300.00

We will Furnish All Materials And Labor to Complete job. Payment of 1/3 down Balance upon completion

Total

Allen Paint and Building Services Co.


SHERWIN-WILLIAMS. Allen Paint and Building Services Co.

6565 Davis St
Brighton, MI 48116
810-229-9927

Phone # 810-229-9927
Sales@allenpaintcompany.com
www.Allenpaintcompany.com

Estimate

Date 8/17/2022
Estimate # 2068
Name / Address

Hamburg Twp Fire Department
3666 M -36
Pinckney Mi 48169

Terms	Project
Due on completion	

Item	Description	Qty	Rate	Total
Interior Block Paint	Prep and paint interior of east bay with two coats of Sherwin Williams industrial enamel. Tuck point and repair any damaged block. Apply Tremco commercial sealant to expansion joints. Caulk and prime all bare block with Loxon Xp Masonry primer. Your choice of colors.	2,808	1.50	4,212.00
Interior Paint	Paint the inside of training room with Sherwin Williams egg shell interior paint your choice of color.	2,400	1.50	3,600.00
Warranty Mfg	Two years on all work performed.		0.00	0.00

We will Furnish All Materials And Labor to Complete job. Payment of 1/3 down Balance upon completion

Total
\$62,402.00

Allen Paint and Building Services Co.

TO: Hamburg Township Board of Trustees

FROM: Deby Henneman, Township Coordinator, Parks, ADA, Grants, Ordinances

DATE: September 1, 2022

AGENDA ITEM TOPIC: Parks and Recreation – Pickleball Donation – Acceptance of Funds

Number of Supporting Documents: 1

Requested Action

To approve construction of a 3rd Pickleball Court, fencing, and sidewalk, to be built adjacent to the 2 existing courts at the Hamburg Township Senior/Community Center, and to accept the donation from the Atwood Family in the amount of \$68,513 which represents the full cost of the project as detailed below. Motion includes directing the Township Coordinator to execute and forward a receipt to the donor.

Background

A motion was made at the Parks & Recreation regular meeting, held on August 29, 2022 at 7 p.m. as follows (see unapproved excerpt below):

Pickleball – Dolan stated a private citizen has donated funding to add a 3rd court to the Hamburg Senior Center. He stated the costs for the 3rd court were quoted at \$68,513 by the same contractors that completed the existing courts. The private citizen has suggested that future courts could be constructed with crowd-funding matches to his donations in future years.

Motion by Auxier, supported by Michniewicz, to accept Mr. Atwood's general donation to construct a 3rd pickleball court, in addition to and near the 2 that are already in place, at the Hamburg Senior/Community Center Building.

VOICE VOTE: Ayes: 4 Absent: 1 (McCabe)

MOTION CARRIED

The detailed breakdown of costs as of September 2, 2022 for this project are as follows:

Bob Myers Excavating

Excavation	\$28,000
Add fill & sand, tree cleanup	
Garden beds new fill	
Restoration	
Fill from sledding area – reshape for sledding	

Tree Removal	\$3000
--------------	--------

F & M Concrete

Concrete for court	$64 \times 37 \times \$8.00 =$	\$18,944
--------------------	--------------------------------	----------

Concrete walkway/patio add on	$100 \text{sq ft} + 4' \times 64' \times \$5.25 =$	\$1869
-------------------------------	--	--------

Fence Co

Fencing	\$9000
---------	--------

VTECH Construction Co.

Painting	\$6500
----------	--------

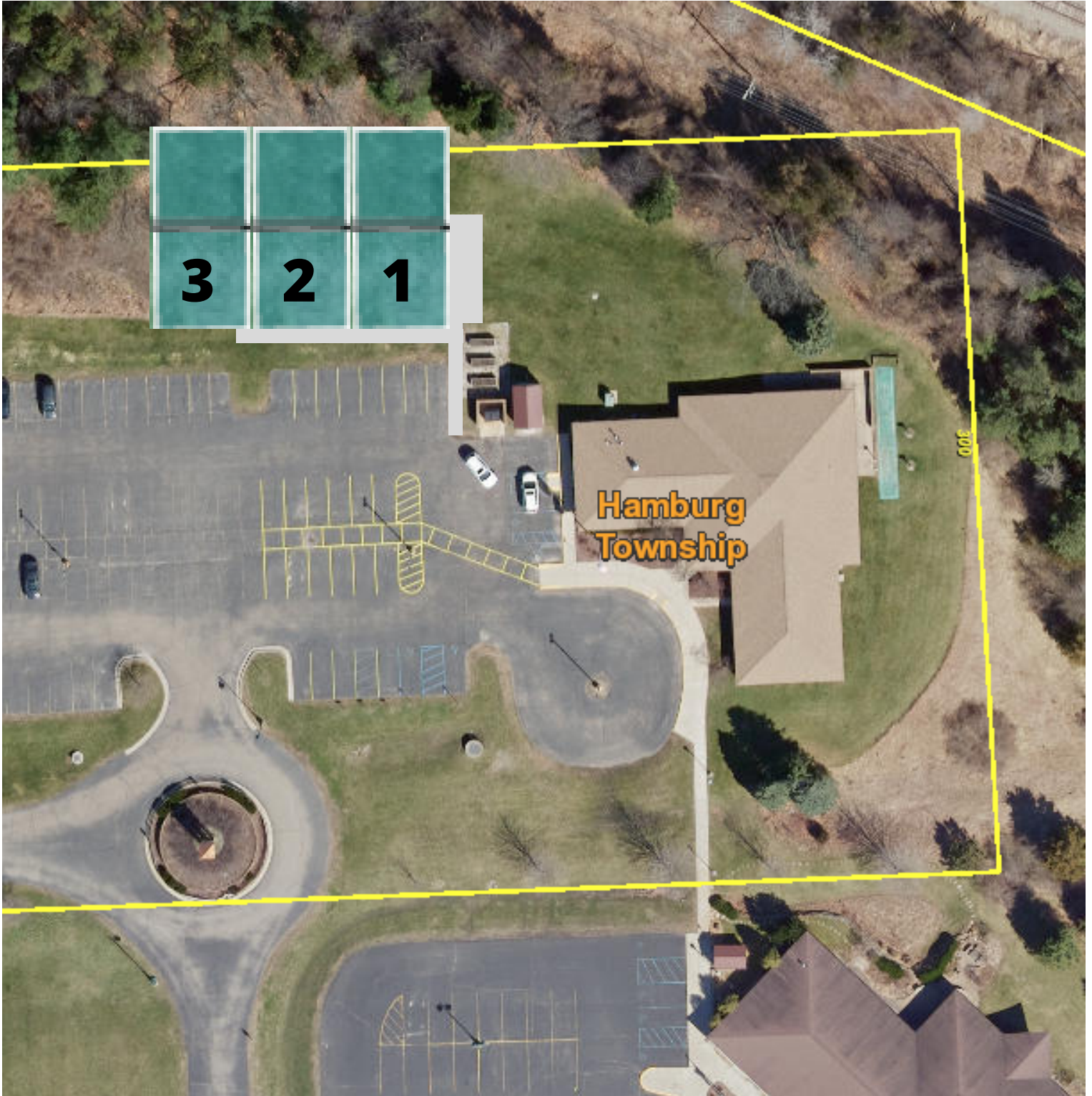
Net/Posts	\$600
-----------	-------

Fence Windscreen	\$600
------------------	-------

Total	\$68,513.00
-------	-------------

Future Maintenance Costs – Pickleball Courts

Vtech Construction is a full-time court builder and court painter of pickleball, tennis, and racketball courts around the State of Michigan. His advice for maintaining superior courts is to budget a 5 year court remediation/re-painting schedule at a cost of \$5000 per court. Parks & Recreation Committee recommends placing both a QR placard for direct online donations and a money collection box, the same as at disc golf and at 3 points on the Lakelands Trail, for funding of a *reserve maintenance – pickleball account*.



TO: Hamburg Township Board of Trustees

FROM: Pat Hohl

DATE: August 31, 2022

AGENDA ITEM TOPIC: Discussion of Weed Harvester

Number of Supporting Documents: 0

Requested Action

I request that the Board of Trustees discuss weed harvesting on the Huron River

Background

Earlier this year the board discussed the acquisition of a weed harvester by the Livingston County Drain Commission.

After that discussion the following has happened:

- PLM, the weed harvester used by Hamburg Township for the past 10 years has purchased a third harvester
- The Hamburg Aquatic Weed SAD has been established and the SAD Manager hired by the township is recommending the Board contract with PLM for the mechanical weed harvesting associated with the SAD
- The Drain Commission has limited use for a weed harvester outside of Hamburg Township
- PLM will be more inclined to accommodate our scheduling needs for aquatic weed harvesting on the river as they will presumably be providing harvesting services on the lakes in the township's SAD

MEMORANDUM

To: Patrick J. Hohl, Supervisor
Hamburg Township Board of Trustees

From: Brittany K. Campbell, Utilities/Special Projects Coordinator

Date: August 17th, 2022

Re: **Sanitary Sewer Tap Fee Increase Recommendation**

Reason for Review:

Unless a property is located in a specific Special Assessment District (SAD) where the tap fee is determined through the overall cost to provide that SAD with sanitary sewer service, the Township has used the standard Direct Tap Fee of \$4,500.00 per REU (residential equivalent unit) if a sewer main is located directly in front of the parcel or the Indirect Tap Fee of \$2,500.00 per REU if a property owner has to extend the sewer main to serve their property. These fees, \$4,500.00 for a direct connection and \$2,500.00 for an indirect connection have not changed since adopted by the Township Board in 1996 as recommended by the then Sewer Committee.

Basis for Increasing Sewer Tap Fee:

The Township is approximately 650 taps away from needing to expand the Wastewater Treatment Plant (WWTP). The Committee feels that the expansion cost will likely be over \$3,000,000. The cost of the expansion will partially be paid through the sewer tap fees collected by the Township for all new sewer connections. The Utilities/Special Projects Coordinator completed a review of the sewer tap fees from the surrounding municipalities and found that the current fees range from \$7,000.00 to \$14,720.00 per REU. No other municipality offers a discounted "indirect" tap fee for having to extend the sewer main to the resident's property.

Recommendation from Municipal Utilities Committee:

The Committee passed a motion to forward the matter to the Board with the recommendation to increase the sewer tap fee to **\$7,500.00 per REU** with a \$3,500.00 credit for the failure of an existing on-site septic system if an individual property owner has to extend the sewer main to serve their property. The Committee also recommends that the sewer tap fees be reviewed on an annual basis just like the quarterly sewer O & M billing rate.

TOWNSHIP of HAMBURG

RESOLUTION OPTING OUT OF THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT (ALSO KNOWN AS SENATE BILL 7)

At a regular meeting of the Hamburg Township Board of Trustees, held at the Hamburg Township Hall located at 10405 Merrill Road, Hamburg Township, Livingston County, Michigan, on September 5, 2022 beginning at 2:30 p.m., there were:

PRESENT:

ABSENT:

Moved by _____, and supported by _____ to adopt the following resolution:

RESOLUTION

WHEREAS, the “Publicly Funded Health Insurance Act” also known as Senate Bill 7, was passed by the Michigan Legislature and signed by Governor Snyder on September 27th, 2011; and

WHEREAS, although the law imposes a maximum that public employers may contribute to employee health care costs, it also provides a mechanism for Townships and other “local units of government” to OPT OUT of the Act’s requirements for a one (1) year period by a two-thirds vote of the Townships Board, allowing the Township to determine, on its own, how much it contributes to employee health insurance without reference to hard caps or the 80/20 plan in the Act. A new two-thirds vote would be required to extend the exemption in each subsequent year.

NOW, THEREFORE, BE IT RESOLVED, the Hamburg Township Board of Trustee’s has, by at least a two-thirds vote, indicated its intention to OPT OUT of the requirements of the “Publicly Funded Health Insurance Contribution Act” also known as Senate Bill 7.

A roll call vote on the foregoing resolution was taken and was as follows:

AYES:

NAYS:

ABSENT:

The resolution was declared _____.

CERTIFICATION

I, Michael H. Dolan, being the duly elected Clerk of the Township of Hamburg, Livingston County, Michigan, hereby certify that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board, and the vote taken thereon, at the meeting described in the introductory paragraph, at which time a quorum was present and remained throughout; (2) the original of such resolution is on file in the Clerk's 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 have been or will be made available as required thereby.

Dated: September 5, 2022

Michael H. Dolan
Township Clerk
Hamburg Township
10405 Merrill Road
Hamburg, Michigan

TO: Hamburg Township Board of Trustees

FROM: Pat Hohl

DATE: August 31, 2022

AGENDA ITEM TOPIC: Performance Review

Number of Supporting Documents: **0**

Requested Action

I request a review of my performance as Township Supervisor by the Board of Trustees

Background

I have provided a Performance Review to all township board members and asked them to complete it. I request a Closed-session review of my job performance to ensure I am addressing the needs of my fellow elected officials and performing the additional tasks of supervising the day-to-day activities of the Planning and Zoning Director, Public Safety Director, Assessing Department, Technical Services/Utilities Director, Human Resource Director and general administration of the township in a manner that is satisfactory to the Board.



10405 Merrill Road ♦ P.O. Box 157
Hamburg, MI 48139
Phone: 810.231.1000 ♦ Fax: 810.231.4295
www.hamburg.mi.us

09/02/22

To: Hamburg Township Board
From: Tony Randazzo & Duane Hoeppner
Re: Building & Grounds Equipment Storage Building & Carport

We request approval to proceed with the construction of a 40' x 60' storage building for Buildings and Grounds and also a 40' x 12' carport. The storage building will be used to park mowers during the year and the salt truck in the winter, as well as provide a larger space for tools and small equipment. In addition, the building will give the crew much needed space to perform light maintenance on the mowers and equipment. Lastly, a portion of the building (25%), will be dedicated for senior center storage needs such as outdoor patio furniture during the winter. The carport will be used to keep small implements and attachments out of the rain and snow. Currently, most of these items remain in the elements because there is nowhere to put them.

We have obtained three prices from three vendors for a metal storage building and two for the carport. We have also received quotes for the concrete work, electrical, and land balancing. Finally, I have received a proposal from Lindhout Associates to prepare architectural drawings. Due to the size of the storage building, drawings are required by the Livingston County Building Department for permitting. The tables below break down the cost proposals with my recommendation highlighted in yellow.

	Pro Metal Buildings	American Steel Carports	Morton Buildings Inc.
Storage Building	\$71,580.50	\$68,870	\$148,900
Carport	\$9,609.75	\$10,920	

	Brighton Italian Concrete	Concrete Construction Inc.	F&M Concrete
Concrete 40' x 60' slab	21,600.00	16,908.65	20,000.00
Foundation Footings 12" x 42"		12,000.00	8,000.00

	HP Electric LLC	Ashcott Electrical Inc.
Electrical wiring for storage building	\$11,240.00	\$21,833.00

We have received one quote for land balancing from Myers Excavating in the amount of \$5,300.00, and the architectural quote from Lindhout Associates is for the sum of \$6,750.00.

We decided to go with the low bidder for all of the quotes except for the storage building. The reason for this is that low bid structure from American Steel carports has a front to back roof pitch which will convey water over the garage doors. This would require us to install a gutter which would negate the savings. The recommended structure from Pro Metal Buildings will convey the water off to the sides of the building.

Total Cost	
Storage Building	\$71,580.50
Carport	\$9,609.75
Concrete	\$28,000.00
Electrical Work	\$11,240.00
Land Balancing	\$5,300.00
Architect	\$6,750.00
Contingencies (10%)	<u>\$13,248.03</u>
	\$145,728.28

I have included a somewhat higher contingency because we are going to need a heater for the garage, and there will be some utility hook up costs in addition to the typical unexpected costs.

In summary, these buildings will address our long term storage and maintenance needs for Buildings and Grounds and the Senior Center without constructing a hodge podge array of sheds on Township property. The funds for this project will be paid out of capital improvements.

Pro Metal Buildings/NW Custom
Structures

(888) 536-1585
support@prometalbuildings.com
www.prometalbuildings.com



Estimate 195970

Item 21.

ADDRESS

Duane Hoepfner
MI 48139

DATE
07/27/2022

TOTAL
\$71,580.50

ACTIVITY	QTY	RATE	AMOUNT
Ladder Truss Vertical 60 feet wide X 40 feet long in vertical roof ladder truss structure, 14 gauge frame	1	56,400.00	56,400.00
Leg Height 14' leg height, included in base price	1	0.00	0.00
Close Sides Close both sides vertical, included in base price	1	0.00	0.00
Close Ends Frame and close both end walls vertical, included in base price	1	0.00	0.00
Roll Up 10' W X 12' H commercial roll up doors on front end wall	2	1,470.00	2,940.00
Roll Up 12' X 12 commercial roll up doors on front end wall, on right of wall	2	2,405.00	4,810.00
Walk In Door 36"x80" Walk-in Door	1	375.00	375.00
Windows 36"X 36" double pane window, on opposite end wall centered with 12'X12' roll doors	2	435.00	870.00
Anchors Concrete pad required for ladder truss structures, concrete anchors are included in pricing Earth Brown roof and trim, clay body	0	0.00	0.00
Diagonal Bracing Diagonal bracing on sides and ends for extra height, is included in pricing	0	2,800.00	2,800.00
Engineered Drawings Engineered Drawings	1	2,955.00	2,955.00
Telescopic fork Lift Telescopic lift fee	1	6,000.00	6,000.00
Freight Fee	1	1,250.00	1,250.00
Discount 10% off if placed by September 9th	-1	6,819.50	-6,819.50

ACTIVITY

QTY

RATE

Please note the attached rendering is only 50' wide yours will be 60' wide with the wider doors on to the right.

This building includes free delivery and installation. Sales tax is additional if applicable. Installation times vary depending on location, but we are typically 4-6 weeks out. Engineered Drawings and Calculation Drawings are an additional cost, and can be provided at your request. We ask for a 16% down payment to start your order, balance after installation. Please visit our website for color options. We appreciate the opportunity to do business with you.

TOTAL

\$71,580.50

THANK YOU.

Pictures are of different styles/options that may be available but not included in this estimate

*Important Points - **If any of these requirements are not met, there could be additional labor charges, or we may not be able to install**

- > Site needs to be Level
- > Site needs to be Clear
- > Installers need 3' Clearance around building site
- > Power or phone lines need to be 10+ feet away from installation site
- > Buildings over 12' Leg Height may require that you provide a forklift on-site for the installers.

Accepted By

Accepted Date

Pro Metal Buildings/NW Custom Structures

(888) 536-1585
support@prometalbuildings.com
www.prometalbuildings.com



Estimate 195969

Item 21.

ADDRESS

Duane Hoepfner
MI 48139

DATE
07/27/2022

TOTAL
\$9,609.75

ACTIVITY	QTY	RATE	AMOUNT
Lean To 12 feet wide X 40 feet long in vertical lean to style, 14 gauge frame	1	5,480.00	5,480.00
Leg Height 10' down to 8'	1	755.00	755.00
Close Sides Close low side wall horizontal	1	682.50	682.50
Close Ends Frame and close both end walls horizontal	1	1,960.00	1,960.00
Headers 18' side wall headers on high side to remove legs and base rail	2	420.00	840.00
Anchors Asphalt anchors Earth Brown roof and trim, clay body	24	40.00	960.00
Discount 10% off if ordered by September 5th 2022	-1	1,067.75	-1,067.75

This building includes free delivery and installation. Sales tax is additional if applicable. Installation times vary depending on location, but we are typically 4-6 weeks out. Engineered Drawings and Calculation Drawings are an additional cost, and can be provided at your request. We ask for a 16% down payment to start your order, balance after installation. Please visit our website for color options. We appreciate the opportunity to do business with you.

TOTAL \$9,609.75

THANK YOU.

Pictures are of different styles/options that may be available but not included in this estimate

*Important Points - **If any of these requirements are not met, there could be additional labor charges, or we may not be able to install**

- > Site needs to be Level
- > Site needs to be Clear
- > Installers need 3' Clearance around building site
- >Power or phone lines need to be 10+ feet away from installation site
- > Buildings over 12' Leg Height may require that you provide a forklift on-site for the installers.

Accepted By

Accepted Date



American Steel Carports, Inc.

457 North Broadway Street • Joshua, TX 76058 — Corporate Headquarters

866-730-9865 • Fax this form to 817-484-2182 or 866-396-2057

Email this form to orders@americansteelinc.com



Dealer Mayberry Marketing Group LLC. Mark Johnson 336-673-0906 Phone 877-662-0906 Date _____

Buyer Name(s) Hamburg Township (Duane Hoepner) County Livingston

Buyer Address _____ city Hamburg State MI Zip 48139

Phone 517-499-6454 (Alternative #) _____ (Email) dhoepner@hamburg.mi.us

Site (Unit location if different from above): _____

Barn Style: ☐ ☐ ☐ Building Type: ☐ Carport ☐ RV Cover ☐ Garage ☒ Mini Storage ☐ Loafing Shed ☐ Special Order ☐

Description	Width	Roof Length	Frame Length	Leg Height	Gauge	Price
Wide Span	40'	61'	60'	14'	14	29755
Options:	☐ Regular		☐ A-Frame Horizontal			
	☒ Vertical Roof		☒ All Vertical			
	☒ Leg Height		Size:14		3910	
	☒ Close Sides		☒ Vertical Sides		4760	
2	☒ Close Ends		☒ Vertical Ends		8370	
	☐ Gable Ends		☐ Front ☐ Back			
4	☒ Roll-Up Door		Size:10x12		5880	
	☐ Overhead Door		Size:_____			
1	☒ Walk-In Door		Size:36x84 Heavy duty		1255	
	☐ Window					
	☐ Anchors ☐ Mobile Home ☐ Asphalt ☒ Concrete					
4	10' Headers for side entry garage doors				1960	
4	10' Header Seals				660	
5	R-16 Double Bubble Insulation Roof , Sides & Ends				8790	
1						
Color:	Roof		Sides		Ends	
	Trim					
Ridge Cap Color (Vertical Style Only):					Installation:	

**All Orders
C.O.D.**

Invoice No. _____

*For Office Use Only

Price \$ 65340

Tax Rate _____ Tax \$ 0

NOTE:
Orders will not be
processed if the
Dealer collects
more than 15%
of sale price

Total \$ 65340

.16 Downpayment
Before Taxes \$ 10454.4

Plans / Equipment
Return Fee \$ 3530

Balance Due
At Installation \$ 58416

Site Level: ☐ Yes ☐ No Electricity: ☐ Yes ☐ No

Installation: ☐ Ground ☒ Cement ☐ Other (Specify) _____

THINGS YOU SHOULD KNOW...

- All sales are C.O.D. payment of balance in full due at time of installation.
- Height is measured from the ground to the sidewall not the peak. On Standard and A-Frame Horizontal models, the length measurement is for the roof and siding. (The base rail is 12 inches shorter than the roof and siding).
- The customer is responsible for informing the installers of any underground cables, gas lines, or any other utility lines. We will not be responsible for any damages to unmarked or un-located utilities.
- If there is a price discrepancy over \$20.00, the company reserves the right to cancel the order; if customer wishes to place the order on hold, American Steel Carports, Inc. will only honor the price for 30 days.
- All quoted prices include installation on level ground at ground level only. Except Deer Stands.
- If any additions are made after the building is completed, there will be a \$100.00 return fee plus the cost of the addition.
- If customer wants insurance on the building, it is customer's sole responsibility to contact customer's insurance company to secure coverage. American Steel Carports, Inc. highly recommends that customer secure insurance coverage for the building.
- It is the sole responsibility of the customer to check for permits or restrictions regarding installation of the product. Some state and local ordinances may require a foundation prior to installation. American Steel Carports, Inc. does NOT install foundations and all costs associated with foundations shall be the sole responsibility of the purchaser. There will be a \$100 extra charge on any custom orders, non-refundable.
- It is highly recommended that all ground, gravel or blacktop installation be securely fastened with mobile home anchors. In the case of installation on concrete, it is highly recommended that concrete anchors be utilized. Rebar anchors are designed for temporary use only. American Steel Carports, Inc. will not be responsible for any damage to the structure if the customer chooses to use only the rebar anchors provided with the carport and failure to utilize the proper anchoring method will void your warranty. The customer is responsible for patching and repairing blacktop after anchors are installed. **In some cases, it is not possible to install all of the mobile home anchors due to rocky or other ground conditions. In such cases, American Steel Carports, Inc. will reimburse the customer for the mobile home anchors that are not used but the customer will still be responsible for the full price of the building.**
- American Steel Carports, Inc. has a select group of factory-trained installers. The warranty will be void if the unit is installed by anyone other than our approved independent contractors.
- Your lot must be level or the unit will be installed "AS IS" on the lot. Additionally, it is the customer's sole responsibility for ensuring the installation area is adequately prepared/cleared for installation. If, upon arrival, the installers find the lot in an unsuitable condition, a \$100 return trip surcharge will be added to the balance owed.
- If you are a tax-exempt purchaser, a copy of your tax exemption certificate must be attached to this original form.
- The quoted price above does not include any extra tasks or requests by the customer. Any such additional tasks or requests will require a separate quotation and approval by American Steel Carports, Inc.

BALANCES OWING: All unpaid balances must be paid in full at the time of installation. If balances due and owing are unpaid at the time of installation, you will be in default of this agreement and American Steel Carports, Inc. reserves the right to repossess the carport/garage and/or charge interest of 25% per annum or the maximum allowed by applicable state law, whichever is lower, on unpaid balances. If you choose to cancel the installation of the structure, American Steel Carports, Inc. is not responsible for returning your 15% down payment. Upon cancellation, you will be required to get your 10% back from the Dealer you paid it to. If payment is not made within 2 weeks, American Steel Carports, Inc. has the customer's permission to repossess carport. Ownership remains with American Steel Carports, Inc. until paid in full.

ALL SPECIAL ORDERS REQUIRE A NON-REFUNDABLE 25% DOWN PAYMENT PRIOR TO THE COMMENCEMENT OF ANY WORK, DESIGN, OR FABRICATION.

This is a contract. By signing this, customer acknowledges and agrees with all of the above terms and the terms contained on the reverse side of this document. This contract is NOT final until review/approval by American Steel Carports, Inc. Customer Service Will Contact You One To Two Days Before Delivery & Setup.

Customer Signature _____

Dealer Signature _____

Any revisions or modifications MAY result in an additional charge.

American Steel Carports, Inc. Approval/Authorization: _____

NOTICE: SEE OTHER SIDE OF THIS DOCUMENT FOR ADDITIONAL TERMS AND CONDITIONS

General Terms and Conditions of Sale

1. **Governing Law.** The parties acknowledge that the transaction that is the subject matter of this contract bears a reasonable relation to the state of Ohio and agree that the law of the State of Ohio will govern their rights and duties. The parties specifically intend that the provisions of Chapter 1302 of the Ohio Uniform Commercial Code will control as to all aspects of this contract and its interpretation, and that all the definitions contained in it will be applicable to this contract except where the contract may expressly provide otherwise. **THE COURTS OF OHIO SHALL HAVE EXCLUSIVE JURISDICTION OVER THE PARTIES AND THE CLAIMS ARISING UNDER OR RELATED TO THE AGREEMENT.**
2. **Recovery of Attorney's Fees.** To the extent otherwise permissible by law, American Steel Carports, Inc. reserves the right to recover attorney's fees and reasonable expenses arising out of any cause of action for which American Steel Carports, Inc. is successful and/or found least culpable.
3. **Formation, Integration, Modification.** The terms of this contract are intended by the parties as a final expression of their agreement with respect to these terms and also as a complete and exclusive statement of the terms. This agreement is a final, complete and exclusive statement of the Agreement of the parties. No modifications, limitations, waivers or discharge of the Agreement or any of its terms shall bind Seller unless in writing and signed by Seller's authorized employee at its home office. Notwithstanding anything to the contrary in this Agreement, no modifications, limitation, waiver, or discharge of any provision of the Agreement shall affect the Buyer's liabilities to Seller accrued prior thereto. Seller may correct unilaterally any mathematical and typographical errors in the Agreement. Typed provisions of the Agreement take precedence over printed provisions. A course of performance, course of dealing, or customs in the trade shall not constitute a modification or waiver by Seller of any right by Seller. The Agreement is only for the benefit of the parties, except all disclaimers and limitations applicable to Seller shall be for the benefit of Seller's agents, employees, contractors, and suppliers. If any provisions are determined to apply to third parties, all other provisions including limitations, waivers, and disclaimers shall also apply.
4. **Prices, Payment and Risk of Loss.**
 - a. Prices contained in Seller's published price lists, if any, are subject to change without notice. Prices in individual written quotations or proposals are firm only for a period of thirty (30) days from the date of the quotation after which Buyer should inquire of Seller as to their validity and request a written confirmation or revision. Prices do not include taxes and Buyer shall pay all applicable sales or other taxes levied with respect to Goods (and replacements) in the Agreement, unless exempt therefrom. All prices are in United States dollars. Buyer shall pay all government fees levied on the installation and inspection of the Goods. Buyer shall pay upon receipt all invoices rendered by Seller for any such items Seller may pay and for the Goods.
 - b. This Agreement is for the delivery and erection of fabricated metal structures and the Goods shall be delivered F.O.B. the Buyer's place of delivery. Risk of loss passes to the Buyer upon tender of the Goods to the buyer. Seller's breach of the Agreement shall not affect the passing of the risk of loss to Buyer notwithstanding any provision of law to the contrary. It is Buyer's responsibility to ensure that the building/carport is covered under Buyer's homeowner or other insurance.
 - c. Seller may unilaterally increase prices to cover increased costs (plus reasonable overhead and profit) of design, materials, and manufacturing required by changes requested by Buyer after the date of any quotation.
 - d. All amounts not paid to Seller when due shall incur a carrying charge of 5% per annum or the maximum allowed by applicable state law, whichever is lower.
 - e. All amounts due on installation or other event which requires the action or cooperation of Buyer which Buyer fails to supply timely shall become due upon such failure.
 - f. If payment is made by check and the check is returned NSF, Buyer will be responsible for additional expenses incurred by Seller as a result of the returned check. Seller reserves the right to charge additional fees as allowed by law for checks returned NSF. These fees may include a \$20 service charge.
5. **Delivery.** Shipping and Installation dates are estimated based on Seller's present engineering and manufacturing capacity and scheduling, and may be revised by Seller upon receipt or scheduling of Buyer's order. All shipping dates are approximate and shall be computed from the date of entry of the order on Seller's books. All shipping dates are further subject to Seller's prompt receipt from Buyer of a written purchase order or acceptance, letter of credit, down payment, and other conditions as specified in the Agreement, and of all drawings, information and approvals necessary to provide the Goods and to grant any credit proposed in the Agreement.
6. **Delay of Shipment or Performance Excused for Various Reasons.**
 - a. If shipment of any item or other performance by Seller is delayed at the request or due to the fault of the Buyer, the seller may at its option hold the item at the place of manufacture at the risk and expense of the Buyer from the time it is ready for shipment. In the event of any such delay in shipment, full and final payment for an item shall be due and payable thirty (30) days after the Buyer is notified that the item is ready for shipment. If the Seller is unwilling to accommodate the Buyer by holding such item, the Buyer shall accept shipment immediately.
 - b. Dates for Seller's performance are estimates only. In addition, the Seller shall not be in default because of its delay or failure to deliver or perform resulting, in whole or in part, from: (i) any foreign or domestic embargoes, seizures, acts of God, insurrections, war, or the adoption or enactment of any law, ordinance, regulation, ruling or order, or, (ii) the lack of usual means of transportation, fires, floods, explosions, strikes or any other accidents, contingencies, or events, at the Seller's or its supplier's plant or elsewhere (whether or not beyond the Seller's control) which directly or indirectly interfere with, or render substantially more burdensome, Seller's production, deliver, or performance.
7. **Inspection, Testing and Rejection.**
 - a. If the Agreement expressly provides for Buyer's inspection and/or acceptance of the Goods, Seller's standard test procedures conducted by Seller's representative shall be the criteria for inspection and/or acceptance, unless other specific procedures have been specified in the Agreement.
 - b. All drawings, specifications, technical documentation, samples, prototypes and Goods shall be deemed approved and/or accepted by Buyer if Buyer does not provide a written objection and/or rejection within seven (7) days of receipt or other reasonable time established by Seller. Any objection and/or rejection by the Buyer must be in writing and state with specificity all defects and non-conformities upon which Buyer will rely to support its rejection. ALL DEFECTS AND NON-CONFORMITIES WHICH ARE NOT SO SPECIFIED ARE WAIVED.
8. **Customer Responsible for Locating Underground Utilities.** It is the sole responsibility of the customer to provide the factory approved independent contractor installers with the location of any underground cables, gas lines, or other utilities. This may include contacting the utility company to request that the locations of underground utilities be marked. American Steel Carports, Inc. is not responsible for any damage caused to underground utilities.

LIMITED WARRANTY

1. **Limited Warranty.** Seller warrants, for a period of 20 years from completion of installation, against rust through on the framing only assuming user care and maintenance on **12 gauge material only. This warranty does NOT apply to 14 gauge materials.** Seller warrants, for a period of 1 year from date of complete installation, against defects in workmanship assuming normal user care and maintenance. **This warranty gives you specific legal rights. You also may have other rights, which may vary from state to state.** Item 21.
 2. **Warranty Disclaimer.** THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION ON THE FACE HEREOF. THE WARRANTIES IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, WHICH ARE EXPRESSLY DISCLAIMED.
 3. **Remedy.** Buyer agrees that its sole and exclusive remedy against seller will be limited to the repair and replacement of nonconforming goods at the warrantor's option, provided seller is notified in writing of any defect. However, warrantor will not elect refund unless it is unable to provide replacement, and repair is not commercially practicable and cannot be made within the time for performance. This exclusive remedy will not be deemed to have failed of its essential purpose so long as seller is willing and able to repair or replace the defective parts and, in any event, seller's liability for any damages due buyer will be limited to the purchase price of the goods. THIS PARAGRAPH STATES BUYER'S SOLE AND EXCLUSIVE REMEDY FOR BREACH OF WARRANTY.
 4. **Limitation on Liability.** THE MAXIMUM LIABILITY, IF ANY, OF SELLER FOR ALL DAMAGES, INCLUDING WITHOUT LIMITATION CONTRACT DAMAGES AND DAMAGES FOR INJURIES TO PERSONS OR PROPERTY, WHETHER ARISING FROM SELLER'S BREACH OF THIS AGREEMENT, BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY, OR OTHER TORT, WITH RESPECT TO THE GOODS, OR ANY SERVICES IN CONNECTION WITH THE GOODS, IS LIMITED TO AN AMOUNT NOT TO EXCEED THE PURCHASE PRICE OF THE GOODS. IN NO EVENT WILL SELLER BE LIABLE TO BUYER AND/OR ANY THIRD PARTIES FOR ANY INCIDENTAL DAMAGES, CONSEQUENTIAL DAMAGES, SPECIAL DAMAGES, EXEMPLARY DAMAGES OR LABOR CHARGES, INCLUDING WITHOUT LIMITATION LOST REVENUES AND PROFITS, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
- NOTE: SOME STATES DO NOT ALLOW THE EXCLUSION OR LIMITATION OF IMPLIED WARRANTIES OR INCIDENTAL OR CONSEQUENTIAL DAMAGES, SO SOME OF THE ABOVE TERMS MAY NOT APPLY TO YOU.**
5. **Warranty Limited to Original Purchaser.** This warranty extends only to the original purchaser of the product warranted by this document. Said warranty does not extend to transferee owners of the product.
 6. **Exclusions and Limitations.** American Steel Carports does not warrant any products not installed and anchored by a factory-approved installer utilizing a factory approved anchoring system. Installation by other than a factory approved installer utilizing a factory approved anchoring system will VOID your warranty. Damages from improper anchoring, strong winds, snow or ice are not considered defects. American Steel Carports does not warrant or guarantee any product in snow or ice under any circumstances. Buyer is responsible for removing accumulation of snow and ice to prevent collapse. American Steel Carports does not warrant any temporary anchoring systems (e.g., rebar) utilized by the customer, nor shall American Steel Carports be in any way responsible for damage caused by the use of such temporary anchoring systems. Additionally, American Steel Carports does not warrant any damages caused to products resulting from or after movement of the structure from the original installation point.
 7. **Ceiling Fans Void Warranty.** The installation of a ceiling fan anywhere on the structure, no matter how it is installed VOIDS all warranties. The structure is not designed for them and they should not be used.
 8. **Modification of Structure Voids Warranty.** Any modification, addition, deletion, substitution, etc. to the structure without express written design approval by American Steel Carports, Inc. will VOID the warranty. Our products are designed to specifically engineered to provide superior performance as manufactured. Any changes to the design by the Buyer could compromise the structural integrity of the unit.
 9. **Claims Procedure.** Any claim under this warranty must be in writing and sent to American Steel Carports, Inc., 457 N. Broadway St., PO Box 38, Joshua, TX 76058 and be received within 30 days of discovering claimed defect. This written notification must include a description of the defect, proof of purchase, and the address of the installed product. As American Steel Carports must have a reasonable opportunity to inspect the claim, do not begin any repairs prior to said inspection or the term warranty could be voided.

American Steel Carports, Inc.

457 North Broadway Street • Joshua, TX 76058 — Corporate Headquarters

866-730-9865 • Fax this form to 817-484-2182 or 866-396-2057

Email this form to orders@americansteelinc.com



Dealer Mayberry Marketing Group LLC. Mark Johnson 336-673-0906 Phone 877-662-0906 Date

Buyer Name(s) Hamburg Township (Duane Hoeppner) County Livingston

Buyer Address	city Hamburg	State MI	Zip 48139
---------------	--------------	----------	-----------

Phone 517-499-6454 (Alternative #) (Email) dhoepner@hamburg.mi.us

Site (Unit location if different from above): _____

Barn Style: ☐  ☐  ☐  Building Type: Carport ☒ RV Cover ☐ Garage ☐ Mini Storage ☐ Loafing Shed ☐ Special Order ☐

Description	Width	Roof Length	Frame Length	Leg Height	Gauge	Price
12'x40'x11&8'	12'	41'	40'	11'X8'	14	4340
Options:	☐ Regular ☐ A-Frame Horizontal					
	☒ Vertical Roof ☐ All Vertical					880
	☒ Leg Height Size: <u>11&8</u>					810
	☒ Close Sides ☐ Vertical Sides					1740
2	☒ Close Ends ☐ Vertical Ends					1870
	☐ Gable Ends ☐ Front ☐ Back					
	☐ Roll-Up Door Size: _____					
	☐ Overhead Door Size: _____					
	☐ Walk-In Door Size: _____					
	☐ Window					
18	☐ Anchors ☒ Mobile Home ☐ Asphalt ☐ Concrete					720
4	8x8 Frame outs					560
Self Standing Lean Too						
Color:	Roof Sides Ends Trim					Installation:
	Ridge Cap Color (Vertical Style Only):					

All Orders C.O.D.

Invoice No.

*For Office Use Only

Price \$ 10920

Tax Rate

Tax \$ 0

NOTE:
Orders will not be processed if the Dealer collects more than 15% of sale price

Total	\$	10920
-------	----	-------

.15	Downpayment		
	Before Taxes	\$	1638

Plans / Equipment
Return Fee \$

Balance Due At Installation	\$	6500.37
-----------------------------	----	---------

Site Level: ☐ Yes ☐ No **Electricity:** ☐ Yes ☐ No

Installation: ☒ Ground ☐ Cement ☐ Other (Specify)

THINGS YOU SHOULD KNOW...

- 1) All sales are C.O.D. payment of balance in full due at time of installation.
- 2) Height is measured from the ground to the sidewall not the peak. On Standard and A-Frame Horizontal models, the length measurement is for the roof and siding. (The base rail is 12 inches shorter than the roof and siding).
- 3) The customer is responsible for informing the installers of any underground cables, gas lines, or any other utility lines. We will not be responsible for any damages to unmarked or un-located utilities.
- 4) If there is a price discrepancy over \$20.00, the company reserves the right to cancel the order; if customer wishes to place the order on hold, American Steel Carports, Inc. will only honor the price for 30 days.
- 5) All quoted prices include installation on level ground at ground level only. Except Deer Stands.
- 6) If any additions are made after the building is completed, there will be a \$100.00 return fee plus the cost of the addition.
- 7) If customer wants insurance on the building, it is customer's sole responsibility to contact customer's insurance company to secure coverage. American Steel Carports, Inc. highly recommends that customer secure insurance coverage for the building.
- 8) It is the sole responsibility of the customer to check for permits or restrictions regarding installation of the product. Some state and local ordinances may require a foundation prior to installation. American Steel Carports, Inc. does NOT install foundations and all costs associated with foundations shall be the sole responsibility of the purchaser. There will be a \$100 extra charge on any custom orders, non-refundable.
- 9) It is highly recommended that all ground, gravel or blacktop installation be securely fastened with mobile home anchors. In the case of installation on concrete, it is highly recommended that concrete anchors be utilized. Rebar anchors are designed for temporary use only. American Steel Carports, Inc. will not be responsible for any damage to the structure if the customer chooses to use only the rebar anchors provided with the carport and failure to utilize the proper anchoring method will void your warranty. The customer is responsible for patching and repairing blacktop after anchors are installed. **In some cases, it is not possible to install all of the mobile home anchors due to rocky or other ground conditions. In such cases, American Steel Carports, Inc. will reimburse the customer for the mobile home anchors that are not used but the customer will still be responsible for the full price of the building.**
- 10) American Steel Carports, Inc. has a select group of factory-trained installers. The warranty will be void if the unit is installed by anyone other than our approved independent contractors.
- 11) Your lot must be level or the unit will be installed "AS IS" on the lot. Additionally, it is the customer's sole responsibility for ensuring the installation area is adequately prepared/cleared for installation. If, upon arrival, the installers find the lot in an unsuitable condition, a \$100 return trip surcharge will be added to the balance owed.
- 12) If you are a tax-exempt purchaser, a copy of your tax exemption certificate must be attached to this original form.
- 13) The quoted price above does not include any extra tasks or requests by the customer. Any such additional tasks or requests will require a separate quotation and approval by American Steel Carports, Inc.

BALANCES OWING: All unpaid balances must be paid in full at the time of installation. If balances due and owing are unpaid at the time of installation, you will be in default of this agreement and American Steel Carports, Inc. reserves the right to repossess the carport/garage and/or charge interest of 25% per annum or the maximum allowed by applicable state law, whichever is lower, on unpaid balances. If you choose to cancel the installation of the structure, American Steel Carports, Inc. is not responsible for returning your 15% down payment. Upon cancellation, you will be required to get your 10% back from the Dealer you paid it to. If payment is not made within 2 weeks, American Steel Carports, Inc. has the customer's permission to repossess carport. Ownership remains with American Steel Carports, Inc. until paid in full.

ALL SPECIAL ORDERS REQUIRE A NON-REFUNDABLE 25% DOWN PAYMENT PRIOR TO THE COMMENCEMENT OF ANY WORK, DESIGN, OR FABRICATION.

This is a contract. By signing this, customer acknowledges and agrees with all of the above terms and the terms contained on the reverse side of this document. This contract is NOT final until review/approval by American Steel Carports, Inc. Customer Service Will Contact You One To Two Days Before Delivery & Setup.

Customer Signature

Dealer Signature _____

Any revisions or modifications MAY result in an additional charge.

American Steel Carports, Inc. Approval/Authorization:

NOTICE: SEE OTHER SIDE OF THIS DOCUMENT FOR ADDITIONAL TERMS AND CONDITIONS

General Terms and Conditions of Sale

1. **Governing Law.** The parties acknowledge that the transaction that is the subject matter of this contract bears a reasonable relation to the state of Ohio and agree that the law of the State of Ohio will govern their rights and duties. The parties specifically intend that the provisions of Chapter 1302 of the Ohio Uniform Commercial Code will control as to all aspects of this contract and its interpretation, and that all the definitions contained in it will be applicable to this contract except where the contract may expressly provide otherwise. **THE COURTS OF OHIO SHALL HAVE EXCLUSIVE JURISDICTION OVER THE PARTIES AND THE CLAIMS ARISING UNDER OR RELATED TO THE AGREEMENT.**
2. **Recovery of Attorney's Fees.** To the extent otherwise permissible by law, American Steel Carports, Inc. reserves the right to recover attorney's fees and reasonable expenses arising out of any cause of action for which American Steel Carports, Inc. is successful and/or found least culpable.
3. **Formation, Integration, Modification.** The terms of this contract are intended by the parties as a final expression of their agreement with respect to these terms and also as a complete and exclusive statement of the terms. This agreement is a final, complete and exclusive statement of the Agreement of the parties. No modifications, limitations, waivers or discharge of the Agreement or any of its terms shall bind Seller unless in writing and signed by Seller's authorized employee at its home office. Notwithstanding anything to the contrary in this Agreement, no modifications, limitation, waiver, or discharge of any provision of the Agreement shall affect the Buyer's liabilities to Seller accrued prior thereto. Seller may correct unilaterally any mathematical and typographical errors in the Agreement. Typed provisions of the Agreement take precedence over printed provisions. A course of performance, course of dealing, or customs in the trade shall not constitute a modification or waiver by Seller of any right by Seller. The Agreement is only for the benefit of the parties, except all disclaimers and limitations applicable to Seller shall be for the benefit of Seller's agents, employees, contractors, and suppliers. If any provisions are determined to apply to third parties, all other provisions including limitations, waivers, and disclaimers shall also apply.
4. **Prices, Payment and Risk of Loss.**
 - a. Prices contained in Seller's published price lists, if any, are subject to change without notice. Prices in individual written quotations or proposals are firm only for a period of thirty (30) days from the date of the quotation after which Buyer should inquire of Seller as to their validity and request a written confirmation or revision. Prices do not include taxes and Buyer shall pay all applicable sales or other taxes levied with respect to Goods (and replacements) in the Agreement, unless exempt therefrom. All prices are in United States dollars. Buyer shall pay all government fees levied on the installation and inspection of the Goods. Buyer shall pay upon receipt all invoices rendered by Seller for any such items Seller may pay and for the Goods.
 - b. This Agreement is for the delivery and erection of fabricated metal structures and the Goods shall be delivered F.O.B. the Buyer's place of delivery. Risk of loss passes to the Buyer upon tender of the Goods to the buyer. Seller's breach of the Agreement shall not affect the passing of the risk of loss to Buyer notwithstanding any provision of law to the contrary. It is Buyer's responsibility to ensure that the building/carport is covered under Buyer's homeowner or other insurance.
 - c. Seller may unilaterally increase prices to cover increased costs (plus reasonable overhead and profit) of design, materials, and manufacturing required by changes requested by Buyer after the date of any quotation.
 - d. All amounts not paid to Seller when due shall incur a carrying charge of 5% per annum or the maximum allowed by applicable state law, whichever is lower.
 - e. All amounts due on installation or other event which requires the action or cooperation of Buyer which Buyer fails to supply timely shall become due upon such failure.
 - f. If payment is made by check and the check is returned NSF, Buyer will be responsible for additional expenses incurred by Seller as a result of the returned check. Seller reserves the right to charge additional fees as allowed by law for checks returned NSF. These fees may include a \$20 service charge.
5. **Delivery.** Shipping and Installation dates are estimated based on Seller's present engineering and manufacturing capacity and scheduling, and may be revised by Seller upon receipt or scheduling of Buyer's order. All shipping dates are approximate and shall be computed from the date of entry of the order on Seller's books. All shipping dates are further subject to Seller's prompt receipt from Buyer of a written purchase order or acceptance, letter of credit, down payment, and other conditions as specified in the Agreement, and of all drawings, information and approvals necessary to provide the Goods and to grant any credit proposed in the Agreement.
6. **Delay of Shipment or Performance Excused for Various Reasons.**
 - a. If shipment of any item or other performance by Seller is delayed at the request or due to the fault of the Buyer, the seller may at its option hold the item at the place of manufacture at the risk and expense of the Buyer from the time it is ready for shipment. In the event of any such delay in shipment, full and final payment for an item shall be due and payable thirty (30) days after the Buyer is notified that the item is ready for shipment. If the Seller is unwilling to accommodate the Buyer by holding such item, the Buyer shall accept shipment immediately.
 - b. Dates for Seller's performance are estimates only. In addition, the Seller shall not be in default because of its delay or failure to deliver or perform resulting, in whole or in part, from: (i) any foreign or domestic embargoes, seizures, acts of God, insurrections, war, or the adoption or enactment of any law, ordinance, regulation, ruling or order, or, (ii) the lack of usual means of transportation, fires, floods, explosions, strikes or any other accidents, contingencies, or events, at the Seller's or its supplier's plant or elsewhere (whether or not beyond the Seller's control) which directly or indirectly interfere with, or render substantially more burdensome, Seller's production, deliver, or performance.
7. **Inspection, Testing and Rejection.**
 - a. If the Agreement expressly provides for Buyer's inspection and/or acceptance of the Goods, Seller's standard test procedures conducted by Seller's representative shall be the criteria for inspection and/or acceptance, unless other specific procedures have been specified in the Agreement.
 - b. All drawings, specifications, technical documentation, samples, prototypes and Goods shall be deemed approved and/or accepted by Buyer if Buyer does not provide a written objection and/or rejection within seven (7) days of receipt or other reasonable time established by Seller. Any objection and/or rejection by the Buyer must be in writing and state with specificity all defects and non-conformities upon which Buyer will rely to support its rejection. ALL DEFECTS AND NON-CONFORMITIES WHICH ARE NOT SO SPECIFIED ARE WAIVED.
8. **Customer Responsible for Locating Underground Utilities.** It is the sole responsibility of the customer to provide the factory approved independent contractor installers with the location of any underground cables, gas lines, or other utilities. This may include contacting the utility company to request that the locations of underground utilities be marked. American Steel Carports, Inc. is not responsible for any damage caused to underground utilities.

LIMITED WARRANTY

1. **Limited Warranty.** Seller warrants, for a period of 20 years from completion of installation, against rust through on the framing only assu Item 21. user care and maintenance on **12 gauge material only. This warranty does NOT apply to 14 gauge materials.** Seller warrants, for a period of 1 year from date of complete installation, against defects in workmanship assuming normal user care and maintenance. **This warranty gives you specific legal rights. You also may have other rights, which may vary from state to state.**
 2. **Warranty Disclaimer.** THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION ON THE FACE HEREOF. THE WARRANTIES IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, WHICH ARE EXPRESSLY DISCLAIMED.
 3. **Remedy.** Buyer agrees that its sole and exclusive remedy against seller will be limited to the repair and replacement of nonconforming goods at the warrantor's option, provided seller is notified in writing of any defect. However, warrantor will not elect refund unless it is unable to provide replacement, and repair is not commercially practicable and cannot be made within the time for performance. This exclusive remedy will not be deemed to have failed of its essential purpose so long as seller is willing and able to repair or replace the defective parts and, in any event, seller's liability for any damages due buyer will be limited to the purchase price of the goods. THIS PARAGRAPH STATES BUYER'S SOLE AND EXCLUSIVE REMEDY FOR BREACH OF WARRANTY.
 4. **Limitation on Liability.** THE MAXIMUM LIABILITY, IF ANY, OF SELLER FOR ALL DAMAGES, INCLUDING WITHOUT LIMITATION CONTRACT DAMAGES AND DAMAGES FOR INJURIES TO PERSONS OR PROPERTY, WHETHER ARISING FROM SELLER'S BREACH OF THIS AGREEMENT, BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY, OR OTHER TORT, WITH RESPECT TO THE GOODS, OR ANY SERVICES IN CONNECTION WITH THE GOODS, IS LIMITED TO AN AMOUNT NOT TO EXCEED THE PURCHASE PRICE OF THE GOODS. IN NO EVENT WILL SELLER BE LIABLE TO BUYER AND/OR ANY THIRD PARTIES FOR ANY INCIDENTAL DAMAGES, CONSEQUENTIAL DAMAGES, SPECIAL DAMAGES, EXEMPLARY DAMAGES OR LABOR CHARGES, INCLUDING WITHOUT LIMITATION LOST REVENUES AND PROFITS, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
- NOTE: SOME STATES DO NOT ALLOW THE EXCLUSION OR LIMITATION OF IMPLIED WARRANTIES OR INCIDENTAL OR CONSEQUENTIAL DAMAGES, SO SOME OF THE ABOVE TERMS MAY NOT APPLY TO YOU.**
5. **Warranty Limited to Original Purchaser.** This warranty extends only to the original purchaser of the product warranted by this document. Said warranty does not extend to transferee owners of the product.
 6. **Exclusions and Limitations.** American Steel Carports does not warrant any products not installed and anchored by a factory-approved installer utilizing a factory approved anchoring system. Installation by other than a factory approved installer utilizing a factory approved anchoring system will VOID your warranty. Damages from improper anchoring, strong winds, snow or ice are not considered defects. American Steel Carports does not warrant or guarantee any product in snow or ice under any circumstances. Buyer is responsible for removing accumulation of snow and ice to prevent collapse. American Steel Carports does not warrant any temporary anchoring systems (e.g., rebar) utilized by the customer, nor shall American Steel Carports be in any way responsible for damage caused by the use of such temporary anchoring systems. Additionally, American Steel Carports does not warrant any damages caused to products resulting from or after movement of the structure from the original installation point.
 7. **Ceiling Fans Void Warranty.** The installation of a ceiling fan anywhere on the structure, no matter how it is installed VOIDS all warranties. The structure is not designed for them and they should not be used.
 8. **Modification of Structure Voids Warranty.** Any modification, addition, deletion, substitution, etc. to the structure without express written design approval by American Steel Carports, Inc. will VOID the warranty. Our products are designed to specifically engineered to provide superior performance as manufactured. Any changes to the design by the Buyer could compromise the structural integrity of the unit.
 9. **Claims Procedure.** Any claim under this warranty must be in writing and sent to American Steel Carports, Inc., 457 N. Broadway St., PO Box 38, Joshua, TX 76058 and be received within 30 days of discovering claimed defect. This written notification must include a description of the defect, proof of purchase, and the address of the installed product. As American Steel Carports must have a reasonable opportunity to inspect the claim, do not begin any repairs prior to said inspection or the term warranty could be voided.

HP Electric LLC

7853 Thunder Bay Drive
 Pinckney, MI 48169 US
 +1 7348780997
 hpelectric@charter.net

ADDRESS

Hamburg Township
 10405 Merrill Rd.
 P.O. Box 157
 Mi.
 Hamburg, MI 48139

SHIP TO

Hamburg Township
 10405 Merrill Rd.
 P.O. Box 157
 Mi.
 Hamburg, MI 48139

Estimate 1018**DATE 07/26/2022**

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Electric General	RE: New Maintenance Building		11,240.00	11,240.00
		Run new service to building (200 amp if possible, will verify with DTE)			
		Install 12 LED lights on interior			
		Install 4 wall packs on exterior			
		Install 4 20 amp circuits around shop for receptacles			
		Provide power for gas heater			
		Permit			

TOTAL**\$11,240.00**

Accepted By

Accepted Date

Ashcott Electrical Inc.

11800 Whitmore Lake Rd., Suite C

Whitmore Lake, MI. 48189

Phone: (734) 449-0553

Fax: (734) 449-1182

PROPOSAL

Date: 7/27/22

To: Hamburg Township

Attn: Duane Hoeppner

Project: Maintenance Building

Electrical wiring for new maintenance building to include the following:

- (6) GFCI receptacles
- (6) Duplex receptacles
- (1) Weatherproof GFCI receptacle
- (1) 240V – 30A receptacle for compressor
- (4) Garage door opener receptacles (low voltage wiring by others)
- (1) Wiring for gas unit heater
- (8) High Bay light fixtures – LED – Fixtures included in price
- (2) Paddle Fans - \$250.00 allowance per fan included
- (2) Wallpack Light fixtures on front of building - \$250.00 allowance per fixture included
- (1) Small wallpack light fixture at service door - \$150.00 allowance included
- (1) 200 Amp – 120/240V Single phase electrical service
- Underground conduit, trenching and backfill with spoils to DTE pole included
- Asphalt cutting and removal to get across driveway
- All interior wiring to be in conduit
- Grounding to code
- Electrical permits

Not Included in quote:

Engineered drawings if required by building department

Asphalt patching

Total Price for all Items Listed Above - \$21,883.00

Thank you for the opportunity to quote on this project. Please call me if you have any questions.

Garry Johnson
President

PROPOSAL

Bob Myers Excavating, Inc.
8111 Hammel Road
Brighton, MI 48116
(810) 231-2044 (810) 231-9790 fax
info@myersexc.com

Name & Address

HAMBURG TOWNSHIP
P.O. BOX 157
HAMBURG, MI 48139

Date

7/7/2022

PROPOSAL #

2022-161

Project Name

Phone #

810-231-1000 - EXT210

Fax

810-231-8157 garage

Customer Alt. Ph...

FX 810-231-4295 twp

Email

Description

Total

RE: NEW GARAGE 40X 60

REMOVE EXISTING FENCE, INSTALL SILT FENCE AS NEEDED, STRIP NEW GARAGE SITE 60 X 60 AREA. LOAD AND HAUL ON SITE SAND FROM BARROW PIT, APPROXIMATELY 150 YARDS. GRADE PAD AND BALANCE SITE, COMPACT FILL SAND READY FOR FOOTINGS

5,300.00

PLEASE RETURN ONE SIGNED COPY OF THE PROPOSAL.
NOT RESPONSIBLE FOR DAMAGE DONE BY DRIVING ON SIDEWALKS, CURBS,
DRIVEWAYS, LAWN ECT. DURING CONSTRUCTION ACTIVITIES TO PERFORM
NECESSARY WORK BY BOB MYERS EXCAVATING INC.

Total**\$5,300.00**

Known For Honesty & Quality Since 1969



August 17, 2022

Hamburg Township DPW
10405 Merrill Road
Hamburg, MI 48139

Attn: Tony Randazzo, Director of Technical Services

Re: Professional Services – Storage Bldg. and Carport – Foundation Design and Architectural Coordination

Dear Mr. Randazzo,

As requested, we are pleased to provide this proposal for services relative to the Hamburg Township DPW Storage Building and Carport.

PROPOSED PROFESSIONAL SERVICES

Schematic Design Phase:

- Create Floor Plan for coordination between Engineered Building Package and new foundation.
- Reviewing Michigan Building Code requirements.
- Review meeting with DPW and Administrative personnel.

Construction Documents Phase:

- Floor plan drawing with Code Review
- Foundation Plan
- Building exterior elevations
- Typical Wall Sections to coordinate the pre-engineered building with the foundation
- Electrical Schematic showing receptacle at lighting locations (no engineering)

Bidding Phase (Optional):

- Distributing bid sets
- Answer all questions regarding the documents
- Issue all required addenda
- Review all bids received.

Construction Phase (Optional):

- Make site visits to observe the construction progress.
- Assist the contractors in interpretation of the documents and in unforeseen field conditions.
- Review shop drawings and submittals from the sub-contractors.
- Review and process the contractor's monthly application for payment.

Our Mission

Integrity

in architecture and design
in client relationships
in employee relationships
in community relationships

advancement

in all these efforts

PROFESSIONAL SERVICES (SUMMARY)

We are offering you professional services, which include:

ARCHITECTURE - CODE REVIEW / BUILDING COORDINATION
STRUCTURAL DESIGN

Services Excluded:

MECHANICAL, ELECTRICAL & PLUMBING ENGINEERING
CIVIL ENGINEERING
LANDSCAPE DESIGN

PROPOSED PROFESSIONAL FEE

We are proposing a lump sum Fixed Fee in the amount of **\$6,750.00** for the services described above.

The fee is broken down into the following allocation:

Schematic Design Phase	25%
Construction Documents Phase	75%
Bidding Administration Phase	if needed, hourly rates
Construction Administration Phase	if needed, hourly rates

All work will be performed on our CADD system with sheet specifications. Our fees do not include models, print charges for bidding and construction documents, surveys, soil borings, septic design, zoning board variances, application/review fees, site plan amendments, out of town travel expenses beyond 50 miles, or any other service not mentioned as such. Significant changes to previously approved designs will be charged at our standard hourly rates and may affect total costs adversely.

Our hourly rates are as follows:

CEO / President	\$150.00 per hour
Principal / Partner	\$130.00 per hour
Project Manager	\$110.00 per hour
Senior Project Architect	\$100.00 per hour
Project Architect	\$95.00 per hour
Architect	\$95.00 per hour
Planner / Designer	\$95.00 per hour
Intern Architect III	\$90.00 per hour
Intern Architect II	\$80.00 per hour
Intern Architect I	\$70.00 per hour
Sr. Staff	\$55.00 per hour

Please note that our practice of architecture does not include any expertise or control over environmentally hazardous materials on your site. Our service proposal does not include any analysis or abatement work of any kind. If we are made aware of any such situation, we will notify you and assist you in seeking professional advice for the given situation.

SCHEDULE

We have staff available to begin work within one week of receiving approval to proceed.

Please let us know if there are any questions or concerns regarding this proposal.

We appreciate the opportunity to continue to serve Hamburg Township.

Approval to Proceed:



John Eckstein, Architect, President
Lindhout Associates architects aia pc

Tony Randazzo
Hamburg Township

Date



Brighton Italian Concrete

8606 Riverside Drive., Brighton, MI 48116
(810) 447-0127



EIN 46-3130990

Date: 7/16/22

Customer: Dwayne Hoepfner for Hamburg Township

Contact: dhoepfner@hamburg.mi.us; [REDACTED]

Address: 10675 Merrill Road, Whitmore Lake, MI 48189

Salesperson	Job
Mike Basile	40' x 60' Concrete slab
Description	
Work to be performed by customer: • Excavation • Installation of 21AA as a base Work to be performed by Brighton Italian Concrete: • Form and rail • Install re-rod • Pour @ 6" with 6 bag mix including fiber mesh • Hand finish with steel trowel • Saw cut	
50% due at onset, remaining payment due upon completion	
\$21,600	

CONCRETE CONSTRUCTION, INC.

Proposal

Item 21.

CONCRETE CONSTRUCTION, INC.

P.O. BOX 256

HOWELL MI 48844

517-223-7594

517-223-8422 fax

07/12/2022

Duane Hoepfner

Hamburg Twp

Hamburg

Good For:30 Days

PROJECT

new building

Duane Hoepfner

We propose to furnish all material and perform all labor necessary to complete the construction of the following listed items and quantities:

		QUANT.	UNIT PRICE	PRICE
FOUNDATION 12" X 42"	LN. FT.	200	\$60.00	\$12,000.00
8" BLOCK LEVELING COURSE	LN. FT.	200	\$15.00	\$3,000.00
6" CONCRETE FLOORS	SQ. FT.	2400	\$7.05	\$16,908.65
Total				\$24,425.57

All materials are subject to change due to the instability in the market place

**PLEASE READ SCOPE OF WORK AND ALL EXCLUSIONS TO ENSURE EVERYTHING IS INCLUDED
IF SOMETHING IS MISSED OR NOT INCLUDED PLEASE ADVISE IMMEDIATELY
ANY CONTRACT WILL HAVE TO INCLUDE THIS SCOPE**

Included

Reinforcing 6" concrete interior 6"x6"x2.9x2.9

Expansion 1/2 inch thick by depth of concrete at walls and columns

Fine grading an already compacted in place sub grade that is plus or minus .1 of a foot

Vapor barrier 6 mils

One coat of curing compound

Saw cut control joints within 24 hours with Soffcut Saw

Winter conditions

Excluded

Permits and or testing

Repairs of any unforeseen circumstance hidden under existing

Sub grade material Layout for alignment or elevation

Barricades Temporary lighting

Demolition

We propose to furnish material and labor, complete in accordance with above specifications, for the sum of..... \$0.00 Dollars

Payments to be made as follows: NET, TENTH OF THE MONTH FOLLOWING COMPLETED WORK (PARTIAL OR FULL) RETENTION'S HELD OVER 60 DAYS FROM COMPLETED WORK WILL BE SUBJECT TO A FINANCE CHARGE OF 12% ANNUAL INTEREST RATE AND THE AMOUNT SHALL BECOME A PART OF THIS AGREEMENT.

Contractor's signature: _____

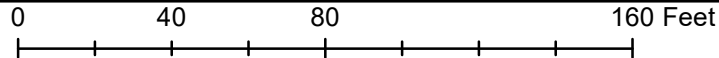
Date:

Work shall not commence without a signed agreement and copy of Notice Of Commencement.

Acceptance of proposal - The above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Owner's signature: _____

Date:



***Mdot
Prequalified
7469***

Phone (517) 868-4078 Fax (517) 235-7006
Email [REDACTED]

Date:	July 13, 2022
Project Name:	Hamburg Township - addt'l pad
Project No.:	Duane
Item No.:	dhoepner@hamburg.mi.us

Estimated Delivery --
Terms -- Per estimate
Estimating Department
m: Fred Okeefe, CEM

***	***	F and M is a certified DBE company and is not held to any of the rates, terms, conditions
		and/ or fringe benefit contributions of the Operating Engineers, Local 324.
		DBE Pre-qualified Classifications
		B, Ba, Cb, Ea, I, J

Total	\$28,000.00
-------	--------------------

**WARRANTY BONDS ARE NOT INCLUDED.
ALL WARRANTY BONDS ARE TO BE SUPPLIED BY PRIME CONTRACTOR.**

- | | | | |
|---|--|---|--|
| a | No permits, bonds, or administration fees included | h | Grade to be 0' 00" to +0' 10" Trimming/Fine Grading to be done by |
| b | If a 1% bond deduction is to be made, add 1% to the above prices | | F and M Concrete Construction flag control done by others |
| c | Backfilling and subbase for concrete done by others | i | F and M Concrete Construction reserves the right to withdraw proposals at any time |
| d | Staking, Survey and layout to be done by others | j | F and M will not be liable for any delays or costs incurred related to conflicting or damaged utilities |
| e | Quality Assurance/Quality Control/Testing by others | k | F and M is not responsible for liquidated damages |
| f | Payment To be made within 10 days of owner payment | | |
| g | This proposal is conditioned upon acceptable contract language | | |

Accepted By:

Date:

QUOTATION/PROPOSAL

F and M Concrete Construction

Mdot
Prequalified
7469

7967 Creyts Road
Dimondale, MI 48821

DBE
Certified

Phone (517) 868-4078 Fax (517) 235-7006
Email okeefefred@Gmail.com

Date: **July 13, 2022**

Estimated Delivery --

Project Name: **Hamburg Twtnship - addt'l pad**

Terms -- Per estimate

Project No.: **Duane**

To: Estimating Department

Item No.: dhoeppner@hamburg.mi.us

From: Fred Okeefe, CEM

LINE NBR	ITEM NBR	DESCRIPTION	QUANTITY	UNIT DESC	UNIT PRICE	AMOUNT
-------------	-------------	-------------	----------	--------------	---------------	--------

An Equal Opportunity Employer