



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 - KINGSTON DRIVE ROAD MAINTENANCE S.A.D.

**Tuesday, July 19, 2022 at 5:30 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

APPROVAL OF THE AGENDA

UNFINISHED BUSINESS

CURRENT BUSINESS

1. Kingston Drive SAD - 1st Public Hearing

CALL TO THE PUBLIC

BOARD COMMENTS

ADJOURNMENT



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

Agenda No. _____

Township Board Cover Sheet

Kingston Drive Area – Road Maintenance S.A.D.

First Public Hearing to Establish S.A.D. & Resolution to Prepare Roll, Set 2nd Public Hearing

Information Packet:

On June 21, 2022 the Township Board received petitions from property owners requesting to re-establish their road maintenance special assessment district for the Kingston Drive area. The first public hearing was held at 5:30 p.m. on July 19, 2022. The following items are included for Board review/approval.

1. **Notice of First Public Hearing:**

- A. Updated Petition Results Memorandum & Petition
- B. Affidavit of Mailing
- C. Hearing Cover Letter
- D. Notice of Improvement Hearing – per Public Act 188 requirements
- E. Cover Letter to Road Maintenance Contractors
- F. Request for Bid for Kingston Drive Area – Road Maintenance District
- G. Road Maintenance Bid Results
- H. Bids submitted by Contractors
- I. Estimate of Cost to Establish S.A.D.
- J. Mailing List of Property Owners included in S.A.D.

2. **Resolution to Establish S.A.D., Prepare Assessment Roll and Set 2nd Public Hearing:**

- A. Resolution No. 2 – Resolution to Direct Preparation of Assessment Roll and Set Date of 2nd Public Hearing

This Resolution will set the date and time for the second public hearing to be held to establish the district. This is called the *Hearing of Assessment* and gives property owners the opportunity to object to amount of assessment for road maintenance if they wish to appeal to the Michigan Tax Tribunal.

I am recommending that the second public hearing be scheduled for Tuesday, August 16, 2022 beginning at 5:30 p.m. to meet the necessary statutory notice requirements.

Prepared: July 6th, 2022



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

Item 1.

MEMORANDUM

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

FROM: Brittany K. Campbell, Utilities Coordinator

DATE: June 21st, 2022

RE: **Kingston Drive Area – Road Maintenance S.A.D.**
RE-ESTABLISHMENT OF SPECIAL ASSESSMENT DISTRICT

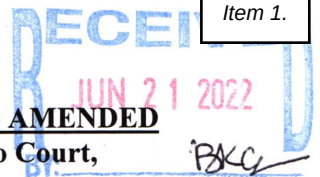
I am writing to provide the Board with the results of a petition drive by the property owners in the Kingston Drive area to re-establish the special assessment district (S.A.D.) to provide road maintenance for several private roads including the gravel portion of Kingston Drive, Kingston Place, Kingston Court, Santiago Court, St. James Court, and Compton Court. At this time there are enough property owners in favor of re-establishing the special assessment district.

The facts are as follows:

DISTRICT NAME	Kingston Drive Area Road Maintenance District
TYPE OF DISTRICT	Gravel Road Maintenance
NUMBER OF PARCELS IN S.A.D.	29
NUMBER OF RETURNED "YES" PETITIONS	24
TOTAL LINEAR FOOTAGE OF STREETS CONTAINED WITHIN DISTRICT	9,711.47 ft.
TOTAL FOOTAGE OF "YES" PETITIONS RECEIVED FROM ROAD FRONTAGE PROPERTY OWNERS	7,606.27 ft.
PERCENTAGE OF "YES" FOOTAGE COMPARED TO TOTAL LINEAR ROAD FOOTAGES.	7,606.27 ft. divided by 9,711.47 ft. equals = 78.32%
PERCENTAGE OF RETURNED "YES" PETITIONS TO TOTAL NUMBER OF PARCELS INCLUDED IN S.A.D.	24 divided by 29 = 82.76%

NOTE: All streets with proposed S.A.D. are **private** roads. This project consists of the re-establishment of an existing road maintenance district special assessment district.

TO: THE TOWNSHIP BOARD OF THE TOWNSHIP OF HAMBURG
LIVINGSTON COUNTY, STATE OF MICHIGAN



PETITION FOR ROAD MAINTENANCE UNDER ACT NO. 188, P.A. 1954, AS AMENDED

**Gravel Portion of Kingston Drive, Kingston Place, Kingston Court, Santiago Court,
St. James Court and Compton Court**
Hamburg Township, Livingston County, Michigan

We the undersigned, as the record owners of land constituting more than 50% of the total linear road frontage in a proposed special assessment district described in the attached Appendix A, hereby respectfully **PETITION THE HAMBURG TOWNSHIP BOARD** for road maintenance as described below (the "Project") under authority of the Township Public Improvements Act (Act No. 188, Public Acts of Michigan, 1954, as amended) for the gravel portion of Kingston Drive, Kingston Place, Kingston Court, Santiago Court, St. James Court and Compton Court, all being private roads located in Hamburg Township. The project shall be paid for through special assessments levied on those properties located within the district for a period of ten (10) years. Property owners are requesting that the method of assessment for road maintenance be levied on a per parcel basis.

Project Description: The project consists of establishing a road maintenance special assessment district to benefit those properties having ingress and egress along the gravel portion of Kingston Drive, Kingston Place, Kingston Court, Santiago Court, St. James Court and Compton Court.

Road maintenance shall consist of the following services:

1. Road Grading to be done up to five (5) times per year as necessary; and
2. Up to 300 cubic yards of road quality (21AA) gravel to be installed on an annual basis as necessary, and
3. Application of Brine for the purpose of dust control at the following schedule – One week prior to or after the Memorial Day holiday, one week prior to or after the 4th of July holiday, and one week prior to or after the Labor Day holiday, not to exceed three (3) times per year.

We, the petitioners, further understand that the costs of the Project (including any related engineering and/or legal costs) will be assessed against our land and the other lands in the proposed district, whether or not the Project is completed. In the event that the Special Assessment district is not created, the undersigned agree to reimburse the Township for all such costs that the Township may assess against our property.

Do not detach from top of form

TAX CODE NUMBER:

4715-19-100-038

Name(s) of Property Owners(s):

Andrew Pawloske

Property Address:

9138 Santiago Court Pinckney MI 48169

MAILING ADDRESS –

of property owner if different
than property address:

ALL RECORD PROPERTY OWNERS MUST SIGN

X

Andrew Pawloske

Date:

6-13-2022

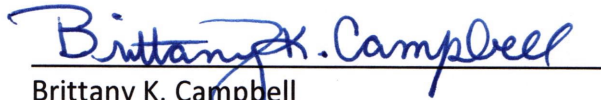
X

Date:

AFFIDAVIT OF MAILING

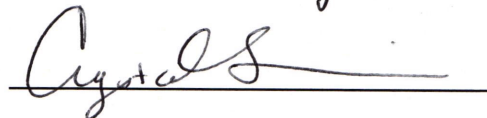
STATE OF MICHIGAN)
)ss
COUNTY OF LIVINGSTON)

BRITTANY K. CAMPBELL, being first duly sworn, deposes and says that she personally prepared for mailing, and did on July 6th, 2022, send by first-class mail, the proposed **Kingston Drive Area – Road Maintenance Special Assessment District** notice of first public hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Hamburg; that she personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that she personally placed all of such envelopes in a United States Post Office receptacle on the above date.



Brittany K. Campbell
Hamburg Township Utilities Coordinator

Subscribed and sworn to before me
this 6th day of July, 2022.



Notary Public

My commission expires: 6.14.2028

CRYSTAL SIMMONS
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF LIVINGSTON
My Commission Expires 06/14/2028
Acting in the County of _____

July 6th, 2022

Re: **Kingston Drive Area – Road Maintenance District**
Notice of First Public Hearing

Dear Property Owner,

Enclosed is a copy of the official Notice of Improvement Hearing to re-establish the Kingston Drive Area road maintenance special assessment district (S.A.D.). The district shall serve the properties located on the gravel portion of Kingston Drive, Kingston Place, Kingston Court, Santiago Court, St. James Court and Compton Court. Road maintenance services will consist of road grading up to five (5) times per year, the annual installation of up to three hundred (300) cubic yards of 21AA road quality gravel, and dust control applications up to three (3) times per year.

The Township Board has scheduled the first public hearing for Tuesday, July 19th, 2022 to begin at 5:30 p.m. at the Township Offices located at 10405 Merrill Road. The purpose of the meeting is to discuss the desire to re-establish the district, the district boundaries and the estimated cost of the project. The estimated road maintenance costs for the first year of the district is \$15,887.31 which will be split equally among the 29 parcels in an assessment of approximately \$547.84 each.

If after the first public hearing there is still enough support to move forward with re-establishing the special assessment district the Board will pass a resolution to schedule the 2nd public hearing, tentatively planned for August 16, 2022, which will provide the actual amount of your assessment that will appear on the December 1, 2022 tax bill.

We will be happy to answer any questions you have during the public hearing, however, if you would like to discuss the project before the meeting please feel free to contact me at (810) 231-1000 Ext. 210 or via email at bcampbell@hamburg.mi.us.

Sincerely,



Brittany K. Campbell
Hamburg Township Utilities/Special Projects Coordinator



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

NOTICE OF PUBLIC HEARING

Hamburg Township
 Livingston County, Michigan

NOTICE OF PUBLIC HEARING UPON RE-ESTABLISHMENT OF THE ROAD MAINTENANCE SPECIAL ASSESSMENT DISTRICT FOR THE KINGSTON DRIVE AREA

NOTICE IS HEREBY GIVEN:

(1) The Township Board of Hamburg Township, Livingston County, Michigan, in accordance with the laws of the State of Michigan, will hold a public hearing on Tuesday, July 19, 2022 at **5:30** p.m., at the Hamburg Township Hall, 10405 Merrill Road, Hamburg, Michigan 48139, to review the following special assessment district:

HAMBURG TOWNSHIP KINGSTON DRIVE AREA ROAD MAINTENANCE SPECIAL ASSESSMENT DISTRICT

and to hear any objections thereto and to the proposed road maintenance district and to the petitions filed with the Township Board requesting the district.

(2) The road maintenance services will consist of road grading up to five (5) times per year, the annual installation of up to three hundred (300) cubic yards of **21AA** road quality gravel, and dust control applications up to three (3) times per year. A Special Assessment District is being proposed to serve the properties located on the gravel portion of Kingston Drive, Kingston Place, Kingston Court, Santiago Court, St. James Court and Compton Court; said properties are identified by the following permanent parcel numbers:

15-18-300-013	15-18-300-020	15-18-300-021	15-18-300-022
15-18-300-023	15-18-300-024	15-18-300-026	15-18-300-027
15-18-300-028	15-18-300-029	15-19-100-017	15-19-100-018
15-19-100-029	15-19-100-030	15-19-100-034	15-19-100-035
15-19-100-036	15-19-100-037	15-19-100-038	15-19-100-039
15-19-100-040	15-19-100-041	15-19-100-042	15-19-100-043
15-19-100-044	15-19-100-045	15-19-100-046	15-19-100-047
15-19-100-053			

(3) The Township plans on imposing special assessments on the properties located in the Special Assessment District to pay for the costs of the road maintenance.

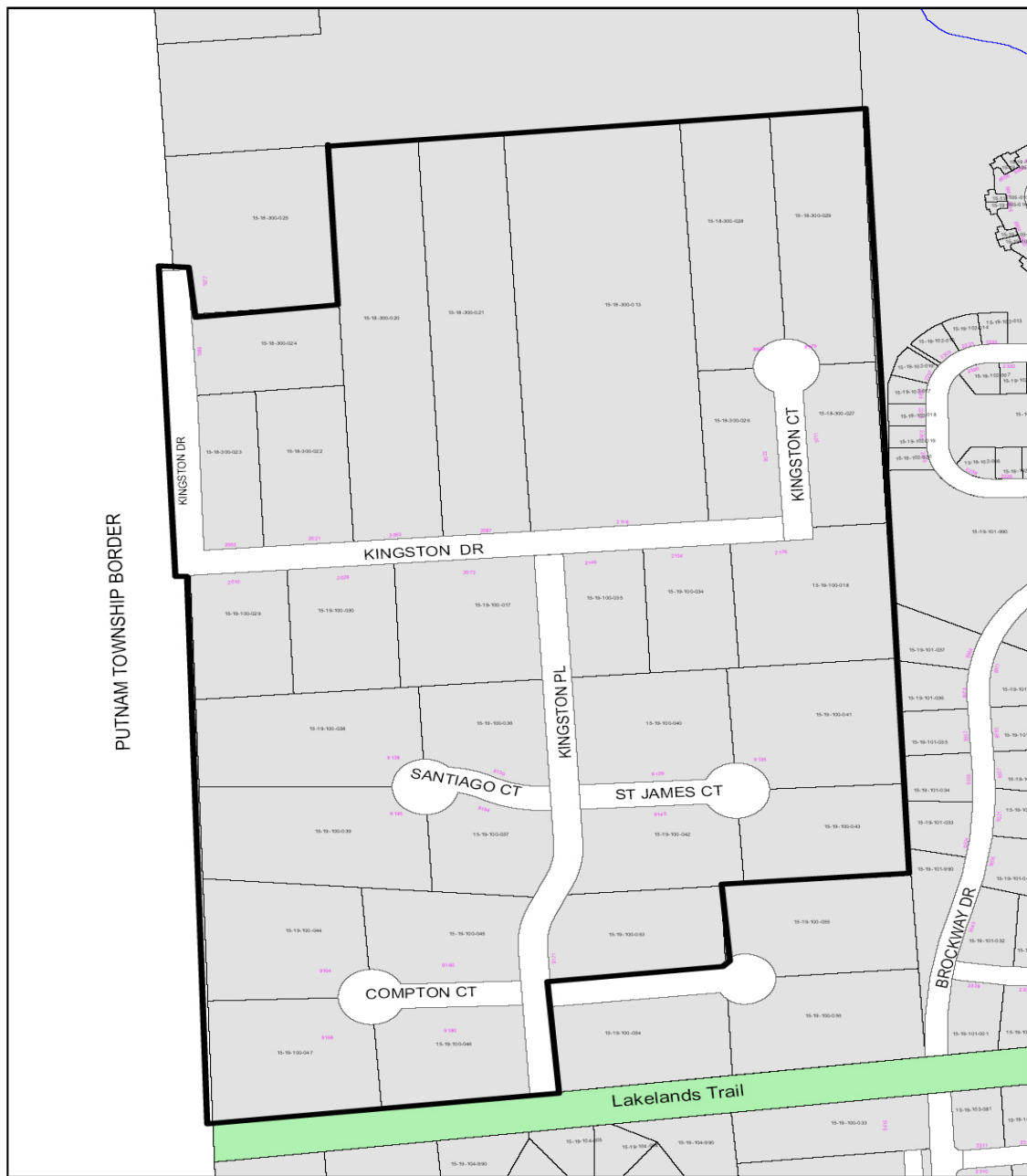
(4) The plans and cost estimates for the proposed maintenance district and the boundaries of the Special Assessment District are now on file in the office of the Township Clerk for public inspection. Periodic redeterminations of the cost of the project may be made, and subsequent hearings shall not be required if such cost redeterminations do not increase the estimated cost of the project by more than 10%. Any person objecting to the proposed project, the petitions for the project or the proposed Special Assessment District shall file an objection in writing with the Township Clerk before the close of the July 19th, 2022, hearing or within such further time the Township Board may grant.

This notice is given by order of the Hamburg Township Board.

Dated: July 6th, 2022
July 13th, 2022

Michael Dolan
Hamburg Township Clerk
10405 Merrill Rd. P.O. Box 157
Hamburg, MI 48139

Re-Establishment of the Kingston Drive Area - Road Maintenance S.A.D.



 **Proposed Road Maintenance District Boundary Line**

The road maintenance service district area will include those portions of the streets located within the border delineated by the bold outline.



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

May 25th, 2022

Re: Request for Road Maintenance Bids
Kingston Drive Area

Dear Road Maintenance Contractor,

The special assessment district (SAD) for the Kingston Drive area will expire on September 18th, 2022. To continue with the current road maintenance services, the property owners will have to petition the Township to re-establish the SAD for another 10-year period. If approved by the Township Board of Trustees, the new district will be renewed as of September 20th, 2022. Hamburg Township is currently seeking bids for road maintenance for this special assessment district. Services will include: road grading up to five (5) times per year, and the annual installation of up to 300 yards of 21AA road quality gravel as needed. If the District is re-established a new contract will be awarded for a two (2) year period, beginning on September 20th, 2022 and running through September 19th, 2024. If the district fails to renew the current contract for services will expire on September 30th of this year.

Please be advised the Township requires all bidders to provide proof that they are responsible in paying their property taxes; both real and personal; whether it be in this township or other municipalities. Your bid proposals should include any attachments or submittals confirming that your company is current in the payment of any personal and/or property taxes owed by the Contractor. The Township will now consider this information as part of awarding the road maintenance contracts.

If you are interested in submitting a bid to provide road maintenance for this special assessment district, please complete the enclosed Bid Specification Form and forward it to Brittany Campbell, Utilities Coordinator, Hamburg Township Offices, P.O. Box 157, Hamburg, MI 48139 or via fax to (810) 231-4295. You may also email your bid to bcampbell@hamburg.mi.us. Bids are due no later than 2:00 p.m. on Friday, June 17th, 2022.

If you have any questions regarding the request for bid please feel free to contact me at (810) 231-1000 Ext. 210 or by email at bcampbell@hamburg.mi.us. Thank you.

Sincerely,

Brittany K. Campbell
Hamburg Township Utilities Coordinator

FAX (810) 231-4295
TELEPHONE: (810) 231-1000



Item 1.

P.O. Box 157
10405 Merrill Road
Hamburg, MI 48139

BID SPECIFICATION FORM

PRIVATE ROAD MAINTENANCE DISTRICT HAMBURG TOWNSHIP, MICHIGAN

COMPANY NAME: _____

CONTACT PERSON: _____

ADDRESS: _____

PHONE: _____

Signature of Bidder's Authorized Agent: _____

Project Location

Kingston Drive Area (see Map)

East off of Farley Road

1.) **Gradings** – Up to Five (5) gradings per year as necessary.

Per Grading Charge \$ _____

Total \$ _____

2.) **Gravel** – Annual installation of up to Three-hundred (300) cubic yards of **21AA** gravel (road quality) to be applied as necessary.

Material Charge (per Yard) \$ _____

Labor Charge \$ _____

Total \$ _____

The Township recommends that any Contractor interested in submitting a bid to provide road maintenance should make an on-site inspection of the road(s) prior to submitting a bid for services. A map of the location is enclosed with this bid request.

NOTE: Bid amounts must reflect all costs as requested above. Any proposed additional services may be recommended on a separate sheet and attached to the bid form.

CONTRACT INFORMATION:

The Contract will run for a period of two (2) years beginning on September 20th, 2022 and continuing through September 19th, 2024. Incremental increases in the cost of gravel may be negotiated between the Contractor and Hamburg Township on an annual review basis. Contractor shall remain an independent agent and does not become an employee of the Township. As such, the Contractor shall purchase and maintain worker's comp, personal injury and liability insurance in a minimum amount of \$1,000,000.00 as required by the Township.

AWARDING OF CONTRACTS: On February 15, 2011 the Township Board of Trustees adopted the new Administrative Policies and Procedures for Expenditures Control regarding all Township Purchasing, Contracts and Sales. As a result, the Township will now consider the following in the awarding of road maintenance contracts:

- (1) The character, integrity, reputation, judgment, experience and efficiency of the bidder;
 - (a) The Township shall require the bidder to provide proof that they are responsible in paying their property taxes; both real and personal; whether it be in this township or other municipalities.

All bids are due by **2:00 p.m. on Friday, June 17th, 2022** to:

Brittany K. Campbell
 Hamburg Township Utilities Coordinator
 10405 Merrill Road
 P.O. Box 157
 Hamburg, Michigan 48139
 (810) 231-1000 Ext. 210
 (810) 231-4295 – Fax
 Email: bcampbell@hamburg.mi.us

Hamburg Township reserves the right to reject any and all bid proposals and/or waive and irregularities, requirements or conditions in any or all bid proposals.



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

Item 1.

May 25th, 2022

Re: Request for Road Maintenance Bids
Kingston Drive Area

Dear Dust Control Spray Contractor,

The special assessment district (SAD) for the Kingston Drive area will expire on September 18th, 2022. To continue with the current road maintenance services, the property owners will have to petition the Township to re-establish the SAD for another 10-year period. If approved by the Township Board of Trustees, the new district will be renewed as of September 20th, 2022. Hamburg Township is currently seeking bids for dust control spraying services for this special assessment district. Services will include: the application of brine spray for the purpose of dust control up to three (3) times per year. If the District is re-established a new contract will be awarded for a two (2) year period, beginning on September 20th, 2022 and running through September 19th, 2024. If the district fails to renew the current contract for services will expire on September 30th of this year.

Please be advised the Township requires all bidders to provide proof that they are responsible in paying their property taxes; both real and personal; whether it be in this township or other municipalities. Your bid proposals should include any attachments or submittals confirming that your company is current in the payment of any personal and/or property taxes owed by the Contractor. The Township will now consider this information as part of awarding the road maintenance contracts.

If you are interested in submitting a bid to provide road maintenance for this special assessment district, please complete the enclosed Bid Specification Form and forward it to Brittany Campbell, Utilities Coordinator, Hamburg Township Offices, P.O. Box 157, Hamburg, MI 48139 or via fax to (810) 231-4295. You may also email your bid to bcampbell@hamburg.mi.us. Bids are due no later than 2:00 p.m. on Friday, June 17th, 2022.

If you have any questions regarding the request for bid please feel free to contact me at (810) 231-1000 Ext. 210 or by email at bcampbell@hamburg.mi.us. Thank you.

Sincerely,

Brittany K. Campbell
Hamburg Township Utilities Coordinator

FAX (810) 231-4295
TELEPHONE: (810) 231-1000



Item 1.

P.O. Box 157
10405 Merrill Road
Hamburg, MI 48139

DUST CONTROL BID SPECIFICATION FORM

PRIVATE ROAD MAINTENANCE DISTRICT
HAMBURG TOWNSHIP, MICHIGAN

COMPANY NAME: _____

CONTACT PERSON: _____

ADDRESS: _____

PHONE: _____

Signature of Bidder's Authorized Agent: _____

Project Location

Kingston Drive Area (see Map)

East off of Farley Road

- 1.) **Dust Control** – Application of brine spray for the purpose of dust control at the following schedule – One week prior to or after the Memorial Day holiday, one week prior to or after the 4th of July holiday, and one week prior to or after the Labor Day holiday not to exceed three (3) times per year.

Material Charge (per Spray) \$ _____

Labor Charge (per Spray) \$ _____

Total Annual Cost \$ _____

The Township recommends that any Contractor interested in submitting a bid to provide road maintenance should make an on-site inspection of the road(s) prior to submitting a bid for services. A map of the location is enclosed with this bid request.

CONTRACT INFORMATION:

The Contract will run for a period of two (2) years beginning on September 20th, 2022 and continuing through September 19th, 2024. Incremental increases in the cost of gravel may be negotiated between the Contractor and Hamburg Township on an annual review basis. Contractor shall remain an independent agent and does not become an employee of the Township. As such, the Contractor shall purchase and maintain worker's comp, personal injury and liability insurance in a minimum amount of \$1,000,000.00 as required by the Township.

NOTE: Bid amounts must reflect all costs as requested above. Any proposed additional services may be recommended on a separate sheet and attached to the bid form.

All bids are due by **2:00 p.m. on Friday, June 17th, 2022** to:

Brittany K. Campbell

Hamburg Township Utilities Coordinator

10405 Merrill Road

P.O. Box 157

Hamburg, Michigan 48139

(810) 231-1000 Ext. 210

(810) 231-4295 – Fax

Email: bcampbell@hamburg.mi.us

Hamburg Township reserves the right to reject any and all bid proposals and/or waive and irregularities, requirements or conditions in any or all bid proposals.

**MEMORANDUM**

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

From: Brittany K. Campbell, Utilities Coordinator

Date: June 30th, 2022

Re: **Bid Results for Kingston Drive - Road Maintenance S.A.D.
ROAD MAINTENANCE CONTRACT**

The current road maintenance contract for this special assessment district (S.A.D.) will expire on September 30th, 2022. However, requests for bid were sent out earlier in order to calculate the 2022 winter tax assessments for the district. Fourteen (14) requests for bid were mailed out to qualified road maintenance contractors. I received two (2) responses from Contractors wishing to bid on providing road maintenance services for the Kingston Drive Area road maintenance special assessment district. The results are as follows:

Annual Pricing for Services to be Provided	Bob Myers Excavating, Inc.
Gradings – up to five (5) times per year.	\$5,250.00
Gravel – Up to 300 cubic yards of 21AA gravel annually as necessary.	\$9,600.00
Sub-Total Annual Cost:	\$ 12,250.00
Dust Control – up to three (3) sprayings per year.*	*Provided by Big Barney's \$ 3,300.00
Total Annual Cost:	\$ 18,150.00

*Dust control pricing provide by Big Barney's of Howell. This vendor provides a majority of our dust control spraying services for the road maintenance special assessment districts (SADs).

Therefore, I respectfully request that the Board award the two-year road maintenance service contracts to **Bob Myers Excavating, Inc.** and **Big Barney's** to begin on October 1st, 2022 and ending on September 30th, 2024 to for the Kingston Drive Area road maintenance district.

FAX (810) 231-4295
TELEPHONE: (810) 231-1000



Item 1.

P.O. Box 157
10405 Merrill Road
Hamburg, MI 48139

BID SPECIFICATION FORM

PRIVATE ROAD MAINTENANCE DISTRICT HAMBURG TOWNSHIP, MICHIGAN

COMPANY NAME: Bob Myers Excavating, Inc.

CONTACT PERSON: Mike Myers

ADDRESS: 8111 Hammel Road

Brighton, MI 48116

PHONE: 810-231-2044

Signature of Bidder's Authorized Agent: 

Project Location Kingston Drive Area (see Map)
East off of Farley Road

- 1.) **Gradings** – Up to Five (5) gradings per year as necessary.

Per Grading Charge \$ 1,050.00

Total \$ 5,250.00

- 2.) **Gravel** – Annual installation of up to Three-hundred (300) cubic yards of **21AA** gravel (road quality) to be applied as necessary.

Material Charge (per Yard) \$ 16.00

Labor Charge \$ 16.00

Total \$ 9,600.00

The Township recommends that any Contractor interested in submitting a bid to provide road maintenance should make an on-site inspection of the road(s) prior to submitting a bid for services. A map of the location is enclosed with this bid request.

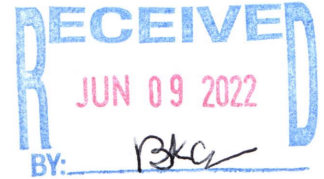
FAX (810) 231-4295
TELEPHONE: (810) 231-1000



Item 1.
P.O. Box 157
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DUST CONTROL BID SPECIFICATION FORM

PRIVATE ROAD MAINTENANCE DISTRICT
HAMBURG TOWNSHIP, MICHIGAN



COMPANY NAME: BIG BARNEY'S DUST CONTROL

CONTACT PERSON: BYRON MYER

ADDRESS: P.O. Box 483

Howell, MI. 48844

PHONE: 517-546-8755

Signature of Bidder's Authorized Agent: [Signature]

Project Location Kingston Drive Area (see Map)
East off of Farley Road

- 1.) **Dust Control** – Application of brine spray for the purpose of dust control at the following schedule – One week prior to or after the Memorial Day holiday, one week prior to or after the 4th of July holiday, and one week prior to or after the Labor Day holiday not to exceed three (3) times per year.

Material Charge (per Spray) \$ 1,100.⁰⁰

Labor Charge (per Spray) \$ _____

Total Annual Cost \$ 1,100.⁰⁰ x 3 =
\$3,300.⁰⁰

The Township recommends that any Contractor interested in submitting a bid to provide road maintenance should make an on-site inspection of the road(s) prior to submitting a bid for services. A map of the location is enclosed with this bid request.



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Item 1.

2022 ESTIMATE OF ROAD MAINTENANCE COST Kingston Drive Area Special Assessment District Year 1

Hamburg Township Administration Expenses:

Postage (2 letters per property owner)	\$	50.00
Publications (4 @ \$500.00 each)		2,000.00
Public Hearings (2 @ \$150.00 each)		300.00
Annual Administration Charge		
(\$300 in a renewal year		300.00
\$150 in a subsequent year)		
Sub-Total Township Fees:	\$	2,650.00

Road Maintenance Expenses:

Road Grading:

– Up to five (5) times per year as necessary	\$	5,250.00
(\$1,050.00 per time – 5 assumed per year)		

Gravel:

– Up to 300 cubic yards of 21AA road quality gravel installed on an annual basis, as necessary.	\$	9,600.00
(Assumed up to 300 yards @ \$32.00 per yard)		

Dust Control – Brine Application 3 times per year	\$	3,300.00
(\$1,100.00 per application)	\$	18,150.00

Road Maintenance Contingency Fee:		2,080.00
-----------------------------------	--	----------

Total Estimated Project Cost: \$ 22,880.00

*Less Fund Balance Remaining in SAD Account: (- 6,992.69)

Total First Year Assessment: \$ 15,887.31

The cost per household for road maintenance, based on a total of 29 parcels sharing in the assessment equally, shall be **\$547.84** per parcel for the first year to re-establish the district.

***Please be advised:** The fund balance (money) left over in the Kingston Drive area road maintenance account will be used to off-set the amount collected to pay for the road maintenance services and administrative fees to re-establish the district.

2023 ESTIMATE OF ROAD MAINTENANCE COST
Kingston Drive Area Proposed Special Assessment District
Year 2

Administration Expenses:

Annual Administration Charge	
(\$300 in a renewal year	\$ 150.00
\$150 in a subsequent year)	
<i>Sub-Total Township Fees:</i>	\$ 150.00

Road Maintenance Expenses:

Road Grading:

– Up to five (5) times per year as necessary	\$ 5,250.00
(\$1,050.00 per time – 5 assumed per year)	

Gravel:

– Up to 300 cubic yards of 21AA road quality gravel installed on an annual basis, as necessary.	\$ 9,600.00
(Assumed up to 300 yards @ \$32.00 per yard)	

Dust Control – Brine Application 3 times per year	\$ 3,300.00
(\$1,100.00 per application)	\$ 18,150.00

Road Maintenance Contingency Fee:	1,900.00
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Total Estimated Project Cost: \$ 20,900.00

\$ 20,900.00 divided by 29 Parcels = **\$720.68 per parcel.****

Represents **second** year estimated costs to re-establish the proposed special assessment district.

**This number will change each year based upon the amount of services rendered the previous year. If there is money left over in the Kingston Drive area road maintenance fund balance account that money will be used to off-set the amount collected to pay for the next year's services.

NOTE: An RFP (Request for Proposal) for the proposed road maintenance services has already been sent out for bid. These numbers represent the actual costs to provide the requested services under the new special assessment district.

15-18-300-013
James A. & Denise M. Tolbert
2119 Kingston Dr.
Pinckney, MI 48169

15-18-300-020
Brian Loggi
2063 Kingston Dr.
Pinckney, MI 48169

15-18-300-021
Willard & Ruth Abend
P.O. Box 54
Lakeland, MI 48143

15-18-300-022
James P. McCarthy
2021 Kingston Dr.
Pinckney, MI 48169

15-18-300-023
Mark D. & Marcia M. Radlicki
2003 Kingston Dr.
Pinckney, MI 48169

15-18-300-024
Terry & Sheryl A. Dixon
1989 Kingston Dr.
Pinckney, MI 48169

15-18-300-026
James Mallinger & Marie Hesse
9022 Kingston Ct.
Pinckney, MI 48169

15-18-300-027
James G. & Kathleen M. Houston
9011 Kingston Ct.
Pinckney, MI 48169

15-18-300-028
Krista Ransford
8990 Kingston Ct.
Pinckney, MI 48169

15-18-300-029
Thomas Ellis Easterwood
8979 Kingston Ct.
Pinckney, MI 48169

15-19-100-017
Vanessa Claire Hasseld
2072 Kingston Dr.
Pinckney, MI 48169

15-19-100-018
Bobby & Fay Cotham
2176 Kingston Dr.
Pinckney, MI 48169

15-19-100-029
Michael K. & Geri Lyn Colbert
2010 Kingston Dr.
Pinckney, MI 48169

15-19-100-030
Brian & Sonia Young
2028 Kingston Dr.
Pinckney, MI 48169

15-19-100-034
Denis Christopher Walus Trust
2154 Kingston Dr.
Pinckney, MI 48169

15-19-100-035
Joseph A. Whitus
2148 Kingston Dr.
Pinckney, MI 48169

15-19-100-036
Jamey A. & Rebecca S. Douras
9130 Santiago Ct.
Pinckney, MI 48169

15-19-100-037
Robert W. Rorabacher
9154 Santiago Ct.
Pinckney, MI 48169

15-19-100-038
Andrew Pawloske
9138 Santiago Ct.
Pinckney, MI 48169

15-19-100-039
Ryan & Michelle Hack
9146 Santiago Ct.
Pinckney, MI 48169

15-19-100-040
Jeffrey & Beth Bridson
9129 St. James Ct.
Pinckney, MI 48169

15-19-100-041
Kevin & Jacqueline Wiley Trust
9135 St. James Ct.
Pinckney, MI 48169

15-19-100-042
Judith C. Karoleff
9145 St. James Ct.
Pinckney, MI 48169

15-19-100-043
Leroy & Sheryl D. Meade
11738 Tamarina
Pinckney, MI 48169

15-19-100-044
Jack & April Cyrul
9164 Compton Ct.
Pinckney, MI 48169

15-19-100-045
Michael, Jr. & Ann Marie Kruk
9160 Compton Ct.
Pinckney, MI 48169

15-19-100-046
Robert & Donna Reid Trust
9180 Compton Ct.
Pinckney, MI 48169

15-19-100-047
James A. & Cherly L. Badami
9168 Compton Ct.
Pinckney, MI 48169

15-19-100-053
Roger O. & Sandra K. Kremers
9171 Kingston Pl.
Pinckney, MI 48169

**KINGSTON DRIVE AREA - ROAD MAINTENANCE
SPECIAL ASSESSMENT DISTRICT RESOLUTION
(Resolution #2)**

TOWNSHIP OF HAMBURG

At a regular meeting of the Township Board of the Township of Hamburg, Livingston County, State of Michigan, held at the Hamburg Township Hall on Tuesday, July 19th, 2022, beginning at 7:00 p.m. Eastern Standard Time, there were:

PRESENT: _____

ABSENT: _____

and the following preamble and resolution were:

MOVED FOR ADOPTION BY: _____

MOTION SUPPORTED BY: _____:

**RESOLUTION TO RE-ESTABLISH THE
KINGSTON DRIVE AREA SPECIAL ASSESSMENT DISTRICT
DIRECT PREPARATION OF ASSESSMENT ROLL
AND SET DATE OF SECOND PUBLIC HEARING**

WHEREAS, the Township Board (“the Board”) of the Township of Hamburg, Livingston County, Michigan (“the Township”) received Petitions signed by more than 50% of the total (approx. 9,711 linear feet) of the proposed Special Assessment District described hereinafter, and accordingly, determined to proceed under the provisions of Public Act 188 of 1954, as amended, to secure plans and estimates of cost together with a proposed Special Assessment District for assessing the costs of the proposed road maintenance to schedule a public hearing upon the same for this date, and

WHEREAS, the plans, estimates of cost and proposed Special Assessment District were filed with the Township Clerk for public examination and Notice of the within hearing upon the same was published and mailed in accordance with law and statute provided as shown by the Affidavit pertaining thereto on file with the Township Clerk, and

WHEREAS, in accordance with the aforesaid Notices, a hearing was scheduled on this 19th day of July, 2022, commencing at 5:30 o’clock p.m. and all persons given the opportunity to be heard in the matter, and

WHEREAS, as a result of the foregoing, the Township Board believes the project to be in the best interests of the township and of the district to be re-established therefore;

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. That this Township Board does hereby determine that the Petitions for the Kingston Drive Area - Road Maintenance Special Assessment District were properly signed by the record owners of land whose frontage constitutes more than 50% of the total (9,711 linear feet) upon the proposed improvement.

2. That this Township Board does hereby approve the plans for the road maintenance as requested by the Petitions and the preliminary estimate of costs for the first year to establish the district in the amount \$15,887.31, which was bid out for the final determination of costs.

3. That this Township Board does hereby re-establish, determine and define as a Special Assessment District to be known as the Kingston Drive Area Special Assessment District within which the costs of such improvements shall be assessed according to benefit and which consists of the lands identified more specifically identified by the following permanent parcel numbers:

15-18-300-013	15-18-300-020	15-18-300-021	15-18-300-022
15-18-300-023	15-18-300-024	15-18-300-026	15-18-300-027
15-18-300-028	15-18-300-029	15-19-100-017	15-19-100-018
15-19-100-029	15-19-100-030	15-19-100-034	15-19-100-035
15-19-100-036	15-19-100-037	15-19-100-038	15-19-100-039
15-19-100-040	15-19-100-041	15-19-100-042	15-19-100-043
15-19-100-044	15-19-100-045	15-19-100-046	15-19-100-047
15-19-100-053			

4. That on the basis of the foregoing, this Township Board does hereby direct the Supervisor to make a special assessment roll in which shall be entered and described all the parcels of land to be assessed with the names of the respective owners thereof if known, and a total amount to be assessed against such parcel of land which amount shall be the relative portion of the whole sum to be levied against the parcels of land in the Special Assessment District as the benefit to the parcel of land bears to the total benefit to all the parcels of land in the Special Assessment District. When the same has been completed, the Supervisor shall affix thereto his Certificate stating that it was made pursuant to this Resolution and that in making such assessment roll, he has, according to his best judgment, conformed in all respects to the directions contained in this Resolution and the applicable state statutes.

5. That a second public hearing, for the purpose of providing an opportunity to the property owners involved to review and comment on said Special Assessment Roll, shall be scheduled to be held on Tuesday, August 13, 2022, at 5:30 p.m. at the Hamburg Township Hall located at 10405 Merrill Road, Hamburg, Michigan.

6. That all previously adopted Resolutions that are in conflict with this Resolution are repealed to the extent of such conflict.

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

The following voted "Nay":

Absent:

Resolution _____.

CLERK'S CERTIFICATE

The undersigned, being the duly elected Clerk of the Township of Hamburg, Livingston County, Michigan hereby certifies 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 a quorum was present and remained throughout; (2) the original of such resolution is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to an 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.

Michael Dolan
Hamburg Township Clerk